

# NORTH SURREY DOMESTIC ABUSE SERVICE

England & Wales · Charity number 1203855

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2023-07-05

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Nsdas  
The Elmbridge Community Hub  
72 High Street  
Walton-on-Thames  
KT12 1BU

**Phone** 01932260690

**Email** [outreach@nsdas.org.uk](mailto:outreach@nsdas.org.uk)

**Website** [www.nsdas.org.uk](http://www.nsdas.org.uk)

## Activities

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**Objects:** THE OBJECTS OF THE CIO ARE TO PROMOTE THE PROTECTION OF ADULTS AND CHILDREN WHO HAVE SUFFERED OR ARE EXPOSED TO DOMESTIC VIOLENCE OR OTHER DOMESTIC ABUSE BY PRESERVING AND PROTECTING THEIR MENTAL AND PHYSICAL HEALTH AND WELLBEING, BY PROVIDING INFORMATION AND ADVICE AND BY PROMOTING AWARENESS OF SUCH ISSUES, IN PARTICULAR, BUT NOT LIMITED TO, WITHIN THE COMMUNITY IN EPSOM, EWELL, ELMBRIDGE AND SPELTHORNE.

**Activities:** We provide information and advice to adults and children who have suffered or are exposed to domestic violence or other domestic abuse within the community in Epsom, Ewell, Elmbridge and Spelthorne.

## Classification

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- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** The General Public/mankind

## Geography

- Surrey

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£932,088	£660,519	£271,565	18
2024-03-31	£6	£10	-	-

## Trustees

Name	Role	Appointed
<b>Natalie Salunke</b>	Chair	2025-11-20
Amy Rylance		2023-10-02
Joanna Buttivant		2023-06-20
Kathryn Anne Kernick		2023-06-20
Lesleigh Bounds		2025-11-01
Linda Jane Bullen		2023-06-20
Natasha Davidson		2023-10-02
Neill Stacey		2024-02-08
Sara Alston		2024-11-26
Subashini Suriyar		2026-02-19
Tania Bennett		2023-10-02
Terence Gale		2023-10-02

**NORTH SURREY DOMESTIC ABUSE SERVICE**

England & Wales - Charity number 1203855

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# Accounts

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**Report of the Trustees and  
Unaudited Financial Statements For The Year Ended 31 March 2025  
for  
North Surrey Domestic Abuse Service**

Fuller Spurling  
Mill House  
58 Guildford Street  
Chertsey  
Surrey  
KT16 9BE

**North Surrey Domestic Abuse Service**

**Contents of the Financial Statements  
For The Year Ended 31 March 2025**

	<b>Page</b>
<b>Report of the Trustees</b>	1 to 8
<b>Independent Examiner's Report</b>	9
<b>Statement of Financial Activities</b>	10
<b>Balance Sheet</b>	11
<b>Cash Flow Statement</b>	12
<b>Notes to the Cash Flow Statement</b>	13
<b>Notes to the Financial Statements</b>	14 to 19
<b>Detailed Statement of Financial Activities</b>	20

**North Surrey Domestic Abuse Service**

**Report of the Trustees  
For The Year Ended 31 March 2025**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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).

## North Surrey Domestic Abuse Service

### Report of the Trustees For The Year Ended 31 March 2025

#### OBJECTIVES AND ACTIVITIES

##### Objectives and aims

##### Our purpose

Our purpose is to promote the protection of adults and children who have suffered or are exposed to domestic violence or other domestic abuse within the community in Epsom, Ewell, Elmbridge and Spelthorne.

Our governing document states that:

The objects of the CIO are to promote the protection of adults and children who have suffered or are exposed to domestic violence or other domestic abuse by preserving and protecting their mental and physical health and wellbeing, by providing information and advice and by promoting awareness of such issues, in particular, but not limited to, within the community in Epsom, Ewell, Elmbridge and Spelthorne.

