

# **Well Women Centre**

Charity number 1107523

A company limited by guarantee number 05206205

## **Annual Report and Financial Statements** **for the year ended 31 March 2022**



West Yorkshire Community Accounting Service

# **Well Women Centre**

## **Annual Report and Financial Statements for the year ended 31 March 2022**

<b>Contents</b>	<b>Page</b>
Trustees' report	2 to 9
Examiner's report	10
Statement of financial activities	11
Balance sheet	12
Statement of cash flows	13
Notes to the accounts	14 to 20

**Prepared by West Yorkshire Community Accounting Service**

# Well Women Centre

## Trustees' report for the year ended 31 March 2022

### Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Mary Roche		Resigned 6 August 2021
Jane Bryant		
Katheryn Fisher		Resigned 14 June 2021
Jane Walton		
Claire Woodhead		Resigned 6 August 2021
Tolu Adedipe		
Rachel Massey	Vice- chair	
Leanne Evans	Chair	Resigned 8 August 2022
Sharon Dominey		Resigned 14 June 2021
Amanda Vickers		Appointed 6 August 2021
Julie Mayhew		Appointed 1 January 2022
Kim Meadmore		Appointed 9 November 2022

**Company secretary** Lisa Kaye

**Charity number** 1107523 Registered in England and Wales

**Company number** 05206205 Registered in England and Wales

### Registered and principal address

24 Trinity Church Gate  
Wakefield  
West Yorkshire  
WF1 1TX

### Bankers

Unity Bank Plc  
9 Brindley Place  
Birmingham  
B1 2HB

Julian Hodge Bank Ltd  
29 Windsor Place  
Cardiff  
CF10 3BZ

Nationwide BS  
5-11 Georges Street  
Douglas  
Isle of Man  
IM99 1AS

Ecology BS  
7 Belton Road  
Silsden  
Keighley  
DB20 0EE

### Independent examiner

E J Beverley FCCA

### West Yorkshire Community Accountancy Service CIO

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

# **Well Women Centre**

## **Trustees' report (continued) for the year ended 31 March 2022**

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

The charity became a company limited by guarantee on 16 August 2004. It was registered as a charity in 1985 and re-registered following incorporation as a company on 10 January 2005. It is governed by a memorandum and articles of association as amended by special resolution dated 7 September 2011 and 31 January 2017. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

The charity is governed by the Board of trustees, working closely with the CEO and senior management team. The trustees have formed dedicated sub committees to address both finance and HR responsibilities and providing opportunity to share and utilise trustees' strengths. The finance committee meet 8 times a year to oversee the financial management of the centre, to ensure probity and security, to identify sources of funding to sustain and develop the organisation's charitable purpose and to support the CEO in securing these funds. The HR subgroup meet 8 times a year to support the CEO in oversight of staff management and development. Both groups form consensus and report to the whole board for ratification.

### **Method of recruitment and appointment of trustees**

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Group. Under the requirements of the Memorandum and Articles of Association the members of the Management Group are elected to serve for a period of one year after which they must be re-elected at the next Annual General Meeting.

The Charity shall have at least three Trustees comprising:

- (a) the Honorary Officers elected at the Annual General Meeting;
- (b) up to nine Members of the Charity elected at the Annual General Meeting;
- (c) persons appointed in accordance with Article 31.

The company endeavours to maintain a balance of members both from internal volunteers/service users and women with relevant skills from external organisations. In an effort to maintain a broad skill mix, in the event of particular skills being lost due to retirements, individuals are approached to offer themselves for election to the Management Committee. The Management Group also works with local consultants with relevant skills should existing trustees lack these skills.

### **Objectives and activities**

#### **The charity's objects**

The Well Women Centre continues to serve its core charitable objects which are:

To promote and protect the good health, both mental and physical of the women in Wakefield regardless of age, class, culture, race, religion, sexual orientation, or medico-social need.

#### **Our Mission has been updated to:**

To be the leading organisation in the Wakefield District tackling women's issues relating to mental health and wellbeing, violence and abuse and the associated trauma. Women will continue to be offered high quality, personalised support packages to aid their recovery. We will work collaboratively across sectors to influence policy and support strategic system change.

