



Accountancy Solutions

## PHOENIX WOMEN'S AID

Financial statements for the  
year ended 31st December 2020

Charity number: 1183300

Charitable Incorporated Organisation  
Registered England and Wales

**PHOENIX WOMEN'S AID**  
**Contents of the financial statements**  
**for the period ended 31st December 2020**

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**PHOENIX WOMEN'S AID**  
**Administrative details**  
**for the period ended 31st December 2020**

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**Registered Charity number** 1183300

**Trustees and Management Committee**

J. CARTWRIGHT	Chair
C. MCHUGH	Trustee
A. ELVIDGE	Trustee
S. SYLVESTER	Trustee
H. MAISARY	Trustee

**Administrative address**

12 - 13 Priory Place  
DONCASTER  
South Yorkshire  
DN1 1BL

**Bankers**

Coop bank Plc  
31 St Sepulchre Gate,  
Doncaster  
DN1 1TD

**Independent Examiner**

Heera Singh FMAAT  
HSL Accountancy Solutions Ltd  
Enterprise House  
61a Carr House  
Doncaster  
DN1 2BY

## **PHOENIX WOMEN'S AID**

### **The trustees present their annual report for the period ended 31st December 2020**

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#### **Governing document**

The organisation is operated under the rules of its Constitution which was adopted on the 8th May 2019.

#### **Organisational Structure and Management**

The organisation operates as a Charitable Incorporated Organisation (CIO), registered on 9th May 2019 with the Charity Commission. Prior to this the organisation operated as a constituted group set up 23rd May 2016. The organisation is governed by the Trustees, who determine strategic direction and policy. The day to day operation is also carried out by the Trustees.

#### **Appointment of Trustees**

Trustees ratify all policies and procedures and also receive these as part of their induction and training when appointed.

Phoenix Women's Aid is run by a board of Trustees who delegate responsibility to the Managing Director for the operational and strategic management of the operation. The Managing Director is supported in this role by:

- The Director of Immigration and Race Relations;
- Finance and Accounts Manager;
- Funding, Development and Charity Shop Manager;
- External Property Management agents;
- Insurance Brokers.

Wider networks include the Domestic Abuse HUB, run through the Local Authority and the Domestic and Sexual Abuse Theme Group, which includes representatives from the local authority, police, health, social care, education, department of working pensions and other voluntary and community sector organisations.

#### **Objectives**

The object of the charity is to promote the protection of victims and survivors who have suffered from or are exposed to Domestic Violence and Abuse by such means as are charitable including but not limited to, the preservation and protection of their mental and physical health, the relief of need and the advancement of education concerning Domestic Violence and Abuse.

#### **Main Activities and Public Benefit**

The main activities undertaken for public benefit in relation to these objects include the following:-

- Emergency refuge and dispersed accommodation;
- Confidential advice, support and advocacy in person or via the confidential helpline, 7 days a week;
- Counselling and therapeutic intervention;
- Domestic Abuse and self-awareness courses e.g. Freedom Programme, Power to Change, You and Me Mum, Solihull Parenting, Mind Management;
- Courses for children and young people living with or fleeing Domestic Abuse e.g. Helping Hands, Confidence Building, Mind Management;
- Immigration Advice and Support.

#### **Risk Management**

The trustees have a duty to identify and review the risks to which the Charity is exposed to and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

#### **Activities and Achievements**

During 2020, Phoenix Women's Aid has significantly increased its refuge, dispersed property provision and frontline support with Covid-19 grant support from Government Office. Additionally, the charity opened a second charity shop which provided additional office space for drop in, therapeutic intervention, children and training facilities.

## PHOENIX WOMEN'S AID

### The trustees present their annual report for the period ended 31st December 2020

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#### Activities and achievements

In recognition of our workers and volunteers who go over and above to ensure our clients and residents needs are met, we have operated fully, frontline, throughout lockdown and the Covid-19 pandemic, being able to respond to a significant increase in referrals to refuge and ensure face to face as well as remote access to our community based services.

Income generation has increased significantly both in terms of reserves, designated restricted and unrestricted funds. The investment from Government office has allowed the charity to develop and sustain its emergency and dispersed accommodation. The latter offering a solution for those referrals needing alternative safe accommodation in place or refuge or as move on from refuge.

We have also been fortunate to receive public support either financially or with donated goods to assist with the needs of residents in refuge and in the community. This includes the following:-

- Children In Need;
- Doncaster Council;
- South Yorkshire Police and Crime Commissioner & the Ministry of Justice (MOJ);
- Ministry of Housing, Communities and Local Government (MHCLG);
- Social Yorkshire Housing Association;
- South Yorkshire Community Foundation;
- Community Fund;
- Local Authority Members Budget;
- Hygiene Bank;
- Doncaster Foodbank;
- AFCL;
- Individual Donators;
- Local Business and Organisations;
- Comic Relief.


