

Company no. 07956417
Charity no. 1146885

Trauma Foundation South West
Report and Unaudited Financial
Statements
28 February 2022

Trauma Foundation South West

Reference and administrative details

For the year ended 28 February 2022

Company number	07956417
Charity number	1146885
Registered office and operational address	Barrow Castle Rush Hill Bath Avon BA2 2QR
Trustees	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows: John Eames Sarah Fairbairns Louise McCabe Chair Elizabeth Murphy Miriam Nye
Company secretary	Judith Ryde
Bankers	NatWest Bank 40 Queens Road Bristol BS8 1BF
Independent examiners	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD

Trauma Foundation South West

Report of the trustees

For the year ended 28 February 2022

Reference 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 and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

Objectives and activities

The charitable objectives of TFSW are two-fold and are as follows:

- 1) The relief of mental distress in those who have suffered psychological trauma through experiences such as witnessing traumatic events and loss of family and community, as a result of oppression, armed conflict, and torture, and in particular though not exclusively to meet such needs among asylum seekers and refugees through the provision of counselling and psychotherapy, to be carried out individually and in groups, in the south-west of England.
- 2) The education of the public, to improve their understanding of the mental distress suffered by asylum seekers, refugees and others who have experienced oppression or armed conflict; and to advance the education of counsellors, psychotherapists and other helping professionals working with similar client groups, in order to improve their skills and practice, and advance and improve their supervision.

In order to meet these objectives, we:

- Provide free counselling and psychotherapy for refugees and asylum seekers including art therapy and groupwork;
- Provide supervision and support for staff of other agencies who work with refugees and asylum seekers;
- Provide training in work with refugees and asylum seekers and in giving information of staff being protected from vicarious trauma;
- Put on conferences which educate and inform members of the public, particularly professionals who work with traumatised populations; and
- Fundraise to ensure that we can meet these objectives, particularly point one as points two, three and four raise money for us by charging for our services.

The public benefit by our provision of psychotherapy, supervision, training and information

Professionals such as general practitioners and social workers refer traumatised refugees and asylum seekers to us. We then assess them, and if they seem to be someone that can benefit from our work, will be put on a waiting list. We have 12 psychotherapists who carry out this work by seeing three clients each per week and when they have a space, they take a client from the waiting list.

We work with most of the agencies who work with asylum seekers and refugees in Bristol by providing supervision and support for their work. The work is often stressful as it is with highly traumatised and distressed individuals who often feel hopeless about their lives. Our work helps them not to become 'burnt out' or suffer from vicarious trauma.

We have provided conferences over the years which explore areas of working with trauma. Our fundraising activities often have an educative function as well.

Our funds come partly from trusts – including our main revenue which comes from the Equator Trust which gives us £40,000 per year.

Trauma Foundation South West

Report of the trustees

For the year ended 28 February 2022

2021/2022 has been an extremely challenging year again due to continuing Covid-19 and lockdown restrictions.

Other ways of raising funds such as holding a classical concert raised more than £650. The Practice Rooms regular donations, Facebook Birthday Fundraisers raised £5,945 and Renewal Associates Ltd various donations of consultants fees raised nearly £2,700.

Achievements and performance

Our work has helped to sustain 42 clients over the period in question. Our clients have been highly traumatised in their country of origin, having often been tortured or imprisoned and/or been threatened with being killed and/or witnessing the torture, imprisonment or death of family members. Their experiences on their journey to England and through interrogations by the Home Office have often been re-traumatising. In the light of that we need to be able to 'stay with' people who have lost hope and suffer from post-traumatic stress symptoms such as flash backs, nightmares, anxiety and hypervigilance.

During the pandemic we have worked with our clients online, often by phone as they often do not have the use of a computer. In 2021, some staff returned to in-person work, but others continued remote sessions.

We started two art therapy groups and a therapy group for Afghan men once Covid-19 restrictions lifted in summer 2021.

We have worked with 61 members of staff from other agencies through one-to-one and group sessions to help them continue with this difficult work. We provided 12 bespoke workshops to prevent vicarious trauma, training and supporting more than 130 people.

We recruited our first member of staff, a 0.5 FTE Head of Operations and developed a 3-year business and fundraising plan. Our founder, Judy Ryde, announced her plans to retire at the end of 2022, so our plans incorporated the organisational change needed to adjust to this.

Financial review

In 2021/22 TFSW generated funds of £83,580 and expended £76,947.