# **Well Women Centre**

## **Trustees' report (continued) for the year ended 31 March 2022**

### **The charity's main activities**

We offer a range of services for women in the Wakefield District which include:

#### **Twice weekly drop in service**

Women can self-refer into our drop in service where we listen to the needs of individual women and work with them to identify which service or services would be of most help for them.

#### **A range of counselling therapies**

This includes counselling for women with anxiety and depression, women with multiple & complex needs or women who have experienced significant trauma. We also provide EMDR (Eye Movement Desensitisation and Reprocessing) therapy.

#### **Self-development and wellbeing groups and courses**

We provide rolling termly programmes offering a variety of groups and courses, which have been developed in direct response to the presenting needs of women.

#### **Intensive support services for women with multiple disadvantage and complex needs**

We provide intensive 1 to 1 case worker support to women affected by the following issues: Domestic Abuse; Childhood Sexual Abuse; Women Apart from their Children; Offending.

#### **A range of Complementary Therapies**

Our therapies work holistically to treat the whole person.

#### **BAMER Women's Support**

The centre is proud to have developed this service in direct response to the voices of BAMER women across Wakefield.

Our services continue to be delivered in person from our main centre at Trinity Church Gate or within one of our designated outreach venues within the district. We also deliver all services remotely, using either telephone or video platform to enhance accessibility for women in Wakefield.

Women who wish to access our services can do so through self-referral, however many women are directed to us from their GPs, NHS workers, Mental Health workers, Third Sector workers and family or friends.

### **Public benefit statement**

In setting our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of health and the saving of lives. We also operate within other charitable purposes with relation to our work with the rehabilitation of offenders and the prevention of crime.

### **Achievements and performance**

Looking back over the previous year we are proud to have continued offering vital services for women. As Chair of the Board, I am proud that we have worked closely with the CEO to focus on the wellbeing and development of our staff and volunteer teams. We remained mindful of the importance of recreating the connectivity lost when staff teams and volunteers were dispersed and working in virtual isolation during the Covid-19 pandemic. We hosted two whole centre wellbeing events for staff, one virtual and the second one in person when we were able to participate in creative activities miniature pony grooming and lunch together. We've also had Continuing Professional Development training and Safeguarding training Saturdays in person and these have all brought welcome in person connectivity that we had definitely been missing. This focus has brought necessary consolidation for the centre to continue offering support for women in Wakefield and District.

## Well Women Centre

### Trustees' report (continued) for the year ended 31 March 2022



Trustee quote: I am proud to be a trustee of WWC and share the vision of everyone involved of providing inclusive, safe, and accessible services to the women of Wakefield District. Our policies and procedures and the skills, knowledge, and commitment of all involved ensure we are able to work to high standards and reflect the values we hold dear.

#### Challenges

The main challenges of the last year have been related to the increased demand for our services with occasionally compromised capacity from staff and volunteer absence due to ill health from Covid or self-isolation from close contacts. Waiting time for our services has been longer than we would want, with obvious implications for women waiting for support. We have made changes to our service to offer additional support, including 'keep in touch' and wellbeing contacts with our clients waiting for start dates. We have continued to ensure a balance of staff and volunteer wellbeing, client need and our commitment to running safe and effective services.

We know how important it is to be in trusted community venues for women to overcome accessibility barriers of psychological safety or more practical, perhaps financial barriers to accessing services that are a bus ride away. We know these barriers are magnified for many more families at the moment and that isolation has become a widespread issue. Social deprivation coupled with pronounced common mental health problems, increased stress and family difficulties are almost universal for our clients now. The added complexity of trauma is sadly prevalent throughout, from childhood or adult trauma but also now as a result of the pandemic, health complications, complex bereavement and onset or worsening of abusive relationships.

After not being able to work in venues in the community at all during the pandemic, we focused on outreaching and even offered some of our services outdoors in Spring 2021. For the last year we have been building our community provision back up to go and meet women where they are. We have secured some regular space within the town centre that is large enough for group work and we have more recently reinstated our counselling and casework provision in the wider district. We have remote access services now as a choice for women when appropriate.

