WEST LANCASHIRE WOMEN'S REFUGE LIMITED

England & Wales · Charity number 1101025

Details

Other names	WEST LANCASHIRE WOMEN'S REFUGE, DOMESTIC VIOLENCE SUPPORT SERVICES (W.L.), THE LIBERTY CENTRE, TRADING AS THE LIBERTY CENTRE
Status	Registered
Legal form	Charitable company
Company number	04824324
Registered	2003-12-04
Register	View on the Charity Commission register

Contact

Address	Unit 10A Malthouse Business Centre 48 Southport Road Ormskirk Lancashire L39 1QR
Phone	0169550600
Website	www.thelibertycentre.org.uk

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Activities

Objects: TO RELIEVE THE DISTRESS AND SUFFERING BY: - (I) PROVIDING SUPPORT FOR THOSE WOMEN WHO HAVE BEEN VICTIMS OR ARE LIKELY TO BE VICTIMS OF VIOLENCE, INCLUDING THOSE WHO HAVE SUFFERED OR ARE LIKELY TO SUFFER PHYSICAL EMOTIONAL, SEXUAL, FINANCIAL HARM OR ABUSE.(II)PROVIDING SUPPORT FOR THOSE MEN WHO HAVE BEEN VICTIMS OR ARE LIKELY TO BE VICTIMS OF VIOLENCE, INCLUDING THOSE WHO HAVE SUFFERED OR ARE LIKELY TO SUFFER PHYSICAL EMOTIONAL, SEXUAL, FINANCIAL HARM OR ABUSE.(III) PROVIDING SUPPORT FOR THOSE CHILDREN WHO HAVE BEEN VICTIMS OR WHO ARE LIKELY TO BE VICTIMS OF VIOLENCE, INCLUDING THOSE WHO HAVE SUFFERED OR ARE LIKELY TO SUFFER PHYSICAL EMOTIONAL, SEXUAL HARM OR ABUSE.(IV) PROVIDING HOSTEL ACCOMMODATION ONLY TO SUCH WOMEN AND THEIR CHILDREN AND BY ANY OTHER SUCH MEANS AS SHALL FURTHER THE OBJECTS OF THE COMPANY.(V) ASSISTING AND ENCOURAGING SUCH WOMEN AND THEIR CHILDREN TO IDENTIFY THEIR FUTURE NEEDS, ASPIRATIONS AND INTENTIONS AND TO PROVIDE SUPPORT.(VI) THE LIBERTY CENTRE WILL WORK WITH THOSE PEOPLE IDENTIFIED ABOVE INCLUDING VULNERABLE FAMILIES, EMPOWERING THE LIVES OF WOMEN, MEN AND CHILDREN TO BUILD CONFIDENCE, SELF-ESTEEM TO IMPROVE AND CHANGE THEIR LIVES

Activities: The key objectives and activities of the charitable company are to relieve the distress and suffering of women and their children staying at the refuge.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, The Prevention Or Relief Of Poverty, Accommodation/housing
- **Who:** Children/young People, Other Defined Groups

Geography

- **Area of benefit:** NOT DEFINED. IN PRACTICE WEST LANCASHIRE
- Lancashire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£627,377	£550,231	£389,470	18
2024-03-31	£587,120	£619,499	£312,324	19
2023-03-31	£826,045	£743,093	£344,703	21
2022-03-31	£592,078	£627,676	£261,751	19
2021-03-31	£451,811	£478,501	-	-

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Trustees

Name	Role	Appointed
ELIZABETH CROSSLEY	Chair	2013-01-20
KAREN MICHELLE PHILLIPS		2013-01-20
ROBERT FERGUSON HUNTER MINTO		
Victoria Margaret Cummins		2026-03-18

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WEST LANCASHIRE WOMEN'S REFUGE LIMITED

England & Wales - Charity number 1101025

Accounts

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

(A company limited by guarantee)

REPORT AND UNAUDITED

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MARCH 2025

Registered company number: - 04824324 (England and Wales)

Registered charity number: - 1101025

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Contents

	Page
Legal and administrative information	1
Trustees Report and Statement of Trustees Responsibilities	2 – 9
Independent Examiners Report	10
Statement of Financial Activities	11
Balance Sheet	12 – 13
Cash Flow Statement	14
Notes forming part of the financial statements	15 – 27

Registered company number: -
04824324 (England and Wales)

Registered charity number: -
1101025

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Legal and administrative information

Directors and Trustees	Mrs E Crossley – Chairperson Mr R F H Minto – Treasurer Mrs K M Phillips
Chief Officer	Miss L Larsen (Resigned 31/01/2026)
Working name	The Liberty Centre
Company registration number	04824324 (England and Wales)
Charity registration number	1101025
Registered office and principal charity address	Unit 10a Malthouse Business Centre 48 Southport Road Ormskirk Lancashire L39 1QR
Independent Examiner	Mr C Sawyer FCCA Sawyer Quine & Co Chartered Certified Accountants 202 Merlin Park Ringtail Road Burscough Ormskirk Lancashire L40 8JY
Bankers	The Royal Bank of Scotland plc Drummond House (FF) Branch Customer Service Centre Drummond House 1 Redheughs Avenue Edinburgh EH12 9JN

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Trustees Report for the year ended 31 March 2025

The Trustees are pleased to present their annual report together with the financial statements of the charitable company for the year ended 31 March 2025.

Legal and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association of the charitable company and the Statement of Recommended Practice – Accounting and Reporting by Charities.

Governance structure

Governing document
The organisation is a charitable company limited by guarantee, incorporated on 7 July 2003 and registered as a charity on 4 December 2003. The company is established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association; both dated 7 July 2003, as amended by Special Resolution dated 19 November 2003, 6 October 2005, 11 November 2009 and 19 August 2014. In the event of the charitable company being wound up the Trustees are required to contribute an amount not exceeding £10.00.

Appointment of Trustees
The Directors of the charitable company are its Trustees for the purpose of charity law and throughout this report are collectively referred to as Trustees. Trustees who served during the year and up to the date of this report are detailed on page 1, legal and administrative information.

Recruitment takes place both with targeted advertising and networking. Skills audits are conducted to identify the target population for recruitment, in order to ensure equality and a mixture of the necessary skills to govern the charitable company.

In the event of any vacancies new Trustees are elected from the membership of the charitable company at each Annual Meeting. Before standing for election anybody wishing to become a Trustee is interviewed by the Chairperson and the Chief Officer to ensure their suitability. Upon appointment all new Trustees must provide appropriate identification and sign on to become a company Director. Trustees must declare any conflicts of interest and are subject to criminal record checks.

All Trustees are required to serve for a period of three years before either retiring or offering themselves for re-election to the Board.

Trustee induction and training
New Trustees are supported through an induction process, they are provided with a substantial amount of written material to review, including a review of the Memorandum and Articles of Association and both financial and funding overviews. Each Trustee is issued with a Trustee Induction Pack that contains among other information, guidance on Trustee responsibilities, role descriptions, organisational structure, a copy of the Memorandum and Articles of Association and appropriate literature for Trustees as published by the Charity Commission.

All Trustees are encouraged to participate in training and development, which enhances their understanding and capabilities in their role as a Trustee. This may take the form of informal training,

Governance structure (continued)

Trustee induction and training (continued)
through discussion with the Chief Officer, other members of staff and other Trustees.

The organisation regularly receives information about external training courses arranged by a variety of organisations and details of these are kept in the Chief Officer's office. The Chief Officer may advise Trustees of particularly relevant courses at Board meetings, for example those which cover new or significantly changed areas of responsibility.

Board functioning
The Board of Trustees meets every other month or as needed throughout each financial year. This comprises of up to seven elected members with voting rights and up to seven nominated members without voting rights. In addition to the full committee, the Board may set up sub-committees for specific purposes, such as a Finance Sub-Committee. The full Board of Trustees will review the role and function of these sub-committees from time to time.

At the beginning of every meeting all Trustees and representatives are reminded of their obligation to declare an interest in any item and, if necessary, withdraw from further discussion and decision-making on that subject.

Decisions with implications for the organisation are brought to the Board by the Chief Officer, including organisational priorities, risk assessment issues, matters regarding significant organisational change, major initiatives and major policy changes or development.

Membership
Membership criteria have been set by the Board in keeping with the Articles of Association and the spirit of the charitable company's work. Any interested party can become a member. When an organisation applies for membership they are required to provide an outline of their aims and activities; membership would only be denied if the group did not support the aims of the charitable company and were patently involved in illegal or overtly political activity.

Membership of the charitable company is free. All members have voting rights at Annual and other general membership meetings.

Risk management
The Trustees have examined the major strategic, business and operational risks which the charitable company may face and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Organisational structure
Overall responsibility for policy and the direction of the charitable company rests with the Board of Trustees.

The Trustees have employed a Chief Officer and a team of staff to carry out the day-to-day activities of the

Governance structure (continued)

Organisational structure (continued)
charitable company. To manage the charitable company effectively the Chief Officer has delegated authority for all operational, financial and human resource matters. Decisions on the day-to-day operation of the charitable company are taken by the Chief Officer. The Chief Officer is responsible to ensure that strategic and operational requirements and objectives are met and provides all operational and personnel management. All remaining staff members are employed at the refuge to help and to support and to offer advice and information to maltreated women and their children either staying at or who contact the refuge.

Objectives and activities

The key objectives and activities of the charitable company are to relieve the distress and suffering by: -

(i) Providing support for those women who have been victims or are likely to be victims of violence, including those who have suffered or are likely to suffer physical, emotional, sexual, financial harm or abuse;
(ii) Providing support for those men who have been victims or are likely to be victims of violence, including those who have suffered or are likely to suffer physical, emotional, sexual, financial harm or abuse;
(iii) Providing support for those children who have been victims or who are likely to be victims of violence, including those who have suffered or are likely to suffer physical, emotional, sexual harm or abuse;
(iv) Providing hostel accommodation only to such women and their children and by any other such means as shall further the objects of the charitable company;
(v) Assisting and encouraging such women and their children to identify their future needs, aspirations and intentions and to provide support; and
(vi) The Liberty Centre will work with those people identified above including vulnerable families, empowering the lives of women, men and children to build confidence, self-esteem to improve and change their lives.

Public benefit

The Trustees have considered the Charity Commission guidance regarding public benefit and are content that the charitable company has met the requirements as a result of the objectives and activities described above.

Volunteers

West Lancashire Women's Refuge Limited depends considerably on volunteers in helping the charitable company meet its objectives and to carry out its activities. Volunteers are supported by staff, with training, meetings and discussions held locally. Our thanks as always are given to all our volunteers who so freely give their time to enhance the work of West Lancashire Women's Refuge Limited.

Trustees Report for the year ended 31 March 2025

Achievements and performance

Foreword

This year presented a range of interesting and successful challenges for The Liberty Centre. This report looks at our services, our organisation and reflects on our targets for the year and outlines opportunities for 2024 - 2025.

The Board have continued with support to projects, in addition to those with agreed funding sources.

We would like to thank all our funders, for recognising the importance of the services we provide, enabling us to continue delivering high quality services, benefitting service users, their families and the wider community.

Services

Successful provision

We are committed to offering a wide range of services and support to adults, children and young people affected by domestic abuse. Our services continued to be well used throughout the year: -

- Safe Accommodation – Refuge and Eleanor House (Move on house);
- Outreach and Community Services for adults, children and young people;
- Information Centre;
- Counselling;
- Group work;
- 24 - hour Helpline; and
- Healthy Relationships Project.

Changes

We received funding from Lancashire County Council for our Safe Accommodation and Outreach Services and became part of Domestic Abuse Support Services Lancashire (DASSL) in December 2024. This is a countywide domestic abuse support service in partnership with other specialist organisations including Safenet, KEY, Fylde Coast Women's Aid, HARV, Be Free and Emily Davison Centre.

With the expansion of our Outreach and Community provision we are reviewing our premises and locations to ensure our services are accessible and reflective of the needs of the community. A search for premises to accommodate staff was started.

We have improved our IT and communications system to become more efficient and for information to be easily accessible for staff and volunteers.

Legacy

All continuing projects are being assessed with future funding strategies being researched.

Organisation

The Board

The Board continued to meet using both traditional and Teams meetings. Recruitment initiatives are

Achievements and performance (continued)

continuing to further strengthen the Board.

Our Objectives 2024 - 2025
As a Board we set the following challenges for the year: -

- ***Obtaining quality assurance accreditation for our services***
  We are continuing to work towards accreditation and have made significant progress.
- ***Creating better links between our services***
  We have a clear organisational structure in place and services are working well together. Staff have attended regular meetings and development days to celebrate the positive work and support they provide.
- ***Researching the need and potential of a children's service***
  Our new DASSL funding and contract has secured staff within Safe Accommodation who can provide support for children and young people. The funding has also provided a much-needed Children and Young People's Outreach worker to support children and young people in the community. We have identified and completed funding applications to enhance our support offer and are awaiting the outcome.
- ***Review our management and systems to ensure that they are robust***
  We have restructured our management team and are looking at further ways to strengthen as we continue to grow our services. Working from a common base will assist in achieving this objective.
- ***Ensure that our systems meet legal requirements***
  We are committed to ensuring that systems are reviewed and are meeting legal requirements.
- ***Build a 'one team' culture that is collaborative and flexible***
  Staff are working well together and providing support across services where needed.

Training and development have been strengthened providing opportunities for new and existing staff to further enhance their knowledge and skills.

Comments
Feedback from service users accessing group work has been positive.

Conclusion
From a successful year, we retain a firm belief in the value of our services, a determination to respond to the support of our funders and service users, continuing to maintain stringent financial and quality oversight with an ongoing programme to develop new opportunity to increase our services.

Investment powers

Under the Memorandum and Articles of Association, the charitable company has the power to make any investment, using the unrestricted general funds, which the Trustees see fit.

Trustees Report for the year ended 31 March 2025

Financial review

The principal funding sources for the charitable company are currently by way of grant and contract income from The Big Lottery, Domestic Abuse Support Services Lancashire (DASSL), Lancashire County Council and the Department for Levelling Up, Housing and Communities, Safenet Domestic Abuse Services and West Lancashire Borough Council and the UK Shared Prosperity Fund. Housing Benefit was also received from West Lancashire Borough Council to cover the costs of the people staying at the refuge.

The Trustees would like to express their thanks to these bodies for their support during the financial year and also for their continuing support. However, as a result of increasing constraints on local authority expenditure the Trustees realise that for the charitable company to continue in operation it cannot be solely dependent on funding from the local authorities, and that the charitable company has to seek funding from a much broader group of agencies.

The expenditure in the year supported the key charitable objectives by enabling the refuge to provide safe and comfortable crisis accommodation to women and their children and the support and resource they need to make independent decisions about their future.

The results for the year are shown in the Statement of Financial Activities on page 11.

The charitable company's Balance Sheet as detailed on pages 12 and 13 shows a satisfactory position with net assets amounting to £389,470. This consists of restricted funds of £54,718 relating to specific projects, designated funds of £125,655 for specific future purposes as set aside by the Trustees out of unrestricted general funds and unrestricted general funds of £209,097 for the day-to-day general running of the charitable company.

Reserves policy

The Trustees consider it prudent to attempt to maintain, as a minimum, unrestricted general funds (that is those funds not tied up as designated and restricted funds) at a level that equates to approximately twelve months expenditure. At this level the Trustees feel that they would be able to continue the current activities of the charitable company in the event of a significant drop in funding, and that this would provide them with sufficient funds to cover management and administration costs to respond to emergency applications for grants.

At present, unrestricted general funds, which amount to £209,097 as at 31 March 2025, do not reach this target level.

It is the Trustees policy, therefore, to build up funds to twelve months by means of annual surpluses and, also, by adopting and maintaining a vigorous fundraising, publicity and marketing campaign to promote the objectives and activities of the charitable company.

The Trustees consider that the ongoing upkeep and refurbishment of both the exterior and interior of the three properties used by the charitable company to provide accommodation is of major importance. In view of this the Trustees feel that it is prudent to create and maintain a designated fund to cover these

Reserves policy (continued)

ongoing costs; the Trustees consider that £20,000 would be sufficient and that this fund should be maintained at this level at the end of each year.

The Trustees have also designated £105,655; this fund identifies those funds that are not free funds as they represent the net book value of tangible fixed assets funded from general funds.

These policies are to be reviewed annually.

Future developments

Opportunities for 2025 - 2026
We are continuing with our Strategic Plan and will focus on the following goals. These are: -

- Obtaining quality assurance accreditation for our services;
- Enhancing quality opportunities for people to volunteer with us;
- Investing in the training and development of our staff;
- Promoting our online presence and use of social media platforms;
- Strengthening our marketing and communication strategy;
- Recruiting and supporting new Trustees with relevant experience; and
- Reviewing ways of strengthening our business model.

Statement of Trustees Responsibilities

The Trustees, who are also the Directors of West Lancashire Women's Refuge Limited for the purposes of company law, are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Company and charity law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to: -

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

Statement of Trustees Responsibilities (continued)

The Trustees are responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiner

Mr C Sawyer FCCA of Sawyer Quine & Co, Chartered Certified Accountants, has offered himself for re-appointment as Independent Examiner to the charitable company.

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

ON BEHALF OF THE BOARD: -

E Crossley

Mrs E Crossley
Chairperson

Date: - 17 March 2026

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Independent Examiners Report to the Trustees of West Lancashire Women's Refuge Limited

I report to the charity Trustees on my examination of the financial statements of the charitable company for the year ended 31 March 2025, which are set out on pages 11 to 27.

Responsibilities and basis of report
As the charity's Trustees of the charitable company (and also its Directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Report
Since the charitable company's income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants which is one of the listed bodies.

I have completed my examination, I confirm that no matters have come to my attention in connection with the examination giving me cause to believe: -

(1) Accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
(2) The accounts do not accord with the accounting records; or
(3) The accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
(4) The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Mr C Sawyer FCCA
Sawyer Quine & Co
Chartered Certified Accountants
202 Merlin Park
Ringtail Road
Burscough
Ormskirk Lancashire L40 8JY

CS FCCA

Date: - 17 March 2026

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Statement of Financial Activities (including Income and Expenditure Account) for the year ended 31 March 2025

Income and expenditure	Note	Restricted funds £	Un - restricted funds £	Total funds 2025 £	Total funds 2024 £
Income					
Donations	3	-	21,061	21,061	22,004
Income from charitable activities: -					
- Grants and contracts for the provision of hostel accommodation, care, advice and information	4	390,421	-	390,421	295,206
- Residents fees for hostel accommodation and care	4	-	212,137	212,137	266,248
Income from investments: -					
- Interest receivable on bank deposits		-	3,758	3,758	3,662
Total income		**390,421**	**236,956**	**627,377**	**587,120**
Expenditure					
Expenditure on charitable activities	5	355,090	195,141	550,231	619,499
Total expenditure		**355,090**	**195,141**	**550,231**	**619,499**
Net incoming/(outgoing) resources before transfers		**35,331**	**41,815**	**77,146**	**(32,379)**
Gross transfers between funds		606	(606)	-	-
Net incoming/(outgoing) resources, net income/(expenditure) and net movement in funds for the year	6	**35,937**	**41,209**	**77,146**	**(32,379)**
Reconciliation of funds					
Total funds at 1 April 2024	16	18,781	293,543	312,324	344,703
Total funds at 31 March 2025	16	**54,718**	**334,752**	**389,470**	**312,324**

The Statement of Financial Activities contains all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

The accompanying accounting policies and notes form an integral part of these financial statements.

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Balance Sheet as at 31 March 2025

	Note	2025		2024	
		£	£	£	£
Fixed assets					
Tangible assets	**10**		105,655		105,655
Current assets					
Debtors	**11**	36,055		20,639	
Cash at bank and in hand		319,803		253,357	
		355,858		273,996	
Creditors: -					
amounts falling due within one year	**12**	(72,043)		(67,327)	
Net current assets			283,815		206,669
Net assets	**17**		**389,470**		**312,234**
Funds					
Restricted funds	**16**		54,718		18,781
Unrestricted funds					
Designated funds	**16**	125,655		125,655	
General funds	**16**	209,097		167,888	
			334,752		293,543
Total funds	**15, 16**		**389,470**		**312,324**

For the year in question, the charitable company was entitled to exemption from an audit under section 477 of the Companies Act 2006.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

The Trustees/Directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of the accounts.

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Balance Sheet as at 31 March 2025

Approved by the Board of Directors on 17 March 2026 and signed on their behalf.

ON BEHALF OF THE BOARD: -

Mr R F H Minto
Treasurer

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Cash Flow Statement for the year ended 31 March 2025

	Note	2025	2024
		£	£
Cash flows from operating activities			
Operating profit/(loss) for the financial year	**15**	77,146	(32,379)
Adjustments for: -			
- Interest received		(3,758)	(3,662)
- (Increase) in trade and other receivables	**11**	(15,416)	(5,050)
- Increase/(Decrease) in trade and other payables	**12**	4,716	(25,777)
Net cash from operating activities		**(14,458)**	**(34,489)**
Cash flows from investing activities			
Interest received		3,758	3,662
Net cash from investing activities		**3,758**	**3,662**
Net increase/(decrease) in cash and cash equivalents		**66,446**	**(63,206)**
Cash and cash equivalents at the beginning of the year		253,357	316,563
Cash and cash equivalents at the end of the year		**319,803**	**253,357**

Analysis of changes in net debt

	At 1 April 2024	Cashflow	At 31 March 2025
	£	£	£
Cash at bank and in hand	**253,357**	**66,446**	**319,803**

Notes forming part of the financial statements for the year ended 31 March 2025

1.0 Statutory Information

West Lancashire Women's Refuge Limited is a charitable company limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found on page 1, legal and administrative information.

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

2.0 Accounting policies

2.1 Basis of preparation of accounts

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note to these financial statements. The financial statements have been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (Effective 1 January 2015) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011, the Companies Act 2006 and applicable accounting standards. The principal accounting policies adopted in the preparation of the financial statements are set out below.

The charity constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

2.2 Income recognition

All incoming resources are included in the Statement of Financial Activities when the charitable company is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income: -

- Voluntary income is received by way of donations and is included in full in the Statement of Financial Activities when receivable;
- Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable;
- Income from residents service charges is credited to the Statement of Financial Activities in the year in which they are receivable;
- Deferred income represents grants and funding received for future periods and is released to incoming resources in the period for which it has been received; and
- Investment income, comprising of interest on bank deposits, is accounted for on a receivable basis.

2.0 **Accounting policies (continued)**

2.3 **Expenditure recognition**

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

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis. These estimates are based on staff time.

2.4 **Operating leases**

Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease.

2.5 **Tangible fixed assets and depreciation**

Apart from land and buildings, all fixed assets for use by the charitable company are fully written off to resources expended in the year of purchase. Land and buildings are capitalised at cost, including any incidental expenses of acquisition.

It is the charitable company's policy to ensure that its land and buildings are maintained to a high standard by an ongoing maintenance programme, ensuring that estimated residual value exceeds net book amounts. As a consequence any element of depreciation would, in the opinion of the Trustees, be immaterial. No provision for depreciation of land and buildings has therefore been included in the accounts.

2.6 **Fund accounting**

Funds held by the charitable company are either: -

- ***Restricted funds*** – these are funds that can only be used for particular restricted purposes within the objects of the charitable company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes;
- ***Designated funds*** – these are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects; and
- ***Unrestricted general funds*** – these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

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

Notes forming part of the financial statements for the year ended 31 March 2025

2.0 **Accounting policies (continued)**

2.7 **Pension costs**

The charitable company operates a defined contribution pension scheme. Contributions payable for the year are charged in the Statement of Financial Activities.

