

**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**

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# **WEST LANCASHIRE WOMEN'S REFUGE LIMITED**

## **Legal and administrative information**

<b>Directors and Trustees</b>	Mrs E Crossley – Chairperson Mr R F H Minto – Treasurer Mrs K M Phillips
<b>Chief Officer</b>	Miss L Larsen (Resigned 31/01/2026)
<b>Working name</b>	The Liberty Centre
<b>Company registration number</b>	04824324 (England and Wales)
<b>Charity registration number</b>	1101025
<b>Registered office and principal charity address</b>	Unit 10a Malthouse Business Centre 48 Southport Road Ormskirk Lancashire L39 1QR
<b>Independent Examiner</b>	Mr C Sawyer FCCA Sawyer Quine & Co Chartered Certified Accountants 202 Merlin Park Ringtail Road Burscough Ormskirk Lancashire L40 8JY
<b>Bankers</b>	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,

# **WEST LANCASHIRE WOMEN'S REFUGE LIMITED**

## **Trustees Report for the year ended 31 March 2025**

### **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

# **WEST LANCASHIRE WOMEN'S REFUGE LIMITED**

## **Trustees Report for the year ended 31 March 2025**

### **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.

# **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



# **WEST LANCASHIRE WOMEN'S REFUGE LIMITED**

## **Trustees Report for the year ended 31 March 2025**

### **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.



# **WEST LANCASHIRE WOMEN'S REFUGE LIMITED**

## **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

# **WEST LANCASHIRE WOMEN'S REFUGE LIMITED**

## **Trustees Report for the year ended 31 March 2025**

### **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.

# **WEST LANCASHIRE WOMEN'S REFUGE LIMITED**

## **Trustees Report for the year ended 31 March 2025**

### **Statement of Trustees Responsibilities (continued)**

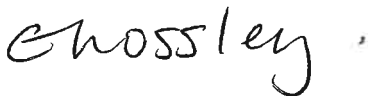
The Trustees are responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for 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: -**



**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



Date: - 17 March 2026

*Registered company number: -*  
*04824324 (England and Wales)*

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*Registered charity number: -*  
*1101025*

# **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 £
<b>Income</b>					
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
<b>Total income</b>		<b><u>390,421</u></b>	<b><u>236,956</u></b>	<b><u>627,377</u></b>	<b><u>587,120</u></b>
<b>Expenditure</b>					
Expenditure on charitable activities	5	355,090	195,141	550,231	619,499
<b>Total expenditure</b>		<b><u>355,090</u></b>	<b><u>195,141</u></b>	<b><u>550,231</u></b>	<b><u>619,499</u></b>
<b>Net incoming/(outgoing) resources before transfers</b>		<b>35,331</b>	<b>41,815</b>	<b>77,146</b>	<b>(32,379)</b>
Gross transfers between funds		606	(606)	-	-
<b>Net incoming/(outgoing) resources, net income/(expenditure) and net movement in funds for the year</b>	6	<b>35,937</b>	<b>41,209</b>	<b>77,146</b>	<b>(32,379)</b>
<b>Reconciliation of funds</b>					
Total funds at 1 April 2024	16	18,781	293,543	312,324	344,703
<b>Total funds at 31 March 2025</b>	16	<b><u>54,718</u></b>	<b><u>334,752</u></b>	<b><u>389,470</u></b>	<b><u>312,324</u></b>

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

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 £
<b>Cash flows from operating activities</b>			
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	<u>4,716</u>	<u>(25,777)</u>
<b>Net cash from operating activities</b>		<b><u>(14,458)</u></b>	<b><u>(34,489)</u></b>
<b>Cash flows from investing activities</b>			
Interest received		<u>3,758</u>	<u>3,662</u>
<b>Net cash from investing activities</b>		<b><u>3,758</u></b>	<b><u>3,662</u></b>
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>66,446</b>	<b>(63,206)</b>
Cash and cash equivalents at the beginning of the year		<u>253,357</u>	<u>316,563</u>
<b>Cash and cash equivalents at the end of the year</b>		<b><u>319,803</u></b>	<b><u>253,357</u></b>
<b>Analysis of changes in net debt</b>			
	At 1 April 2024 £	Cashflow £	At 31 March 2025 £
Cash at bank and in hand	<u>253,357</u>	<u>66,446</u>	<u>319,803</u>