Our future plans are to increase, develop and sustain our services, in response to identified client need.


#### Statement of trustees' responsibilities

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the year end and of its incoming resources and resources expended during that year. 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; where applicable
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. 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. The trustees declare that they have approved the above report. Signed on behalf of the trustees



Signed: 

Name and Position: Stephen Paul      Date 27.10.2021

Sylvester - Trustee.

**Independent examiners report to the trustees of  
PHOENIX WOMEN'S AID  
for the period ended 31st December 2020**

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I report on the accounts of the charity for the year ended 31 December 2020 which are set out on pages 5 to 6.

**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 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mr Heera Singh FMAAT  
HSL Accountancy Solutions Ltd  
Enterprise House  
61a Carr House  
Doncaster  
DN1 2BY

Date: 28<sup>th</sup> October 2021


**PHOENIX WOMEN'S AID****Statement of Financial Activities (Incorporating the Income and Expenditure Account)  
for the period ended 31st December 2020**

		<b>Unrestricted Funds £</b>	<b>Designated Funds £</b>	<b>Restricted Funds £</b>	<b>2020 Total £</b>
	<b>Notes</b>				
<b>Income</b>					
Grants and donations	2	39,397	35,252	116,320	190,969
Charitable activities		122,092		0	122,092
<b>Total income</b>		<b>161,489</b>	<b>35,252</b>	<b>116,320</b>	<b>313,061</b>
<b>Expenditure</b>					
Cost of raising funds	3	279	3,000	0	3,279
Charitable activities		58,643	19,512	108,041	186,196
<b>Total expenditure</b>		<b>58,922</b>	<b>22,512</b>	<b>108,041</b>	<b>189,475</b>
Net income (expenditure)		102,567	12,740	8,279	123,586
Balance brought forward 1st January 2020		27,230	0	2,250	29,480
<b>Balance carried forward 31st December 2020</b>		<b>129,796</b>	<b>12,740</b>	<b>10,529</b>	<b>153,066</b>

**PHOENIX WOMEN'S AID**  
**Balance sheet**  
**for the period ended 31st December 2020**

	<b>2020</b>
	<b>Total</b>
	<b>£</b>
<b>Fixed assets</b>	
Tangible assets	0
<b>Current assets</b>	
Debtors	7,357
Cash at bank and in hand	149,768
	<u>157,126</u>
<b>Current Liabilities</b>	
Creditors - amounts due within one year	-4,060
<b>Net current assets (Liabilities)</b>	<u>153,066</u>
<b>Net assets (Liabilities)</b>	<u><b>153,066</b></u>
<b>Funds of the Charity</b>	
Unrestricted Funds	129,796
Designated Funds	12,740
Restricted Funds	10,529
<b>Total Funds</b>	<u><b>153,066</b></u>

The financial statements on pages 5 and 6 were approved by the Trustees and signed on their behalf by:

Signed:   
Name and Position: Stephen Paul Date 27.10.2021  
Syvester - Trustee.



**1 Accounting policies**

**1.1 Basis of preparation**

These accounts (financial statements) have been prepared under the historic cost convention, with items recognised at cost or transaction value, unless otherwise stated in the relevant note(s), in accordance with:

- The Charities Act 2011
- Accounting & Reporting by Charities: Statement of Recommended Practice (Charities SORP FRS102) (effective January 2015)

1.1.2. The charity meets the definition of a public benefit entity as defined by FRS 102

1.1.3. The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

**1.2. Incoming resources**

These are included in the Statement of Financial Activities. Incoming resources are recognised when:

- the company becomes entitled to the resources
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Where incoming resources have related expenditure (as with fund-raising or contract income) the incoming resources and related expenditure are reported gross in the Statement of Financial Activities.

Grants and donations are only included in the Statement of Financial Activities when the company has unconditional entitlement to the resources.

Contractual income is only included in the Statement of Financial Activities once the related goods or performance related services have been delivered.

Investment income is included in the accounts when receivable.

Donated goods and services are included in the Statement of Financial Activities and measured at the fair value.

**1.3. Expenditure**

Expenditure is charged to the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Expenditure is classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Charitable expenditure comprises those costs incurred in the delivery of the charity's activities and services for its beneficiaries, including both direct and support costs. The expenditure has been analysed but usage.

Professional fees include those costs associated with meeting constitutional and statutory requirements, including Accountancy fees.

**1.4. Fund accounting**

Restricted funds are funds received from donors which are subject to restrictions on the purposes for which they may be used of which have been raised for a specific project.

Unrestricted funds are those where there are no externally imposed restrictions. These include funds freely available to the charity for expenditure or appropriation to reserves for internally designated purposes.

**1.5. Assets**

Tangible assets 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 company on receipt. The rates applicable are;

Plants and equipment -	10% on cost
Fixtures and fittings -	10% on cost
IT equipment -	33% on cost

**1.6. Debtors**

Debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

**1.7. Cash**

Cash comprises bank deposits repayable on demand and any short-term highly liquid investments with a maturity date of three months or less from the date of acquisition or opening of the deposit or similar account.