3.0 **Income from donations**

	Restricted funds £	Un - restricted funds £	Total funds 2025 £	Total funds 2024 £
Donations				
- Individuals and organisations	-	21,061	21,061	22,004
	-	**21,061**	**21,061**	**22,004**

4.0 **Income from charitable activities**

	Restricted funds £	Un - restricted funds £	Total funds 2025 £	Total funds 2024 £
Grants and contracts for the provision of hostel accommodation, care, advice and information: -				
The Big Lottery	155,778	-	155,778	150,014
Domestic Abuse Support Services Lancashire	24,601	-	24,601	-
John Moores Foundation	-	-	-	6,667
Lancashire County Council	110,266	-	110,266	112,413
Lloyds Bank Foundation	-	-	-	25,000
Safenet Domestic Abuse Services	125,074	-	125,074	34,758
West Lancashire Borough Council	26,600	-	26,600	4,358
	442,319	-	442,319	333,210
Less: Deferred income	(51,898)	-	(51,898)	(38,004)
	390,421	-	**390,421**	**295,206**

4.0 **Income from charitable activities (continued)**

	Restricted funds £	Un - restricted funds £	Total funds 2025 £	Total funds 2024 £
Residents fees for hostel accommodation and care: -				
Housing Benefit	-	201,689	201,689	168,159
Residents service charges	-	10,448	10,448	7,901
Supporting People contract income	-	-	-	90,188
	-	**212,137**	**212,137**	**266,248**

5.0 **Expenditure on charitable activities**

	Restricted funds £	Un - restricted funds £	Total funds 2025 £	Total funds 2024 £
Provision of hostel accommodation, care, advice and information: -				
Staff salaries and costs	287,109	74,744	361,853	398,904
Staff travel expenses	1,291	819	2,110	1,878
Rent	13,285	32,552	45,837	37,593
Rates (including water)	-	7,319	7,319	6,834
Heat and light	-	24,343	24,343	40,145
Insurance	900	5,295	6,195	6,161
Television costs	-	342	342	53
Telephones and internet costs	2,417	5,696	8,113	6,850
Printing, postage and stationery	2,534	437	2,971	5,130
Advertising	1,253	-	1,253	359
Computer and office equipment	7,613	16,272	23,885	28,432
Client and children's activities and welfare	-	2,452	2,452	19,096
Sundry expenses	60	1,000	1,060	2,325
Repairs, renewals and refurbishment	5,404	-	5,404	13,413
Cleaning and waste disposal costs	-	2,432	2,432	3,597
Training and seminars	565	3,134	3,699	8,890
Counselling costs	7,615	-	7,615	6,430
Course delivery and raising awareness	-	-	-	332
Health and safety costs	626	-	626	-
Subscriptions and donations	1,070	2,508	3,578	3,507
	331,742	**179,345**	**511,087**	**589,929**

5.0 **Expenditure on charitable activities (continued)**

	Restricted funds	Un - restricted funds	Total funds 2025	Total funds 2024
	£	£	£	£
Managing and administering the charity: -				
Staff salaries and costs	15,111	3,934	19,045	16,732
Staff travel expenses	68	43	111	99
Accountancy fees	-	2,760	2,760	2,640
Bookkeeping fees	5,600	(800)	4,800	1,400
Professional and legal fees	2,569	8,653	11,222	7,680
Staff pension charges	-	518	518	518
Bank charges	-	658	658	441
Credit card charges	-	30	30	60
	23,348	**15,796**	**39,144**	**29,570**
Total expenditure on charitable activities	**355,090**	**195,141**	**550,231**	**619,499**

6.0 **Net movement in funds**

The net movement in funds for the year is stated after charging: -

	2025	2024
	£	£
Directors emoluments and other benefits etc (Note 7.0)	-	-
Staff salaries and costs (Note 7.0)	380,898	415,636
Accountancy fees		
Independent examination	2,760	2,640
Other services	180	720
Hire of land and buildings	45,837	37,593

Notes forming part of the financial statements for the year ended 31 March 2025

7.0 Staff costs and numbers

The staff costs during the year were as follows: -

	2025 £	2024 £
Staff salaries	350,478	383,763
Social security costs	22,869	24,805
Staff pensions	7,551	7,068
	380,898	**415,636**

No employee received emoluments, as defined for taxation purposes, amounting to more than £60,000 in either period.

The average number of full-time equivalent employees employed by the charitable company during the year was made up as follows: -

	2025	2024
Hostel accommodation and care	13	14
Advice and information	3	3
Management and administration	2	2
	18	**19**

8.0 Related party transactions and Trustees' remuneration and expenses

The Trustees all give freely their time and expertise and did not receive any form of remuneration or other benefit in cash or kind, nor reimbursed expenses in either period.

9.0 Taxation

West Lancashire Women's Refuge Limited has charitable status, registered number 1101025, and is not subject to taxation by HM Revenue and Customs.

Notes forming part of the financial statements for the year ended 31 March 2025

10.0 Tangible fixed assets

	Land and buildings	Total
	£	£
Cost		
As at 1 April 2024 and as at 31 March 2025	105,655	105,655
Net book value		
As at 31 March 2025	**105,655**	**105,655**
As at 31 March 2024	**105,655**	**105,655**

The charitable company had capital commitments at 31 March 2025 amounting to £Nil (2024: - £Nil).

11.0 Debtors

	2025	2024
	£	£
Other debtors	33,579	18,019
Prepayments	2,476	2,620
	36,055	**20,639**

12.0 Creditors: - amounts falling due within one year

	2025	2024
	£	£
Other creditors	4,906	13,870
Other taxes and PAYE	2,057	5,459
Accrued expenses	13,182	9,994
Deferred income (Note 13.0)	51,898	38,004
	72,043	**67,327**

Notes forming part of the financial statements for the year ended 31 March 2025

13.0 Deferred income

	2025 £	2024 £
Balance at 1 April 2024	38,004	69,347
Amount deferred in year	51,898	38,004
Released to Statement of Financial Activities	(38,004)	(69,347)
Balance at 31 March 2025	**51,898**	**38,004**

Deferred income comprises funding which the donor has specified must be used in future accounting periods.

14.0 Legal status of the charitable company

The charitable company is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £10.00.

15.0 Reserves

	Total funds 2025 £	Total funds 2024 £
Balance at 1 April 2024	312,324	344,703
Net incoming/(outgoing) resources for the year	77,146	(32,379)
Balance at 31 March 2025	**389,470**	**312,324**

Notes forming part of the financial statements for the year ended 31 March 2025

16.0 **Statement of funds**

Analysis of movements in funds – current year

	At 1 April 2024 £	Incoming £	Outgoing £	Transfers £	At 31 March 2025 £
Restricted funds					
161 Adaption and Refuge Refurbishment fund	13,577	-	(4,899)	-	8,678
Big Lottery fund	5,204	116,441	(91,104)	-	30,541
Community Development fund	-	26,600	(26,600)	-	-
Healthy Relationships fund	-	33,141	(21,745)	-	11,396
Outreach Worker fund	-	24,601	(25,207)	606	-
Staff Salaries fund	-	189,638	(185,535)	-	4,103
Total restricted funds	**18,781**	**390,421**	**(355,090)**	**606**	**54,718**
Designated funds					
Fixed Assets fund	105,655	-	-	-	105,655
Refurbishment fund	20,000	-	-	-	20,000
General funds	167,888	236,956	(195,141)	(606)	209,097
Total unrestricted funds	**293,543**	**236,956**	**(195,141)**	**(606)**	**334,752**
Total funds	**312,324**	**627,377**	**(550,231)**	-	**389,470**

16.0 **Statement of funds (continued)**

Analysis of movements in funds – previous year

	At 1 April 2023 £	Incoming £	Outgoing £	Transfers £	At 31 March 2024 £
Restricted funds					
161 Adaption and Refuge Refurbishment fund	26,190	-	(12,613)	-	13,577
Big Lottery fund	-	112,246	(107,042)	-	5,204
Client Welfare and Support fund	-	368	(368)	-	-
Healthy Relationships fund	-	5,812	(5,812)	-	-
Outreach Worker fund	-	28,710	(28,710)	-	-
Staff Salaries fund	-	112,045	(112,045)	-	-
Total restricted funds	**26,190**	**259,181**	**(266,590)**	**-**	**18,781**
Designated funds					
Fixed Assets fund	105,655	-	-	-	105,655
Information Centre fund	-	-	(21,840)	21,840	-
Refurbishment fund	20,000	-	-	-	20,000
General funds	192,858	327,939	(331,069)	(21,840)	167,888
Total unrestricted funds	**318,513**	**327,939**	**(352,909)**	**-**	**293,543**
Total funds	**344,703**	**587,120**	**(619,499)**	**=**	**312,324**

161 Adaption and Refuge Refurbishment fund – This represents funding received from The Albert Hunt Trust, The Clothworkers, Lancashire County Council, Lidl Community Fund, Ministry of Housing, Communities and Local Government, The Morrisons Foundation and Nationwide Charities Trust. Funding has been used to allow work on refurbishing the property owned by the charitable company and to convert this into a 'halfway house', therefore allowing the charitable company to offer more supported accommodation to families staying at the refuge. In addition, funding has been used to refurbish the properties used by the charitable company to provide safe and secure refuge for women and their children seeking refuge and support. The balance on the fund will be used to fund future refurbishment works.

Big Lottery fund – This represents funding received from the Big Lottery to fund the 'West Lancashire Domestic Abuse Service'; funding has been used to fund staff salaries and associated costs together with related running costs. The balance on the fund will be used to fund the future costs of the project.

16.0 **Statement of funds (continued)**

Community Development fund – This represents funding received from West Lancashire Borough Council and the UK Shared Prosperity Fund; funding has been used to fund rent costs, together with related running costs and client counselling sessions.

Healthy Relationships fund – This represents funding received from Lancashire County Council; funding has been used to fund staff salaries and associated costs together with related running costs. Working with local schools this has added to the provision of services to children and young people whilst raising awareness of the many aspects of domestic abuse. The balance on the fund will be used to fund the future costs of the project.

Outreach Worker fund – This represents funding received from Domestic Abuse Support Services Lancashire; funding has been used to fund staff salaries and associated costs together with related running costs and to provide specialist services to adults and children who have been victims of domestic abuse in the community. The deficit on the fund has been transferred to unrestricted general funds at the year end.

Staff Salaries fund – This represents funding received from Lancashire County Council and the Department for Levelling Up, Housing and Communities and Safenet Domestic Abuse Services; funding has been used to fund staff salaries and associated costs. The balance on the fund will be used to fund the future costs of the project.

Fixed assets fund – This fund identifies those funds that are not free funds as they represent the net book value of tangible fixed assets funded from general funds.

Refurbishment fund – The Trustees consider that the ongoing and long-term upkeep and refurbishment of both the exterior and interior of the three properties used by the charitable company to provide accommodation is of major importance. In view of this the Trustees feel that it is prudent to create a designated fund to cover these ongoing costs; the Trustees consider that £20,000 would be sufficient.

General funds – These represent the free funds of the charitable company and are not designated for any particular purpose.

17.0 **Analysis of net assets between funds**

Current year

	Restricted funds £	Designated funds £	General funds £	Total funds £
Fund balances at 31 March 2025 are represented by: -				
Fixed assets	-	105,655	-	105,655
Current assets	110,000	20,000	225,858	355,858
Creditors	(55,282)	-	(16,761)	(72,043)
Total net assets	**54,718**	**125,655**	**209,097**	**389,470**

Previous year

	Restricted funds £	Designated funds £	General funds £	Total funds £
Fund balances at 31 March 2024 are represented by: -				
Fixed assets	-	105,655	-	105,655
Current assets	61,415	20,000	192,581	273,996
Creditors	(42,634)	-	(24,693)	(67,327)
Total net assets	**18,781**	**125,655**	**167,888**	**312,324**

18.0 **Guarantees and other financial commitments**

The amounts payable in the next year in respect of operating leases are shown below, analysed according to the expiry date of the leases: -

	2025		2024	
	Land and buildings £	Other £	Land and buildings £	Other £
Expiring: -				
Within one year	33,858	-	28,219	-
	33,858	-	**28,219**	-

19.0 **Pension commitments**

The charitable company operates a defined contribution pension scheme for the members of staff. The assets of the scheme are held separately from those of the charitable company, being invested with insurance companies. Pension costs charged in the Statement of Financial Activities represent the contributions payable by the charitable company in the year.

At the balance sheet date unpaid contributions of £1,453 (2024: - £2,335) were due to the fund. These are included in other creditors.

20.0 **Ultimate controlling party**

The charitable company was controlled throughout the year by the Directors and Trustees holding office.

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

England & Wales - Charity number 1101025

Accounts

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

(A company limited by guarantee)

REPORT AND UNAUDITED

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MARCH 2024

Registered company number: - 04824324 (England and Wales)

Registered charity number: - 1101025

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Contents

	Page
Legal and administrative information	1
Trustees Report and Statement of Trustees Responsibilities	2 – 9
Independent Examiners Report	10
Statement of Financial Activities	11
Balance Sheet	12 – 13
Cash Flow Statement	14
Notes forming part of the financial statements	15 – 29

Registered company number: -
04824324 (England and Wales)

Registered charity number: -
1101025

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Legal and administrative information

Directors and Trustees	Mrs E Crossley – Chairperson Mr R F H Minto – Treasurer Mrs K M Phillips Mrs G Binns (Resigned 28/07/2023) Miss L Larsen (Resigned 29/02/2024)
Chief Officer	Miss L Larsen (Appointed 01/03/2024)
Working name	The Liberty Centre
Company registration number	04824324 (England and Wales)
Charity registration number	1101025
Registered office and principal charity address	132 Sandy Lane Skelmersdale Lancashire WN8 8LH
Independent Examiner	Mr C Sawyer FCCA Sawyer Quine & Co Chartered Certified Accountants 202 Merlin Park Ringtail Road Burscough Ormskirk Lancashire L40 8JY
Bankers	The Royal Bank of Scotland plc Drummond House (FF) Branch Customer Service Centre Drummond House 1 Redheughs Avenue Edinburgh EH12 9JN

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Trustees Report for the year ended 31 March 2024

The Trustees are pleased to present their annual report together with the financial statements of the charitable company for the year ended 31 March 2024.

Legal and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association of the charitable company and the Statement of Recommended Practice – Accounting and Reporting by Charities.

Governance structure

Governing document
The organisation is a charitable company limited by guarantee, incorporated on 7 July 2003 and registered as a charity on 4 December 2003. The company is established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association; both dated 7 July 2003, as amended by Special Resolution dated 19 November 2003, 6 October 2005, 11 November 2009 and 19 August 2014. In the event of the charitable company being wound up the Trustees are required to contribute an amount not exceeding £10.00.

Appointment of Trustees
The Directors of the charitable company are its Trustees for the purpose of charity law and throughout this report are collectively referred to as Trustees. Trustees who served during the year and up to the date of this report are detailed on page 1, legal and administrative information.

Recruitment takes place both with targeted advertising and networking. Skills audits are conducted to identify the target population for recruitment, in order to ensure equality and a mixture of the necessary skills to govern the charitable company.

In the event of any vacancies new Trustees are elected from the membership of the charitable company at each Annual Meeting. Before standing for election anybody wishing to become a Trustee is interviewed by the Chairperson and the Chief Officer to ensure their suitability. Upon appointment all new Trustees must provide appropriate identification and sign on to become a company Director. Trustees must declare any conflicts of interest and are subject to criminal record checks.

All Trustees are required to serve for a period of three years before either retiring or offering themselves for re-election to the Board.

Trustee induction and training
New Trustees are supported through an induction process, they are provided with a substantial amount of written material to review, including a review of the Memorandum and Articles of Association and both financial and funding overviews. Each Trustee is issued with a Trustee Induction Pack that contains among other information, guidance on Trustee responsibilities, role descriptions, organisational structure, a copy of the Memorandum and Articles of Association and appropriate literature for Trustees as published by the Charity Commission.

All Trustees are encouraged to participate in training and development, which enhances their understanding and capabilities in their role as a Trustee. This may take the form of informal training,

Governance structure (continued)

Trustee induction and training (continued)
through discussion with the Chief Officer, other members of staff and other Trustees.

The organisation regularly receives information about external training courses arranged by a variety of organisations and details of these are kept in the Chief Officer's office. The Chief Officer may advise Trustees of particularly relevant courses at Board meetings, for example those which cover new or significantly changed areas of responsibility.

Board functioning
The Board of Trustees meets every other month or as needed throughout each financial year. This comprises of up to seven elected members with voting rights and up to seven nominated members without voting rights. In addition to the full committee, the Board may set up sub-committees for specific purposes, such as a Finance Sub-Committee. The full Board of Trustees will review the role and function of these sub-committees from time to time.

At the beginning of every meeting all Trustees and representatives are reminded of their obligation to declare an interest in any item and, if necessary, withdraw from further discussion and decision-making on that subject.

Decisions with implications for the organisation are brought to the Board by the Chief Officer, including organisational priorities, risk assessment issues, matters regarding significant organisational change, major initiatives and major policy changes or development.

Membership
Membership criteria have been set by the Board in keeping with the Articles of Association and the spirit of the charitable company's work. Any interested party can become a member. When an organisation applies for membership they are required to provide an outline of their aims and activities; membership would only be denied if the group did not support the aims of the charitable company and were patently involved in illegal or overtly political activity.

Membership of the charitable company is free. All members have voting rights at Annual and other general membership meetings.

Risk management
The Trustees have examined the major strategic, business and operational risks which the charitable company may face and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Organisational structure
Overall responsibility for policy and the direction of the charitable company rests with the Board of Trustees.

The Trustees have employed a Chief Officer and a team of staff to carry out the day-to-day activities of the

Governance structure (continued)

Organisational structure (continued)
charitable company. To manage the charitable company effectively the Chief Officer has delegated authority for all operational, financial and human resource matters. Decisions on the day-to-day operation of the charitable company are taken by the Chief Officer. The Chief Officer is responsible to ensure that strategic and operational requirements and objectives are met and provides all operational and personnel management. All remaining staff members are employed at the refuge to help and to support and to offer advice and information to maltreated women and their children either staying at or who contact the refuge.

Objectives and activities

The key objectives and activities of the charitable company are to relieve the distress and suffering by: -

(i) Providing support for those women who have been victims or are likely to be victims of violence, including those who have suffered or are likely to suffer physical, emotional, sexual, financial harm or abuse;
(ii) Providing support for those men who have been victims or are likely to be victims of violence, including those who have suffered or are likely to suffer physical, emotional, sexual, financial harm or abuse;
(iii) Providing support for those children who have been victims or who are likely to be victims of violence, including those who have suffered or are likely to suffer physical, emotional, sexual harm or abuse;
(iv) Providing hostel accommodation only to such women and their children and by any other such means as shall further the objects of the charitable company;
(v) Assisting and encouraging such women and their children to identify their future needs, aspirations and intentions and to provide support; and
(vi) The Liberty Centre will work with those people identified above including vulnerable families, empowering the lives of women, men and children to build confidence, self-esteem to improve and change their lives.

Public benefit

The Trustees have considered the Charity Commission guidance regarding public benefit and are content that the charitable company has met the requirements as a result of the objectives and activities described above.

Volunteers

West Lancashire Women's Refuge Limited depends considerably on volunteers in helping the charitable company meet its objectives and to carry out its activities. Volunteers are supported by staff, with training, meetings and discussions held locally. Our thanks as always are given to all our volunteers who so freely give their time to enhance the work of West Lancashire Women's Refuge Limited.

Trustees Report for the year ended 31 March 2024

Achievements and performance

This year presented a range of interesting and successful challenges for The Liberty Centre. This report looks at our services, our organisation and reflects on our targets for the year and outlines opportunities for 2024 – 2025.

This report outlines in considerable detail the finances of the organisation and the opinion of our examiners. The Board have continued with support to projects, in addition to those with agreed funding sources and this is reflected in the financial section of this report.

We would like to thank all our funders, for recognising the importance of the services we provide, enabling us to continue delivering high quality services, benefitting service users, their families and the wider community.

- ***Services***

Successful provision
We are happy to confirm that all our services continued to be made available and were well utilised during the year: -

- Safe Accommodation – Refuge and Eleanor House ('Move on house');
- Men's Outreach;
- Women's Outreach;
- Information Centre;
- Counselling;
- Group work;
- 24 – hour Helpline; and
- Healthy Relationships Project.

Changes
Funding may be given to deliver specific projects which are time limited. Unfortunately, one of our projects came to an end in March 2024. The Lloyds Foundation helped us develop our Board, management structures and determine a new Business Plan.

Legacy
All continuing projects are being assessed with future funding strategies being investigated. The Lloyds legacy has helped us recognise a new understanding of the organisation and develop a robust and challenging business plan.

- ***Organisation***

The Board
The Board continued to meet using both traditional and Teams meetings. The Board changed from five Directors to three during the year following the appointment of Lisa Larsen to the Chief Officer post and

Achievements and performance (continued)

The Board (continued)
the resignation of Gillian Binns

Recruitment initiatives are continuing to further strengthen the Board.

Our central office had major changes with the departure of our acting Chief Officer, acting Business Manager and Financial Controller. We would like to thank all our staff who have ensured the continued availability of the service and their support in introducing our revised management arrangements.

- ***Our Objectives 2023 – 2024***

As a Board we set the following challenges for the year: -

- Review financial and organisational policies, significant progress has been made;
- To finalise funding and legal requirements for the Moving on project, Eleanor House, discussions are ongoing;
- To review the Refuge Manager role, this is being finalised in the new management arrangements;
- To develop new funding streams, this has been significantly affected by staffing changes; and
- Board recruitment, this is an ongoing objective.

- ***Comments***

Feedback from our weekly group for women has been positive: -

- The group setting is welcome and friendly;
- I enjoy topics we discuss and activities we do;
- Staff are supportive and make me feel involved;
- I enjoy coming along to the groups;
- This session had a positive impact on me;
- I find the sessions useful;
- You get to socialise with other women, where you can talk freely and honestly; and
- It gets me out of the house.

We have consulted with service users about our group work and will look at future delivery.

- ***Conclusion***

From a successful, if challenging, year we retain a firm belief in the value of our services, a determination to respond to the support of our funders, continuing to maintain stringent financial and quality oversight with an ongoing programme to develop new opportunity to increase our services.

Investment powers

Under the Memorandum and Articles of Association, the charitable company has the power to make any investment, using the unrestricted general funds, which the Trustees see fit.

Financial review

The principal funding sources for the charitable company are currently by way of grant and contract income from The Big Lottery, John Moores Foundation, Lancashire County Council, Lloyds Bank Foundation, Safenet Domestic Abuse Services and West Lancashire Borough Council. Funding was also received from Supporting People contract income, all from Lancashire County Council, together with Housing Benefit from West Lancashire Borough Council to cover the costs of the people staying at the refuge.

The Trustees would like to express their thanks to these bodies for their support during the financial year and also for their continuing support. However, as a result of increasing constraints on local authority expenditure the Trustees realise that for the charitable company to continue in operation it cannot be solely dependent on funding from the local authorities, and that the charitable company has to seek funding from a much broader group of agencies.

The expenditure in the year supported the key charitable objectives by enabling the refuge to provide safe and comfortable crisis accommodation to women and their children and the support and resource they need to make independent decisions about their future.

The results for the year are shown in the Statement of Financial Activities on page 11.

The charitable company's Balance Sheet as detailed on pages 12 and 13 shows a satisfactory position with net assets amounting to £312,324. This consists of restricted funds of £18,781 relating to specific projects, designated funds of £125,655 for specific future purposes as set aside by the Trustees out of unrestricted general funds and unrestricted general funds of £167,888 for the day-to-day general running of the charitable company.

Reserves policy

The Trustees consider it prudent to attempt to maintain, as a minimum, unrestricted general funds (that is those funds not tied up as designated and restricted funds) at a level that equates to approximately twelve months expenditure. At this level the Trustees feel that they would be able to continue the current activities of the charitable company in the event of a significant drop in funding, and that this would provide them with sufficient funds to cover management and administration costs to respond to emergency applications for grants.