We have more work to do on this. The most recent census information tells us that in Wakefield, the population size has increased by 8.4%, from around 325,800 in 2011 to 353,300 in 2021. This is higher than the average increase in England. Our workforce has grown and we want to utilise space for our team to deliver vital services as part of a whole system across the Wakefield District. Our CEO is seen to actively promote integrated care and partnership working and was invited to take part in an NHS England initiative of Leading for System Change. Within this forum she is able to offer realistic advocacy for the third sector. This is a space that offers strategic consideration of joint working, sharing resource and physical space, working together for each client as a system and we believe this is the only way we can meet this growing need in Wakefield.

# **Well Women Centre**

## **Trustees' report (continued) for the year ended 31 March 2022**

We aim to give each woman more choice to increase accessibility to and engagement with our services. Collaboration is a key value in our work with women, we want to support them to help themselves and make any changes that they choose to lead healthy, fulfilling and safe lives. Our Open House group, where women attend facilitated sessions in a host venue in central Wakefield, is still going strong and offers peer support, crafts and guest speakers and continues to be well attended. We have another peer support group that was founded in the last year. They self-named their group Inspiring Women and we couldn't agree more. Women consistently tell us that they want a shorter waiting time for counselling and we know that this is more conducive for improving mental health and wellbeing at the time that women come forward for help. Reducing waiting times is our priority and we have recently gained funding from Wakefield CCG to increase our delivery and partnership communication capacity.

### **Success**

We were delighted to be awarded contracts for three pilot projects from Wakefield Council during this year. Time2Reflect started in April 2021 to provide services that prioritise women who have previously had children removed from their care and are at risk of further unplanned pregnancy, including those at present risk of having their children removed. The second, Accelerator, mobilised in June 2021 and this project was to build on existing work and to expand multi-agency partnership working in the area to drive sustained health and crime related outcomes. The third project, SATS, began in October 2021 and we were contracted to deliver counselling and therapeutic support to adults that had experienced domestic abuse and were currently placed in Safe Accommodation. The Time2Reflect project, the Wakefield district ADDER Place-based Accelerator project and the Safe Accommodation Therapeutic Support pilot have all had the added value of increasing our credibility in professional forums, building key relationships and enhancing our ability to invest in developing robust partnerships. Ultimately this partnership working allows us to provide the holistic care that we aim for with effective joined up services through seamless pathways that are a unique blend for each woman.

We experienced some changes in our staff and volunteer teams but the level of dedicated support we offer was sustained. Recruitment was successful and we developed an increase in capacity as demand for our services continued to grow. We have had some changes on the Board of Trustees with both Leanne Evans and Rachel Massey as Vice Chairs having stepped in to the role of Chair to lead the Board and work closely with the CEO. We have welcomed two new trustees, our treasurer Amanda, a qualified accountant comes with experience at another charity as treasurer. We also welcomed Julie who worked in a senior role at The Department of Environment, Food and Rural Affairs and has previously worked for The Department of Work and Pensions (DWP) and the Economic Growth and Strategic Housing team within the Council. All of our trustees have been there consistently on Zoom, willing to share their experience and expertise and have successfully navigated leading the centre with the CEO. The trustees and senior management team had a strategic planning day and AGM in person in 2021 and have since moved back in to in person Board meetings.

Our CEO, Lisa has developed her role and key focus areas of strategic leadership, managerial leadership of the centre, accessing and stabilising funding and sustainability. She has maintained good external visibility and our aim is to help her to invest more time in this and to continue development of our existing and new partnerships. Lisa's longevity at the Centre and experience from 2005 as a volunteer, offers staff and volunteers, a consistency and safety that is invaluable for all at this time.

Our staff have continued with dedication to develop their specialist skills and knowledge. They have taken part in external training to enhance our provision. Our team leaders and managers have facilitated weekly in person team meetings and have warmly welcomed new members of staff and volunteers into their folds and they have brought new skills and experience to the Centre. We have scheduled away days for all teams that will incorporate continued team building, service development and wellbeing.

As the Mayor's chosen charity in to 2021, two members of staff were happy to take part in a Cathedral abseil to help raise funds for both Well Women Centre and Andy's Man Club in Wakefield.

## Well Women Centre

### Trustees' report (continued) for the year ended 31 March 2022



Client quote: The support has been a massive help, I think being around people in similar situations helps me to feel understood, without judgement. The workers have been so kind, knowledgeable and helpful.