Our main funding is a regular donation from one individual trust. This year we received £40,000 from this trust. The balance of unrestricted donations of £18,978 is made up from other trusts, foundations, regular donors and gift aid. A regular donation of £500 per month which commenced in 2019/2020 was impacted by the Covid-19 situation and reduced to £250 per month, but continued through this financial year.

Our charitable activities income of £23,682 came from our provision of services to other organisations similar to ourselves.

All funding received has been vital in ensuring that we can continue to be here for our clients, and we would like to thank all donors and funders for supporting us.

Public benefit

The trustees have complied with their duty under the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

Trauma Foundation South West

Report of the trustees

For the year ended 28 February 2022

Reserves policy

The reserves policy is reviewed at least every 3 years. The policy in 2021/22 was to hold a financial reserve equivalent to 6 months' expenditure, which amounts to £38,474. This reserves level was deemed both achievable and to be of a sufficient level to ensure continuing operation of the charity. Total unrestricted reserves at 28 February 2022 were £45,294.

Structure, governance and management

Trauma Foundation South West is a company limited by guarantee, incorporated on 20 February 2012 (company number 07956417) and as a registered charity on 16 April 2012 (charity number 1146885). The company was set up under Articles and Memorandum of Association, which established the objects and powers of the charitable company.

Trauma Foundation South West is governed by a board of trustees, who also act as the directors of the company. They formally delegate a variety of functions to management to enable the effective day-to-day operation of the company. The board retain oversight and meet quarterly. Serving trustees at the date the accounts were signed are listed on page 1.

The charity now has three sub-committees to the structure of the board of trustees. Finance and Fundraising sub-committee, Policy and Practice sub-committee, and Nominations and Appointments sub-committee, all of which formally report to the board.

Statement of responsibilities of the trustees

The trustees (who are also directors of the charity 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, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Company 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 charity and of the income and expenditure of the charity for that period. In preparing those 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 accounting estimates that are reasonable and prudent;
- state whether applicable UK accounting standards and statements of recommended practice 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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Trauma Foundation South West

Report of the trustees

For the year ended 28 February 2022

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Independent examiners

Godfrey Wilson Limited were re-appointed as independent examiners to the charitable company during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 21 April 2022 and signed on their behalf by

Louise McCabe

Louise McCabe - Chair

Independent examiner's report

To the trustees of

Trauma Foundation South West

I report to the trustees on my examination of the accounts of Trauma Foundation South West (the charitable company) for the year ended 28 February 2022, which are set out on pages 7 to 15.

Responsibilities and basis of report

As the 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 the charitable company'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 statement

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

- (1) accounting records were not kept in respect of the charitable 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.

Alison Godfrey

Date: 25 April 2022

Alison Godfrey FCA

Member of the ICAEW

For and on behalf of:

Godfrey Wilson Limited

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

Trauma Foundation South West

Statement of financial activities *(incorporating an income and expenditure account)*

For the year ended 28 February 2022

	Note	2022 Total £	2021 Total £
Income from:			
Donations	2	58,978	76,081
Charitable activities	3	23,682	14,123
Other trading activities	4	920	285
Total income		83,580	90,489
Expenditure on:			
Raising funds		3,301	2,980
Charitable activities		73,646	61,901
Total expenditure	5	76,947	64,881
Net income and movement in funds	6	6,633	25,608
Reconciliation of funds:			
Total funds brought forward		38,661	13,053
Total funds carried forward		45,294	38,661

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. All income and expenditure pertain to unrestricted funds in the current and prior reporting periods.

Trauma Foundation South West

Balance sheet

As at 28 February 2022

	Note	£	2022 £	2021 £
Current assets				
Debtors	9	12,005		9,796
Cash at bank and in hand		<u>39,999</u>		<u>34,598</u>
		52,004		44,394
Liabilities				
Creditors: amounts falling due within 1 year	10	<u>(6,710)</u>		<u>(5,733)</u>
Net current assets			<u>45,294</u>	<u>38,661</u>
Net assets			<u>45,294</u>	<u>38,661</u>
Funds				
Unrestricted funds				
General funds			<u>45,294</u>	<u>38,661</u>
Total charity funds			<u>45,294</u>	<u>38,661</u>

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibilities for:

- (i) ensuring that the Company keeps proper accounting records which comply with section 386 of the Act; and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

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

Approved by the trustees on 21 April 2022 and signed on their behalf by

Louise McCabe

Louise McCabe - Chair

Trauma Foundation South West

Notes to the financial statements

For the year ended 28 February 2022

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Trauma Foundation South West 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 note(s).

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern despite the ongoing impact of the Covid-19 pandemic. The charity holds unrestricted, general reserves of £45,294 including a cash balance of £39,999. The trustees consider that the charity has sufficient cash reserves and confirmed funding to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity. The charity currently only has unrestricted funds.

