

**KINGSTON WOMEN'S CENTRE
(A COMPANY LIMITED BY GUARANTEE)**



kingstonwomen's
centre

**ANNUAL REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30TH SEPTEMBER 2022**

Charity Registration No: 1144805

Company Registration No: 07775753

Independent Examiners Ltd
Unit 2 Broadbridge Business Centre
Delling Lane
Bosham
PO18 8NF

KINGSTON WOMEN'S CENTRE
(A COMPANY LIMITED BY GUARANTEE)

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**KINGSTON WOMEN'S CENTRE LIMITED
(A COMPANY LIMITED BY GUARANTEE)**
**REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 30TH SEPTEMBER 2022**

LEGAL AND ADMINISTRATIVE INFORMATION

| | |
|---|--|
| CHARITY NUMBER | 1144805 |
| COMPANY REGISTRATION NUMBER | 7775753 |
| START OF FINANCIAL YEAR | 1st October 2021 |
| END OF FINANCIAL YEAR | 30th September 2022 |
| TRUSTEES THAT SERVED DURING THE YEAR TO 30 SEPTEMBER 2022 (ALSO DIRECTORS UNDER COMPANY LAW) | Heather Ayres (resigned 4th April 2022) Maria Romero Martinez (resigned 1st July 2022) Helen Bishop-Grieco Frances Kearns (appointed 21st January 2022) Sophie Adam (appointed 14th February 2022) Keisha Delpeshe (appointed 1st September 2022) Grainne Sweeting (appointed 30th September 2022) |
| REGISTERED ADDRESS | 169 Canbury Park Road Kingston Surrey KT2 6LG |
| DATE OF INCORPORATION | 15th September 2011 |
| INDEPENDENT EXAMINER | Independent Examiners Ltd Unit 2 Broadbridge Business Centre Delling Lane Bosham PO18 8NF |

OBJECTS

The principle activity is to continue to work in the Kingston area to improve the condition of life for women by providing education and counselling facilities and to counteract the effect of discrimination against women.

**KINGSTON WOMEN'S CENTRE LIMITED
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**REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 30TH SEPTEMBER 2022**



Reg. Charity 1144805 – Company No. 7775753

Objectives and Activities

The objective of Kingston Women's Centre (KWC) as stated in its governing document is "to relieve sickness and financial hardship and to promote and preserve good health by the provision of goods or services of any kind, including the provision of counselling and support to women in such parts of Kingston, the United Kingdom and the world as the Trustees from time to time may think fit".

An affordable counselling service is offered for up to 2 years with some shorter term work also provided. Kingston Women's Centre offers a unique opportunity for those benefitting from longer term therapy as many similar services offer short therapy only.

The service is available to women; aged over 18 years, inclusive of all abilities, ethnicities, and cultures. Our service benefits not only the health and wellbeing of all women, but also those of their families and wider relationships. The Board of Trustees continue to have had regard to the Charity Commission's guidance on public benefit.

As with other agencies, the impact of Covid 19, emerging variants and lockdowns meant that our service moved to an on-line practice in 2020. In accordance with our plans, after careful consideration, consultation with the clinical teams and risk management, KWC reopened its doors to offer in-person counselling sessions from September 2021. We put in place and maintained Covid-19 secure measures including guidance to all existing and new service users as well as counsellors and staff returning to in-person work. We invested in an increase in cleaning and rubbish removal, PPE, antibacterial wipes, hand gels and the servicing of all window openings to ensure all rooms could be ventilated. We saw a slow return to in-person counselling, access to in-person sessions grew as further Covid-19 vaccinations rolled out. KWC continues to offer a hybrid service of on-line or in-person contracts.

KWC continues to provide an important role to the community by working with universities and other education establishments to provide clinical placement opportunities for counsellors in training.

The Board of Trustees

An objective for the Board this year was to recruit new Trustees; this was successfully met.

The Board accepted the resignation from Heather Ayres (Trustee) in April 2022 and Maria Romero (Trustee) in August 2022. Their stepping down from the Board was expected to happen once we had recruited new Trustees and they continued to work on the Board until we had recruited further Trustees. I am very grateful to Heather and Maria for all that they had done as Trustees and for their hard work and commitment.