We do this by providing practical advice and emotional support through individual outreach, community engagement and via our partnerships. Our support can include:

- identifying refuge spaces for women and children;
- carrying out property security assessments;
- accompanying clients to appointments such as court proceedings;
- advice on developing personal safety plans;
- recovery support for children; and
- recovery support groups for adults, such as Hope2Recovery and Power to Change.

##### Our Vision

###### 1. Vision:

Global - We want everyone to live in a World free from domestic abuse

Local -

- " Can access the right information, services and support, at the right time in the right place.
- " Are empowered to live lives free from domestic violence or abuse
- " Gain the personal confidence to build healthy relationships for themselves and their dependants
- " Perpetrators are held to account and change their behaviour

###### 2. Mission:

- " To eradicate domestic abuse through proactive education, preventative advocacy and changed mindsets
- " To empower adults and children who have suffered or are exposed to domestic violence or other domestic abuse by preserving and protecting their mental and physical health and wellbeing
- " To offer holistic support and empowerment to anyone experiencing domestic abuse in a safe and supportive environment

###### 3. Aims:

Clients

- " To be client led: "done with them not to them"
- " To empower survivors to recover and rebuild
- " To reflect the voices of our clients
- " To advocate for our clients, staff, volunteers, trustees
- " To provide a safe and non-judgemental environment for clients, staff, volunteers and trustees
- " To support and develop one another in everything we do

Environment

- " To raise awareness of domestic abuse and its impact
- " To actively challenge injustice and discrimination
- " To review our impact to ensure that we are meeting our aims and values

###### 4. Values:

- " We feel privileged to support our clients
- " We are passionate in our desire to end domestic abuse
- " We are collaborative and inclusive
- " We act with compassion and respect
- " We respect confidentiality
- " We believe in a continuous learning environment

## North Surrey Domestic Abuse Service

### Report of the Trustees For The Year Ended 31 March 2025

#### OBJECTIVES AND ACTIVITIES

##### Significant activities

##### Our activities

Until 31 March 2024 the domestic abuse service was provided by Citizens Advice Elmbridge (West) ("CAEW"). On 1 April 2024 the assets, liabilities, contracts and staff relating to the domestic abuse service transferred to NSDAS. NSDAS has been operating as an independent charity since 1 April 2024.

As a result of NSDAS becoming an independent charity with a new CEO, our objectives for the period to 31 March 2025 were necessarily short term with an acknowledgment that once the CEO was established and the staff were settled after the transfer, Trustees would return to a more strategic role with a view to developing longer term objectives

In the period to 31 March 2025, the board's objectives were to:

- establish NSDAS as an independent charity;
- ensure that the reorganisation did not disrupt the service provided to NSDAS clients;
- promote the wellbeing of staff transferring to NSDAS;
- develop a plan to ensure a safe and productive working culture for the NSDAS team and volunteers;
- develop our relationships with NSDAS' partners;
- develop a staff and volunteer code of conduct; and
- create a fundraising plan to fill funding gaps and identify services/unmet needs that have the potential to be exciting to funders.

We focused on board development during the year with two strategy days and monthly meetings with a focus on compliance training and subject matter awareness. External speakers were invited to these where appropriate.

Having reviewed the composition and skill set of the board, we recruited a new Trustee with safeguarding experience. Safeguarding reviews are now a standing item for board review.

We were delighted to receive Women's Aid accreditation in October 2024. Whilst we believe that it is essential to provide equal opportunities to all without discrimination, we also seek to operate within Women's Aid guidelines. We recognise that domestic abuse is most frequently perpetrated against women by male perpetrators and for this reason certain management and strategic positions are reserved for female candidates only.