#### Funding update and plan

Our largest source of income still comes from the CCG for delivery of IAPT high intensity therapy with the support of our lead provider, Turning Point Talking Therapies. Our second largest grant is from Wakefield Council for our women's mental health provision, allowing us to continue supporting more women therapeutically and to enhance development of counselling volunteers. We successfully applied for non-recurrent CCG funding from Wakefield's Mental Health Alliance and this provided a boost to our workforce development plan, securing IAPT training for 2 counselling volunteers. We have applied to the Alliance for recurrent funding to allow us to address our significant demand and capacity imbalance.

The Tudor Trust core funding has remained key to our stability this year and we plan to apply for continuation funding from next year as this comes to an end. Our awards from Charles Hayward Foundation, Pilgrim Trust and Henry Smith Charity were all mobilised in April 2021, supporting the Casework provision with salaries for 3 members of staff. We were able to offer dedicated support from the 3 Wakefield Council pilot projects and then we were so delighted to hear that we had been successful in our application for 3 years National Lottery Community Funding which started in January 2022. This rich combination is now allowing us to retain, develop and enhance our vital Casework service and develop our expertise within the team to meet the current volume of need.

We have retained excellent professional relationships with partner organisations in Wakefield and West Yorkshire. Our work with Liaison and Diversion (L&D) continues to flourish with our seconded members of staff and we received non recurrent funding from L&D towards the end of the year to develop pathways for young women at risk of offending. Our work with lead provider Turning Point Talking Therapies remains mutually supportive. The pilots undertaken have enhanced our working relationships with Wakefield and District Domestic Abuse Service, Safe Accommodation Team, Turning Point Inspiring Recovery and Social Care services in Wakefield. We are hopeful that these working relationships will continue to develop into the future.



# **Well Women Centre**

## **Trustees' report (continued) for the year ended 31 March 2022**

### **Priorities for the future**

Our priorities for the near future are to consolidate financially and practically as an organisation and also as a team of individuals that have experienced significant personal and professional change since March 2020. We are committed to continuing to build our infrastructure, with further development of our Operations team, investment in our internet provision, data storage and management capacity. We will remain committed to running safe, effective, and efficient services that are so clearly needed. We will prioritise securing our increased capacity and we have implemented a RESET phase at the Centre. This will allow us to focus on wellbeing and recovery from the increased pressures on our organisation and workforce in the last two years. The Board of Trustees are focusing on developing our new Strategic Plan for 2022-2025 and we will work in close consultation with the CEO, staff and volunteers to ultimately hear and represent the voices of the women we exist to support.

Staff quote: Well Women Centre is an exceptional example of women supporting women. It builds not only the clients that come for support, but their staff, volunteers and trustees too. The support, encouragement and development I have received both on a personal and professional level has been transformational.

### **Financial review**

The net expenditure for the year was £3,301, including net income of £1,429 on unrestricted funds and net expenditure of £4,730 on restricted funds.

At the time of signing these accounts the charity has been impacted by the global Covid-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

The charity has a business continuity plan and money reserves; all agreed by our board of trustees.

### **Reserves policy**

The charity's free reserves, excluding fixed assets, at the year end were £296,830.

Included in this amount are designated funds of £125,895 leaving £170,935. The designated funds relate to the sale proceeds of a property that have been designated for the purchase of another property.

It is the policy of the charity that unrestricted funds that have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This reserves policy is reviewed by the trustees annually.

# **Well Women Centre**

## **Trustees' report (continued) for the year ended 31 March 2022**

### **Statement of trustees' responsibilities**

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts 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 the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and 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;

- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees on 19/12/2022

Rachel Massey (Trustee)

# **Well Women Centre**

## **Independent examiner's report to the trustees of Well Women Centre**

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2022, which are set out on pages 11 to 20.

### **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 accounts 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 ('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 statement**

Since the charitable company's gross 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 ACCA which is one of the listed bodies.

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

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those 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.