We successfully recruited, welcomed and trained four new Trustees, taking our number now to five Trustees. This newly formed Board brings financial, business, legal, clinical and human resources as well as experience of being Trustees from other mental health Charities. All Trustees have received external training through Trust Advice around their responsibilities of being a Trustee, and they have all received an induction at KWC. The Trustees continue to work hard, collaboratively, with shared aims and a common ethos.

Clinical Teams

In addition to focusing on the safe re-opening of KWC, this was a year of staff changes, we saw the resignation of the Clinical Manager, supervisors and an admin team member. Although recruitment has been necessary it has also been costly.

KWC said goodbye to three experienced and valued Supervisors during 2021. This led to some challenges during the year to recruit for already established supervision groups, but the charity has since welcomed two new Supervisors who are very experienced clinicians.

The clinical work of Kingston Women's Centre is overseen by a Clinical Manager. The Clinical Manager left KWC in April 2022 to set up a LGBTQ+ charity in central London. Since then, an experienced Supervisor has acted as KWC's interim Clinical Manager whilst we recruited. To date we have been unsuccessful in finding the right candidate. There have been two clinicians that met the requirements but for personal reasons had to pause their recruitment. KWC is not alone with the challenges of recruitment for Clinical Managers: this is something that other agencies are facing, mainly due to the increase in demand within the private practice sector. Again, a review of the job description, hours and pay will be undertaken by our recently appointed HR Trustee. The recruitment to secure the right person continues and is a priority of the Board.

A small Administration team ensures a supportive and efficient service to service users and trainees. We also said goodbye to one of our administrators who had worked at KWC for over 10 years. KWC Board has drafted plans to recruit this year for two part time Administrators, one to support the day to day running of the service and the other to support the Clinical Manager work with volunteers.

**KINGSTON WOMEN'S CENTRE LIMITED
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**REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 30TH SEPTEMBER 2022**



Reg. Charity 1144805 – Company No. 7775753

Costs and Charity Income

The main source of income for the charity continues to be through service user fees. The charity, as a non-profit making organisation, has chosen to keep the fees the same for the past financial year. KWC understands that the Covid-19 lockdowns and the emerging impact of the cost of living crisis has had serious consequences for people, not just financially but also, upon psychological wellbeing. In light of this, it has felt even more important to maintain an affordable therapeutic service for our service users facing these challenging times. Our lowest fees remain at £15 for the most financially disadvantaged. We have seen a modest increase in the number of new service users attending therapy on last year.

An additional income is from KWC room rentals. This has been made available again this year and we have received a small number of room bookings. We expect this will grow as confidence increases for in-person therapy.

The charity is currently in good financial health and has a basic financial structure that is supervised by the Trustees. The Trustees are confident that the charity has the funds to settle any financial commitments undertaken. The charity has operated within its financial means this year, the charity income was £61K. The charity continues to carry no debt and holds reserves that are deemed sufficient for the size of the charity.

This year has seen an increase in costs in several areas especially in cleaning. This was due to a shortage of cleaners which pushed the cleaning rate up as well as the cost of cleaning materials increased. To ensure we complied with the Government Covid-19 guidance we invested in PPE and other equipment to help restrict the spread of Covid-19.

Reserves and Future Investments

The charity benefits from funds accrued in reserve over a period of years. The current reserves amount is £87K. KWC aims to hold reserves that equate to 6 months average running expenses, which for the current year would equate to approximately £32K.

The reserves policy has been reviewed for the current year and will be reviewed annually taking in consideration the trajectory of the charity, forth-coming projects and any estimated risk for the finances of the charity.

Whilst plans remain to invest some of the charity's funds into converting the current derelict garage space to create more opportunities for therapeutic engagement and ways to engage more fully with the local community, this is a long term project requiring planning permission from the local authority and work in this area of development is slow. Financial projections are still being established and detail regarding this proposed expenditure is not currently available.

The months ahead continue to prove challenging, however the amount of funds accrued over past years means that KWC is in a better position than many charities hit by the lockdowns and the emerging cost of living crisis.

Statement of Director's responsibilities:

The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. 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.

**KINGSTON WOMEN'S CENTRE LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 30TH SEPTEMBER 2022**



kingstonwomen's
centre

Reg. Charity 1144805 – Company No. 7775753


Statement of Director's responsibilities:

The Trustees are also responsible for the contents of the trustees' report, and the responsibility of the independent examiner in relation to the trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

I approve the attached statement of financial activities and balance sheet for the year ended 30th September 2022, and confirm that I have made available all information necessary for its preparation.

