

WAVENEY DOMESTIC VIOLENCE & ABUSE FORUM

REPORT OF THE TRUSTEES

For the YEAR ENDED 31st MARCH 2021



WAVENEY DOMESTIC VIOLENCE & ABUSE FORUM

Charity Regn. no. 1149288

The Trustees have pleasure in presenting their Annual Report for the Year Ended 31st March 2021.

The Waveney Domestic Violence & Abuse Forum is registered with the Charity Commissioners, no. 1149288, and is constituted by a Deed adopted on 21st February 2012, and amended on 27th September 2012 and 17th May 2015. The registered address is Kirkley Resource Centre, 154 London Road South, Lowestoft, Suffolk, NR33 0AZ.

It is administered by a management committee comprising all the Trustees named below, who served throughout the year unless indicated, and a Project Coordinator and two admin assistants who are not Trustees.

Trustees:	Mrs Christine Tripp	Chair of Trustees	
	Mrs Drena Black		
	Mrs Janice Waters	resigned 1 st March 2021	
	Mrs Margaret Blakey	resigned 30 th April 2021	
	Ms Angela Haye		
Administration:	Dorene Lawrence	Coordinator	left 31 st March 2021
	Jade Hales	Admin Assistant	started 11 th August 2020
	Jane Thompson	Admin Assistant	left 29 th November 2020
	Tia Shine	Admin Assistant	left 23 rd April 2021

Trustees are not appointed for any specific period and are not therefore required to seek re-election.

Objects and activity:

The objects of the charity are to provide the relief of emotional distress and suffering and the preservation and protection of the mental and physical health of men, women, young people and children who have suffered or are exposed to domestic violence and abuse in the Waveney area. We work locally with over 45 statutory and voluntary agencies, to help people escape domestic violence and abuse.

Financial information:

The Charity is funded solely from grants and donations with the majority of its income being derived from grants received for specific projects for a specific period of time. It works closely with the Suffolk Police & Crime Commissioners and is very grateful for the grants received from them.

Uncompleted grants 01.04.2020	6
Grants awarded during year	11
Less: Grants completed during year	11
Uncompleted grants 31.03.2021	6

The total funding receivable during the next financial year from uncompleted projects and approved grants is £5,000 (2020 £5,000).

The Trustees are satisfied that the funds held at 31st March 2021 are sufficient for all uncompleted projects. Whilst there is no guarantee of future funding, they are also confident that funding receivable in the next financial year, as well as grants currently being applied for, will enable the Charity to continue its work beyond the next twelve months.

Income is spread evenly over the duration of the projects, ensuring a fairer matching of expenditure with income. Amounts received prior to the yearend date, which were expended in the following financial year, are shown in the Balance Sheet as 'Grants received in advance.'

The Charity employed 3 members of staff during the year whose costs were £34,040. All consultation and advice services are provided by external consultants or freelance workers on specific projects. £1,120 (2020 £516) was paid to reimburse Trustees for expenses incurred by them wholly for the purposes of the Charity.

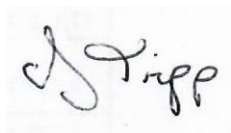
Analysis of Risk:

The trustees have identified that the main risks and uncertainties to ensuring the Forum is able to continue its objectives are:

- 1 The charity's funding is derived from a number of relatively short term grants and awards. If circumstances should change so that this funding is no longer available, or grant awarders decide to meet their needs from alternative providers, then the reduction in the Charity's income would have a very serious impact on its ability to continue. The Trustees mitigate this risk by maintaining an extremely good relationship with funding bodies, ensuring they provide the highest quality of service and with the best value for money for fund providers.
- 2 The charity's ability to recruit and retain key staff is essential in being able to deliver continued and quality service, and places a high value on the performance and excellence of service providers.
- 3 With the number of individual grants, effective cashflow control is essential in ensuring that funds are always available in order to engage service providers. The trustees ensure that there is always a minimum of £7,500 available in unrestricted funds for this purpose.

The charity's bankers are HSBC Bank plc, London Road North, Lowestoft, Suffolk. The External Examiner is Mr K R Vincent, 23 Wannock Close, Carlton Colville, NR338DW

For and on behalf of the Trustees



Mrs Christine Tripp
16th November 2021

WAVENEY DOMESTIC VIOLENCE & ABUSE FORUM
Income & Expenditure Account
1st April 2020 to 31st March 2021

	2021			2020		
	Unrestricted	Restricted	TOTAL	Unrestricted	Restricted	TOTAL
INCOME:						
PCC Coordinator		20,000.00	20,000.00		20,000.00	20,000.00
PCC Covid		9,760.56	9,760.56			
Suffolk County Council			-	10,000.00		10,000.00
Lloyds Foundation		23,700.00	23,700.00	21,900.00		21,900.00
Specific Trusts		1,687.85	1,687.85	825.98		825.98
Suffolk Foundation		10,000.00	10,000.00	4,000.00		4,000.00
Suffolk Foundation Covid		10,500.00	10,500.00			
Misc donations	1,740.59		1,740.59	1,739.64		1,739.64
Total income	1,740.59	75,648.41	77,389.00	1,739.64	56,725.98	58,465.62
EXPENDITURE:						
Freelance Workers		19,104.84	19,104.84		19,531.81	19,531.81
Workers' expenses			-		1,063.51	1,063.51
Administration wages		33,354.24	33,354.24		24,794.09	24,794.09
Accommodation costs		10,890.94	10,890.94		10,292.12	10,292.12
Promotion, communication		2,258.32	2,258.32	125.82	2,073.05	2,198.87
Miscellaneous	1,465.87	5,910.29	7,376.16	18.93	3,569.08	3,588.01
Depreciation			-			-
Total expenditure	1,465.87	71,518.63	72,984.50	144.75	61,323.66	61,468.41
Surplus (deficit)	274.72	4,129.78	4,404.50	1,594.89	(4,597.68)	- 3,002.79
Funds brought forward 01.04.2020	15,037.89	19,366.92	34,404.81	13,406.40	24,001.20	37,407.60
Transfer between funds			-	36.60	- 36.60	-
Funds carried forward 31.03.2021	15,312.61	23,496.70	38,809.31	15,037.89	19,366.92	34,404.81

Balance Sheet
31st March 2021

	2021	2020
Non-current assets:		
Computers & Software	-	-
Current assets:		
Grants receivable	5,000.00	5,425.98
Cash & bank balances	35,905.71	31,752.23
	40,905.71	37,178.21
Current liabilities:		
Creditors	2,096.40	2,773.40
	2,096.40	2,773.40
Net Current assets	38,809.31	34,404.81
TOTAL ASSETS	38,809.31	34,404.81
Represented by:		
Restricted Funds	23,496.70	19,366.92
Unrestricted Funds	15,312.61	15,037.89
Total Individual Funds	38,809.31	34,404.81

Independent examiner's report to the trustees of Waveney Domestic Violence & Abuse Forum

I report on the accounts of the Trust for the year ended 31st March 2021 which are set out on pages 2 to 4.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.. It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commissioners under section 43 (7)(b) of the 1993 Act'; and
- to state whether particular matters have come to my attention.

Basis of examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below..

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect the requirements
 - (a) to keep accounting records in accordance with section 41 of the Act; and
 - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts should be reached.

Keith Vincent

23 Wannock Close
Carlton Colville
Lowestoft
NR33 8DW



K R Vincent
11th November 2021