E J Beverley FCCA

20/12/2022

### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**Well Women Centre**  
**Statement of Financial Activities**  
**(including summary income and expenditure account)**  
**for the year ended 31 March 2022**

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
<b>Income and endowments from:</b>					
Donations and legacies	(2)	1,376	-	1,376	630
Charitable activities	(3)	227,685	341,761	569,446	512,875
Other trading activities	(4)	99,206	-	99,206	97,874
Bank interest		465	-	465	789
<b>Total income</b>		<b>328,732</b>	<b>341,761</b>	<b>670,493</b>	<b>612,168</b>
<b>Expenditure on:</b>					
Fundraising costs		1,444	155	1,599	12,137
Charitable activities	(5)	351,511	320,684	672,195	578,651
<b>Total expenditure</b>		<b>352,955</b>	<b>320,839</b>	<b>673,794</b>	<b>590,788</b>
<b>Net income</b>		<b>(24,223)</b>	<b>20,922</b>	<b>(3,301)</b>	<b>21,380</b>
<b>Transfers between funds</b>		<b>25,652</b>	<b>(25,652)</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>1,429</b>	<b>(4,730)</b>	<b>(3,301)</b>	<b>21,380</b>
<b>Fund balances brought forward</b>		<b>302,301</b>	<b>81,155</b>	<b>383,456</b>	<b>362,076</b>
<b>Fund balances carried forward</b>	(7)	<b>303,730</b>	<b>76,425</b>	<b>380,155</b>	<b>383,456</b>

All incoming resources and resources expended derive from continuing activities.

**Well Women Centre**  
**Balance sheet**  
**as at 31 March 2022**

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Fixed assets</b>				
Tangible assets	(8) 6,900	-	6,900	6,169
<b>Total fixed assets</b>	<u>6,900</u>	<u>-</u>	<u>6,900</u>	<u>6,169</u>
<b>Current assets</b>				
Debtors and prepayments	(9) 87,270	13,295	100,565	55,079
Cash at bank and in hand	(10) 309,725	63,130	372,855	426,580
<b>Total current assets</b>	<u>396,995</u>	<u>76,425</u>	<u>473,420</u>	<u>481,659</u>
<b>Current liabilities:</b>				
<b>amounts falling due within one year</b>				
Creditors and accruals	(11) 61,099	-	61,099	46,372
Deferred income	39,066	-	39,066	58,000
<b>Total current liabilities</b>	<u>100,165</u>	<u>-</u>	<u>100,165</u>	<u>104,372</u>
<b>Net current assets</b>	<u>296,830</u>	<u>76,425</u>	<u>373,255</u>	<u>377,287</u>
<b>Net assets</b>	<u>303,730</u>	<u>76,425</u>	<u>380,155</u>	<u>383,456</u>
<b>Funds</b>				
Unrestricted funds				
General unrestricted funds	177,835	-	177,835	176,406
Designated funds	(12) 125,895	-	125,895	125,895
Unrestricted funds	<u>303,730</u>	<u>-</u>	<u>303,730</u>	<u>302,301</u>
Restricted funds	<u>-</u>	<u>76,425</u>	<u>76,425</u>	<u>81,155</u>
<b>Total funds</b>	<u>303,730</u>	<u>76,425</u>	<u>380,155</u>	<u>383,456</u>

For the year ending 31 March 2022 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 19/12/2022

Rachel Massey (Trustee)

**Well Women Centre**  
**Statement of cash flows**  
**as at 31 March 2022**

	2022 £	2021 £
<b>Cash flows from operating activities</b>		
<b>Net cash provided by (used in) operating activities</b>	<u>(48,468)</u>	<u>68,240</u>
<b>Cash flows from investing activities:</b>		
Bank interest received	465	789
Proceed from the sale of property, plant and equipment	-	-
Purchase of property, plant and equipment	<u>(5,722)</u>	<u>(9,253)</u>
<b>Net cash provided by (used in) investing activities</b>	<u>(5,257)</u>	<u>(8,464)</u>
 Change in cash and cash equivalents in the reporting period	(53,725)	59,776
Cash and cash equivalents at beginning for the year	<u>426,580</u>	<u>366,804</u>
Cash and cash equivalents at the end of the year	<u>372,855</u>	<u>426,580</u>
 <b>Reconciliation of net income/(expenditure) to net cash flow from operating activities</b>	2022	2021
Net income/ (expenditure) for the reporting period (as per the statement of financial activities)	(3,301)	21,380
Adjustments for:		
Depreciation charges	4,991	3,084
Bank interest received	(465)	(789)
Loss / (profit) on the sale of fixed assets	-	-
(Increase) / decrease in debtors	(45,486)	(18,664)
Increase / (decrease) in creditors	<u>(4,207)</u>	<u>63,229</u>
<b>Net cash provided by (used in) operating activities</b>	<u>(48,468)</u>	<u>68,240</u>
 <b>Analysis of cash and cash equivalents</b>	2022	2021
	£	£
Cash at bank	370,734	425,322
Cash in hand	<u>2,121</u>	<u>1,258</u>
	<u>372,855</u>	<u>426,580</u>