Date.....26 June.....2023


Signed by:, Trustee/Director

PRINT NAME: HELEN BISHOP-GRIECO

KINGSTON WOMEN'S CENTRE
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30TH SEPTEMBER 2022

Incorporating Income and expenditure account

| | Notes | Unrestricted Funds £ | Restricted Funds £ | TOTAL 2022/21 £ | TOTAL 2021/20 £ |
|---|-------|----------------------------|--------------------------|-----------------------|-----------------------|
| INCOME AND ENDOWMENTS FROM: | | | | | |
| Charitable Activities | 4a | 60,653 | 0 | 60,653 | 52,982 |
| Investments | 4b | 106 | 0 | 106 | 4 |
| Raising Funds | 4c | 0 | 0 | 0 | 0 |
| TOTAL INCOME | | 60,759 | 0 | 60,759 | 52,986 |
| EXPENDITURE ON: | | | | | |
| Charitable Activities | 5a | 70,327 | 0 | 70,327 | 72,928 |
| TOTAL EXPENDITURE | | 70,327 | 0 | 70,327 | 72,928 |
| NET INCOME/EXPENDITURE | | (9,568) | 0 | (9,568) | (19,942) |
| OTHER RECOGNISED GAINS/(LOSSES): | | | | | |
| Gains and losses on revaluation of fixed assets for the charity's own use | | 0 | 0 | 0 | 0 |
| NET MOVEMENT IN FUNDS | | (9,568) | 0 | (9,568) | (19,942) |
| RECONCILIATION OF FUNDS: | | | | | |
| Total Funds Brought Forward | | 699,156 | 0 | 699,156 | 719,098 |
| TOTAL FUNDS CARRIED FORWARD | | 689,588 | 0 | 689,588 | 699,156 |

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 9 to 14 form part of these financial statements.

**KINGSTON WOMEN'S CENTRE
(A COMPANY LIMITED BY GUARANTEE)
BALANCE SHEET AS AT 30TH SEPTEMBER 2022**

Company number 07775753

| | Note | Unrestricted Funds £ | Restricted Funds £ | 30-Sep-22 Total £ | 30-Sep-21 Total £ |
|---|------|----------------------------|--------------------------|-------------------------|-------------------------|
| Fixed Assets | | | | | |
| Tangible assets | 2 | 697,965 | 0 | 697,965 | 705,467 |
| Capital Grant | 3 | (94,812) | 0 | (94,812) | (94,812) |
| Current Assets | | | | | |
| Cash at bank and in hand | 7 | 87,340 | 0 | 87,340 | 89,827 |
| Debtors | 8 | 0 | 0 | 0 | 0 |
| Total Current Assets | | 87,340 | 0 | 87,340 | 89,827 |
| Creditors: amounts falling due within one year | 9 | 905 | 0 | 905 | 1,326 |
| NET CURRENT ASSETS | | 86,435 | 0 | 86,435 | 88,501 |
| TOTAL ASSETS less current liabilities | | 689,588 | 0 | 689,588 | 699,156 |
| Creditors: amounts falling due in more than one year | | 0 | 0 | 0 | 0 |
| NET ASSETS | | 689,588 | 0 | 689,588 | 699,156 |
| Funds of the Charity | | | | | |
| General Unrestricted Funds | | 69,588 | 0 | 69,588 | 79,156 |
| Restricted Funds | 6 | 0 | 0 | 0 | 0 |
| Revaluation Reserve | | 620,000 | 0 | 620,000 | 620,000 |
| Total Funds | | 689,588 | 0 | 689,588 | 699,156 |

Directors' Responsibilities:

The charitable company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 15.

The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

Signed on their behalf by  Director and Trustee

Print Name: HELEN BISHOP-GRIECO

Date: 26 June 2023

**KINGSTON WOMEN'S CENTRE
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH SEPTEMBER 2022**

Basis of preparation:

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 2015) - Charities SORP (FRS102)) and incorporating update bulletin 1, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Companies Act 2006.

The functional currency of the charity is sterling (£).

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Advantage has been taken of Section 396(5) of The Companies Act 2006 to allow the format of the financial statements to be adapted to reflect the special nature of the charity's operation and in order to comply with the requirements of the SORP.