At present, unrestricted general funds, which amount to £167,888 as at 31 March 2024, do not reach this target level.

It is the Trustees policy, therefore, to build up funds to twelve months by means of annual surpluses and,

Reserves policy (continued)

also, by adopting and maintaining a vigorous fundraising, publicity and marketing campaign to promote the objectives and activities of the charitable company.

The Trustees consider that the ongoing upkeep and refurbishment of both the exterior and interior of the three properties used by the charitable company to provide accommodation is of major importance. In view of this the Trustees feel that it is prudent to create and maintain a designated fund to cover these ongoing costs; the Trustees consider that £20,000 would be sufficient and that this fund should be maintained at this level at the end of each year.

The Trustees also consider that it is of paramount importance that the walk-in information centre based in Ormskirk remains open even though no funding is currently being received to support this project. In view of this the Trustees consider that it is prudent to create a designated fund which identifies the costs of the charitable company which relate to the walk-in information centre.

The Trustees have also designated £105,655; this fund identifies those funds that are not free funds as they represent the net book value of tangible fixed assets funded from general funds.

These policies are to be reviewed annually.

Future developments

- **Opportunities for 2024 – 2025**

From our Strategic Plan we have identified over twenty-nine opportunities of which nine can be thought of as shorter term. To reflect changes and the sheer task involved we will initially focus on six areas. These are: -

- Obtaining quality assurance accreditation for our services;
- Creating better links between our services;
- Researching the need and potential of a children's service;
- Review our management and systems to ensure that they are robust;
- Ensure that our systems meet legal requirements; and
- Build a 'one team' culture that is collaborative and flexible.

Statement of Trustees Responsibilities

The Trustees, who are also the Directors of West Lancashire Women's Refuge Limited for the purposes of company law, are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Statement of Trustees Responsibilities (continued)

Company and charity law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to: -

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiner

Mr C Sawyer FCCA of Sawyer Quine & Co, Chartered Certified Accountants, has offered himself for re-appointment as Independent Examiner to the charitable company.

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

ON BEHALF OF THE BOARD: -

E Crossley

Mrs E Crossley
Chairperson

Date: - 19th December 2024

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Independent Examiners Report to the Trustees of West Lancashire Women's Refuge Limited

I report to the charity Trustees on my examination of the financial statements of the charitable company for the year ended 31 March 2024, which are set out on pages 11 to 29.

Responsibilities and basis of report
As the charity's Trustees of the charitable company (and also its Directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Report
Since the charitable company's income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants which is one of the listed bodies.

I have completed my examination, I confirm that no matters have come to my attention in connection with the examination giving me cause to believe: -

(1) Accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
(2) The accounts do not accord with the accounting records; or
(3) The accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
(4) The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Mr C Sawyer FCCA
Sawyer Quine & Co
Chartered Certified Accountants
202 Merlin Park
Ringtail Road
Burscough
Ormskirk Lancashire L40 8JY

C Sawyer FCCA

Date: - 19th December 2024

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Statement of Financial Activities (including Income and Expenditure Account) for the year ended 31 March 2024

Income and expenditure	Note	Restricted funds £	Un-restricted funds £	Total funds 2024 £	Total funds 2023 £
Income					
Donations	3	-	22,004	22,004	10,376
Income from charitable activities: -					
- Grants and contracts for the provision of hostel accommodation, care, advice and information	4	259,181	36,025	295,206	584,506
- Residents fees for hostel accommodation and care	4	-	266,248	266,248	229,778
Income from investments: -					
- Interest receivable on bank deposits		-	3,662	3,662	1,385
Total income		**259,181**	**327,939**	**587,120**	**826,045**
Expenditure					
Expenditure on charitable activities	5	266,590	352,909	619,499	743,093
Total expenditure		**266,590**	**352,909**	**619,499**	**743,093**
Net (outgoing)/incoming resources, net (expenditure)/income and net movement in funds for the year	6	**(7,409)**	**(24,970)**	**(32,379)**	**82,952**
Reconciliation of funds					
Total funds at 1 April 2023	16	26,190	318,513	344,703	261,751
Total funds at 31 March 2024	16	**18,781**	**293,543**	**312,324**	**344,703**

The Statement of Financial Activities contains all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

The accompanying accounting policies and notes form an integral part of these financial statements.

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Balance Sheet as at 31 March 2024

	Note	2024		2023	
		£	£	£	£
Fixed assets					
Tangible assets	10		105,655		105,655
Current assets					
Debtors	11	20,639		15,589	
Cash at bank and in hand		253,357		316,563	
		273,996		332,152	
Creditors: -					
amounts falling due within one year	12	(67,327)		(93,104)	
Net current assets			206,669		239,048
Net assets	17		**312,324**		**344,703**
Funds					
Restricted funds	16		18,781		26,190
Unrestricted funds					
Designated funds	16	125,655		125,655	
General funds	16	167,888		192,858	
			293,543		318,513
Total funds	15, 16		**312,324**		**344,703**

For the year in question, the charitable company was entitled to exemption from an audit under section 477 of the Companies Act 2006.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

The Trustees/Directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of the accounts.

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Balance Sheet as at 31 March 2024

Approved by the Board of Directors on 19th December 2024 and signed on their behalf.

ON BEHALF OF THE BOARD: -

Mr R F H Minto
Treasurer

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Cash Flow Statement for the year ended 31 March 2024

	Note	2024 £	2023 £
Cash flows from operating activities			
Operating (loss)/profit for the financial year	15	(32,379)	82,952
Adjustments for: -			
- Interest received		(3,662)	(1,385)
- (Increase) in trade and other receivables	11	(5,050)	(5,688)
- (Decrease) in trade and other payables	12	(25,777)	(155,796)
Net cash from operating activities		**(34,489)**	**(162,869)**
Cash flows from investing activities			
Interest received		3,662	1,385
Net cash from investing activities		**3,662**	**1,385**
Net (decrease) in cash and cash equivalents		**(63,206)**	**(78,532)**
Cash and cash equivalents at the beginning of the year		316,563	395,095
Cash and cash equivalents at the end of the year		**253,357**	**316,563**

Analysis of changes in net debt

	At 1 April 2023 £	Cashflow £	At 31 March 2024 £
Cash at bank and in hand	**316,563**	**(63,206)**	**253,357**

Notes forming part of the financial statements for the year ended 31 March 2024

1.0 Statutory Information

West Lancashire Women's Refuge Limited is a charitable company limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found on page 1, legal and administrative information.

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

2.0 Accounting policies

2.1 Basis of preparation of accounts

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note to these financial statements. The financial statements have been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (Effective 1 January 2015) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011, the Companies Act 2006 and applicable accounting standards. The principal accounting policies adopted in the preparation of the financial statements are set out below.

The charity constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

2.2 Income recognition

All incoming resources are included in the Statement of Financial Activities when the charitable company is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income: -

- Voluntary income is received by way of donations and is included in full in the Statement of Financial Activities when receivable;
- Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable;
- Income from residents fees is credited to the Statement of Financial Activities in the year in which they are receivable;
- Deferred income represents grants and funding received for future periods and is released to incoming resources in the period for which it has been received; and
- Investment income, comprising of interest on bank deposits, is accounted for on a receivable basis.

2.0 **Accounting policies (continued)**

2.3 **Expenditure recognition**

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

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis. These estimates are based on staff time.

2.4 **Operating leases**

Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease.

2.5 **Tangible fixed assets and depreciation**

Apart from land and buildings, all fixed assets for use by the charitable company are fully written off to resources expended in the year of purchase. Land and buildings are capitalised at cost, including any incidental expenses of acquisition.

It is the charitable company's policy to ensure that its land and buildings are maintained to a high standard by an ongoing maintenance programme, ensuring that estimated residual value exceeds net book amounts. As a consequence any element of depreciation would, in the opinion of the Trustees, be immaterial. No provision for depreciation of land and buildings has therefore been included in the accounts.

2.6 **Fund accounting**

Funds held by the charitable company are either: -

- ***Restricted funds*** – these are funds that can only be used for particular restricted purposes within the objects of the charitable company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes;
- ***Designated funds*** – these are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects; and
- ***Unrestricted general funds*** – these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

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

Notes forming part of the financial statements for the year ended 31 March 2024

2.0 **Accounting policies (continued)**

2.7 **Pension costs**

The charitable company operates a defined contribution pension scheme. Contributions payable for the year are charged in the Statement of Financial Activities.

3.0 **Income from donations**

	Restricted funds £	Un - restricted funds £	Total funds 2024 £	Total funds 2023 £
Donations				
- Individuals and organisations	-	22,004	22,004	10,376
	=	**22,004**	**22,004**	**10,376**

Notes forming part of the financial statements for the year ended 31 March 2024

4.0 Income from charitable activities

	Restricted funds £	Un-restricted funds £	Total funds 2024 £	Total funds 2023 £
Grants and contracts for the provision of hostel accommodation, care, advice and information: -				
The Albert Hunt Trust	-	-	-	10,000
BBC Children in Need	-	-	-	44,155
The Big Lottery	150,014	-	150,014	136,668
The Clothworkers	-	-	-	30,000
Council for Voluntary Service West Lancashire	-	-	-	1,700
John Moores Foundation	-	6,667	6,667	10,000
Lancashire Community Foundation	-	-	-	78
Lancashire Contract Management Fund	-	-	-	2,397
Lancashire County Council	112,413	-	112,413	157,528
Lidl Community Fund	-	-	-	5,000
Lloyds Bank Foundation	-	25,000	25,000	52,250
Ministry of Housing, Communities and Local Government	-	-	-	45,000
The Morrisons Foundation	-	-	-	24,800
Nationwide Charities Trust	-	-	-	30,960
Police and Crime Commissioner Fund	-	-	-	8,344
Safenet Domestic Abuse Services	34,758	-	34,758	75,378
Sainsbury's Helping Everyone Eat Better	-	-	-	1,500
The Toy Trust	-	-	-	1,500
West Lancashire Borough Council	-	4,358	4,358	11,230
West Lancashire Borough Council Household Support	-	-	-	5,000
	297,185	36,025	333,210	653,488
Less: Deferred income	(38,004)	-	(38,004)	(68,982)
	259,181	**36,025**	**295,206**	**584,506**

4.0 **Income from charitable activities (continued)**

	Restricted funds £	Un - restricted funds £	Total funds 2024 £	Total funds 2023 £
Residents fees for hostel accommodation and care: -				
Housing Benefit	-	168,159	168,159	158,202
Residents service charges	-	7,901	7,901	5,018
Supporting People contract income	-	90,188	90,188	66,923
	-	266,248	266,248	230,143
Less: Deferred income	-	-	-	(365)
	=	**266,248**	**266,248**	**229,778**

5.0 **Expenditure on charitable activities**

	Restricted funds £	Un - restricted funds £	Total funds 2024 £	Total funds 2023 £
Provision of hostel accommodation, care, advice and information: -				
Staff salaries and costs	228,551	170,353	398,904	390,188
Staff travel expenses	1,676	202	1,878	3,022
Rent	6,078	31,515	37,593	42,006
Rates (including water)	-	6,834	6,834	3,982
Heat and light	-	40,145	40,145	18,990
Insurance	-	6,161	6,161	5,908
Television costs	-	53	53	477
Telephones and internet costs	1,200	5,650	6,850	7,648
Printing, postage and stationery	492	4,638	5,130	4,926
Advertising	359	-	359	229
Computer and office equipment	3,764	24,668	28,432	48,099
Client and children's activities and welfare	401	18,695	19,096	15,960
Room hire	-	-	-	162
Sundry expenses	152	2,173	2,325	8,223
Repairs, renewals and refurbishment	13,413	-	13,413	138,956
Cleaning and waste disposal costs	-	3,597	3,597	4,041
Training and seminars	810	8,080	8,890	4,025
Counselling costs	-	6,430	6,430	4,800
Course delivery and raising awareness	-	332	332	-
Staff wellbeing event	-	-	-	700
Volunteer expenses	-	-	-	681
Subscriptions and donations	240	3,267	3,507	1,032
	257,136	**332,793**	**589,929**	**704,055**

5.0 **Expenditure on charitable activities (continued)**

	Restricted funds £	Un - restricted funds £	Total funds 2024 £	Total funds 2023 £
Managing and administering the charity: -				
Staff salaries and costs	7,766	8,966	16,732	20,536
Staff travel expenses	88	11	99	159
Accountancy fees	200	2,440	2,640	2,640
Bookkeeping fees	1,400	-	1,400	-
Professional and legal fees	-	7,680	7,680	15,435
Staff pension charges	-	518	518	518
Bank charges	-	441	441	(301)
Credit card charges	-	60	60	30
Bank loan interest	-	-	-	21
	9,454	20,116	29,570	39,038
Total expenditure on charitable activities	266,590	352,909	619,499	743,093

6.0 **Net movement in funds**

The net movement in funds for the year is stated after charging: -

	2024 £	2023 £
Directors emoluments and other benefits etc (Note 7.0)	-	-
Staff salaries and costs (Note 7.0)	415,636	410,724
Accountancy fees		
Independent examination	2,640	2,640
Other services	720	540
Hire of land and buildings	37,593	42,006

Notes forming part of the financial statements for the year ended 31 March 2024

7.0 Staff costs and numbers

The staff costs during the year were as follows: -

	2024 £	2023 £
Staff salaries	383,763	379,616
Social security costs	24,805	24,218
Staff pensions	7,068	6,890
	415,636	**410,724**

No employee received emoluments, as defined for taxation purposes, amounting to more than £60,000 in either period.

The average number of full-time equivalent employees employed by the charitable company during the year was made up as follows: -

	2024	2023
Hostel accommodation and care	14	15
Advice and information	3	3
Management and administration	2	3
	19	**21**

8.0 Related party transactions and Trustees' remuneration and expenses

The Trustees all give freely their time and expertise and did not receive any form of remuneration or other benefit in cash or kind, nor reimbursed expenses in either period.

9.0 Taxation

West Lancashire Women's Refuge Limited has charitable status, registered number 1101025, and is not subject to taxation by HM Revenue and Customs.

Notes forming part of the financial statements for the year ended 31 March 2024

10.0 Tangible fixed assets

	Land and buildings £	Total £
Cost		
As at 1 April 2023 and as at 31 March 2024	105,655	105,655
Net book value		
As at 31 March 2024	**105,655**	**105,655**
As at 31 March 2023	**105,655**	**105,655**

The charitable company had capital commitments at 31 March 2024 amounting to £Nil (2023: - £Nil).

11.0 Debtors

	2024 £	2023 £
Other debtors	18,019	13,004
Prepayments	2,620	2,585
	20,639	**15,589**

12.0 Creditors: - amounts falling due within one year

	2024 £	2023 £
Other creditors	13,870	10,194
Other taxes and PAYE	5,459	6,212
Accrued expenses	9,994	7,351
Deferred income (Note 13.0)	38,004	69,347
	67,327	**93,104**

Notes forming part of the financial statements for the year ended 31 March 2024

13.0 Deferred income

	2024 £	2023 £
Balance at 1 April 2023	69,347	221,596
Amount deferred in year	38,004	69,347
Released to Statement of Financial Activities	(69,347)	(221,596)
Balance at 31 March 2024	**38,004**	**69,347**

Deferred income comprises funding which the donor has specified must be used in future accounting periods.

14.0 Legal status of the charitable company

The charitable company is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £10.00.

15.0 Reserves

	Total funds 2024 £	Total funds 2023 £
Balance at 1 April 2023	344,703	261,751
Net (outgoing)/incoming resources for the year	(32,379)	82,952
Balance at 31 March 2024	**312,324**	**344,703**

16.0 Statement of funds

Analysis of movements in funds – current year

	At 1 April 2023 £	Incoming £	Outgoing £	Transfers £	At 31 March 2024 £
Restricted funds					
161 Adaption and Refuge Refurbishment fund	26,190	-	(12,613)	-	13,577
Big Lottery fund	-	112,246	(107,042)	-	5,204
Client Welfare and Support fund	-	368	(368)	-	-
Healthy Relationships fund	-	5,812	(5,812)	-	-
Outreach Worker fund	-	28,710	(28,710)	-	-
Staff Salaries fund	-	112,045	(112,045)	-	-
Total restricted funds	**26,190**	**259,181**	**(266,590)**	**-**	**18,781**
Designated funds					
Fixed Assets fund	105,655	-	-	-	105,655
Information Centre fund	-	-	(21,840)	21,840	-
Refurbishment fund	20,000	-	-	-	20,000
General funds	192,858	327,939	(331,069)	(21,840)	167,888
Total unrestricted funds	**318,513**	**327,939**	**(352,909)**	**-**	**293,543**
Total funds	**344,703**	**587,120**	**(619,499)**	**=**	**312,324**

16.0 **Statement of funds (continued)**

Analysis of movements in funds – previous year

	At 1 April 2022 £	Incoming £	Outgoing £	Transfers £	At 31 March 2023 £
Restricted funds					
161 Adaption and Refuge Refurbishment fund	-	161,510	(135,320)	-	26,190
Big Lottery fund	2,368	99,957	(102,325)	-	-
Children's Activities and Toy fund	-	1,500	(1,615)	115	-
Children and Young People's Advocate fund	6,244	44,155	(50,399)	-	-
Client Welfare and Support fund	-	4,900	(4,900)	-	-
Complex Needs fund	-	71,746	(71,746)	-	-
Counselling Programme fund	-	8,344	(8,344)	-	-
Garden Refurbishment fund	-	78	(78)	-	-
Healthy Eating fund	-	1,500	(1,500)	-	-
Healthy Relationships fund	-	26,084	(26,084)	-	-
Household Support fund	-	12,054	(12,054)	-	-
Outreach Worker fund	-	37,003	(37,003)	-	-
Safe House fund	-	936	(936)	-	-
Staff Salaries fund	-	68,097	(68,097)	-	-
Total restricted funds	**8,612**	**537,864**	**(520,401)**	**115**	**26,190**
Designated funds					
Fixed Assets fund	105,655	-	-	-	105,655
Information Centre fund	-	-	(19,727)	19,727	-
Refurbishment fund	20,000	-	(9,338)	9,338	20,000
General funds	127,484	288,181	(193,627)	(29,180)	192,858
Total unrestricted funds	**253,139**	**288,181**	**(222,692)**	**(115)**	**318,513**
Total funds	**261,751**	**826,045**	**(743,093)**	-	**344,703**

161 Adaption and Refuge Refurbishment fund – This represents funding received from The Albert Hunt Trust, The Clothworkers, Lancashire County Council, Lidl Community Fund, Ministry of Housing, Communities and Local Government, The Morrisons Foundation and Nationwide Charities Trust. Funding has been used to allow work on refurbishing the property owned by the charitable company and to convert this into a 'halfway house', therefore allowing the charitable

16.0 **Statement of funds (continued)**

company to offer more supported accommodation to families staying at the refuge. In addition, funding has been used to refurbish the properties used by the charitable company to provide safe and secure refuge for women and their children seeking refuge and support. The balance on the fund will be used to fund future refurbishment works.

Big Lottery fund – This represents funding received from the Big Lottery to fund the 'West Lancashire Domestic Abuse Service'; funding has been used to fund staff salaries and associated costs together with related running costs. The balance on the fund will be used to fund the future costs of the project.

Client Welfare and Support fund – This represents funding received from Lancashire County Council; funding has been used for the purchase of groceries and food vouchers and other day-to-day necessities to help and provide support for women and their children staying at the refuge.

Healthy Relationships fund – This represents funding received from Safenet Domestic Abuse Services; funding has been used to fund staff salaries and associated costs together with related running costs. Working with local schools this has added to the provision of services to children and young people whilst raising awareness of the many aspects of domestic abuse.

Outreach Worker fund – This represents funding received from Safenet Domestic Abuse Services; funding has been used to fund staff salaries and associated costs together with related running costs and to provide specialist services to victims of domestic abuse in the community.

Staff Salaries fund – This represents funding received from Lancashire County Council; funding has been used to fund staff salaries and associated costs.

Fixed assets fund – This fund identifies those funds that are not free funds as they represent the net book value of tangible fixed assets funded from general funds.

Information Centre fund – The Trustees consider that it is of paramount importance that the walk-in information centre based in Ormskirk remains open even though no funding is currently being received to support this project. This fund identifies the costs of the charitable company which relate to the walk-in centre. The deficit incurred on this fund has been transferred to unrestricted general funds at the year end.

Refurbishment fund – The Trustees consider that the ongoing and long-term upkeep and refurbishment of both the exterior and interior of the three properties used by the charitable company to provide accommodation is of major importance. In view of this the Trustees feel that it is prudent to create a designated fund to cover these ongoing costs; the Trustees consider that £20,000 would be sufficient.

General funds – These represent the free funds of the charitable company and are not designated for any particular purpose.

17.0 Analysis of net assets between funds

Current year

	Restricted funds £	Designated funds £	General funds £	Total funds £
Fund balances at 31 March 2024 are represented by: -				
Fixed assets	-	105,655	-	105,655
Current assets	61,415	20,000	192,581	273,996
Creditors	(42,634)	-	(24,693)	(67,327)
Total net assets	**18,781**	**125,655**	**167,888**	**312,324**

Previous year

	Restricted funds £	Designated funds £	General funds £	Total funds £
Fund balances at 31 March 2023 are represented by: -				
Fixed assets	-	105,655	-	105,655
Current assets	76,989	20,000	235,163	332,152
Creditors	(50,799)	-	(42,305)	(93,104)
Total net assets	**26,190**	**125,655**	**192,858**	**344,703**

18.0 Guarantees and other financial commitments

The amounts payable in the next year in respect of operating leases are shown below, analysed according to the expiry date of the leases: -

	2024		2023	
	Land and buildings £	Other £	Land and buildings £	Other £
Expiring: -				
Within one year	28,219	-	28,219	-
	28,219	=	**28,219**	=

Notes forming part of the financial statements for the year ended 31 March 2024

19.0 Pension commitments

The charitable company operates a defined contribution pension scheme for the members of staff. The assets of the scheme are held separately from those of the charitable company, being invested with insurance companies. Pension costs charged in the Statement of Financial Activities represent the contributions payable by the charitable company in the year.

At the balance sheet date unpaid contributions of £2,335 (2023: - £1,142) were due to the fund. They are included in other creditors.

20.0 Ultimate controlling party

The charitable company was controlled throughout the year by the Directors and Trustees holding office.

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

England & Wales - Charity number 1101025

Accounts

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

(A company limited by guarantee)

REPORT AND UNAUDITED

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MARCH 2023

Registered company number: - 04824324 (England and Wales)

Registered charity number: - 1101025

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Contents

	Page
Legal and administrative information	1
Trustees Report and Statement of Trustees Responsibilities	2 – 9
Independent Examiners Report	10
Statement of Financial Activities	11
Balance Sheet	12 – 13
Cash Flow Statement	14
Notes forming part of the financial statements	15 – 30

Registered company number: -
04824324 (England and Wales)

Registered charity number: -
1101025

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Legal and administrative information

Directors and Trustees	Mrs E Crossley – Chairperson Mr R F H Minto – Treasurer Mrs K M Phillips Mrs G Binns (Appointed 19/10/2022, resigned 28/07/2023) Miss L Larsen (Appointed 19/10/2022, resigned 29/02/2024) Mrs A E Stubbert (Resigned 01/09/2022)
Chief Officer	Miss L Larsen (Appointed 01/03/2024)
Working name	The Liberty Centre
Company registration number	04824324 (England and Wales)
Charity registration number	1101025
Registered office and principal charity address	132 Sandy Lane Skelmersdale Lancashire WN8 8LH
Independent Examiner	Mr C Sawyer FCCA Sawyer Quine & Co Chartered Certified Accountants 202 Merlin Park Ringtail Road Burscough Ormskirk Lancashire L40 8JY
Bankers	The Royal Bank of Scotland plc Drummond House (FF) Branch Customer Service Centre Drummond House 1 Redheughs Avenue Edinburgh EH12 9JN

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Trustees Report for the year ended 31 March 2023

The Trustees are pleased to present their annual report together with the financial statements of the charitable company for the year ended 31 March 2023.