## North Surrey Domestic Abuse Service

### Report of the Trustees For The Year Ended 31 March 2025

#### ACHIEVEMENTS AND PERFORMANCE

##### Charitable activities

The Trustee Board met regularly throughout the reporting period to review our progress against its objectives. In the period to 31 March 2025:

- Transfer: we successfully completed the transfer of the domestic abuse service to NSDAS on 1 April 2024;
- Governance: we established our governance structure with committees and terms of reference;
- Culture: our focus on developing a good working culture led to the introduction of weekly team meetings, monthly supervision, mandatory and regular training sessions, 2 staff away days, a dedicated HR resource, mental health days and a wellbeing policy.;
- Safeguarding: we were delighted to appoint a new safeguarding trustee. Monthly safeguarding meetings now take place between the CEO and DSL with a safeguarding SWOT provided before every board meeting.
- Clients: we supported more clients than last year; in FY 24 we received 2840 referrals, in FY 25 this increased to 3005.
- Partnerships: we are one of four partners within the Surrey Domestic Abuse Partnership ("SDAP"), a group of independent charities who work together across the whole of Surrey to ensure that survivors of domestic abuse are safe and to build a future where domestic abuse is not tolerated.

#### We are proud to have delivered the following services:

##### Outreach

This service is provided through the Surrey Domestic Abuse Partnership. Clients can self-refer through our website or telephone helpline and we also receive referrals through the police, health professionals, children's centres and other agencies.

We have 15 members of staff dedicated to providing outreach services, including qualified Independent Domestic Violence Advisers who can support and advise on a wide variety of problems caused by domestic abuse, as well as providing emotional support.

During the reporting period we received 3,005 referrals an increase of 5.8% from previous year.

We supported and advocated for 26 clients at the Multi-Agency Assessment Conference, which brings together a number of agencies to share information on, and create a safety plan for, the highest risk clients.

##### Children and Young People

We provide emotional support to children (age 5-19) of clients. This is done through a variety of one-to-one and group work, working in schools and family centres.

##### Projects

During the reporting period we facilitated a number of programmes to support clients:

" Hope2Recovery: This is a six-week programme for clients who want to leave an abusive relationship. In 2024/2025 we facilitated 3 programmes, supporting 37 clients.

" Power to Change: This is a volunteer-led project for clients and have left the perpetrator. In 2024/2025 we facilitated 8 programmes with 96 clients attending.

" Bridge the Gap / Changing Future. We provide dedicated support to clients with complex needs. We work with 11 other partner agencies to provide client centred wrap around support.

" Housing Support: To help clients flee, find refuge, assist with housing issues due to DA

" Sanctuary Scheme: This is run in collaboration with Surrey Council and the SDAP partners to support domestic abuse survivors staying in their own homes but remaining safe. The scheme is fundamental in the prevention of homelessness.

## North Surrey Domestic Abuse Service

### Report of the Trustees For The Year Ended 31 March 2025

" Steps2Change: NSDAS provides support to clients and their families if an alleged perpetrator is going through a programme to change their behaviour.

" Police Advocate: This funding allows us to provide a service to support clients working with the police, our advocate works in the police station, goes out with the police on call outs and provides DA training to the police.

#### **Volunteers**

We have approximately ten volunteers and have benefited from approximately 1,144 hours of volunteer time.

#### Staff and Volunteer wellbeing, training and development

The Trustees recognise that working within this sector can at times be difficult and may pose professional and personal challenges. The wellbeing of our staff and volunteers has been a priority, particularly in the context of the structural reorganisation of the charity. In the reporting period we have:

" implemented weekly team meetings;

" held 2 off-site away days with plans for follow up sessions to cover topics such as a team charter, working together and difficult conversations training;

" a move towards more standardised terms and conditions and the implementation of an HR tool to accurately record leave;

" a thorough review of key policies (including HR policies) and refresher training;

" reinstated individual supervision to ensure that each member of staff has a safe space to discuss concerns;

" supported staff with additional leave days, mental health days and

" a better-defined process at the end of a staff member's contract to ensure that we can benefit from any feedback or "lessons learnt".

All staff and volunteers receive appropriate training for their role.