The charity has opted to prepare its accounts using natural categories.

No material prior year errors have been identified in the reporting period.

Preparation of the accounts is on a going concern basis. The Trustees are of the view that the level of reserves will support the charity going forward.

1. ACCOUNTING POLICIES

The particular accounting policies adopted are set out below.

Income

Recognition of Income

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the income;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Grants and Donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP).

Tax Reclaims on Donations and Gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Gifts in Kind

Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.

Legacies

Legacies are included in the SOFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

Government Grants

The charity has not received government grants in the reporting period.

Donated goods

Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.

**KINGSTON WOMEN'S CENTRE
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH SEPTEMBER 2022**

Donated Services and Facilities

Donated services and facilities are included in the SOFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.

Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SOFA.

Volunteer Help

The value of any voluntary help received is not included in the accounts but is described in the Directors' annual report.

Income from interest, royalties and dividends

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

Investment Gains and Losses

This included any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Insurance claims

Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP) and are included as an item of other income in the SoFA.

Income from membership subscriptions

Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.

Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.

Expenditure and liabilities

Liability Recognition

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

Governance and Support Costs

Support costs represent the cost of central functions, for example governance costs, payroll administration, information technology. Governance costs are those support costs which relate to public accountability of the charity and its compliance with regulation and good practice.

Employee benefits

Short term benefits including holiday pay are recognised as an expense in the period in which the service is received.

Redundancy cost

The charity made no redundancy payments during the reporting period.

Deferred income

No material item of deferred income has been included in the accounts.

Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

Legal status of the charity

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

Stocks and work in progress

Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.

Debtors

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

**KINGSTON WOMEN'S CENTRE
(A COMPANY LIMITED BY GUARANTEE)**
**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH SEPTEMBER 2022**

Fixed Assets

Tangible fixed assets for use by the charity:

These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or, if gifted, at the value to the charity on receipt.

Freehold premises were previously held at cost. The Trustees obtained a valuation on 10th March 2021 from Zoopla, a well known online property portal website, which generated an estimate of £700,000 at that date. Based on their knowledge of the local property market, the Trustees believe that this valuation would have been at a similar level as at 30th September 2020 and have therefore used the value of £700,000 in these financial statements.

Fixed assets are depreciated at a rate appropriate to their useful economic life, as shown below:

| | |
|--------------------------------|--------------------------|
| Office Furniture and Equipment | 15% |
| Freehold Improvements | 1% From 1st October 2019 |
| Freehold Premises | 1% From 1st October 2019 |

2. TANGIBLE FIXED ASSETS

| | | Freehold Premises | Freehold Improvements | Office Furniture & Equipment | Total |
|-----------------|-----------|----------------------|--------------------------|------------------------------------|---------|
| | | £ | £ | £ | £ |
| Cost | 01-Oct-21 | 700,000 | 17,812 | 42,434 | 760,246 |
| Additions | | 0 | 0 | 0 | 0 |
| Revaluations | | 0 | 0 | 0 | 0 |
| Cost at | 30-Sep-22 | 700,000 | 17,812 | 42,434 | 760,246 |
| Depreciation | 01-Oct-21 | 14,000 | 356 | 40,423 | 54,779 |
| Charge | | 7,000 | 178 | 324 | 7,502 |
| Depreciation at | 30-Sep-22 | 21,000 | 534 | 40,747 | 62,281 |
| Net Book Value | 30-Sep-22 | 679,000 | 17,278 | 1,687 | 697,965 |
| Net Book Value | 30-Sep-21 | 685,000 | 17,456 | 2,011 | 705,467 |

The carrying amount of the Freehold Premises that would have been recognised had the assets continued to be carried under the original cost model would be £80,000.

The annual commitments under non-cancelling operating leases and capital commitments are as follows:

30th September 2022: None
30th September 2021 : None

3. CAPITAL GRANT

| | Unrestricted Funds | Restricted Funds | TOTAL 2022/21 | TOTAL 2021/20 |
|---------------------------------------|-----------------------|---------------------|------------------|------------------|
| | £ | £ | £ | £ |
| Grant in respect of Freehold Property | 94,812 | | 94,812 | 94,812 |
| | 94,812 | 0 | 94,812 | 94,812 |

The charity received a grant in 1984 from the Greater London Council for the purchase of a freehold property, when Kingston Women's Centre was registered as a Industrial and Provident Society and before they converted to a charitable company. The terms are believed to have been that the grant was repayable if the society (as it then was) ceased to exist, hence the grant is shown as an ongoing liability in the charity accounts.