Legal and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association of the charitable company and the Statement of Recommended Practice – Accounting and Reporting by Charities.

Governance structure

Governing document
The organisation is a charitable company limited by guarantee, incorporated on 7 July 2003 and registered as a charity on 4 December 2003. The company is established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association; both dated 7 July 2003, as amended by Special Resolution dated 19 November 2003, 6 October 2005, 11 November 2009 and 19 August 2014. In the event of the charitable company being wound up the Trustees are required to contribute an amount not exceeding £10.00.

Appointment of Trustees
The Directors of the charitable company are its Trustees for the purpose of charity law and throughout this report are collectively referred to as Trustees. Trustees who served during the year and up to the date of this report are detailed on page 1, legal and administrative information.

Recruitment takes place both with targeted advertising and networking. Skills audits are conducted to identify the target population for recruitment, in order to ensure equality and a mixture of the necessary skills to govern the charitable company.

In the event of any vacancies new Trustees are elected from the membership of the charitable company at each Annual Meeting. Before standing for election anybody wishing to become a Trustee is interviewed by the Chairperson and the Chief Officer to ensure their suitability. Upon appointment all new Trustees must provide appropriate identification and sign on to become a company Director. Trustees must declare any conflicts of interest and are subject to criminal record checks.

All Trustees are required to serve for a period of three years before either retiring or offering themselves for re-election to the Board.

Trustee induction and training
New Trustees are supported through an induction process, they are provided with a substantial amount of written material to review, including a review of the Memorandum and Articles of Association and both financial and funding overviews. Each Trustee is issued with a Trustee Induction Pack that contains among other information, guidance on Trustee responsibilities, role descriptions, organisational structure, a copy of the Memorandum and Articles of Association and appropriate literature for Trustees as published by the Charity Commission.

All Trustees are encouraged to participate in training and development, which enhances their understanding and capabilities in their role as a Trustee. This may take the form of informal training,

Governance structure (continued)

Trustee induction and training (continued)
through discussion with the Chief Officer, other members of staff and other Trustees.

The organisation regularly receives information about external training courses arranged by a variety of organisations and details of these are kept in the Chief Officer's office. The Chief Officer may advise Trustees of particularly relevant courses at Board meetings, for example those which cover new or significantly changed areas of responsibility.

Board functioning
The Board of Trustees meets every other month or as needed throughout each financial year. This comprises of up to seven elected members with voting rights and up to seven nominated members without voting rights. In addition to the full committee, the Board may set up sub-committees for specific purposes, such as a Finance Sub-Committee. The full Board of Trustees will review the role and function of these sub-committees from time to time.

At the beginning of every meeting all Trustees and representatives are reminded of their obligation to declare an interest in any item and, if necessary, withdraw from further discussion and decision-making on that subject.

Decisions with implications for the organisation are brought to the Board by the Chief Officer, including organisational priorities, risk assessment issues, matters regarding significant organisational change, major initiatives and major policy changes or development.

Membership
Membership criteria have been set by the Board in keeping with the Articles of Association and the spirit of the charitable company's work. Any interested party can become a member. When an organisation applies for membership they are required to provide an outline of their aims and activities; membership would only be denied if the group did not support the aims of the charitable company and were patently involved in illegal or overtly political activity.

Membership of the charitable company is free. All members have voting rights at Annual and other general membership meetings.

Risk management
The Trustees have examined the major strategic, business and operational risks which the charitable company may face and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Organisational structure
Overall responsibility for policy and the direction of the charitable company rests with the Board of Trustees.

The Trustees have employed a Chief Officer and a team of staff to carry out the day-to-day activities of the

Governance structure (continued)

Organisational structure (continued)
charitable company. To manage the charitable company effectively the Chief Officer has delegated authority for all operational, financial and human resource matters. Decisions on the day-to-day operation of the charitable company are taken by the Chief Officer. The Chief Officer is responsible to ensure that strategic and operational requirements and objectives are met and provides all operational and personnel management. All remaining staff members are employed at the refuge to help and to support and to offer advice and information to maltreated women and their children either staying at or who contact the refuge.

Objectives and activities

The key objectives and activities of the charitable company are to relieve the distress and suffering by: -

(i) providing support for those women who have been victims or are likely to be victims of violence, including those who have suffered or are likely to suffer physical, emotional, sexual, financial harm or abuse;
(ii) providing support for those men who have been victims or are likely to be victims of violence, including those who have suffered or are likely to suffer physical, emotional, sexual, financial harm or abuse;
(iii) providing support for those children who have been victims or who are likely to be victims of violence, including those who have suffered or are likely to suffer physical, emotional, sexual harm or abuse;
(iv) providing hostel accommodation only to such women and their children and by any other such means as shall further the objects of the charitable company;
(v) assisting and encouraging such women and their children to identify their future needs, aspirations and intentions and to provide support; and
(vi) the Liberty Centre will work with those people identified above including vulnerable families, empowering the lives of women, men and children to build confidence, self-esteem to improve and change their lives.

Public benefit

The Trustees have considered the Charity Commission guidance regarding public benefit and are content that the charitable company has met the requirements as a result of the objectives and activities described above.

Volunteers

West Lancashire Women's Refuge Limited depends considerably on volunteers in helping the charitable company meet its objectives and to carry out its activities. Volunteers are supported by staff, with training, meetings and discussions held locally. Our thanks as always are given to all our volunteers who so freely give their time to enhance the work of West Lancashire Women's Refuge Limited.

Trustees Report for the year ended 31 March 2023

Achievements and performance

Introduction

The year proved challenging for the Liberty Centre, requiring the need to continue to provide vital services and manage significant internal changes within the organisation.

We set ourselves a number of objectives for the year: -

- secure funding for any projects where the contract ends during the year;
- identify new funding streams;
- post Covid-19 recruit to the Board;
- review our Business and Strategic plan;
- open the halfway house;
- increase awareness of the role of the Liberty Centre services in working in partnership with other projects;
- finalise staffing structures; and
- improve monitoring and reporting procedures.

How did we do

The Board have continued to review and progress against these challenges throughout the year. Thanks to the commitment of staff and the recognition of funders of the value of our services we have been able to sustain all services throughout the year.

Whilst most of our funding comes from external sources, contracts, grants and donations a number of projects still benefit from the use of reserves which the Board believe give significant added value to our range of projects.

We would like to welcome Gillian Binns and Lisa Larsen as two new Trustees who have given new perspectives and insights into the development of the organisation.

We have continued the use of RAG rating for the Business Plan using both a review of financial and organisational policies and their regular scrutiny by the Board.

The move on accommodation has been regularly in use and discussions continue as to how they fit into local housing strategies and benefits.

We have continued dialogue with partner agencies and media throughout the year and recognise that this remains an area for development.

During the year we have continued to review the role of the Chief Officer and would like to thank our staff for their contributions to the organisation whilst options have been explored or tested. Conclusion of this objective remains a priority.

Trustees Report for the year ended 31 March 2023

Achievements and performance (continued)

Our financial report comprises part of this submission.

Individual reports, which show continuing high demand for services and how services users have responded to them, from each of our highly successful projects will be available on the website.

Thanks

We would like to thank our staff for helping us throughout the year, to our funders for enabling us to deliver high quality services, to our partners, the support from our local community and Sawyer Quine & Co for their continuing support and guidance.

Investment powers

Under the Memorandum and Articles of Association, the charitable company has the power to make any investment, using the unrestricted general funds, which the Trustees see fit.

Financial review

The principal funding sources for the charitable company are currently by way of grant and contract income from The Albert Hunt Trust, BBC Children in Need, the Big Lottery, The Clothworkers, Council for Voluntary Service West Lancashire, John Moores Foundation, Lancashire Community Foundation, Lancashire Contract Management Care, Lancashire County Council, Lidl Community Fund, Lloyds Bank Foundation, Ministry of Housing, Communities and Local Government, The Morrisons Foundation, Nationwide Charities Trust, Police and Crime Commissioner, Safenet Domestic Abuse Services, Sainsbury's Helping Everyone Eat Better, The Toy Trust, West Lancashire Borough Council and West Lancashire Borough Council Household Support. Funding was also received from Supporting People contract income, all from Lancashire County Council, together with Housing Benefit from West Lancashire Borough Council to cover the costs of the people staying at the refuge.

The Trustees would like to express their thanks to these bodies for their support during the financial year and also for their continuing support. However, as a result of increasing constraints on local authority expenditure the Trustees realise that for the charitable company to continue in operation it cannot be solely dependent on funding from the local authorities, and that the charitable company has to seek funding from a much broader group of agencies.

The expenditure in the year supported the key charitable objectives by enabling the refuge to provide safe and comfortable crisis accommodation to women and their children and the support and resource they need to make independent decisions about their future.

The results for the year are shown in the Statement of Financial Activities on page 11.

The charitable company's Balance Sheet as detailed on pages 12 and 13 shows a satisfactory position with net assets amounting to £344,703. This consists of restricted funds of £26,190 relating to specific projects,

Financial review (continued)

designated funds of £125,655 for specific future purposes as set aside by the Trustees out of unrestricted general funds and unrestricted general funds of £192,858 for the day-to-day general running of the charitable company.

Reserves policy

The Trustees consider it prudent to attempt to maintain, as a minimum, unrestricted general funds (that is those funds not tied up as designated and restricted funds) at a level that equates to approximately twelve months expenditure. At this level the Trustees feel that they would be able to continue the current activities of the charitable company in the event of a significant drop in funding, and that this would provide them with sufficient funds to cover management and administration costs to respond to emergency applications for grants.

At present, unrestricted general funds, which amount to £192,858 as at 31 March 2023, do not reach this target level.

It is the Trustees policy, therefore, to build up funds to twelve months by means of annual surpluses and, also, by adopting and maintaining a vigorous fundraising, publicity and marketing campaign to promote the objectives and activities of the charitable company.

The Trustees consider that the ongoing upkeep and refurbishment of both the exterior and interior of the three properties used by the charitable company to provide accommodation is of major importance. In view of this the Trustees feel that it is prudent to create and maintain a designated fund to cover these ongoing costs; the Trustees consider that £20,000 would be sufficient and that this fund should be maintained at this level at the end of each year.

The Trustees also consider that it is of paramount importance that the walk-in information centre based in Ormskirk remains open even though no funding is currently being received to support this project. In view of this the Trustees consider that it is prudent to create a designated fund which identifies the costs of the charitable company which relate to the walk-in information centre.

The Trustees have also designated £105,655; this fund identifies those funds that are not free funds as they represent the net book value of tangible fixed assets funded from general funds.

These policies are to be reviewed annually.

Future developments

What for 2023 and 2024: -

- to continue the review of financial and organisational policies;
- to finalise the funding and legal requirements for the moving on project;
- to review the housing benefit for the refuge, looking at extended hours provision and the role of the

Future developments (continued)

Refuge Manager;

- to continue developing the role of social media and the interaction with other partners;
- to finalise the Chief Officer role and staff structures;
- to develop new funding streams;
- to continue the recruit to the Board; and
- to work with funders to recognise the impact of financial pressures to ensure continuity of services.

Statement of Trustees Responsibilities

The Trustees, who are also the Directors of West Lancashire Women's Refuge Limited for the purposes of company law, are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Company and charity law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to: -

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiner

Mr C Sawyer FCCA of Sawyer Quine & Co, Chartered Certified Accountants, has offered himself for re-appointment as Independent Examiner to the charitable company.

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

ON BEHALF OF THE BOARD: -

E Crossley

Mrs E Crossley
Chairperson

Date: - 22 March 2024

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Independent Examiners Report to the Trustees of West Lancashire Women's Refuge Limited

I report to the charity Trustees on my examination of the financial statements of the charitable company for the year ended 31 March 2023, which are set out on pages 11 to 30.

Responsibilities and basis of report
As the charity's Trustees of the charitable company (and also its Directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Report
Since the charitable company's income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants which is one of the listed bodies.

I have completed my examination, I confirm that no matters have come to my attention in connection with the examination giving me cause to believe: -

(1) accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
(2) the accounts do not accord with the accounting records; or
(3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
(4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Mr C Sawyer FCCA
Sawyer Quine & Co
Chartered Certified Accountants
202 Merlin Park
Ringtail Road
Burscough
Ormskirk Lancashire L40 8JY

C Sawyer FCCA

Date: - 22 March 2024

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Statement of Financial Activities (including Income and Expenditure Account) for the year ended 31 March 2023

Income and expenditure	Note	Restricted funds £	Un - restricted funds £	Total funds 2023 £	Total funds 2022 £
Income					
Donations	3	-	10,376	10,376	7,460
Income from charitable activities: -					
- Grants and contracts for the provision of hostel accommodation, care, advice and information	4	537,864	46,642	584,506	385,560
- Residents fees for hostel accommodation and care	4	-	229,778	229,778	199,020
Income from investments: -					
- Interest receivable on bank deposits		-	1,385	1,385	38
Total income		**537,864**	**288,181**	**826,045**	**592,078**
Expenditure					
Expenditure on charitable activities	5	520,401	222,692	743,093	627,676
Total expenditure		**520,401**	**222,692**	**743,093**	**627,676**
Net incoming/(outgoing) resources before transfers		**17,463**	**65,489**	**82,952**	**(35,598)**
Gross transfers between funds		115	(115)	-	-
Net incoming/(outgoing) resources after transfers, net income/(expenditure) and net movement in funds for the year	6	**17,578**	**65,374**	**82,952**	**(35,598)**
Reconciliation of funds					
Total funds at 1 April 2022	17	8,612	253,139	261,751	297,349
Total funds at 31 March 2023	17	**26,190**	**318,513**	**344,703**	**261,751**

The Statement of Financial Activities contains all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

The accompanying accounting policies and notes form an integral part of these financial statements.

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Balance Sheet as at 31 March 2023

	Note	2023		2022	
		£	£	£	£
Fixed assets					
Tangible assets	10		105,655		105,655
Current assets					
Debtors	11	15,589		9,901	
Cash at bank and in hand		316,563		395,095	
		332,152		404,996	
Creditors: -					
amounts falling due within one year	12	(93,104)		(248,900)	
Net current assets			239,048		156,096
Net assets	18		**344,703**		**261,751**
Funds					
Restricted funds	17		26,190		8,612
Unrestricted funds					
Designated funds	17	125,655		125,655	
General funds	17	192,858		127,484	
			318,513		253,139
Total funds	16, 17		**344,703**		**261,751**

For the year in question, the charitable company was entitled to exemption from an audit under section 477 of the Companies Act 2006.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

The Trustees/Directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of the accounts.

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Balance Sheet as at 31 March 2023

Approved by the Board of Directors on 22 March 2024 and signed on their behalf.

ON BEHALF OF THE BOARD: -

Mr R F H Minto
Treasurer

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Cash Flow Statement for the year ended 31 March 2023

	Note	2023 £	2022 £
Cash flows from operating activities			
Operating profit/(loss) for the financial year	**16**	82,952	(35,598)
Adjustments for: -			
- Interest received		(1,385)	(38)
- (Increase)/Decrease in trade and other receivables	**11**	(5,688)	940
- Decrease in trade and other payables	**12**	(155,796)	(13,166)
Net cash from operating activities		**(162,869)**	**(12,264)**
Cash flows from investing activities			
Interest received		1,385	38
Net cash from investing activities		**1,385**	**38**
Net decrease in cash and cash equivalents		**(78,532)**	**(47,824)**
Cash and cash equivalents at the beginning of the year		395,095	442,919
Cash and cash equivalents at the end of the year		**316,563**	**395,095**

Analysis of changes in net debt

	At 1 April 2022 £	Cashflow £	At 31 March 2023 £
Cash at bank and in hand	**395,095**	**(78,532)**	**316,563**

Notes forming part of the financial statements for the year ended 31 March 2023

1.0 Statutory Information

West Lancashire Women's Refuge Limited is a charitable company limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found on page 1, legal and administrative information.

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

2.0 Accounting policies

2.1 Basis of preparation of accounts

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note to these financial statements. The financial statements have been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (Effective 1 January 2015) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011, the Companies Act 2006 and applicable accounting standards. The principal accounting policies adopted in the preparation of the financial statements are set out below.

The charity constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

2.2 Income recognition

All incoming resources are included in the Statement of Financial Activities when the charitable company is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income: -

- voluntary income is received by way of donations and is included in full in the Statement of Financial Activities when receivable;
- grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable;
- income from residents fees is credited to the Statement of Financial Activities in the year in which they are receivable;
- deferred income represents grants and funding received for future periods and is released to incoming resources in the period for which it has been received; and
- investment income, comprising of interest on bank deposits, is accounted for on a receivable basis.

2.0 **Accounting policies (continued)**

2.3 **Expenditure recognition**

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

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis. These estimates are based on staff time.

2.4 **Operating leases**

Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease.

2.5 **Tangible fixed assets and depreciation**

Apart from land and buildings, all fixed assets for use by the charitable company are fully written off to resources expended in the year of purchase. Land and buildings are capitalised at cost, including any incidental expenses of acquisition.

It is the charitable company's policy to ensure that its land and buildings are maintained to a high standard by an ongoing maintenance programme, ensuring that estimated residual value exceeds net book amounts. As a consequence any element of depreciation would, in the opinion of the Trustees, be immaterial. No provision for depreciation of land and buildings has therefore been included in the accounts.

2.6 **Fund accounting**

Funds held by the charitable company are either: -

- ***Restricted funds*** – these are funds that can only be used for particular restricted purposes within the objects of the charitable company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes;
- ***Designated funds*** – these are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects; and
- ***Unrestricted general funds*** – these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

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

Notes forming part of the financial statements for the year ended 31 March 2023

2.0 **Accounting policies (continued)**

2.7 **Pension costs**

The charitable company operates a defined contribution pension scheme. Contributions payable for the year are charged in the Statement of Financial Activities.

3.0 **Income from donations**

	Restricted funds	Un - restricted funds	Total funds 2023	Total funds 2022
	£	£	£	£
Donations				
- Individuals and organisations	-	10,376	10,376	7,460
	=	**10,376**	**10,376**	**7,460**

Notes forming part of the financial statements for the year ended 31 March 2023

4.0 Income from charitable activities

	Restricted funds £	Un-restricted funds £	Total funds 2023 £	Total funds 2022 £
Grants and contracts for the provision of hostel accommodation, care, advice and information: -				
The Albert Hunt Trust	10,000	-	10,000	-
Arete Foundation	-	-	-	500
BBC Children in Need	44,155	-	44,155	43,759
The Big Lottery	136,668	-	136,668	132,743
B & Q	-	-	-	5,000
The Clothworkers	30,000	-	30,000	-
Council for Voluntary Service West Lancashire	-	1,700	1,700	11,675
John Moores Foundation	10,000	-	10,000	-
Lancashire Community Foundation	78	-	78	1,239
Lancashire Contract Management Fund	935	1,462	2,397	-
Lancashire County Council	157,528	-	157,528	131,644
Lidl Community Fund	5,000	-	5,000	-
Lloyds Bank Foundation	-	52,250	52,250	-
Lottery Community Fund	-	-	-	5,317
Ministry of Housing, Communities and Local Government	45,000	-	45,000	153,694
The Morrisons Foundation	24,800	-	24,800	-
Nationwide Charities Trust	30,960	-	30,960	30,960
Police and Crime Commissioner Fund	8,344	-	8,344	25,725
Safenet Domestic Abuse Services	75,378	-	75,378	28,453
Sainsbury's Helping Everyone Eat Better	1,500	-	1,500	-
Screwfix Foundation	-	-	-	10,000
The Toy Trust	1,500	-	1,500	-
West Lancashire Borough Council	-	11,230	11,230	25,900
West Lancashire Borough Council Household Support	-	5,000	5,000	-
	581,846	71,642	653,488	606,609
Less: Deferred income	(43,982)	(25,000)	(68,982)	(221,049)
	537,864	**46,642**	**584,506**	**385,560**

4.0 **Income from charitable activities (continued)**

	Restricted funds	Un - restricted funds	Total funds 2023	Total funds 2022
	£	£	£	£
Residents fees for hostel accommodation and care: -				
Cleaning, washer and dryer	-	-	-	487
Housing Benefit	-	158,202	158,202	125,468
Residents service charges	-	5,018	5,018	6,507
Supporting People contract income	-	66,923	66,923	67,105
	-	230,143	230,143	199,567
Less: Deferred income	-	(365)	(365)	(547)
	-	**229,778**	**229,778**	**199,020**

5.0 **Expenditure on charitable activities**

	Restricted funds £	Un - restricted funds £	Total funds 2023 £	Total funds 2022 £
Provision of hostel accommodation, care, advice and information: -				
Staff salaries and costs	319,434	70,754	390,188	315,964
Staff travel expenses	1,676	1,346	3,022	1,927
Rent	17,400	24,606	42,006	45,898
Rates (including water)	-	3,982	3,982	4,296
Heat and light	-	18,990	18,990	10,930
Insurance	-	5,908	5,908	5,948
Television costs	-	477	477	479
Telephones and internet costs	4,272	3,376	7,648	16,813
Printing, postage and stationery	725	4,201	4,926	2,842
Advertising	90	139	229	-
Computer and office equipment	9,651	38,448	48,099	20,648
Client and children's activities and welfare	9,552	6,408	15,960	31,201
Books and other resources	-	-	-	674
Room hire	120	42	162	-
Sundry expenses	4,620	3,603	8,223	10,646
Repairs, renewals and refurbishment	129,399	9,557	138,956	99,268
Cleaning and waste disposal costs	-	4,041	4,041	12,717
Health and safety costs	-	-	-	38
Covid-19 expenses	-	-	-	144
Training and seminars	817	3,208	4,025	3,197
Counselling costs	4,800	-	4,800	3,540
Course delivery and raising awareness	-	-	-	11,972
Staff clinical supervision costs	-	-	-	735
Staff wellbeing event	-	700	700	-
Volunteer expenses	505	176	681	-
Subscriptions and donations	440	592	1,032	1,042
	503,501	**200,554**	**704,055**	**600,919**

5.0 Expenditure on charitable activities (continued)

	Restricted funds £	Un - restricted funds £	Total funds 2023 £	Total funds 2022 £
Managing and administering the charity: -				
Staff salaries and costs	16,812	3,724	20,536	16,630
Staff travel expenses	88	71	159	102
Accountancy fees	-	2,640	2,640	2,400
Professional and legal fees	-	15,435	15,435	6,684
Staff pension charges	-	518	518	518
Bank charges	-	(301)	(301)	301
Credit card charges	-	30	30	45
Bank loan interest	-	21	21	77
	16,900	**22,138**	**39,038**	**26,757**
Total expenditure on charitable activities	**520,401**	**222,692**	**743,093**	**627,676**

6.0 Net movement in funds

The net movement in funds for the year is stated after charging: -

	2023 £	2022 £
Directors emoluments and other benefits etc (Note 7.0)	-	-
Staff salaries and costs (Note 7.0)	410,724	332,594
Accountancy fees		
Independent examination	2,640	2,400
Other services	540	-
Hire of land and buildings	42,006	45,898

7.0 Staff costs and numbers

The staff costs during the year were as follows: -

	2023 £	2022 £
Staff salaries	379,616	308,254
Social security costs	24,218	18,004
Staff pensions	6,890	6,336
	410,724	**332,594**

Notes forming part of the financial statements for the year ended 31 March 2023

7.0 Staff costs and numbers (continued)

No employee received emoluments, as defined for taxation purposes, amounting to more than £60,000 in either period.