#### **FINANCIAL REVIEW**

##### **Financial position**

Income and net surplus for the year

The charity generated income of £932,088 (£6 in 2024). The net surplus for the year was £271,569 (£-4 in 2024). This results in first year of operations reserves of £271,565 carried forwards, of which £157,109 are restricted reserves.

As of 1st April 2024, the domestic abuse section of the operations of Citizens Advice Elmbridge West (CAEW) was transferred to a new, standalone North Surrey Domestic Abuse Service (NSDAS) charity. Deferred income relating to domestic abuse grants of £366,569 was transferred to the NSDAS charity on that date to facilitate ongoing operations and this amount is included in the grant and contract income figure of £911,206. The deferred income was released to the profit and loss account as spending on appropriate projects and staff for which the grants were awarded occurred.

##### **Principal funding sources**

NSDAS received £657,032 in grant and contract income during the year from a number of sources to deliver a domestic abuse outreach service across North Surrey. Further funding was received from Henry Smith, Elmbridge Borough Council, Spelthorne Council, Epsom & Ewell Borough Council and Women's Aid.

##### **Other income:**

We wish to thank our wider community who continue to support us through donations from Tesco Community Fund, Assured Guaranty UK and the Groundworks Trust.

## North Surrey Domestic Abuse Service

### Report of the Trustees For The Year Ended 31 March 2025

#### FINANCIAL REVIEW

##### Reserves policy

Reserves are required to provide sufficient funds for cash flow purposes, to protect a charity against drops in income or to allow it to take advantage of new opportunities. A reserves shortfall creates heightened financial risk from the possibility of unforeseen expenditure, sudden closure, trustee liability, a shortfall in income or an inability to control costs.

Core funding is provided by public sector bodies and the long-term future of these funding streams at existing levels is uncertain. Non-public sector funding sources are short-term (1-3 years), which also places pressure on funding continuity, and therefore potential pressure on reserves.

There is also the need to make provisions for statutory, contractual, or other liabilities. In addition, certain unrestricted designated reserves can be required for specific projects and activities that span two or more financial years. These funds are set aside at the discretion of the Board and may be returned to general reserves when a project is completed.

There is also a need to hold in reserve funds for which the donor has specified a specific purpose; these are classified as restricted funds and may be repayable should the funds not be spent.

The reserves policy should not be regarded as a static policy. The circumstances of NSDAS or the environment in which it operates will change with time, and the Finance Committee reviews and re-approves the policy annually.

Restricted reserves: At the balance sheet date total restricted reserves are £157,109.

Unrestricted reserves: At the balance sheet date total unrestricted reserves are £114,456.

The trustees consider that the reserve amount is a good start for the first year of operations. Focus on how to build reserves, in particular, unrestricted reserves, remains a priority and is required to provide a fund against unforeseen eventualities and reserves need to be increased to allow for future expansion of activities.

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing document

NSDAS is registered as a Community Interest Organisation (CIO) with charity number 1203855. We have adopted a Constitution of a CIO whose only voting members are its charity trustees.

##### Recruitment and appointment of new trustees

The Governance committee is responsible for Trustee recruitment and before any positions are advertised, the Trustee Board determines the skill set or experience required. Prospective trustees are interviewed by one or two Trustees and appointed by the existing board, subject to satisfactory checks. An induction pack is given to new Trustees, which includes a copy of the constitution and code of conduct, so they can familiarise themselves with their responsibilities and the charity itself.

##### Organisational structure

The Trustee Board is responsible for the strategic direction of the charity but has delegated some decision-making to three subcommittees; Governance, Finance and People. Each committee has terms of reference which are reviewed on an annual basis.

Operational matters are delegated to the CEO and the management team.

##### Key management remuneration

The remuneration for the CEO was set by the Trustee Board at the time that the position was advertised. A benchmarking exercise was carried out.

The People Committee review and approve the remuneration of staff, including the management team.