# **Well Women Centre**

## **Notes to the accounts**

### **for the year ended 31 March 2022**

#### **1 Accounting policies**

##### **Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

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

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

##### **Going concern**

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

##### **Incoming resources**

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

##### **Grants and donations**

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Donated goods for resale are valued at the amount actually realised upon their sale.

Donated assets, facilities or services are valued at their estimated value to the charity. This is the price that the charity estimates it would pay in the open market for equivalent items; or services and facilities of equivalent utility to the charity.

##### **Expenditure and liabilities**

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

##### **Taxation**

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

##### **Tangible fixed assets**

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Fixtures and equipment: over 3 years

Leasehold improvements: over 3 years

##### **Pensions**

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

# Well Women Centre

## Notes to the accounts continued

### for the year ended 31 March 2022

#### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

#### Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

#### 2 Donations and legacies

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
General donations	1,376	-	1,376	630
	<u>1,376</u>	<u>-</u>	<u>1,376</u>	<u>630</u>

#### 3 Income from charitable activities

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
<b>Grants and donations</b>				
Accelerator Team		38,782	38,782	-
Charles Hayward Foundation	-	24,000	24,000	-
National Lottery Community Fund	-	23,877	23,877	74,628
NHS Wakefield Clinical Commissioning Group	-	26,977	26,977	-
Pilgrim's Trust	-	14,491	14,491	-
The Henry Smith Charity	-	41,400	41,400	-
The Tudor Trust	-	45,000	45,000	47,000
Wakefield Metropolitan District Council	-	122,885	122,885	100,460
West Yorkshire Combined Authority		4,349	4,349	-
Clinical Commissioning Groups (CCGs)	-	-	-	23,000
Garfield Weston Foundation	-	-	-	25,000
Leeds Community Foundation	-	-	-	10,000
Lloyds Bank Foundation	-	-	-	13,313
NOVA Wakefield District Limited	-	-	-	14,550
Smallwood Trust	-	-	-	21,300
The Brelms Trust	-	-	-	4,980
				-
<b>Service level agreements</b>	227,685	-	227,685	178,644
	<u>227,685</u>	<u>341,761</u>	<u>569,446</u>	<u>512,875</u>

#### 4 Other trading activities

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Earned income	-	-	-	71
Staff secondment	99,206	-	99,206	97,803
	<u>99,206</u>	<u>-</u>	<u>99,206</u>	<u>97,874</u>



**Well Women Centre**  
**Notes to the accounts continued**  
**for the year ended 31 March 2022**

**5 Expenditure on charitable activities**

	Activities £	Support costs £	Total £
Women's support work	574,112	98,083	672,195
	<u>574,112</u>	<u>98,083</u>	<u>672,195</u>

**Support costs**

	Charitable activity £	Governance activity £	Total cost £
Salaries	45,037	-	45,037
General running costs	37,743	-	37,743
Payroll charges	1,195	-	1,195
Accounts and independent examination	-	2,160	2,160
HR service	3,644	-	3,644
IT contract	8,291	-	8,291
Governance	-	13	13
	<u>95,910</u>	<u>2,173</u>	<u>98,083</u>

**6 Staff costs and numbers**

	2022 £	2021 £
Gross salaries	459,340	418,124
Social security costs	38,413	34,195
Employment allowance	(4,000)	(4,000)
Pensions	25,232	23,785
Recruitment	-	293
Staff Health Care	1,769	1,759
Staff supervision	9,711	9,508
Staff expenses	2,606	1,136
Staff training	19,951	2,220
	<u>553,022</u>	<u>487,020</u>

The average number employees during the year was 20.8, being an average of 15.5 full time equivalent (2021: 19.3, 14.5 FTE).