The average number of full time equivalent employees employed by the charitable company during the year was made up as follows: -

	2023	2022
Hostel accommodation and care	15	14
Advice and information	3	2
Management and administration	3	3
	21	**19**

8.0 Related party transactions and Trustees' remuneration and expenses

The Trustees all give freely their time and expertise and did not receive any form of remuneration or other benefit in cash or kind, nor reimbursed expenses in either period.

9.0 Taxation

West Lancashire Women's Refuge Limited has charitable status, registered number 1101025, and is not subject to taxation by HM Revenue and Customs.

10.0 Tangible fixed assets

	Land and buildings £	Total £
Cost		
As at 1 April 2022 and as at 31 March 2023	105,655	105,655
Net book value		
As at 31 March 2023	**105,655**	**105,655**
As at 31 March 2022	**105,655**	**105,655**

The charitable company had capital commitments at 31 March 2023 amounting to £Nil (2022: - £Nil).

Notes forming part of the financial statements for the year ended 31 March 2023

11.0 Debtors

	2023	2022
	£	£
Other debtors	13,004	7,609
Prepayments	2,585	2,292
	15,589	**9,901**

12.0 Creditors: - amounts falling due within one year

	2023	2022
	£	£
Bank loan	-	1,826
Other creditors	10,194	16,036
Other taxes and PAYE	6,212	4,711
Accrued expenses	7,351	4,731
Deferred income (Note 14.0)	69,347	221,596
	93,104	**248,900**

13.0 Secured debts

The following secured debts are included within creditors: -

	2023	2022
	£	£
Bank loan	-	1,826
	=	**1,826**

A first legal charge is held by the Royal Bank of Scotland plc against the charitable company's land and buildings as security against the above bank loan.

14.0 Deferred income

	2023	2022
	£	£
Balance at 1 April 2022	221,596	239,716
Amount deferred in year	69,347	221,596
Released to Statement of Financial Activities	(221,596)	(239,716)
Balance at 31 March 2023	**69,347**	**221,596**

Notes forming part of the financial statements for the year ended 31 March 2023

14.0 Deferred income (continued)

Deferred income comprises funding which the donor has specified must be used in future accounting periods.

15.0 Legal status of the charitable company

The charitable company is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £10.00.

16.0 Reserves

	Total funds 2023 £	Total funds 2022 £
Balance at 1 April 2022	261,751	297,349
Net incoming/(outgoing) resources for the year	82,952	(35,598)
Balance at 31 March 2023	**344,703**	**261,751**

Notes forming part of the financial statements for the year ended 31 March 2023

17.0 Statement of funds

Analysis of movements in funds – current year

	At 1 April 2022 £	Incoming £	Outgoing £	Transfers £	At 31 March 2023 £
Restricted funds					
161 Adaption and Refuge Refurbishment fund	-	161,510	(135,320)	-	26,190
Big Lottery fund	2,368	99,957	(102,325)	-	-
Children's Activities and Toy fund	-	1,500	(1,615)	115	-
Children and Young People's Advocate fund	6,244	44,155	(50,399)	-	-
Client Welfare and Support fund	-	4,900	(4,900)	-	-
Complex Needs fund	-	71,746	(71,746)	-	-
Counselling Programme fund	-	8,344	(8,344)	-	-
Garden Refurbishment fund	-	78	(78)	-	-
Healthy Eating fund	-	1,500	(1,500)	-	-
Healthy Relationships fund	-	26,084	(26,084)	-	-
Household Support fund	-	12,054	(12,054)	-	-
Outreach Worker fund	-	37,003	(37,003)	-	-
Safe House fund	-	936	(936)	-	-
Staff Salaries fund	-	68,097	(68,097)	-	-
Total restricted funds	**8,612**	**537,864**	**(520,401)**	**115**	**26,190**
Designated funds					
Fixed Assets fund	105,655	-	-	-	105,655
Information Centre fund	-	-	(19,727)	19,727	-
Refurbishment fund	20,000	-	(9,338)	9,338	20,000
General funds	127,484	288,181	(193,627)	(29,180)	192,858
Total unrestricted funds	**253,139**	**288,181**	**(222,692)**	**(115)**	**318,513**
Total funds	**261,751**	**826,045**	**(743,093)**	-	**344,703**

17.0 **Statement of funds (continued)**

Analysis of movements in funds – previous year

	At 1 April 2021 £	Incoming £	Outgoing £	Transfers £	At 31 March 2022 £
Restricted funds					
161 Adaption and Refuge Refurbishment fund	-	77,163	(77,163)	-	-
Big Lottery fund	1,476	106,207	(105,315)	-	2,368
Children and Young People's Advocate fund	4,913	30,919	(29,588)	-	6,244
Client Welfare and Support fund	-	29,932	(29,732)	(200)	-
Counselling Programme fund	-	12,507	(12,507)	-	-
Covid-19 Awareness fund	-	39,437	(39,437)	-	-
Garden Refurbishment fund	-	1,161	(1,161)	-	-
Healthy Relationships fund	-	10,171	(10,171)	-	-
Men's Group fund	-	250	(250)	-	-
Outreach Worker fund	-	6,772	(6,772)	-	-
Staff Salaries fund	-	54,936	(54,936)	-	-
WOW Programme fund	-	4,875	(4,875)	-	-
Total restricted funds	6,389	374,330	(371,907)	(200)	8,612
Designated funds					
Fixed Assets fund	105,655	-	-	-	105,655
Information Centre fund	-	-	(38,527)	38,527	-
Refurbishment fund	20,000	-	(10,829)	10,829	20,000
General funds	165,305	217,748	(206,413)	(49,156)	127,484
Total unrestricted funds	290,960	217,748	(255,769)	200	253,139
Total funds	297,349	592,078	(627,676)	=	261,751

161 Adaption and Refuge Refurbishment fund – This represents funding received from The Albert Hunt Trust, The Clothworkers, Lancashire County Council, Lidl Community Fund, Ministry of Housing, Communities and Local Government, The Morrisons Foundation and Nationwide Charities Trust. Funding has been used to continue work on refurbishing the property owned by the charitable company and to convert this into a 'halfway house', therefore allowing the charitable company to offer more supported accommodation to families staying at the refuge. In addition, funding has been used to refurbish the properties used by the charitable company to provide safe

17.0 **Statement of funds (continued)**

and secure refuge for women and their children seeking refuge and support. The balance on the fund will be used to fund future refurbishment works.

Big Lottery fund – This represents funding received from the Big Lottery to fund the 'West Lancashire Domestic Abuse Service'; funding has been used to fund staff salaries and associated costs together with related running costs.

Children's Activities and Toy fund – This represents funding received from The Toy Trust; funding has been used on activities for children staying at the refuge and for the purchase of toys. The deficit incurred on the fund has been transferred to unrestricted funds at the year end.

Children and Young People's Advocate fund – Further funding was received from BBC Children in Need in the summer of 2019, therefore allowing the charitable company to continue this project. The grant will fund a Children and Young People's Advocate, materials, trips and transport costs; the project will deliver one to one and group work with children from West Lancashire aged 0 – 18 who have experienced or witnessed domestic violence, helping them keep safe and improve their confidence and mental wellbeing. This project has now finished.

Client Welfare and Support fund – This represents funding received from Lancashire County Council; funding has been used for the purchase of groceries and food vouchers and other day-to-day necessities to help and provide support for women and their children staying at the refuge.

Complex Needs fund – This represents funding received from Lancashire County Council; funding has been used on staff salaries and associated costs.

Counselling Programme fund – This represents funding received from the Police and Crime Commissioner; funding has been used on staff salaries, associated costs, and counselling costs.

Garden Refurbishment fund – This represents funding received from Lancashire Community Foundation; funding has been used to refurbish the garden area used by families staying at the refuge.

Healthy Eating fund – This represents funding received from Sainsbury's Helping Everyone Eat Better; funding has been used to promote and to demonstrate to women and their children staying at the refuge the benefits of eating healthy and fresh food.

Healthy Relationships fund – This represents funding received from Safenet Domestic Abuse Services; funding has been used to fund staff salaries and associated costs together with related running costs. Working with local schools this has added to the provision of services to children and young people whilst raising awareness of the many aspects of domestic abuse.

Household Support fund – This represents funding received from Safenet Domestic Abuse Services; funding has been used to fund staff salaries and associated costs together with related

17.0 **Statement of funds (continued)**

running costs.

Outreach Worker fund – This represents funding received from Safenet Domestic Abuse Services; funding has been used to fund staff salaries and associated costs together with related running costs and to provide specialist services to victims of domestic abuse in the community.

Safe House fund – This represents funding received from Lancashire Contract Community Care; funding has been used to fund staff salaries and associated costs,

Staff Salaries fund – This represents funding received from John Moores foundation and Lancashire County Council; funding has been used to fund the staff salaries and associated costs of a Refuge Assistant and a further two staff positions.

Fixed assets fund – This fund identifies those funds that are not free funds as they represent the net book value of tangible fixed assets funded from general funds.

Information Centre fund – The Trustees consider that it is of paramount importance that the walk-in information centre based in Ormskirk remains open even though no funding is currently being received to support this project. This fund identifies the costs of the charitable company which relate to the walk-in centre. The deficit incurred on this fund has been transferred to unrestricted general funds at the year end.

Refurbishment fund – The Trustees consider that the ongoing and long-term upkeep and refurbishment of both the exterior and interior of the three properties used by the charitable company to provide accommodation is of major importance. In view of this the Trustees feel that it is prudent to create a designated fund to cover these ongoing costs; the Trustees consider that £20,000 would be sufficient.

General funds – These represent the free funds of the charitable company and are not designated for any particular purpose.

18.0 Analysis of net assets between funds

Current year

	Restricted funds £	Designated funds £	General funds £	Total funds £
Fund balances at 31 March 2023 are represented by: -				
Fixed assets	-	105,655	-	105,655
Current assets	76,989	20,000	235,163	332,152
Creditors	(50,799)	-	(42,305)	(93,104)
Total net assets	**26,190**	**125,655**	**192,858**	**344,703**

Previous year

	Restricted funds £	Designated funds £	General funds £	Total funds £
Fund balances at 31 March 2022 are represented by: -				
Fixed assets	-	105,655	-	105,655
Current assets	243,633	20,000	141,363	404,996
Creditors	(235,021)	-	(13,879)	(248,900)
Total net assets	**8,612**	**125,655**	**127,484**	**261,751**

19.0 Guarantees and other financial commitments

The amounts payable in the next year in respect of operating leases are shown below, analysed according to the expiry date of the leases: -

	2023		2022	
	Land and buildings £	Other £	Land and buildings £	Other £
Expiring: -				
Within one year	28,219	-	28,219	4,513
	28,219	=	**28,219**	**4,513**

20.0 Pension commitments

The charitable company operates a defined contribution pension scheme for the members of staff. The assets of the scheme are held separately from those of the charitable company, being invested with insurance companies. Pension costs charged in the Statement of Financial Activities represent the contributions payable by the charitable company in the year.

At the balance sheet date unpaid contributions of £1,142 (2022: - £1,108) were due to the fund. They are included in other creditors.

21.0 Ultimate controlling party

The charitable company was controlled throughout the year by the Directors and Trustees holding office.

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

England & Wales - Charity number 1101025

Accounts

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

(A company limited by guarantee)

REPORT AND UNAUDITED

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MARCH 2022

Registered company number: - 04824324 (England and Wales)

Registered charity number: - 1101025

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Contents

	Page
Legal and administrative information	1
Trustees Report and Statement of Trustees Responsibilities	2 – 14
Independent Examiners Report	15
Statement of Financial Activities	16
Balance Sheet	17 – 18
Cash Flow Statement	19
Notes forming part of the financial statements	20 – 34

Registered company number: -
04824324 (England and Wales)

Registered charity number: -
1101025

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Legal and administrative information

Directors and Trustees	Mrs E Crossley – Chairperson Mr R F H Minto – Treasurer Mrs G Binns (Appointed 19/10/2022) Miss L Larsen (Appointed 19/10/2022) Mrs K M Phillips Mrs A E Stubbert (Resigned 01/09/2022)
Chief Officer	Ms M G Bleasdale (Resigned 31/10/2021)
Working name	The Liberty Centre
Company registration number	04824324 (England and Wales)
Charity registration number	1101025
Registered office and principal charity address	PO Box 16 Glebe Road Skelmersdale Lancashire WN8 6XZ
Independent Examiner	Mr C Sawyer FCCA Sawyer Quine & Co Chartered Certified Accountants 202 Merlin Park Ringtail Road Burscough Ormskirk Lancashire L40 8JY
Bankers	The Royal Bank of Scotland plc Drummond House (FF) Branch Customer Service Centre Drummond House 1 Redheughs Avenue Edinburgh EH12 9JN

Trustees Report for the year ended 31 March 2022

The Trustees are pleased to present their annual report together with the financial statements of the charitable company for the year ended 31 March 2022.

Legal and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association of the charitable company and the Statement of Recommended Practice – Accounting and Reporting by Charities.

Governance structure

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 7 July 2003 and registered as a charity on 4 December 2003. The company is established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association; both dated 7 July 2003, as amended by Special Resolution dated 19 November 2003, 6 October 2005, 11 November 2009 and 19 August 2014. In the event of the charitable company being wound up the Trustees are required to contribute an amount not exceeding £10.00.

Appointment of Trustees

The Directors of the charitable company are its Trustees for the purpose of charity law and throughout this report are collectively referred to as Trustees. Trustees who served during the year and up to the date of this report are detailed on page 1, legal and administrative information.

Recruitment takes place both with targeted advertising and networking. Skills audits are conducted to identify the target population for recruitment, in order to ensure equality and a mixture of the necessary skills to govern the charitable company.

In the event of any vacancies new Trustees are elected from the membership of the charitable company at each Annual Meeting. Before standing for election anybody wishing to become a Trustee is interviewed by the Chairperson and the Chief Officer to ensure their suitability. Upon appointment all new Trustees must provide appropriate identification and sign on to become a company Director. Trustees must declare any conflicts of interest and are subject to criminal record checks.

All Trustees are required to serve for a period of three years before either retiring or offering themselves for re-election to the Board.

Trustee induction and training

New Trustees are supported through an induction process, they are provided with a substantial amount of written material to review, including a review of the Memorandum and Articles of Association and both financial and funding overviews. Each Trustee is issued with a Trustee Induction Pack that contains among other information, guidance on Trustee responsibilities, role descriptions, organisational structure, a copy of the Memorandum and Articles of Association and appropriate literature for Trustees as published by the Charity Commission.

All Trustees are encouraged to participate in training and development, which enhances their understanding and capabilities in their role as a Trustee. This may take the form of informal training,

Governance structure (continued)

Trustee induction and training (continued)
through discussion with the Chief Officer, other members of staff and other Trustees.

The organisation regularly receives information about external training courses arranged by a variety of organisations and details of these are kept in the Chief Officer's office. The Chief Officer may advise Trustees of particularly relevant courses at Board meetings, for example those which cover new or significantly changed areas of responsibility.

Board functioning
The Board of Trustees meets every other month or as needed throughout each financial year. This comprises of up to seven elected members with voting rights and up to seven nominated members without voting rights. In addition to the full committee, the Board may set up sub-committees for specific purposes, such as a Finance Sub-Committee. The full Board of Trustees will review the role and function of these sub-committees from time to time.

At the beginning of every meeting all Trustees and representatives are reminded of their obligation to declare an interest in any item and, if necessary, withdraw from further discussion and decision-making on that subject.

Decisions with implications for the organisation are brought to the Board by the Chief Officer, including organisational priorities, risk assessment issues, matters regarding significant organisational change, major initiatives and major policy changes or development.

Membership
Membership criteria have been set by the Board in keeping with the Articles of Association and the spirit of the charitable company's work. Any interested party can become a member. When an organisation applies for membership they are required to provide an outline of their aims and activities; membership would only be denied if the group did not support the aims of the charitable company and were patently involved in illegal or overtly political activity.

Membership of the charitable company is free. All members have voting rights at Annual and other general membership meetings.

Risk management
The Trustees have examined the major strategic, business and operational risks which the charitable company may face and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Organisational structure
Overall responsibility for policy and the direction of the charitable company rests with the Board of Trustees.

The Trustees have employed a Chief Officer and a team of staff to carry out the day-to-day activities of the

Governance structure (continued)

Organisational structure (continued)
charitable company. To manage the charitable company effectively the Chief Officer has delegated authority for all operational, financial and human resource matters. Decisions on the day-to-day operation of the charitable company are taken by the Chief Officer. The Chief Officer is responsible to ensure that strategic and operational requirements and objectives are met and provides all operational and personnel management. All remaining staff members are employed at the refuge to help and to support and to offer advice and information to maltreated women and their children either staying at or who contact the refuge.

Objectives and activities

The key objectives and activities of the charitable company are to relieve the distress and suffering by: -

(i) providing support for those women who have been victims or are likely to be victims of violence, including those who have suffered or are likely to suffer physical, emotional, sexual, financial harm or abuse;
(ii) providing support for those men who have been victims or are likely to be victims of violence, including those who have suffered or are likely to suffer physical, emotional, sexual, financial harm or abuse;
(iii) providing support for those children who have been victims or who are likely to be victims of violence, including those who have suffered or are likely to suffer physical, emotional, sexual harm or abuse;
(iv) providing hostel accommodation only to such women and their children and by any other such means as shall further the objects of the charitable company;
(v) assisting and encouraging such women and their children to identify their future needs, aspirations and intentions and to provide support; and
(vi) the Liberty Centre will work with those people identified above including vulnerable families, empowering the lives of women, men and children to build confidence, self-esteem to improve and change their lives.

Public benefit

The Trustees have considered the Charity Commission guidance regarding public benefit and are content that the charitable company has met the requirements as a result of the objectives and activities described above.

Volunteers

West Lancashire Women's Refuge Limited depends considerably on volunteers in helping the charitable company meet its objectives and to carry out its activities. Volunteers are supported by staff, with training, meetings and discussions held locally. Our thanks as always are given to all our volunteers who so freely give their time to enhance the work of West Lancashire Women's Refuge Limited.

Trustees Report for the year ended 31 March 2022

Achievements and performance

Overview

The year was both challenging and successful for the Liberty Centre, the business name for the West Lancashire Women's Refuge Limited.

The Board and staff continued to view the full range of services as essential and continued to provide access and support to all of our projects within the limitations imposed by the Covid-19 regulations and guidance.

The Lancashire County Council contract for refuge services only requires daytime support, the Liberty Centre have traditionally provided 24 – hour access and this important quality addition to services has been maintained.

Funding for Domestic Abuse services has been mainly from two sources, the provision of services which are legally required and are funded by local authorities or the Police and Crime Commissioner and charitable grants to ensure the needs of vulnerable people are responded to. This year has seen a more positive approach to getting help from businesses and workplaces. As will be seen from the accounts these activities have raised considerable sums which have greatly helped in the development of the halfway house, refurbishment of the refuge and overall improvements in the range and quality of service we can provide.

One significant change in the way the Liberty Centre coordinates the work of a range of projects and represents itself to the wider community was the unexpected resignation of the Chief Officer. Interim arrangements have operated since the summer which has been based on the enthusiasm and support of staff until a decision can be implemented on any changes this departure may require.

What we set out to do

From our annual report of 2020 – 2021 we set ourselves ten objectives: -

- dealing with the ongoing coronavirus crisis;
- developing digital and offline service delivery options;
- further developing services to children and young people;
- delivering the Liberty Programme;
- growing collaborative partnerships;
- using accessible messages to raise awareness;
- continuing to identify opportunities for improvement;
- opening a halfway house;
- appointing a Healthy Relationship advisor; and
- reflecting changes required by the Domestic Abuse Bill.

Achievements and performance (continued)

How did we do

With the help of many organisations and funders we continued to provide a full range of services within the Covid-19 regulations.

We recognise there is still work to be done to improve our digital services and we have maintained access for all users of our services.

Within the refuge a number of changes were made in the way children and families were supported resulting in an improved service for everyone.

Outside of refuge services the appointment of the Healthy Relationship project with local schools has added to the provision of services to children and young people whilst raising awareness of the many aspects of domestic abuse.

The Liberty Programme continues to provide valuable insight and support to individuals and the wider community.

We continue to provide services funded by statutory organisations and voluntary funders, where we act as the local agent for service provision, which has continued our partnership approach to service provision and helps retain the Liberty Centre as the principal provider of services in the West Lancashire district.

Our information service has been continued and we are looking to provide more accessible services within our digital and support activities.

We continue to look for service improvements which are being developed by our staff using their insight into demand and request for assistance.

Due to a number of issues, including the availability of tradesmen, work started on the refurbishment of our halfway house with an opening for 2022 – 2023 planned.

Statutory services are reviewing their responses to the Domestic Abuse Bill with the Liberty Centre offering to be a significant contributor for the West Lancashire area.

Our values and aspirations

"We offer **HOPE**. We ensure people have a **VOICE** and that it is heard. We do this by working in empowering ways with people, ensuring they are engaged, making a contribution and focussing on a family approach. We will use their voice to improve the system. We ensure people are **VALUED** working in a professional way, giving service, working in partnership, with passion and building a good reputation. We are known for positive **LEADERSHIP** ensuring wellbeing, stability, kindness and family. We create, use and share **KNOWLEDGE** courageously in all things we work with and ensure **SELF RESPECT**."

Achievements and performance (continued)

Our values and aspirations (continued)

Our mission is to reduce the impact of the trauma experienced by domestic violence and abuse whilst improving the safety, health and wellbeing of all survivors and their children.

What have our services being doing

These are a short statement from our projects about their services.

- ***Family Support Service***

The Family Support Worker works with families in the refuge and community providing family support around risk and support planning.

The Family Support Worker also manages The Haven (the playroom).

We received funding from Children in Need for a Children's Advocate. This was made into a job share in 2021 and the staff work in the refuge and the community providing support for children leaving the refuge. They will provide support and one to one sessions to ensure the children feel safe in their new homes and to provide continuity for the children after they have built up a relationship with staff here. The Advocates will liaise with schools when needed.

In the refuge the Children's Advocate provides activities which can be one to one, group activities or family activities depending on the needs of the family. These activities create valuable space for children and families who have experienced trauma, helps to bring families together and repair relationships that may have been compromised.

Childcare is provided to enable mums to attend meetings with social services, housing, benefits and others needed to enable families to move on with their lives.

The playroom has been organised into sections; sensory for children with special needs, cozzy corner for quiet time.

We work in partnership with: -

- Kids Out who provide toy boxes for children;
- Kids Out who provide buddy bags;
- Book Trust who will provide for children when leaving the refuge;
- Buckle Trust Fund who provide emergency funds to families when moving into their new home; and
- Red Rose Lancashire who provide toys at Christmas time.

- ***Outreach Service***

The Liberty Centre Outreach team provides specialist services to victims of domestic abuse in the

Achievements and performance (continued)

What have our services being doing (continued)

- ***Outreach Service (continued)***

community, the area covered is vast, from Hesketh Bank in the north, south to the border with Sefton and to the east bordering Greater Manchester.

The team consist of three advocates, two trained to IDVA level. One looks after the information point and coordinates referrals, counselling and manages a caseload. Another looks after complex needs clients and supports the Liberty programme.

The male worker manages male clients and attends meetings such as Genga and DHR reviews.

The team cover for each other and will support men and women.

Liberty Programme

The Liberty Programme is a 'strength based' development programme that enables women to understand the trauma of domestic abuse and supports them to process their experience, therefore enabling them to move on with their lives.

The Liberty Programme was slow to recover after Covid-19 but numbers are now back to pre-pandemic levels; the programme is a valuable tool for rehabilitation and recovery.

What we do

The Liberty Centre continues to be the 'go to organisation' for people who have or are experiencing domestic abuse in West Lancashire. We continue to support people through crisis, with ongoing support that meets the needs of the individual by offering bespoke planning. We work with the client to empower them to take back control with the support of an advocate who will support them when engaging with other agencies such as the Police and legal system.