Trauma Foundation South West

Notes to the financial statements

For the year ended 28 February 2022

1. Accounting policies (continued)

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated in full to charitable activities which is deemed to be reflective of the activities of the charity in this period.

i) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

j) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

k) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

l) Financial instruments

The charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

m) Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

Trauma Foundation South West

Notes to the financial statements

For the year ended 28 February 2022

1. Accounting policies (continued)

m) Accounting estimates and key judgements

There are no key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements.

2. Income from donations

	2022	2021
	£	£
Donations	<u>58,978</u>	<u>76,081</u>

3. Income from charitable activities

	2022	2021
	£	£
Provision of services	<u>23,682</u>	<u>14,123</u>

4. Income from other trading activities

	2022	2021
	£	£
Lettings income	<u>920</u>	<u>285</u>

Trauma Foundation South West

Notes to the financial statements

For the year ended 28 February 2022

5. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	2022 Total £
Staff costs (note 7)	2,859	2,859	3,812	9,530
Fundraising events	442	-	-	442
Services provided to other organisations	-	11,907	-	11,907
Therapists	-	23,352	-	23,352
Interpreters	-	7,170	-	7,170
Art therapy	-	8,366	-	8,366
Group therapy	-	4,336	-	4,336
Supervision	-	1,918	-	1,918
Assessment	-	575	-	575
Staff training	-	-	161	161
Rent and rates	-	-	4,438	4,438
Insurance	-	-	185	185
Office costs	-	-	781	781
Legal and professional	-	-	6	6
Accountancy and bookkeeping	-	-	3,780	3,780
Sub-total	3,301	60,483	13,163	76,947
Allocation of support and governance costs	-	13,163	(13,163)	-
Total expenditure	3,301	73,646	-	76,947

Total governance costs were £1,380 (2021: £1,320).

Trauma Foundation South West

Notes to the financial statements

For the year ended 28 February 2022

5. Total expenditure (continued)

Prior period comparative	Raising funds	Charitable activities	Support and governance costs	2021 Total
	£	£	£	£
Professional fundraising	2,730	-	-	2,730
Fundraising events	250	-	-	250
Services provided to other organisations	-	10,023	-	10,023
Therapists	-	29,214	-	29,214
Interpreters	-	7,742	-	7,742
Art therapy	-	2,609	-	2,609
Supervision	-	1,620	-	1,620
Assessment	-	335	-	335
Staff training	-	-	226	226
Rent and rates	-	-	5,297	5,297
Insurance	-	-	1,130	1,130
Office costs	-	-	401	401
Legal and professional	-	-	544	544
Accountancy and bookkeeping	-	-	2,760	2,760
Sub-total	2,980	51,543	10,358	64,881
Allocation of support and governance costs	-	10,358	(10,358)	-
Total expenditure	2,980	61,901	-	64,881

Trauma Foundation South West

Notes to the financial statements

For the year ended 28 February 2022

6. Net movement in funds

This is stated after charging:

	2022 £	2021 £
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	Nil	Nil
Independent examiner's remuneration:		
▪ Independent examination (including VAT)	<u>1,380</u>	<u>1,320</u>

7. Staff costs and numbers

Staff costs were as follows:

	2022 £	2021 £
Salaries and wages	9,252	-
Pension costs	<u>278</u>	<u>-</u>
	<u>9,530</u>	<u>-</u>

The charity had no employed staff in the prior year. Interpreters and therapists are paid on a freelance basis.

No employee or freelancer earned more than £60k during the current or prior year.

The key management personnel of the charitable company comprise the trustees, the secretary to the trustees (paid as a freelancer) and the Head of Operations (paid via payroll). The total remuneration of key management personnel was £10,429 (2021: £2,020).

	2022 No.	2021 No.
Average head count	<u>0.5</u>	<u>-</u>

8. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Trauma Foundation South West

Notes to the financial statements

For the year ended 28 February 2022

9. Debtors

	2022	2021
	£	£
Trade debtors	8,515	6,605
Prepayments	1,375	1,140
Other taxation and social security	1,184	-
Other debtors	931	2,051
	<u>12,005</u>	<u>9,796</u>

10. Creditors : amounts due within 1 year

	2022	2021
	£	£
Trade creditors	3,652	3,693
Accruals	1,380	2,040
Other taxation and social security	179	-
Pension	108	-
Other creditors	1,391	-
	<u>6,710</u>	<u>5,733</u>

11. Related party transactions

There were no related party transactions in the current or prior year.