**KINGSTON WOMEN'S CENTRE
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 30TH SEPTEMBER 2022**

4. ANALYSIS OF INCOME

(a) Charitable Activities

| Notes | Unrestricted Funds £ | Restricted Funds £ | TOTAL 2022/21 £ | TOTAL 2021/20 £ |
|----------------------------|----------------------------|--------------------------|-----------------------|-----------------------|
| Counselling Donations | 43,844 | | 43,844 | 40,432 |
| Room Hire and Sundry Sales | 379 | | 379 | 0 |
| Supervision Income | 16,430 | | 16,430 | 12,550 |
| | 60,653 | 0 | 60,653 | 52,982 |

(b) Investments

| | | | | |
|---------------|------------|----------|------------|----------|
| Bank Interest | 6 | | 6 | 4 |
| Bank Refund | 100 | | 100 | 0 |
| | 106 | 0 | 106 | 4 |

(c) Raising Funds

| | | | | |
|-------------------------------|----------|----------|----------|----------|
| Fundraising Activities Income | 0 | | 0 | 0 |
| | 0 | 0 | 0 | 0 |

5. ANALYSIS OF EXPENDITURE

a) Charitable Activities

Premises Costs

| | Unrestricted Funds £ | Restricted Funds £ | TOTAL 2022/21 £ | TOTAL 2021/20 £ |
|------------------------------|----------------------------|--------------------------|-----------------------|-----------------------|
| Cleaning and Hospitality | 4,131 | | 4,131 | 831 |
| Depreciation of Fixed Assets | 7,502 | | 7,502 | 7,327 |
| IT and Website | 2,627 | | 2,627 | 2,998 |
| Insurance | 1,282 | | 1,282 | 1,113 |
| Light and Heat | 999 | | 999 | 914 |
| Rates | 368 | | 368 | 326 |
| Repairs and Maintenance | 1,248 | | 1,248 | 10,011 |

Administration and Support costs

| | | | | |
|--|--------|--|--------|--------|
| Advertising and Promotion | 1,976 | | 1,976 | 325 |
| Card POS Machine | | | 0 | 574 |
| DBS Checks | 333 | | 333 | 216 |
| Equipment Expensed | 286 | | 286 | 118 |
| General Administration and Office Costs | 452 | | 452 | 1,167 |
| Gifts and Donations | 306 | | 306 | 96 |
| Printing, Postage and Stationery | 935 | | 935 | 474 |
| Recruitment | | | 0 | 190 |
| Staff costs | 26,028 | | 26,028 | 25,943 |
| Subscriptions and Licences (Incl Software subscriptions) | 581 | | 581 | 251 |
| Sundry Expenses | 15 | | 15 | 0 |
| Supervision Fees | 18,360 | | 18,360 | 16,640 |
| Telephone | 916 | | 916 | 1,031 |

Governance

| | | | | | |
|--|--------|---------------|----------|---------------|---------------|
| Accountancy and Independent Examination | 5.a.i) | 840 | | 840 | 906 |
| Legal and Professional Fees - Companies House | | 13 | | 13 | 13 |
| Legal and Professional Fees - Consultancy Costs | | 1,094 | | 1,094 | 1,464 |
| Legal and Professional Fees - Other Governance Costs | | 35 | | 35 | 0 |
| | | 70,327 | 0 | 70,327 | 72,928 |

**KINGSTON WOMEN'S CENTRE
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 30TH SEPTEMBER 2022**

5. a.i) DETAILS OF CERTAIN TYPES OF EXPENDITURE

| | 2022/21 £ | 2021/20 £ |
|--|--------------|--------------|
| Independent Examiner's Fees | 840 | 762 |
| Assurance services other than audit or independent examination | 0 | 0 |
| Tax advisory fees | 0 | 0 |
| Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner | 0 | 144 |
| | 840 | 906 |

6. RESTRICTED FUNDS

The charitable company did not hold any restricted funds during this or the previous financial year.