We are not time limited

We offer full safeguarding, risk management, initial assessments and risk assessments for all allocated service users, including support and needs plans ensuring all information is logged in to Oasis for outcome and statistics.

The team support service users with criminal and civil family law proceedings offering one to one support when referring to legal teams. Supporting the service user through the court process, linking with witness care, supporting at court and applying for special measures.

We always place emphasis on safety and risk management linking with the police in putting vulnerable markers, sanctuary scheme, personal safety and plans in place for the client. We also attend the West

Achievements and performance (continued)

We are not time limited (continued)

Lancashire MARAC (Multi Agency Risk Assessment conference) and on occasion we submit referrals for high-risk clients and are often partnered working with victim support. Where risk levels are high, we look for refuge places.

We also work with our partners in children services and play a role in supporting the family including attending child protection and child in need meetings when children are involved. Our work often involves liaising with housing officers and supporting clients to complete applications and supporting them with their finances regarding housing benefit and council tax.

We also offer supporting letters and help the service user to settle into the tenancy and maintain it. Referrals to or attendance at GP`s health care settings and dentists. We also support our clients to achieve positive mental health and wellbeing by referring to GP`s Minds Matters, hospitals, health services, crisis team and counselling, however funding has now run out for counselling, we now have a waiting list for clients to access the volunteer counsellor.

The services offered also includes, coffee mornings, support groups and WhatsApp peer support group.

The above are services that we have delivered over the last twelve months especially during Covid-19. The team feels that we have continued to offer a first-class service during this period.

Adapting to Covid-19

The team adopted a flexible working pattern during Covid-19 when most businesses where closed and staff furloughed. The team continued to speak with clients at various times of the day/evening, offering live chat as an option in the evenings.

Video/telephone calling has also helped to maintain contact with clients and has also been beneficial in supporting positive mental health and wellbeing in service users, knowing that they still had support, just in a different way. During lockdown we also saw the impact of staying at home, this impacted on the mental health of service users with many reporting anxiety, low mood, and depression, with several clients needing referrals to mental health and GP services. Again, we are able to respond positively and in a timely manner.

However, this method of contacting clients during Covid-19 also impacted on assessing new referral's/ service users due to not being able to watch the body language clues. It has also made the process of assessment much longer, often taking 2 – 3 hours to complete a full assessment over 3 – 4 weeks when assessing male clients

Lockdown has also impacted on how people have contacted the service, with more service users using social media, WhatsApp and Instagram to make contact. Using WhatsApp was also beneficial in group work with male clients, this enabled them to talk without the fear of the stigma of domestic abuse with

Achievements and performance (continued)

Adapting to Covid-19 (continued)

other men.

In addition, contact with legal services has also been problematic with all contact by e-mail, this also had an impact on clients who were navigating family court regarding child arrangements. On a positive note, we have been able to access emergency orders relatively quickly, with orders being served within a few days by the server whether this was in person or by WhatsApp or other electronic means.

One area that has left a gap in our service is the ability to network and to offer awareness sessions with agencies, this often generates referrals from social care, alcohol and drug services and other services. As more and more people return to the office, we envisage this improving and services being receptive to networking and inviting the Liberty Centre back into support groups and staff meetings.

Refuge

The refuge is full to capacity at all times with rooms only being vacant during decorating and refurbishment.

Housing is becoming more difficult to access especially out of the area due to the low stock of council and housing association tenancies which means we are currently having families supported at the refuge long term.

We are seeing an increase of complex need support i.e., mental health, substance and child protection issues, we are currently assuming that this is not only the effects of Covid-19 but also the current financial situation within the United Kingdom.

We have very little negative feedbacks with most feedback being positive regarding staff service, user involvement, provision and support.

Service user engagement is excellent within the refuge with most service users wanting to move forward into a safe positive environment for themselves and their children with staff ensuring each family has an advocate to support them when engaging with outside agencies.

Staffing levels have improved with a refuge assistant employed to care for the smooth everyday running of the refuge, this has given additional time to ensure the support, safety and individual planning for each family's needs are met whilst liaising with agencies within the area to support each individual need. In addition, more time has arisen to provide training, advice and support to staff with individual support planning.

Year 2021 – 2022 was exciting for the refuge with new staff being employed to support move-on (Outreach), safehouse and the refurbishment of both the refuge and the halfway house.

Achievements and performance (continued)

Refuge (continued)

Twenty-nine referrals have been accepted into the refuge for the year 2021 – 2022 and those that have engaged have been supported to access safe accommodation or safeguarding has been completed if concerns regarding individual safety arose, whilst some continue to be supported at the refuge.

Service users have enjoyed activities within the refuge with funding available for an activities co-ordinator which does improve the wellbeing of the families and ensures that they feel involved; this is ongoing with current plans for group work, days out for families to bond positively with their children and health and wellbeing groups.

Staff have been supported and funded by the Liberty Centre to access further development and training with safe lives to improve the response to crisis intervention and recovery for service users.

Staff and service users are pleased with the planning for the service to move forward and look forward to a new brighter future with the current improvements after a difficult period due to Covid-19 restrictions.

Refurbishment

The refuge refurbishment is almost complete. The following areas have been refurbished: -

- all bedrooms;
- 2 x living rooms;
- staff kitchen;
- all hallways and stairs;
- craft room; and
- laundry.

The two kitchens for residents fall to Muir Housing Association Limited to repair and maintain, however we have received funding in the new year to have the floors professionally cleaned in these areas.

Funding

A fund-raising calendar is being developed to enable us to have a steady flow of income coming in each month.

Currently we have a regular event with Rebuilt with Hope and will be having our first event with Sing Merseyside later in 2022.

Investment powers

Under the Memorandum and Articles of Association, the charitable company has the power to make any investment, using the unrestricted general funds, which the Trustees see fit.

Trustees Report for the year ended 31 March 2022

Financial review

The principal funding sources for the charitable company are currently by way of grant and contract income from Arete Foundation, BBC Children in Need, the Big Lottery, B & Q, Council for Voluntary Service West Lancashire, Lancashire Community Foundation, Lancashire County Council, Lottery Community Fund, Ministry of Housing, Communities and Local Government, Nationwide Charities Trust, Police and Crime Commissioner Fund, Safenet Domestic Abuse Services, Screwfix Foundation and West Lancashire Borough Council. Funding was also received from Supporting People contract income, all from Lancashire County Council, together with Housing Benefit from West Lancashire Borough Council to cover the costs of the people staying at the refuge.

The Trustees would like to express their thanks to these bodies for their support during the financial year and also for their continuing support. However, as a result of increasing constraints on local authority expenditure the Trustees realise that for the charitable company to continue in operation it cannot be solely dependent on funding from the local authorities, and that the charitable company has to seek funding from a much broader group of agencies.

The expenditure in the year supported the key charitable objectives by enabling the refuge to provide safe and comfortable crisis accommodation to women and their children and the support and resource they need to make independent decisions about their future.

The results for the year are shown in the Statement of Financial Activities on page 16.

The charitable company's Balance Sheet as detailed on pages 17 and 18 shows a satisfactory position with net assets amounting to £261,751. This consists of restricted funds of £8,612 relating to specific projects, designated funds of £125,655 for specific future purposes as set aside by the Trustees out of unrestricted general funds and unrestricted general funds of £127,484 for the day-to-day general running of the charitable company.

Reserves policy

The Trustees consider it prudent to attempt to maintain, as a minimum, unrestricted general funds (that is those funds not tied up as designated and restricted funds) at a level that equates to approximately twelve months expenditure. At this level the Trustees feel that they would be able to continue the current activities of the charitable company in the event of a significant drop in funding, and that this would provide them with sufficient funds to cover management and administration costs to respond to emergency applications for grants.

At present, unrestricted general funds, which amount to £127,484 as at 31 March 2022, do not reach this target level.

It is the Trustees policy, therefore, to build up funds to twelve months by means of annual surpluses and, also, by adopting and maintaining a vigorous fundraising, publicity and marketing campaign to promote the objectives and activities of the charitable company.

Reserves policy (continued)

The Trustees consider that the ongoing upkeep and refurbishment of both the exterior and interior of the three properties used by the charitable company to provide accommodation is of major importance. In view of this the Trustees feel that it is prudent to create and maintain a designated fund to cover these ongoing costs; the Trustees consider that £20,000 would be sufficient and that this fund should be maintained at this level at the end of each year.

The Trustees also consider that it is of paramount importance that the walk-in information centre based in Ormskirk remains open even though no funding is currently being received to support this project. In view of this the Trustees consider that it is prudent to create a designated fund which identifies the costs of the charitable company which relate to the walk-in information centre.

The Trustees have also designated £105,655; this fund identifies those funds that are not free funds as they represent the net book value of tangible fixed assets funded from general funds.

These policies are to be reviewed annually.

Future developments

In the next twelve months we are aiming to: -

- secure funding for any projects where the contract ends during the year;
- identify new funding streams;
- post Covid-19 recruit to the Board;
- review our Business and Strategic plan;
- open the halfway house;
- increase awareness of the role of the Liberty Centre services in working in partnership with other projects;
- finalise staffing structures; and
- improve monitoring and reporting procedures.

Statement of Trustees Responsibilities

The Trustees, who are also the Directors of West Lancashire Women's Refuge Limited for the purposes of company law, are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Company and charity law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to: -

Statement of Trustees Responsibilities (continued)

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiner

Mr C Sawyer FCCA of Sawyer Quine & Co, Chartered Certified Accountants, has offered himself for re-appointment as Independent Examiner to the charitable company.

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

ON BEHALF OF THE BOARD: -

E Crossley.

Mrs E Crossley
Chairperson

Date: - 5 December 2022

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Independent Examiners Report to the Trustees of West Lancashire Women's Refuge Limited

I report to the charity Trustees on my examination of the financial statements of the charitable company for the year ended 31 March 2022, which are set out on pages 16 to 34.

Responsibilities and basis of report
As the charity's Trustees of the charitable company (and also its Directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Report
Since the charitable company's income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants which is one of the listed bodies.

I have completed my examination, I confirm that no matters have come to my attention in connection with the examination giving me cause to believe: -

(1) accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
(2) the accounts do not accord with the accounting records; or
(3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
(4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Mr C Sawyer FCCA
Sawyer Quine & Co
Chartered Certified Accountants
202 Merlin Park
Ringtail Road
Burscough
Ormskirk Lancashire L40 8JY

C Sawyer FCCA

Date: - 5 December 2022

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Statement of Financial Activities (including Income and Expenditure Account) for the year ended 31 March 2022

Income and expenditure	Note	Restricted funds £	Un-restricted funds £	Total funds 2022 £	Total funds 2021 £
Income					
Donations	3	-	7,460	7,460	13,820
Income from charitable activities: -					
- Grants and contracts for the provision of hostel accommodation, care, advice and information	4	374,330	11,230	385,560	239,258
- Residents fees for hostel accommodation and care	4	-	199,020	199,020	198,645
Income from investments: -					
- Interest receivable on bank deposits		-	38	38	88
Total income		**374,330**	**217,748**	**592,078**	**451,811**
Expenditure					
Expenditure on charitable activities	5	371,907	255,769	627,676	478,501
Total expenditure		**371,907**	**255,769**	**627,676**	**478,501**
Net incoming/(outgoing) resources before transfers		**2,423**	**(38,021)**	**(35,598)**	**(26,690)**
Gross transfers between funds		(200)	200	-	-
Net incoming/(outgoing) resources after transfers, net income/(expenditure) and net movement in funds for the year	6	**2,223**	**(37,821)**	**(35,598)**	**(26,690)**
Reconciliation of funds					
Total funds at 1 April 2021	18	6,389	290,960	297,349	324,039
Total funds at 31 March 2022	18	**8,612**	**253,139**	**261,751**	**297,349**

The Statement of Financial Activities contains all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

The accompanying accounting policies and notes form an integral part of these financial statements.

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Balance Sheet as at 31 March 2022

	Note	2022		2021	
		£	£	£	£
Fixed assets					
Tangible assets	**10**		105,655		105,655
Current assets					
Debtors	**11**	9,901		10,841	
Cash at bank and in hand		395,095		442,919	
		404,996		453,760	
Creditors: -					
amounts falling due within one year	**12**	(248,900)		(260,186)	
Net current assets			156,096		193,574
Total assets less current liabilities			**261,751**		**299,229**
Creditors: -					
amounts falling due after more than one year	**13**		-		(1,880)
Net assets	**19**		**261,751**		**297,349**
Funds					
Restricted funds	**18**		8,612		6,389
Unrestricted funds					
Designated funds	**18**	125,655		125,655	
General funds	**18**	127,484		165,305	
			253,139		290,960
Total funds	**17, 18**		**261,751**		**297,349**

For the year in question, the charitable company was entitled to exemption from an audit under section 477 of the Companies Act 2006.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

The Trustees/Directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of the accounts.

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Balance Sheet as at 31 March 2022

Approved by the Board of Directors on 5 December 2022 and signed on their behalf.

ON BEHALF OF THE BOARD: -

Mr R F H Minto
Treasurer

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Cash Flow Statement for the year ended 31 March 2022

	Note	2022 £	2021 £
Cash flows from operating activities			
Operating loss for the financial year	18	(35,598)	(26,690)
Adjustments for: -			
- Interest received		(38)	(88)
- Decrease in trade and other receivables	11	940	81,651
- (Decrease)/Increase in trade and other payables	12	(13,166)	186,581
Net cash from operating activities		**(12,264)**	**268,144**
Cash flows from investing activities			
Interest received		38	88
Net cash from investing activities		**38**	**88**
Net (Decrease)/Increase in cash and cash equivalents		**(47,824)**	**241,542**
Cash and cash equivalents at the beginning of the year		442,919	201,377
Cash and cash equivalents at the end of the year		**395,095**	**442,919**

Analysis of changes in net debt

	At 1 April 2021 £	Cashflow £	At 31 March 2022 £
Cash at bank and in hand	**442,919**	**(47,824)**	**395,095**

Notes forming part of the financial statements for the year ended 31 March 2022

1.0 Statutory Information

West Lancashire Women's Refuge Limited is a charitable company limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found on page 1, legal and administrative information.

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

2.0 Accounting policies

2.1 Basis of preparation of accounts

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note to these financial statements. The financial statements have been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (Effective 1 January 2015) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011, the Companies Act 2006 and applicable accounting standards. The principal accounting policies adopted in the preparation of the financial statements are set out below.

The charity constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

2.2 Income recognition

All incoming resources are included in the Statement of Financial Activities when the charitable company is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income: -

- voluntary income is received by way of donations and is included in full in the Statement of Financial Activities when receivable;
- grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable;
- income from residents fees is credited to the Statement of Financial Activities in the year in which they are receivable;
- deferred income represents grants and funding received for future periods and is released to incoming resources in the period for which it has been received; and
- investment income, comprising of interest on bank deposits, is accounted for on a receivable basis.

2.0 **Accounting policies (continued)**

2.3 **Expenditure recognition**

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

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis. These estimates are based on staff time.

2.4 **Operating leases**

Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease.

2.5 **Tangible fixed assets and depreciation**

Apart from land and buildings, all fixed assets for use by the charitable company are fully written off to resources expended in the year of purchase. Land and buildings are capitalised at cost, including any incidental expenses of acquisition.

It is the charitable company's policy to ensure that its land and buildings are maintained to a high standard by an ongoing maintenance programme, ensuring that estimated residual value exceeds net book amounts. As a consequence any element of depreciation would, in the opinion of the Trustees, be immaterial. No provision for depreciation of land and buildings has therefore been included in the accounts.

2.6 **Fund accounting**

Funds held by the charitable company are either: -

- ***Restricted funds*** – these are funds that can only be used for particular restricted purposes within the objects of the charitable company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes;
- ***Designated funds*** – these are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects; and
- ***Unrestricted general funds*** – these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

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

Notes forming part of the financial statements for the year ended 31 March 2022

2.0 **Accounting policies (continued)**

2.7 **Pension costs**

The charitable company operates a defined contribution pension scheme. Contributions payable for the year are charged in the Statement of Financial Activities.

3.0 **Income from donations**

	Restricted funds	Un-restricted funds	Total funds 2022	Total funds 2021
	£	£	£	£
Donations				
- Individuals and organisations	-	7,460	7,460	13,820
	-	7,460	7,460	13,820

4.0 **Income from charitable activities**

	Restricted funds £	Un - restricted funds £	Total funds 2022 £	Total funds 2021 £
Grants and contracts for the provision of hostel accommodation, care, advice and information: -				
Arete Foundation	500	-	500	-
BBC Children in Need	43,759	-	43,759	47,175
The Big Lottery	132,743	-	132,743	133,218
B & Q	5,000	-	5,000	-
The Calico Group	-	-	-	8,888
Cash for Kids	-	-	-	2,275
Council for Voluntary Service West Lancashire	11,675	-	11,675	22,925
Lancashire Community Foundation	1,239	-	1,239	5,000
Lancashire County Council	131,644	-	131,644	7,057
Lottery Community Fund	5,317	-	5,317	9,500
Ministry of Housing, Communities and Local Government	153,694	-	153,694	193,997
Nationwide Charities Trust	30,960	-	30,960	-
Police and Crime Commissioner Fund	25,725	-	25,725	36,980
Safenet Domestic Abuse Services	28,453	-	28,453	-
Screwfix Foundation	10,000	-	10,000	-
West Lancashire Borough Council	14,670	11,230	25,900	11,230
	595,379	11,230	606,609	478,245
Less: Deferred income	(221,049)	-	(221,049)	(238,987)
	374,330	**11,230**	**385,560**	**239,258**

	Restricted funds £	Un - restricted funds £	Total funds 2022 £	Total funds 2021 £
Residents fees for hostel accommodation and care: -				
Cleaning, washer and dryer	-	487	487	449
Housing Benefit	-	125,468	125,468	122,437
Residents service charges	-	6,507	6,507	5,899
Supporting People contract income	-	67,105	67,105	70,589
	-	199,567	199,567	199,374
Less: Deferred income	-	(547)	(547)	(729)
	-	**199,020**	**199,020**	**198,645**

Notes forming part of the financial statements for the year ended 31 March 2022

5.0 Expenditure on charitable activities

	Restricted funds £	Un-restricted funds £	Total funds 2022 £	Total funds 2021 £
Provision of hostel accommodation, care, advice and information: -				
Staff salaries and costs	203,851	112,113	315,964	293,704
Staff travel expenses	1,115	812	1,927	1,276
Rent	3,000	42,898	45,898	45,368
Rates (including water)	-	4,296	4,296	2,930
Heat and light	120	10,810	10,930	10,658
Insurance	350	5,598	5,948	5,782
Television costs	-	479	479	473
Telephones and internet costs	840	15,973	16,813	15,246
Printing, postage and stationery	412	2,430	2,842	1,242
Advertising	-	-	-	501
Computer and office equipment	5,317	15,331	20,648	12,716
Client activities and welfare	29,732	261	29,993	9,610
Children's activities	1,208	-	1,208	-
Children's play equipment	-	-	-	3,000
Books and other resources	578	96	674	784
Sundry expenses	6,010	4,636	10,646	4,599
Repairs, renewals and refurbishment	88,418	10,850	99,268	11,877
Cleaning and waste disposal costs	600	12,117	12,717	8,113
Health and safety costs	-	38	38	-
Covid-19 expenses	-	144	144	2,965
Training and seminars	2,621	576	3,197	2,465
Counselling costs	3,540	-	3,540	3,700
Course delivery and raising awareness	11,972	-	11,972	14,430
Staff clinical supervision costs	735	-	735	-
Translation services	-	-	-	1,081
Subscriptions and donations	-	1,042	1,042	1,203
	360,419	**240,500**	**600,919**	**453,723**

5.0 **Expenditure on charitable activities (continued)**

	Restricted funds	Un - restricted funds	Total funds 2022	Total funds 2021
	£	£	£	£
Managing and administering the charity: -				
Staff salaries and costs	10,729	5,901	16,630	15,458
Staff travel expenses	59	43	102	67
Accountancy fees	200	2,200	2,400	2,280
Professional and legal fees	500	6,184	6,684	6,050
Staff pension charges	-	518	518	518
Bank charges	-	301	301	238
Credit card charges	-	45	45	30
Bank loan interest	-	77	77	137
	11,488	**15,269**	**26,757**	**24,778**
Total expenditure on charitable activities	**371,907**	**255,769**	**627,676**	**478,501**

6.0 **Net movement in funds**

The net movement in funds for the year is stated after charging: -

	2022	2021
	£	£
Directors emoluments and other benefits etc (Note 7.0)	-	-
Staff salaries and costs (Note 7.0)	332,594	309,162
Accountancy fees		
Independent examination	2,400	2,280
Hire of land and buildings	45,898	45,368

Notes forming part of the financial statements for the year ended 31 March 2022

7.0 Staff costs and numbers

The staff costs during the year were as follows: -

	2022 £	2021 £
Staff salaries	308,254	285,401
Social security costs	18,004	16,841
Staff pensions	6,336	6,920
	332,594	**309,162**

No employee received emoluments, as defined for taxation purposes, amounting to more than £60,000 in either period.

The average number of full time equivalent employees employed by the charitable company during the year was made up as follows: -

	2022	2021
Hostel accommodation and care	14	11
Advice and information	2	2
Management and administration	3	3
	19	**16**

8.0 Related party transactions and Trustees' remuneration and expenses

The Trustees all give freely their time and expertise and did not receive any form of remuneration or other benefit in cash or kind, nor reimbursed expenses in either period.

9.0 Taxation

West Lancashire Women's Refuge Limited has charitable status, registered number 1101025, and is not subject to taxation by HM Revenue and Customs.

Notes forming part of the financial statements for the year ended 31 March 2022

10.0 Tangible fixed assets

	Land and buildings £	Total £
Cost		
As at 1 April 2021 and as at 31 March 2022	105,655	105,655
Net book value		
As at 31 March 2022	**105,655**	**105,655**
As at 31 March 2021	**105,655**	**105,655**

The charitable company had capital commitments at 31 March 2022 amounting to £Nil (2021: - £Nil).

11.0 Debtors

	2022 £	2021 £
Other debtors	7,609	8,602
Prepayments	2,292	2,239
	9,901	**10,841**

12.0 Creditors: - amounts falling due within one year

	2022 £	2021 £
Bank loan	1,826	2,630
Other creditors	16,036	8,048
Other taxes and PAYE	4,711	5,331
Accrued expenses	4,731	4,461
Deferred income (Note 15.0)	221,596	239,716
	248,900	**260,186**

13.0 **Creditors:** - amounts falling due after more than one year

	2022	2020
	£	£
Bank loan	-	1,880
	=	**1,880**

14.0 **Secured debts**

The following secured debts are included within creditors: -

	2022	2021
	£	£
Bank loan	1,826	4,510
	1,826	**4,510**

A first legal charge is held by the Royal Bank of Scotland plc against the charitable company's land and buildings as security against the above bank loan.

15.0 **Deferred income**

	2022	2021
	£	£
Balance at 1 April 2021	239,716	51,204
Amount deferred in year	221,596	239,716
Released to Statement of Financial Activities	(239,716)	(51,204)
Balance at 31 March 2022	**221,596**	**239,716**

Deferred income comprises funding which the donor has specified must be used in future accounting periods.

16.0 **Legal status of the charitable company**

The charitable company is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £10.00.