There were no employees with emoluments above £60,000.

**Defined contribution pension scheme**

	2022 £	2021 £
Costs of the scheme to the charity for the year	25,232	23,785
Amount of any contributions outstanding at the year end	2,998	-

**Well Women Centre**  
**Notes to the accounts continued**  
**for the year ended 31 March 2022**

<b>7 Restricted funds</b>	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Welfare fund	3,727	-	3,727	-	-
WMDC (Counselling)	14,320	80,160	79,696	(10,421)	4,363
Lloyds Caseworker Fund	4,623	-	4,623	-	-
WMDC (Refugee resettlement)	11,674	-	5,888	-	5,786
Tudor Trust	35,798	45,000	46,673	-	34,125
Adult Safeguarding Board	5,000	-	1,209	-	3,791
CCG/IAPT:Advance CCG Fund	6,013	-	6,013	-	-
Charles Hayward fund	-	24,000	23,266	(734)	-
Henry Smith fund	-	41,400	36,350	(4,624)	426
Pilgrim's Trust	-	14,491	14,217	(274)	-
Casework fund - PIP +	-	23,877	100	-	23,777
Time2Reflect fund	-	33,333	29,507	(3,569)	257
CCG/IAPT:MHA	-	26,977	26,977	-	-
Accelerator Team	-	38,782	33,433	(4,992)	357
Safer Streets WYCA	-	4,349	806	-	3,543
SATS WMDC	-	9,392	8,354	(1,038)	-
	<u>81,155</u>	<u>341,761</u>	<u>320,839</u>	<u>(25,652)</u>	<u>76,425</u>

**Fund name**

Welfare fund

WMDC (Counselling)

Lloyds Caseworker Fund

WMDC (Refugee resettlement)

Tudor Trust

Adult Safeguarding Board

CCG/IAPT:Advance CCG Fund

Charles Hayward fund

Henry Smith fund

Pilgrim's Trust

Casework fund - PIP +

Time2Reflect fund

CCG/IAPT:MHA

Accelerator Team

**Purpose of restriction**

Funds provided by the West Yorkshire Probation Service for meeting costs incurred by those beneficiaries of the charity who are in need.

This is to provide counselling and group services for women. This also supports our volunteers across the centre.

To pay for a caseworkers salary for 3 years from March 2018.

To offer a women's support group to provide a service for Syrian Refugees.

Core funding towards CEO salary. Additional £2,000 was received for staff, volunteer and trustee wellbeing.

Towards domestic abuse awareness raising campaign.

To increase the counselling provision at WWC and reduce the waiting time for counselling by employing 1.5 full time equivalent additional counsellors for a six month period.

To provide emotional and practical support to women with complex needs who have experienced domestic abuse or criminal exploitation.

Towards salary and on costs of a Casework Manager and Caseworker at a project providing support to women and girls who have experienced domestic abuse or trauma in Wakefield.

Towards casework service - providing a support package consisting of emotional and practical support for women recovering from trauma.

To grow and enhance our Casework service; increase our focus on minority ethnic communities, continue developing peer support groups and increasing outreach support, strengthening the pathway between casework and counselling support.

To address trauma to reduce the likelihood of repeat pregnancies and provide individual support packages tailored to the needs of women and partner/support network.

To increase counselling capacity to reduce the waiting time for counselling.

Towards the project ADDER; (Addiction, Diversion, Disruption, Enforcement and Recovery)

# Well Women Centre

## Notes to the accounts continued

### for the year ended 31 March 2022

#### 7 Restricted funds (continued)

Fund name	Purpose of restriction
Safer Streets WYCA	To co-facilitate 'Understand Women and Girls' use of parks, their experience and perception of safety in parks.
SATS WMDC	Pilot project to undertake and provide assessment and counselling and therapeutic support to adult victims of domestic abuse residing in safe accommodation, to promote victims recovery from domestic abuse.
	All transfers relate to management costs unless noted above.