7. CASH AT BANK AND IN HAND

| | 30-Sep-22 £ | 30-Sep-21 £ |
|--------------------------|----------------|----------------|
| Cash at bank and in hand | 87,340 | 89,827 |
| Total | 87,340 | 89,827 |

8. DEBTORS AND PREPAYMENTS

| | Total 30-Sep-22 £ | Total 30-Sep-21 £ |
|-------------------|-------------------------|-------------------------|
| Rental Income due | 0 | 0 |
| | 0 | 0 |

9. CREDITORS AND ACCRUALS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | Total 30-Sep-22 £ | Total 30-Sep-21 £ |
|----------------------------|-------------------------|-------------------------|
| Accounts Payable | 0 | 400 |
| Accountancy Fees | 0 | 144 |
| Independent Examiners Fees | 840 | 762 |
| Key Deposits held | 65 | 20 |
| | 905 | 1,326 |

10. STAFF COSTS AND THE COST OF KEY MANAGEMENT PERSONNEL

| | Total 30-Sep-22 £ | Total 30-Sep-21 £ |
|--------------------------|-------------------------|-------------------------|
| Staff wages and salaries | 26,028 | 25,943 |
| Supervision fees | 18,360 | 16,640 |
| | 44,388 | 42,583 |

Staff and supervisors are self employed, invoice the charity and are responsible for reporting their Income to HMRC.

The Key Management Personnel are considered to be the Board of Trustees/Directors. Payments totalling £18,260 were paid to three Trustees during this financial year as detailed in note 11 below (2021/20: £17,767 was paid to four Trustees)

**KINGSTON WOMEN'S CENTRE
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 30TH SEPTEMBER 2022**

11. TRUSTEES/DIRECTORS AND OTHER RELATED PARTIES

| <u>Name of Trustee</u> | <u>Legal authority</u> | 2022/21 | 2021/20 |
|---|------------------------|---------------|---------------|
| | | Total | Total |
| | | £ | £ |
| <u>Amounts paid or benefit value</u> | | | |
| Heather Ayres (resigned as a Trustee 4th April 2022) | Governing document | 7,252 | 3,256 |
| Maria Romero Martinez (resigned as a Trustee 1st July 2022) | Governing document | 3,280 | 4,080 |
| Helen Bishop-Grieco | Governing document | 7,728 | 5,071 |
| Eva Koumpli (resigned as a Trustee 13th May 2021) | Governing document | 0 | 5,360 |
| | | 18,260 | 17,767 |

The payments shown above represent professional services rendered to the charity. These payments to Trustees are permitted under clause 7 of the charity governing document.

One Trustee received a Christmas gift of £25 from the charity in relation to her administration role, not for serving as a Trustee. This payment was actioned and approved by one of the other Trustees and similar payments were given to all other administration staff.

Apart from reimbursement of purchases made on behalf of the charity which totalled £906.62 in this financial year (2021/20: £192.98), the Trustees confirm that no other payments were made to Trustees or any persons connected with them during this financial period. No material transaction took place between the organisation and a Trustee or any person connected with them.

12. RISK ASSESSMENT

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

13. RESERVES POLICY

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The Trustees will endeavour not to set aside funds unnecessarily.

14. PUBLIC BENEFIT

The charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

15. INDEPENDENT EXAMINERS NOTE

As highlighted in the previous year financial statements, the charity governing document stipulates that a majority of Trustees must not be paid at any one time. In December 2020 there was a complete replacement of the Board of Trustees, and it was proving extremely difficult to recruit replacement Trustees at short notice. Therefore, four of the self employed supervisors, clinical manager and administration staff at the charity took up the position of Trustee (on a purely interim basis, whilst new Trustees were recruited) in order to enable the charity to continue in operation. Due to the existing arrangement in terms of those staff members also working for the charity in their professional capacity, this resulted in a majority of Trustees being paid for professional services rendered to the charity. In 2022, the Trustees recruited further Trustees to the Board, and by April 2022 this situation had been resolved.

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

I report to the trustees on my examination of the accounts of the above charity for the year ended 30th September 2022.

As the charity's trustees (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

Responsibilities and basis of report


I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Attention is drawn to note 15 of the accounts. No other matters have come to my attention in connection with the examination giving me reasonable cause to believe that in any material respect:

- accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- 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; and
- 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 confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Name 

Date: 28th June 2023

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