Notes forming part of the financial statements for the year ended 31 March 2022

17.0 **Reserves**

	Total funds 2022 £	Total funds 2021 £
Balance at 1 April 2021	297,349	324,039
Net outgoing resources for the year	(35,598)	(26,690)
Balance at 31 March 2022	**261,751**	**297,349**

Notes forming part of the financial statements for the year ended 31 March 2022

18.0 Statement of funds

Analysis of movements in funds – current year

	At 1 April 2021 £	Incoming £	Outgoing £	Transfers £	At 31 March 2022 £
Restricted funds					
161 Adaption fund	-	77,163	(77,163)	-	-
Big Lottery fund - Project ID: - 0010355781	1,476	106,207	(105,315)	-	2,368
Children and Young People's Advocate fund	4,913	30,919	(29,588)	-	6,244
Client Welfare and Support fund	-	29,932	(29,732)	(200)	-
Counselling Programme fund	-	12,507	(12,507)	-	-
Covid-19 Awareness fund	-	39,437	(39,437)	-	-
Garden Refurbishment fund	-	1,161	(1,161)	-	-
Healthy Relationships fund	-	10,171	(10,171)	-	-
Men's Group fund	-	250	(250)	-	-
Outreach Worker fund	-	6,772	(6,772)	-	-
Staff Salaries fund	-	54,936	(54,936)	-	-
WOW Programme fund	-	4,875	(4,875)	-	-
Total restricted funds	6,389	374,330	(371,907)	(200)	8,612
Designated funds					
Fixed Assets fund	105,655	-	-	-	105,655
Information Centre fund	-	-	(38,527)	38,527	-
Refurbishment fund	20,000	-	(10,829)	10,829	20,000
General funds	165,305	217,748	(206,413)	(49,156)	127,484
Total unrestricted funds	290,960	217,748	(255,769)	200	253,139
Total funds	297,349	592,078	(627,676)	-	261,751

18.0 **Statement of funds (continued)**

Analysis of movements in funds – previous year

	At 1 April 2020 £	Incoming £	Outgoing £	Transfers £	At 31 March 2021 £
Restricted funds					
Big Lottery fund					
- Project ID: - 0010355781	400	106,619	(105,543)	-	1,476
Children and Young People's Advocate fund	1,949	34,232	(31,268)	-	4,913
Client Welfare and Support fund	-	8,275	(8,275)	-	-
Counselling Programme fund	-	5,909	(5,909)	-	-
Covid-19 Awareness fund	-	21,905	(21,905)	-	-
Garden Refurbishment fund	-	3,761	(3,761)	-	-
Men's Group fund	-	1,625	(1,625)	-	-
Staff Salaries fund	-	31,469	(31,469)	-	-
WOW Programme fund	-	5,345	(5,345)	-	-
Total restricted funds	**2,349**	**219,140**	**(215,100)**	**-**	**6,389**
Designated funds					
Fixed Assets fund	105,655	-	-	-	105,655
Information Centre fund	-		(37,120)	37,120	-
Refurbishment fund	20,000	-	(8,116)	8,116	20,000
General funds	196,035	232,671	(218,165)	(45,236)	165,305
Total unrestricted funds	**321,690**	**232,671**	**(263,401)**	**-**	**290,960**
Total funds	**324,039**	**451,811**	**(478,501)**	**=**	**297,349**

161 Adaption fund – This represents funding received from the Arete Foundation, B & Q, Lancashire County Council, the Ministry of Housing, Communities and Local Government, Screwfix Foundation and West Lancashire Borough Council; funding has been used to commence work on refurbishing the property owned by the charitable company and to convert this into a 'halfway house', therefore allowing the charitable company to offer more supported accommodation to families staying at the refuge.

Big Lottery fund
- Project ID: - 0010355781 – This project commenced in July 2019 for a period of three years and represents funding received from the Big Lottery to fund the 'West Lancashire Domestic Abuse

18.0 **Statement of funds (continued)**

Service'; funding has been used to fund staff salaries and associated costs together with related running costs. The balance on this fund will be used to fund the future costs of the project.

Children and Young People's Advocate fund – Further funding was received from BBC Children in Need in the summer of 2019, therefore allowing the charitable company to continue this project. The grant will fund a Children and Young People's Advocate, materials, trips and transport costs; the project will deliver one to one and group work with children from West Lancashire aged 0 – 18 who have experienced or witnessed domestic violence, helping them keep safe and improve their confidence and mental wellbeing. The balance on this fund will be used to fund the future costs of the project.

Client Welfare and Support fund – This represents funding received from the Council for Voluntary Service West Lancashire, Lancashire County Council and West Lancashire Borough Council; funding has been used on groceries and food vouchers and other day-to-day necessities to help and provide support for women and their children staying at the refuge.

Counselling Programme fund – This represents funding received from the Police and Crime Commission Fund; funding has been used on staff salaries, associated costs, assistance with refurbishment costs and counselling costs.

Covid-19 Awareness fund – This represents funding received from the Council for Voluntary Service West Lancashire, Lancashire County Council, the Lottery Community Fund and the Ministry of Housing, Communities and Local Government, the aim of the programme being to raise awareness of Covid-19 and help people to stay safe and healthy in these difficult times; funding has been used on staff salaries and associated costs and the delivery of a number of courses raising the awareness of Covid-19.

Garden Refurbishment fund – This represents funding received from Lancashire Community Foundation; funding has been used to refurbish the garden area used by families staying at the refuge.

Healthy Relationships fund – This represents funding received from Safenet Domestic Abuse Services; funding has been used to fund staff salaries and associated costs together with related running costs. Working with local schools this has added to the provision of services to children and young people whilst raising awareness of the many aspects of domestic abuse.

Men's Group fund – This represents income generated through the Council for Voluntary Service West Lancashire and the provision of workshops to support men who have suffered domestic violence; funding has been used on staff salaries and associated costs.

Outreach Workers fund – This represents funding received from Safenet Domestic Abuse Services; funding has been used to fund staff salaries and associated costs together with related running costs and to provide specialist services to victims of domestic abuse in the community.

18.0 **Statement of funds (continued)**

Staff Salaries fund – This represents funding received from Lancashire County Council and the Ministry of Housing, Communities and Local Government; funding has been used to fund the staff salaries and associated costs in respect of two staff positions.

WOW Programme fund – This represents funding received from the Police and Crime Commissioner Fund, the aim of the programme being to reduce the incidence or development of involvement in knife crime by young people; funding has been used to provide a number of parenting workshops and support sessions to help young people who are disengaged, demotivated at school or are in social care.

Fixed assets fund – This fund identifies those funds that are not free funds as they represent the net book value of tangible fixed assets funded from general funds.

Information Centre fund – The Trustees consider that it is of paramount importance that the walk-in information centre based in Ormskirk remains open even though no funding is currently being received to support this project. This fund identifies the costs of the charitable company which relate to the walk-in centre. The deficit incurred on this fund has been transferred to unrestricted general funds at the year end.

Refurbishment fund – The Trustees consider that the ongoing upkeep and refurbishment of both the exterior and interior of the three properties used by the charitable company to provide accommodation is of major importance. In view of this the Trustees feel that it is prudent to create a designated fund to cover these ongoing costs; the Trustees consider that £20,000 would be sufficient.

General funds – These represent the free funds of the charitable company and are not designated for any particular purpose.

19.0 **Analysis of net assets between funds**

Current year

	Restricted funds	Designated funds	General funds	Total funds
	£	£	£	£
Fund balances at 31 March 2022 are represented by: -				
Fixed assets	-	105,655	-	105,655
Current assets	243,633	20,000	141,363	404,996
Creditors	(235,021)	-	(13,879)	(248,900)
Total net assets	**8,612**	**125,655**	**127,484**	**261,751**

19.0 **Analysis of net assets between funds (continued)**

Previous year

	Restricted funds £	Designated funds £	General funds £	Total funds £
Fund balances at 31 March 2021 are represented by: -				
Fixed assets	-	105,655	-	105,655
Current assets	251,446	20,000	182,314	453,760
Creditors	(245,057)	-	(17,009)	(262,066)
Total net assets	**6,389**	**125,655**	**165,305**	**297,349**

20.0 **Guarantees and other financial commitments**

The amounts payable in the next year in respect of operating leases are shown below, analysed according to the expiry date of the leases: -

	2022		2021	
	Land and buildings £	Other £	Land and buildings £	Other £
Expiring: -				
Within one year	28,219	4,513	47,339	4,218
	28,219	**4,513**	**47,339**	**4,218**

21.0 **Pension commitments**

The charitable company operates a defined contribution pension scheme for the members of staff. The assets of the scheme are held separately from those of the charitable company, being invested with insurance companies. Pension costs charged in the Statement of Financial Activities represent the contributions payable by the charitable company in the year.

At the balance sheet date unpaid contributions of £1,108 (2021: - £1,227) were due to the fund. They are included in other creditors.

22.0 **Ultimate controlling party**

The charitable company was controlled throughout the year by the Directors and Trustees holding office.

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

England & Wales - Charity number 1101025

Accounts

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

(A company limited by guarantee)

REPORT AND UNAUDITED

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MARCH 2021

Registered company number: - 04824324 (England and Wales)

Registered charity number: - 1101025

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Contents

	Page
Legal and administrative information	1
Trustees Report and Statement of Trustees Responsibilities	2 – 11
Independent Examiners Report	12
Statement of Financial Activities	13
Balance Sheet	14 – 15
Notes forming part of the financial statements	16 – 29

Registered company number: -
04824324 (England and Wales)

Registered charity number: -
1101025

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Legal and administrative information

Directors and Trustees	Mrs E Crossley – Chairperson Mr R F H Minto – Treasurer Mrs K M Phillips Mrs A E Stubbert
Chief Officer	Ms M G Bleasdale (Resigned 31/10/2021)
Working name	The Liberty Centre
Company registration number	04824324 (England and Wales)
Charity registration number	1101025
Registered office and principal charity address	PO Box 16 Glebe Road Skelmersdale Lancashire WN8 6XZ
Independent Examiner	Mr C Sawyer FCCA Sawyer Quine & Co Chartered Certified Accountants 202 Merlin Park Ringtail Road Burscough Ormskirk Lancashire L40 8JY
Bankers	The Royal Bank of Scotland plc Drummond House (FF) Branch Customer Service Centre Drummond House 1 Redheughs Avenue Edinburgh EH12 9JN

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Trustees Report for the year ended 31 March 2021

The Trustees are pleased to present their annual report together with the financial statements of the charitable company for the year ended 31 March 2021.

Legal and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association of the charitable company and the Statement of Recommended Practice – Accounting and Reporting by Charities.

Governance structure

Governing document
The organisation is a charitable company limited by guarantee, incorporated on 7 July 2003 and registered as a charity on 4 December 2003. The company is established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association; both dated 7 July 2003, as amended by Special Resolution dated 19 November 2003, 6 October 2005, 11 November 2009 and 19 August 2014. In the event of the charitable company being wound up the Trustees are required to contribute an amount not exceeding £10.00.

Appointment of Trustees
The Directors of the charitable company are its Trustees for the purpose of charity law and throughout this report are collectively referred to as Trustees. Trustees who served during the year and up to the date of this report are detailed on page one, legal and administrative information.

Recruitment takes place both with targeted advertising and networking. Skills audits are conducted to identify the target population for recruitment, in order to ensure equality and a mixture of the necessary skills to govern the charitable company.

In the event of any vacancies new Trustees are elected from the membership of the charitable company at each Annual Meeting. Before standing for election anybody wishing to become a Trustee is interviewed by the Chairperson and the Chief Officer to ensure their suitability. Upon appointment all new Trustees must provide appropriate identification and sign on to become a company Director. Trustees must declare any conflicts of interest and are subject to criminal record checks.

All Trustees are required to serve for a period of three years before either retiring or offering themselves for re-election to the Board.

Trustee induction and training
New Trustees are supported through an induction process, they are provided with a substantial amount of written material to review, including a review of the Memorandum and Articles of Association and both financial and funding overviews. Each Trustee is issued with a Trustee Induction Pack that contains among other information, guidance on Trustee responsibilities, role descriptions, organisational structure, a copy of the Memorandum and Articles of Association and appropriate literature for Trustees as published by the Charity Commission.

All Trustees are encouraged to participate in training and development, which enhances their understanding and capabilities in their role as a Trustee. This may take the form of informal training,

Governance structure (continued)

Trustee induction and training (continued)
through discussion with the Chief Officer, other members of staff and other Trustees.

The organisation regularly receives information about external training courses arranged by a variety of organisations and details of these are kept in the Chief Officer's office. The Chief Officer may advise Trustees of particularly relevant courses at Board meetings, for example those which cover new or significantly changed areas of responsibility.

Board functioning
The Board of Trustees meets every other month or as needed throughout each financial year. This comprises of up to seven elected members with voting rights and up to seven nominated members without voting rights. In addition to the full committee, the Board may set up sub-committees for specific purposes, such as a Finance Sub-Committee. The full Board of Trustees will review the role and function of these sub-committees from time to time.

At the beginning of every meeting all Trustees and representatives are reminded of their obligation to declare an interest in any item and, if necessary, withdraw from further discussion and decision-making on that subject.

Decisions with implications for the organisation are brought to the Board by the Chief Officer, including organisational priorities, risk assessment issues, matters regarding significant organisational change, major initiatives and major policy changes or development.

Membership
Membership criteria have been set by the Board in keeping with the Articles of Association and the spirit of the charitable company's work. Any interested party can become a member. When an organisation applies for membership they are required to provide an outline of their aims and activities; membership would only be denied if the group did not support the aims of the charitable company and were patently involved in illegal or overtly political activity.

Membership of the charitable company is free. All members have voting rights at Annual and other general membership meetings.

Risk management
The Trustees have examined the major strategic, business and operational risks which the charitable company may face and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Organisational structure
Overall responsibility for policy and the direction of the charitable company rests with the Board of Trustees.

The Trustees have employed a Chief Officer and a team of staff to carry out the day-to-day activities of the

Governance structure (continued)

Organisational structure (continued)
charitable company. To manage the charitable company effectively the Chief Officer has delegated authority for all operational, financial and human resource matters. Decisions on the day-to-day operation of the charitable company are taken by the Chief Officer. The Chief Officer is responsible to ensure that strategic and operational requirements and objectives are met and provides all operational and personnel management. All remaining staff members are employed at the refuge to help and to support and to offer advice and information to maltreated women and their children either staying at or who contact the refuge.

Objectives and activities

The key objectives and activities of the charitable company are to relieve the distress and suffering by: -

(i) providing support for those women who have been victims or are likely to be victims of violence, including those who have suffered or are likely to suffer physical, emotional, sexual, financial harm or abuse;
(ii) providing support for those men who have been victims or are likely to be victims of violence, including those who have suffered or are likely to suffer physical, emotional, sexual, financial harm or abuse;
(iii) providing support for those children who have been victims or who are likely to be victims of violence, including those who have suffered or are likely to suffer physical, emotional, sexual harm or abuse;
(iv) providing hostel accommodation only to such women and their children and by any other such means as shall further the objects of the charitable company;
(v) assisting and encouraging such women and their children to identify their future needs, aspirations and intentions and to provide support; and
(vi) the Liberty Centre will work with those people identified above including vulnerable families, empowering the lives of women, men and children to build confidence, self-esteem to improve and change their lives.

Public benefit

The Trustees have considered the Charity Commission guidance regarding public benefit and are content that the charitable company has met the requirements as a result of the objectives and activities described above.

Volunteers

West Lancashire Women's Refuge Limited depends considerably on volunteers in helping the charitable company meet its objectives and to carry out its activities. Volunteers are supported by staff, with training, meetings and discussions held locally. Our thanks as always are given to all our volunteers who so freely give their time to enhance the work of West Lancashire Women's Refuge Limited.

Trustees Report for the year ended 31 March 2021

Achievements and performance

The Liberty Centre continues to be the main provider of domestic abuse services in the West Lancashire Borough Council area.

The Centre has successfully delivered a full range of services during a challenging year. The Centre determined that it was an essential service and decided to remain open during the Coronavirus pandemic. During this period of significant change and disruption to people's lives, the availability of services was seen to be crucial. To this extent no staff were furloughed and revised, covid safe, access to all services was maintained

Whilst funding will continue to be challenging, we have been successful with a number of important bids. We were successful with the continuation grant with BBC Children in Need and the Big Lottery Community Fund. This funding has enabled us to continue providing services to men and women who experience domestic abuse across the community of West Lancashire and to provide similar support for children and young people. We continue to source funding to meet gaps and enhance our services, always focusing on meeting local needs.

The opportunities offered to our organisation to cope with the impact of Coronavirus have been exceptionally helpful and we await the outcome on a number of bids. Consultation with service users is key to ensuring we are developing and delivering the right services at the right times.

Lancashire County Council completed the tender for Lancashire Refuge Services as one whole service commission and this was won by SafeNet, as Lead Provider, part of the Calico Group. We were confirmed as a sub contractor to deliver the refuge service in West Lancashire. The funding to provide this service has been effectively cut in half for us and despite that, we remain steadfast in our commitment to keep an accessible, 24-hour refuge service in West Lancashire.

We delivered services in a range of projects including: -

- the Big Lottery project, with advocates working across the community of West Lancashire. Advocates support women with complex needs, help women to move forward in their lives and support families and children; A Male Advocate supports men who have experienced domestic abuse, liaising with the police service to make improvements and building support with men's groups and an online forum;
- the Children in Need Haven Project commenced, based in the refuge, supporting children and young people to deal with their experiences of domestic abuse, settle in school, and to build their confidence for the future;
- the Liberty Programme has run a number of times with empowering outcomes for the women participants. The Programme achieved accreditation with the Open College Network. The sessions are designed to raise self-esteem and a positive, action-oriented understanding of domestic abuse which is proving to be an empowering experience for participants. This is especially as each Programme is tailored to meet the individual's needs;
- the 'Coffee Morning' for women who have experienced domestic abuse continues and needs further development; and

Achievements and performance (continued)

- the Male Survivors' Group meeting online continues to be successful.

At the Liberty Centre, we work on the belief that we all have a right to live our lives free from all forms of violence and abuse. We have worked for over thirty years delivering services and now include preventative work in our focus and aims. Our approach focuses on essential building blocks of self-esteem, understanding what a healthy relationship looks like, what an unhealthy relationship is, and building understanding and skills to be clear about boundaries. In this way we then ensure a good awareness and understanding of domestic abuse, within the context of power and control work in society so that people feel able to take appropriate actions for their futures. This enables us to work towards achieving our longstanding aim for society to fulfil a duty, to recognise and defend the right for members of our community, to live lives free form any form of abuse.

Our mission is to disrupt the cycle of domestic abuse and reduce the impact of the trauma experienced by domestic violence and abuse by delivering more preventative and educational work. In doing this, we work to improve the safety, health and wellbeing of all survivors and their children. When we focus on providing appropriate and empowering support to those affected by domestic violence and abuse, we empower people to live their lives free from abuse and violence, supported by professional advocates.

The work we do, the drive for continuous development, and our achievements, most importantly the achievements of the people we work with, are only made possible with an enthusiastic and supportive Board of Trustees and a dedicated team of staff.

The toxic trio of drugs, alcohol and domestic abuse remains prevalent and the needs of women are becoming more complex as other service cuts mean we are the only support service available to some women. We provided a trauma-informed, holistic service that is not time limited due to the complex needs of the women we support.

When supporting males who are victims of abuse it became apparent that initial responses often see men as the perpetrator and we have worked to challenge this and change assumptions. This has also improved our own practices. Significant progress has been made with our partners through awareness sessions and relationship building.

"I didn't think men could be victims of domestic abuse" Paul, a male survivor.

Safe Lives and the Liberty Centre consulted the men on how they had been treated by the Police when reporting incidents and when they had dialled 999 seeking emergency help. The feedback was really disturbing on the reality of how male victims are treated when asking for help and support. This prompted a further discussion looking at how we could get the voices of male victims heard and resulted in a training film being produced which would be rolled out in training to the Police forces in England by Safe Lives.

The Liberty Programme has been very successful because it gives the women insight into their experience, the skills to begin to heal and opportunities for the future. Key to the success of the Liberty Programme is peer support and the 'untapped strength of the women.

Achievements and performance (continued)

"I didn't realise the extent of the abuse until I came on this programme. Now I can see a different future for me and the children – Thank you" Audrey, a survivor.

In addition, we refreshed and clarified our approach as 'trauma-informed, strength-based' and provided staff with information and training on the basics of this.

The Board expresses their sincere thanks and appreciation to the Chief Officer and all the staff who have continued to provide excellent services with professionalism, dedication and commitment. This has been especially true in the initial response to the coronavirus pandemic and the speed of response demonstrates their dedication to our organisation and the community of West Lancashire.

The Board expresses their sincere thanks for the generosity of a number of people and businesses who have made financial donations throughout the year.

Our values are: -

'We offer **HOPE.** We ensure people have a **VOICE** and that it is heard. We do this by working in empowering ways with people, ensuring they are engaged, making a contribution and focusing on a family approach. We will use their voice to improve the system. We ensure people are **VALUED** working in a professional way, giving service, working in partnership, with passion and building a good reputation. We are known for positive **LEADERSHIP** ensuring well-being, stability, kindness and family. We create, use and share **KNOWLEDGE** courageously in all things we work with and ensure **SELF RESPECT**.'

Our mission is to reduce the impact of the trauma experienced by domestic violence and abuse whilst improving the safety, health and wellbeing of all survivors and their children. We are also focused on preventing and ending domestic violence and abuse and acting as advocates to ensure the safety of all victims of domestic violence and abuse.

Comments from Service Users

Women's Service

- it was good to have someone to talk to and offload to;
- it was good having someone to listen;
- I love the Liberty Centre - thank you;
- this service has helped me a lot. Thanks;
- all these 'YES'S' are due to the fantastic sessions I have with the counsellor. This service has got my life back on track. Thank you;
- the work from Liberty is outstanding. They do an excellent job. My life changed for the better. Liberty offers an amazing service. Thank you;
- thank you for all of your support to move on safely;
- I felt the service was very helpful;
- I feel a lot safer now and the Liberty Centre is the reason;
- this service has helped me so much. It's helped me process what I have been going through and

Achievements and performance (continued)

making me ready to move on;
- the Liberty Centre has provided me with support, encouragement and skills to get my life back on track; and
- the Liberty Centre provides a professional, non-judgemental, empowering service; and
- you saved my life.

Men's Service
- the service I have received has been first class, I am thankful that I was able to access support from another man, the Liberty Centre has been the only agency that offers support without charging especially with being a man;
- I feel very fortunate that I have been able to access emotional support and have had the opportunity just to offload when times have been difficult;
- I will continue to access the monthly support group as I feel this will be appropriate for me now whilst I embark on the next part of my journey;
- I feel that the service has been good and non-judgemental. The information and advice have been appropriate and fair. It has been better to talk with a male worker rather than a female and it has helped me to understand that the relationship was unhealthy and had been over the last few months;
- I feel that the service has been really good, I have moved forward and benefitted from counselling and regular sessions;
- I am extremely grateful for the support and help I have received since working with the Liberty Centre;
- it has been invaluable to me that support. Both emotionally and mentally keeping safe and aware of the warning signs have ensured I'm away form a vulnerable position; and
- service has been well balanced and allowed me to take ownership of the process and any decisions I make in light of the support I have received. Everything has been discussed in a totally non-judgemental way.

Investment powers

Under the Memorandum and Articles of Association, the charitable company has the power to make any investment, using the unrestricted general funds, which the Trustees see fit.

Financial review

The principal funding sources for the charitable company are currently by way of grant and contract income from BBC Children in Need, the Big Lottery, the Calico Group, Cash for Kids, Council for Voluntary Service West Lancashire, Lancashire Community Foundation, Lancashire County Council, Lottery Community Fund, Ministry of Housing, Communities and Local Government, Police and Crime Commissioner Fund and West Lancashire Borough Council. Funding was also received from Supporting People contract income, all from Lancashire County Council, together with Housing Benefit from West Lancashire Borough Council to cover the costs of the people staying at the refuge.

The Trustees would like to express their thanks to these bodies for their support during the financial year

Financial review (continued)

and also for their continuing support. However, as a result of increasing constraints on local authority expenditure the Trustees realise that for the charitable company to continue in operation it cannot be solely dependent on funding from the local authorities, and that the charitable company has to seek funding from a much broader group of agencies.