# **WEST LANCASHIRE WOMEN'S REFUGE LIMITED**

## **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.

# **WEST LANCASHIRE WOMEN'S REFUGE LIMITED**

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

### **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.

## WEST LANCASHIRE WOMEN'S REFUGE LIMITED

### 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	-	<u>21,061</u>	<u>21,061</u>	<u>22,004</u>
	=	<u><u>21,061</u></u>	<u><u>21,061</u></u>	<u><u>22,004</u></u>

#### 4.0 Income from charitable activities

	Restricted funds £	Un - restricted funds £	Total funds 2025 £	Total funds 2024 £
<b>Grants and contracts for the provision of hostel accommodation, care, advice and information: -</b>				
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	<u>26,600</u>	-	<u>26,600</u>	<u>4,358</u>
	442,319	-	442,319	333,210
<b>Less: Deferred income</b>	<u>(51,898)</u>	-	<u>(51,898)</u>	<u>(38,004)</u>
	<u><u>390,421</u></u>	=	<u><u>390,421</u></u>	<u><u>295,206</u></u>

# WEST LANCASHIRE WOMEN'S REFUGE LIMITED

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

### 4.0 Income from charitable activities (continued)

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

### 5.0 Expenditure on charitable activities

	Restricted funds £	Un - restricted funds £	Total funds 2025 £	Total funds 2024 £
<b>Provision of hostel accommodation, care, advice and information: -</b>				
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	<u>1,070</u>	<u>2,508</u>	<u>3,578</u>	<u>3,507</u>
	<u>331,742</u>	<u>179,345</u>	<u>511,087</u>	<u>589,929</u>

# WEST LANCASHIRE WOMEN'S REFUGE LIMITED

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

### 5.0 Expenditure on charitable activities (continued)

	Restricted funds £	Un - restricted funds £	Total funds 2025 £	Total funds 2024 £
<b>Managing and administering the charity: -</b>				
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
	<u>23,348</u>	<u>15,796</u>	<u>39,144</u>	<u>29,570</u>
<b>Total expenditure on charitable activities</b>	<u><b>355,090</b></u>	<u><b>195,141</b></u>	<u><b>550,231</b></u>	<u><b>619,499</b></u>

### 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

## **WEST LANCASHIRE WOMEN'S REFUGE LIMITED**

### **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: -

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

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: -

	<b>2025</b>	<b>2024</b>
Hostel accommodation and care	13	14
Advice and information	3	3
Management and administration	<u>2</u>	<u>2</u>
	<b><u>18</u></b>	<b><u>19</u></b>

#### **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.



# WEST LANCASHIRE WOMEN'S REFUGE LIMITED

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

### 10.0 Tangible fixed assets

	Land and buildings £	Total £
<b>Cost</b>		
As at 1 April 2024		
and as at 31 March 2025	<u>105,655</u>	<u>105,655</u>
<b>Net book value</b>		
As at 31 March 2025	<u>105,655</u>	<u>105,655</u>
As at 31 March 2024	<u>105,655</u>	<u>105,655</u>

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	<u>2,476</u>	<u>2,620</u>
	<u>36,055</u>	<u>20,639</u>

### 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)	<u>51,898</u>	<u>38,004</u>
	<u>72,043</u>	<u>67,327</u>

## WEST LANCASHIRE WOMEN'S REFUGE LIMITED

### 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	<u>(38,004)</u>	<u>(69,347)</u>
<b>Balance at 31 March 2025</b>	<b><u>51,898</u></b>	<b><u>38,004</u></b>

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	<u>77,146</u>	<u>(32,379)</u>
<b>Balance at 31 March 2025</b>	<b><u>389,470</u></b>	<b><u>312,324</u></b>

# WEST LANCASHIRE WOMEN'S REFUGE LIMITED

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

# WEST LANCASHIRE WOMEN'S REFUGE LIMITED

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

### 16.0 Statement of funds (continued)

#### Analysis of movements in funds – previous year

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

*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.

## **WEST LANCASHIRE WOMEN'S REFUGE LIMITED**

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

#### **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.

# WEST LANCASHIRE WOMEN'S REFUGE LIMITED

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

### 17.0 Analysis of net assets between funds

#### Current year

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

#### Previous year

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

### 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	<u>33,858</u>	=	<u>28,219</u>	=
	<b><u>33,858</u></b>	<b><u>=</u></b>	<b><u>28,219</u></b>	<b><u>=</u></b>

## **WEST LANCASHIRE WOMEN'S REFUGE LIMITED**

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

#### **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.