**1.8. Creditors**

Creditors 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 are normally recognised at their settlement amount, usually the invoice amount. Accrued charges are normally valued at their settlement amount.

**1.9. Taxes**

The company is not VAT registered. As a Charity the company is exempt from taxation on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of chargeable gains Act section 505 of the Taxes Act 1988 or s256 of the Taxation of chargeable gains Act 1992 to the extent that these are applied to its charitable objects.

**PHOENIX WOMEN'S AID**  
**Notes to the financial statements**  
**for the period ended 31<sup>st</sup> December 2020**

**2. Income from:**

	<b>Unrestricted Funds</b>	<b>Designated Funds</b>	<b>Restricted Funds</b>	<b>2020 Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income</b>				
<b>Grants and donations</b>				
Donations	22,737	0	0	22,737
Banks	1,000	0	0	1,000
Doncaster Council	15,660	22,512	0	38,172
AFCL Education Budget	0	12,740	0	12,740
Members Ward Budget	0	0	3,000	3,000
Children In Need Helping Hands / FiST	0	0	10,000	10,000
Hallam Child Fund	0	0	350	350
Ministry of Justice	0	0	42,899	42,899
PCC Extraordinary COVID 19 Funding - MoJ	0	0	35,071	35,071
South Yorkshire Community Foundation	0	0	15,000	15,000
Tampon Tax Grant	0	0	10,000	10,000
<b>Charitable activities</b>				
Fundraising	164	0	0	164
Services	121,928	0	0	121,928
<b>Total income</b>	<b>161,489</b>	<b>35,252</b>	<b>116,320</b>	<b>313,061</b>

**PHOENIX WOMEN'S AID**  
**Notes to the financial statements**  
**for the period ended 31<sup>st</sup> December 2020**

**3. Expenditure on**

	Unrestricted Funds	Unrestricted Funds	Restricted Funds	2020 Total
	£	£	£	£
<b>Cost of fundraising</b>				
Cost of Fundraising	279	0	0	279
Advertising	0	3,000	0	3,000
<b>Charitable activities</b>				
Beneficiary Support	0	2,565	13,222	15,788
Computer Costs	4,710	0	0	4,710
Fixtures and Fittings Cost	2,359	0	0	2,359
Insurances	0	4,821	0	4,821
Office Equipment	0	0	2,528	2,528
Office expenses	26	0	0	26
General Administrative Expenses	772	0	0	772
Professional Services	10,334	0	7,000	17,334
Payroll Expenses	3,780	0	58,915	62,695
Phone Costs	2,086	0	0	2,086
Printing, Postage and Stationery	606	0	44	650
Professional Membership	154	0	0	154
Rent and rates	12,273	2,126	3,850	18,249
Repairs and Maintenance	12,073	10,000	21,731	43,804
Sessional staff	0	0	750	750
Staff expenses	2,133	0	0	2,133
Sundry expenses	101	0	0	101
Travel and Accommodation	1,767	0	0	1,767
Utilities	5,310	0	0	5,310
Volunteer Travel Expenses	159	0	0	159
<b>Total expenditure</b>	<b>58,922</b>	<b>22,512</b>	<b>108,041</b>	<b>189,475</b>

**4. Staff costs**

During the period of these accounts the Charity employed 4 member of staff. In addition to employed staff, the Charity contracted services for Independent Contracts as and when required.

**5 Fixed assets**

There were no fixed assets during the period of these accounts.

**6. Debtors and creditors**

	2020
Debtors	£
Trade debtors	7,357
Prepayments	0
	<u>0</u>
<b>Creditors due within one year</b>	
Trade creditors	-4,060
Taxation and social security	0
	<u>-4,060</u>

**PHOENIX WOMEN'S AID**  
**Notes to the financial statements**  
**for the period ended 31<sup>st</sup> December 2020**

**7. Movement of funds**

	<b>Opening Balance</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Closing Balance</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>				
General funds	27,230	161,489	-58,922	129,796
<b>Designated funds</b>				
AFCL Education Budget	0	12,740	0	12,740
Doncaster Council	0	22,512	-22,512	0
<b>Restricted funds</b>				
Members Ward Budget	0	3,000	-3,000	0
Children In Need Helping Hands / FiST	2,250	10,000	-1,721	10,529
Hallam Child Fund	0	350	-350	0
Ministry of Justice	0	42,899	-42,899	0
PCC Extraordinary COVID 19 Funding - MoJ	0	35,071	-35,071	0
South Yorkshire Community Foundation	0	15,000	-15,000	0
Tampon Tax Grant	0	10,000	-10,000	0
<b>Total funds</b>	<b>29,480</b>	<b>313,061</b>	<b>-189,475</b>	<b>153,066</b>