The expenditure in the year supported the key charitable objectives by enabling the refuge to provide safe and comfortable crisis accommodation to women and their children and the support and resource they need to make independent decisions about their future.

The results for the year are shown in the Statement of Financial Activities on page 13.

The charitable company's Balance Sheet as detailed on pages 14 and 15 shows a satisfactory position with net assets amounting to £297,349. This consists of restricted funds of £6,389 relating to specific projects, designated funds of £125,655 for specific future purposes as set aside by the Trustees out of unrestricted general funds and unrestricted general funds of £165,305 for the day-to-day general running of the charitable company.

Reserves policy

The Trustees consider it prudent to attempt to maintain, as a minimum, unrestricted general funds (that is those funds not tied up as designated and restricted funds) at a level that equates to approximately twelve months expenditure. At this level the Trustees feel that they would be able to continue the current activities of the charitable company in the event of a significant drop in funding, and that this would provide them with sufficient funds to cover management and administration costs to respond to emergency applications for grants.

At present, unrestricted general funds, which amount to £165,305 as at 31 March 2021, do not reach this target level.

It is the Trustees policy, therefore, to build up funds to twelve months by means of annual surpluses and, also, by adopting and maintaining a vigorous fundraising, publicity and marketing campaign to promote the objectives and activities of the charitable company.

The Trustees consider that the ongoing upkeep and refurbishment of both the exterior and interior of the three properties used by the charitable company to provide accommodation is of major importance. In view of this the Trustees feel that it is prudent to create and maintain a designated fund to cover these ongoing costs; the Trustees consider that £20,000 would be sufficient and that this fund should be maintained at this level at the end of each year.

The Trustees also consider that it is of paramount importance that the walk-in information centre based in Ormskirk remains open even though no funding is currently being received to support this project. In view of this the Trustees consider that it is prudent to create a designated fund which identifies the costs of the charitable company which relate to the walk-in information centre.

Reserves policy (continued)

The Trustees have also designated £105,655; this fund identifies those funds that are not free funds as they represent the net book value of tangible fixed assets funded from general funds.

These policies are to be reviewed annually.

Future developments

In the next twelve months we are aiming to: -

- deal with the on-going coronavirus crisis, especially the changes needed within the services to continue to support members of the community living with domestic abuse;
- develop digital and off-line service delivery and ensure the community knows we remain open for anyone who needs our services;
- further develop our services for children and young people to raise awareness and to empower them to fulfil their potential, free from abuse, and to address mental health issues arising from Covid-19;
- deliver the Liberty Programme across the community, as a way of helping people to cope with issues with Covid-19;
- continue building collaborative partnerships across the community;
- use accessible messages to raise understanding about domestic abuse and the services available in West Lancashire;
- continue to identify priorities that address gaps in service and widen our reach and accessibility across the community of West Lancashire;
- open the 'Half way House' to help the rising demands of the current refuge;
- Healthy Relationship Advisor appointed to work with in schools; and
- adjust to meet the demands of the Domestic Abuse Bill with our partners across West Lancashire.

Statement of Trustees Responsibilities

The Trustees, who are also the Directors of West Lancashire Women's Refuge Limited for the purposes of company law, are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Company and charity law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to: -

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;

Statement of Trustees Responsibilities (continued)

- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiner

Mr C Sawyer FCCA of Sawyer Quine & Co, Chartered Certified Accountants, has offered himself for re-appointment as Independent Examiner to the charitable company.

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

ON BEHALF OF THE BOARD: -

Mrs E Crossley
Chairperson

Date: - 31 January 2022

Independent Examiners Report to the Trustees of West Lancashire Women's Refuge Limited

I report to the charity Trustees on my examination of the financial statements of the charitable company for the year ended 31 March 2021, which are set out on pages 13 to 29.

Responsibilities and basis of report
As the charity's Trustees of the charitable company (and also its Directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Report
Since the charitable company's income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants which is one of the listed bodies.

I have completed my examination, I confirm that no matters have come to my attention in connection with the examination giving me cause to believe: -

(1) accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
(2) the accounts do not accord with the accounting records; or
(3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
(4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Mr C Sawyer FCCA
Sawyer Quine & Co
Chartered Certified Accountants
202 Merlin Park
Ringtail Road
Burscough
Ormskirk Lancashire L40 8JY

Date: - 31 January 2022

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Statement of Financial Activities (including Income and Expenditure Account) for the year ended 31 March 2021

Income and expenditure	Note	Restricted funds £	Un - restricted funds £	Total funds 2021 £	Total funds 2020 £
Income					
Donations	3	-	13,820	13,820	5,962
Income from charitable activities: -					
- Grants and contracts for the provision of hostel accommodation, care, advice and information	4	219,140	20,118	239,258	228,918
- Residents fees for hostel accommodation and care	4	-	198,645	198,645	188,683
Income from investments: -					
- Interest receivable on bank deposits		-	88	88	492
Total income		**219,140**	**232,671**	**451,811**	**424,055**
Expenditure					
Expenditure on charitable activities	5	215,100	263,401	478,501	475,972
Total expenditure		**215,100**	**263,401**	**478,501**	**475,972**
Net income/(expenditure) and net movement in funds for the year	6	**4,040**	**(30,730)**	**(26,690)**	**(51,917)**
Reconciliation of funds					
Total funds at 1 April 2020	18	2,349	321,690	324,039	375,956
Total funds at 31 March 2021	18	**6,389**	**290,960**	**297,349**	**324,039**

The Statement of Financial Activities contains all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

The accompanying accounting policies and notes form an integral part of these financial statements.

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Balance Sheet as at 31 March 2021

	Note	2021		2020	
		£	£	£	£
Fixed assets					
Tangible assets	**10**		105,655		105,655
Current assets					
Debtors	**11**	10,841		92,492	
Cash at bank and in hand		442,919		201,377	
		453,760		293,869	
Creditors: -					
amounts falling due within one year	**12**	(260,186)		(70,839)	
Net current assets			193,574		223,030
Total assets less current liabilities			**299,229**		**328,685**
Creditors: -					
amounts falling due after more than one year	**13**		(1,880)		(4,646)
Net assets	**19**		**297,349**		**324,039**
Funds					
Restricted funds	**18**		6,389		2,349
Unrestricted funds					
Designated funds	**18**	125,655		125,655	
General funds	**18**	165,305		196,035	
			290,960		321,690
Total funds	**17, 18**		**297,349**		**324,039**

For the year in question, the charitable company was entitled to exemption from an audit under section 477 of the Companies Act 2006.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

The Trustees/Directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of the accounts.

WEST LANCASHIRE WOMEN'S REFUGE LIMITED

Balance Sheet as at 31 March 2021

Approved by the Board of Directors on 31 January 2022 and signed on their behalf.

ON BEHALF OF THE BOARD: -

Mr R F H Minto
Treasurer

Notes forming part of the financial statements for the year ended 31 March 2021

1.0 Statutory Information

West Lancashire Women's Refuge Limited is a charitable company limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found on page one, legal and administrative information.

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

2.0 Accounting policies

2.1 Basis of preparation of accounts

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note to these financial statements. The financial statements have been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (Effective 1 January 2015) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011, the Companies Act 2006 and applicable accounting standards. The principal accounting policies adopted in the preparation of the financial statements are set out below.

The charity constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

2.2 Income recognition

All incoming resources are included in the Statement of Financial Activities when the charitable company is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income: -

- voluntary income is received by way of donations and is included in full in the Statement of Financial Activities when receivable;
- grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable;
- income from residents fees is credited to the Statement of Financial Activities in the year in which they are receivable;
- deferred income represents grants and funding received for future periods and is released to incoming resources in the period for which it has been received; and
- investment income, comprising of interest on bank deposits, is accounted for on a receivable basis.

2.0 **Accounting policies (continued)**

2.3 **Expenditure recognition**

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

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis. These estimates are based on staff time.

2.4 **Operating leases**

Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease.

2.5 **Tangible fixed assets and depreciation**

Apart from land and buildings, all fixed assets for use by the charitable company are fully written off to resources expended in the year of purchase. Land and buildings are capitalised at cost, including any incidental expenses of acquisition.

It is the charitable company's policy to ensure that its land and buildings are maintained to a high standard by an ongoing maintenance programme, ensuring that estimated residual value exceeds net book amounts. As a consequence any element of depreciation would, in the opinion of the Trustees, be immaterial. No provision for depreciation of land and buildings has therefore been included in the accounts.

2.6 **Fund accounting**

Funds held by the charitable company are either: -

- ***Restricted funds*** – these are funds that can only be used for particular restricted purposes within the objects of the charitable company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes;
- ***Designated funds*** – these are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects; and
- ***Unrestricted general funds*** – these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

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

Notes forming part of the financial statements for the year ended 31 March 2021

2.0 **Accounting policies (continued)**

2.7 **Pension costs**

The charitable company operates a defined contribution pension scheme. Contributions payable for the year are charged in the Statement of Financial Activities.

3.0 **Income from donations**

	Restricted funds £	Un - restricted funds £	Total funds 2021 £	Total funds 2020 £
Donations				
- Individuals and organisations	-	13,820	13,820	5,962
	-	**13,820**	**13,820**	**5,962**

Notes forming part of the financial statements for the year ended 31 March 2021

4.0 Income from charitable activities

	Restricted funds £	Un-restricted funds £	Total funds 2021 £	Total funds 2020 £
Grants and contracts for the provision of hostel accommodation, care, advice and information: -				
BBC Children in Need	47,175	-	47,175	31,465
The Big Lottery	133,218	-	133,218	107,294
The Calico Group	-	8,888	8,888	6,019
Cash for Kids	2,275	-	2,275	-
Council for Voluntary Service West Lancashire	22,925	-	22,925	1,466
Lancashire Community Foundation	5,000	-	5,000	-
Lancashire County Council	7,057	-	7,057	-
Lloyds Bank Foundation	-	-	-	2,083
Lottery Community Fund	9,500	-	9,500	-
Ministry of Housing, Communities and Local Government	193,997	-	193,997	3,420
Police and Crime Commissioner Fund	36,980	-	36,980	35,500
West Lancashire Borough Council	-	11,230	11,230	91,825
	458,127	20,118	478,245	279,072
Less: Deferred income	(238,987)	-	(238,987)	(50,154)
	219,140	**20,118**	**239,258**	**228,918**

	Restricted funds £	Un-restricted funds £	Total funds 2021 £	Total funds 2020 £
Residents fees for hostel accommodation and care: -				
Cleaning, washer and dryer	-	449	449	330
Housing Benefit	-	122,437	122,437	93,396
Residents service charges	-	5,899	5,899	4,334
Supporting People contract income	-	70,589	70,589	91,673
	-	199,374	199,374	189,733
Less: Deferred income	-	(729)	(729)	(1,050)
	-	**198,645**	**198,645**	**188,683**

5.0 Expenditure on charitable activities

	Restricted funds £	Un-restricted funds £	Total funds 2021 £	Total funds 2020 £
Provision of hostel accommodation, care, advice and information: -				
Staff salaries and costs	156,452	137,252	293,704	280,506
Staff travel expenses	310	966	1,276	4,387
Rent	3,000	42,368	45,368	45,988
Rates (including water)	-	2,930	2,930	3,660
Heat and light	120	10,538	10,658	12,288
Insurance	350	5,432	5,782	5,667
Television costs	-	473	473	310
Telephones	840	14,406	15,246	14,781
Printing, postage and stationery	217	1,025	1,242	4,506
Advertising	-	501	501	99
Website costs	-	-	-	3,550
Computer and office equipment	1,200	11,516	12,716	13,862
Client activities and welfare	8,421	1,189	9,610	104
Creche facilities	-	-	-	1,794
Children's play equipment	3,000	-	3,000	-
Books and other resources	558	226	784	1,053
Sundry expenses	1,746	2,853	4,599	2,159
Repairs, renewals and refurbishment	3,761	8,116	11,877	6,656
Cleaning and waste disposal costs	4,824	3,289	8,113	3,007
Health and safety costs	-	-	-	145
Covid-19 expenses	-	2,965	2,965	1,019
Staff recruitment	-	-	-	486
Training and seminars	1,640	825	2,465	3,329
Counselling costs	3,700	-	3,700	5,835
Course delivery and raising awareness	14,430	-	14,430	20,505
Translation services	1,081	-	1,081	-
Subscriptions and donations	500	703	1,203	838
	206,150	**247,573**	**453,723**	**436,534**

5.0 **Expenditure on charitable activities (continued)**

	Restricted funds £	Un - restricted funds £	Total funds 2021 £	Total funds 2020 £
Managing and administering the charity: -				
Staff salaries and costs	8,234	7,224	15,458	14,764
Staff travel expenses	16	51	67	232
Accountancy fees	200	2,080	2,280	2,160
Professional and legal fees	500	5,550	6,050	21,190
Staff pension charges	-	518	518	518
Bank charges	-	238	238	260
Credit card charges	-	30	30	60
Bank loan interest	-	137	137	254
	8,950	**15,828**	**24,778**	**39,438**
Total expenditure on charitable activities	**215,100**	**263,401**	**478,501**	**475,972**

6.0 **Net movement in funds**

The net movement in funds for the year is stated after charging: -

	2021 £	2020 £
Directors emoluments and other benefits etc (Note 7.0)	-	-
Staff salaries and costs (Note 7.0)	309,162	295,270
Accountancy fees		
Independent examination	2,280	2,160
Hire of land and buildings	45,368	45,988

Notes forming part of the financial statements for the year ended 31 March 2021

7.0 Staff costs and numbers

The staff costs during the year were as follows: -

	2021 £	2020 £
Staff salaries	285,401	271,436
Social security costs	16,841	17,285
Staff pensions	6,920	6,549
	309,162	**295,270**

No employee received emoluments, as defined for taxation purposes, amounting to more than £60,000 in either period.

The average number of full time equivalent employees employed by the charitable company during the year was made up as follows: -

	2021	2020
Hostel accommodation and care	11	11
Advice and information	2	2
Management and administration	3	3
	16	**16**

8.0 Related party transactions and Trustees' remuneration and expenses

The Trustees all give freely their time and expertise and did not receive any form of remuneration or other benefit in cash or kind, nor reimbursed expenses in either period.

9.0 Taxation

West Lancashire Women's Refuge Limited has charitable status, registered number 1101025, and is not subject to taxation by HM Revenue and Customs.

Notes forming part of the financial statements for the year ended 31 March 2021

10.0 Tangible fixed assets

	Land and buildings £	Total £
Cost		
As at 1 April 2020 and as at 31 March 2021	105,655	105,655
Net book value		
As at 31 March 2021	**105,655**	**105,655**
As at 31 March 2020	**105,655**	**105,655**

The charitable company had capital commitments at 31 March 2021 amounting to £Nil (2020: - £Nil).

11.0 Debtors

	2021 £	2020 £
Other debtors	8,602	90,259
Prepayments	2,239	2,233
	10,841	**92,492**

12.0 Creditors: - amounts falling due within one year

	2021 £	2020 £
Bank loan	2,630	2,486
Other creditors	8,048	9,796
Other taxes and PAYE	5,331	5,174
Accrued expenses	4,461	2,179
Deferred income (Note 15.0)	239,716	51,204
	260,186	**70,839**

Notes forming part of the financial statements for the year ended 31 March 2021

13.0 **Creditors:** - amounts falling due after more than one year

	2021 £	2020 £
Bank loan	1,880	4,646
	1,880	**4,646**

14.0 **Secured debts**

The following secured debts are included within creditors: -

	2021 £	2020 £
Bank loan	4,510	7,132
	4,510	**7,132**

A first legal charge is held by the Royal Bank of Scotland plc against the charitable company's land and buildings as security against the above bank loan.

15.0 **Deferred income**

	2021 £	2020 £
Balance at 1 April 2020	51,204	24,343
Amount deferred in year	239,716	51,204
Released to Statement of Financial Activities	(51,204)	(24,343)
Balance at 31 March 2021	**239,716**	**51,204**

Deferred income comprises funding which the donor has specified must be used in future accounting periods.

16.0 **Legal status of the charitable company**

The charitable company is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £10.00.

17.0 Reserves

	Total funds 2021 £	Total funds 2020 £
Balance at 1 April 2020	324,039	375,956
Net outgoing resources for the year	(26,690)	(51,917)
Balance at 31 March 2021	**297,349**	**324,039**

18.0 Statement of funds

Analysis of movements in funds – current year

	At 1 April 2020 £	Incoming £	Outgoing £	Transfers £	At 31 March 2021 £
Restricted funds					
Big Lottery fund - Project ID: - 0010355781	400	106,619	(105,543)	-	1,476
Children and Young People's Advocate fund	1,949	34,232	(31,268)	-	4,913
Client Welfare and Support fund	-	8,275	(8,275)	-	-
Counselling Programme fund	-	5,909	(5,909)	-	-
Covid-19 Awareness fund	-	21,905	(21,905)	-	-
Garden Refurbishment fund	-	3,761	(3,761)	-	-
Men's Group fund	-	1,625	(1,625)	-	-
Staff Salaries fund	-	31,469	(31,469)	-	-
WOW Programme fund	-	5,345	(5,345)	-	-
Total restricted funds	**2,349**	**219,140**	**(215,100)**	**-**	**6,389**
Designated funds					
Fixed Assets fund	105,655	-	-	-	105,655
Information Centre fund	-		(37,120)	37,120	-
Refurbishment fund	20,000	-	(8,116)	8,116	20,000
General funds	196,035	232,671	(218,165)	(45,236)	165,305
Total unrestricted funds	**321,690**	**232,671**	**(263,401)**	**-**	**290,960**
Total funds	**324,039**	**451,811**	**(478,501)**	**=**	**297,349**

18.0 **Statement of funds (continued)**

Analysis of movements in funds – previous year

	At 1 April 2019 £	Incoming £	Outgoing £	Transfers £	At 31 March 2020 £
Restricted funds					
Big Lottery fund					
- Project ID: - 0010355781	-	80,470	(80,070)	-	400
Chief Officer Salary and Costs fund	-	2,083	(2,083)	-	-
Children and Young People's Advocate fund	-	18,355	(16,406)	-	1,949
Domestic Abuse Perpetrators Programme fund	-	20,000	(20,000)	-	-
Men's Group fund	-	1,466	(1,466)	-	-
Move On Facility fund	-	3,420	(3,420)	-	-
Safe Teens fund	-	80,595	(80,595)	-	-
WOW Programme fund	-	5,280	(5,280)	-	-
Total restricted funds	-	211,669	(209,320)	-	2,349
Designated funds					
Fixed Assets fund	105,655	-	-	-	105,655
Information Centre fund	-	-	(39,428)	39,428	-
Refurbishment fund	20,000	-	(6,656)	6,656	20,000
General funds	250,301	212,386	(220,568)	(46,084)	196,035
Total unrestricted funds	375,956	212,386	(266,652)	-	321,690
Total funds	375,956	424,055	(475,972)	-	324,039

Big Lottery fund

- Project ID: - 0010355781 – This project commenced in July 2019 for a period of three years and represents funding received from the Big Lottery to fund the 'West Lancashire Domestic Abuse Service'; funding has been used to fund staff salaries and associated costs together with related running costs. The balance on this fund will be used to fund the future costs of the project.

Children and Young People's Advocate fund – Further funding was received from BBC Children in Need in the summer of 2019, therefore allowing the charitable company to continue this project. The grant will fund a Children and Young People's Advocate, materials, trips and transport costs; the project will deliver one to one and group work with children from West Lancashire aged 0 – 18 who have experienced or witnessed domestic violence, helping them keep safe and improve their

18.0 **Statement of funds (continued)**

confidence and mental wellbeing. The balance on this fund will be used to fund the future costs of the project.

Funding totalling £3,000 was also received from BBC Children in Need during the year to assist with the purchase of play equipment for children staying at the refuge.

Client Welfare and Support fund – This represents funding received from Cash for Kids and the Council for Voluntary Service West Lancashire; funding has been used on staff salaries and associated costs, groceries and food vouchers and other day-to-day necessities to help and provide support for women and their children staying at the refuge.

Counselling Programme fund – This represents funding received from the Police and Crime Commission Fund; funding has been used on staff salaries and associated costs and counselling costs.

Covid-19 Awareness fund – This represents funding received from the Council for Voluntary Service West Lancashire, Lancashire County Council, the Lottery Community Fund and the Ministry of Housing, Communities and Local Government, the aim of the programme being to raise awareness of Covid-19 and help people to stay safe and healthy in these difficult times.; funding has been used on staff salaries and associated costs and the delivery of a number of courses raising the awareness of Covid-19.

Garden Refurbishment fund – This represents funding received from Lancashire Community Foundation; funding has been used to refurbish the garden area used by people staying at the refuge.

Men's Group fund – This represents income generated through the Council for Voluntary Service West Lancashire and the provision of workshops to support men who have suffered domestic violence; funding has been used on staff salaries and associated costs.

Staff Salaries fund – This represents funding received from the Ministry of Housing, Communities and Local Government; funding has been used to fund the staff salaries and associated costs in respect of two staff positions.

WOW Programme fund – This represents funding received from the Police and Crime Commissioner Fund, the aim of the programme being to reduce the incidence or development of involvement in knife crime by young people; funding has been used to provide a number of parenting workshops and support sessions to help young people who are disengaged, demotivated at school or are in social care.

Fixed assets fund – This fund identifies those funds that are not free funds as they represent the net book value of tangible fixed assets funded from general funds.

18.0 **Statement of funds (continued)**

Information Centre fund – The Trustees consider that it is of paramount importance that the walk-in information centre based in Ormskirk remains open even though no funding is currently being received to support this project. This fund identifies the costs of the charitable company which relate to the walk-in centre. The deficit incurred on this fund has been transferred to unrestricted general funds at the year end.

Refurbishment fund – The Trustees consider that the ongoing upkeep and refurbishment of both the exterior and interior of the three properties used by the charitable company to provide accommodation is of major importance. In view of this the Trustees feel that it is prudent to create a designated fund to cover these ongoing costs; the Trustees consider that £20,000 would be sufficient.

General funds – These represent the free funds of the charitable company and are not designated for any particular purpose.

19.0 **Analysis of net assets between funds**

Current year

	Restricted funds £	Designated funds £	General funds £	Total funds £
Fund balances at 31 March 2021 are represented by: -				
Fixed assets	-	105,655	-	105,655
Current assets	251,446	20,000	182,314	453,760
Creditors	(245,057)	-	(17,009)	(262,066)
Total net assets	**6,389**	**125,655**	**165,305**	**297,349**

Previous year

	Restricted funds £	Designated funds £	General funds £	Total funds £
Fund balances at 31 March 2020 are represented by: -				
Fixed assets	-	105,655	-	105,655
Current assets	61,077	21,164	211,628	293,869
Creditors	(58,728)	(1,164)	(15,593)	(75,485)
Total net assets	**2,349**	**125,655**	**196,035**	**324,039**

Notes forming part of the financial statements for the year ended 31 March 2021

20.0 Guarantees and other financial commitments

The amounts payable in the next year in respect of operating leases are shown below, analysed according to the expiry date of the leases: -

	2021		2020	
	Land and buildings	Other	Land and buildings	Other
	£	£	£	£
Expiring: -				
Within one year	47,339	4,218	24,250	3,942
Between one and five years	-	-	23,089	-
	47,338	**4,218**	**47,339**	**3,942**

21.0 Pension commitments

The charitable company operates a defined contribution pension scheme for the members of staff. The assets of the scheme are held separately from those of the charitable company, being invested with insurance companies. Pension costs charged in the Statement of Financial Activities represent the contributions payable by the charitable company in the year.

At the balance sheet date unpaid contributions of £1,227 (2020: - £1,131) were due to the fund. They are included in other creditors.

22.0 Ultimate controlling party

The charitable company was controlled throughout the year by the Directors and Trustees holding office.