#### 8 Tangible assets

	Fixtures and equipment	Leasehold Improvements	Total
<u>Cost</u>	£	£	£
At 1 April 2021	37,899	4,390	42,289
Additions	-	5,722	5,722
Disposals	(14,130)	-	(14,130)
At 31 March 2022	<u>23,769</u>	<u>10,112</u>	<u>33,881</u>
 <u>Depreciation</u>			
At 1 April 2021	31,730	4,390	36,120
Depn reversed re. disposals	(14,130)	-	(14,130)
Charge for year	3,084	1,907	4,991
At 31 March 2022	<u>20,684</u>	<u>6,297</u>	<u>26,981</u>
 <u>Net book value</u>			
At 31 March 2022	<u>3,085</u>	<u>3,815</u>	<u>6,900</u>
 At 31 March 2021	<u>6,169</u>	<u>-</u>	<u>6,169</u>

#### 9 Debtors and prepayments

	2022	2021
	£	£
Debtors	99,746	53,931
Prepayments	819	1,148
	<u>100,565</u>	<u>55,079</u>

#### 10 Cash at bank and in hand

	2022	2021
	£	£
Cash at bank	370,734	425,322
Cash in hand	2,121	1,258
	<u>372,855</u>	<u>426,580</u>

#### 11 Creditors and accruals

	2022	2021
	£	£
Creditors	23,005	14,183
Accruals	38,094	32,189
	<u>61,099</u>	<u>46,372</u>

**Well Women Centre**  
**Notes to the accounts continued**  
**for the year ended 31 March 2022**

<b>12 Designated Funds</b>	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Property Purchase	125,895	-	-	-	125,895
	<u>125,895</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>125,895</u>

<b>Fund name</b>	<b>Purpose of restriction</b>
Property Purchase	The sale proceeds of the sale of King Street have been designated for the purchase of another property by the trustees.

**13 Related party transactions**

**Trustee expenses**

No trustee received any expenses during this year or the previous year.

**Trustee remuneration and benefits**

No trustee received any remuneration or benefit during this or the previous year.

**Key management personnel**

The key management personnel of the charity include the trustees and the CEO. The total employee benefits received by the CEO was £50,783 (previous year: £53,024).

No trustee received any remuneration or benefit in this capacity during this or the previous year.

**14 Operating leases**

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment expires:

	2022	2021
	£	£
Within one year	1,599	1,593
In the second to fifth years inclusive	<u>5,871</u>	<u>-</u>
	<u>7,470</u>	<u>1,593</u>

## Well Women Centre

### Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2022

	2022 Unrestricted funds £	2021 Unrestricted funds £	2022 Restricted funds £	2021 Restricted funds £	2022 Total funds £	2021 Total funds £
<b>Income</b>						
Donations and legacies	1,376	630	-	-	1,376	630
Charitable activities	227,685	221,813	341,761	291,062	569,446	512,875
Other trading activities	99,206	97,874	-	-	99,206	97,874
Bank interest	465	789	-	-	465	789
<b>Total income</b>	<b>328,732</b>	<b>321,106</b>	<b>341,761</b>	<b>291,062</b>	<b>670,493</b>	<b>612,168</b>
<b>Expenditure</b>						
Fundraising costs	1,444	11,668	155	469	1,599	12,137
Charitable activities	351,511	311,078	320,684	267,573	672,195	578,651
<b>Total expenditure</b>	<b>352,955</b>	<b>322,746</b>	<b>320,839</b>	<b>268,042</b>	<b>673,794</b>	<b>590,788</b>
<b>Net income / (expenditure)</b>	<b>(24,223)</b>	<b>(1,640)</b>	<b>20,922</b>	<b>23,020</b>	<b>(3,301)</b>	<b>21,380</b>
<b>Transfers between funds</b>	<b>25,652</b>	<b>36,441</b>	<b>(25,652)</b>	<b>(36,441)</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>	<b>1,429</b>	<b>34,801</b>	<b>(4,730)</b>	<b>(13,421)</b>	<b>(3,301)</b>	<b>21,380</b>
<b>Fund balances brought forward</b>	<b>302,301</b>	<b>267,500</b>	<b>81,155</b>	<b>94,576</b>	<b>383,456</b>	<b>362,076</b>
<b>Fund balances carried forward</b>	<b>303,730</b>	<b>302,301</b>	<b>76,425</b>	<b>81,155</b>	<b>380,155</b>	<b>383,456</b>