##### Related parties

NSDAS currently occupies part of The Elmbridge Community Hub under a lease with CAEW.

For a short period following the transfer of the domestic abuse service, CAEW provided some services and employee time via a shared services agreement. By the end of the reporting period, NSDAS operated with independent resources.

## North Surrey Domestic Abuse Service

### Report of the Trustees For The Year Ended 31 March 2025

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Risk management

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

The Trustee Board holds a risk register to identify potential risks, their likelihood of occurrence and any mitigations. Where significant risks are identified, plans are put in place to mitigate or minimise the risk.

We consider the key risks in the reporting period to be:

1. Risk of high staff turnover and poor retention. We recognise that high staff turnover will always be a risk, given the nature of the work. To improve staff satisfaction and retention we have focused this year on people development, building a safe and inclusive culture and ensuring that both staff and volunteers have appropriate support.
2. Over-reliance on statutory sources / risk of funding withdrawal. We continue to monitor this risk alongside our SDAP partners. We work with the SDAP fundraising group to identify other sources of funding.
3. Personal data. Trustees recognise that we hold a lot of personal data. This year we have invested in improved IT security and staff/Trustee training to ensure that we protect our data in compliance with relevant legislation. Trustees review these risks on a quarterly basis. The risk register is updated to reflect any new or changed risks.
4. As part of our risk review we are closely monitoring the local Surrey government reorganisation proposals and the impact (if any) that it may have on our funding.

#### REFERENCE AND ADMINISTRATIVE DETAILS

##### Registered Charity number

1203855

##### Principal address

The Elmbridge Community Hub  
72 High Street  
Walton on Thames  
KT12 1BU

##### Trustees

T Bennett  
J Buttivant (Chair)  
T M Gale  
K A Kernick  
L J Bullen  
A Rylance  
N Davidson  
N Stacey  
S Alston (appointed 26.11.24)  
N Pitchacaren (resigned 1.9.24)  
N M Rodriguez (resigned 16.2.25)  
L Bounds (appointed 1.11.25)  
N Salunke (appointed 20.11.25)

##### Independent Examiner

Susan M Keane FCA  
Fuller Spurling  
Mill House  
58 Guildford Street  
Chertsey  
Surrey  
KT16 9BE

**North Surrey Domestic Abuse Service**

**Report of the Trustees  
For The Year Ended 31 March 2025**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**CEO**

Sarah McLeod

**Principal Bankers**

Lloyds Bank

Approved by order of the board of trustees on 25 January 2026 and signed on its behalf by:

DocuSigned by:  
*Joanna Buttivant*  
085038CF2457410...

J Buttivant - Trustee

**Independent Examiner's Report to the Trustees of  
North Surrey Domestic Abuse Service**

**Independent examiner's report to the trustees of North Surrey Domestic Abuse Service**

I report to the charity trustees on my examination of the accounts of North Surrey Domestic Abuse Service (the Trust) for the year ended 31 March 2025.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, 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 Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed by:  
  
6244E4430B3449A...

Susan M Keane FCA  
The Institute of Chartered Accountants in England and Wales

Fuller Spurling  
Mill House  
58 Guildford Street  
Chertsey  
Surrey  
KT16 9BE

30-01-2026

Date: .....

**North Surrey Domestic Abuse Service**

**Statement of Financial Activities  
For The Year Ended 31 March 2025**

	Notes	Unrestricted fund £	Restricted fund £	Year Ended 31.3.25 Total funds £	Period 5.7.23 to 31.3.24 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	74,215	(58,802)	15,413	5
<b>Charitable activities</b>					
Charitable	4	200,831	710,375	911,206	-
Investment income	3	5,469	-	5,469	1
<b>Total</b>		<u>280,515</u>	<u>651,573</u>	<u>932,088</u>	<u>6</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Charitable	5	<u>166,055</u>	<u>494,464</u>	<u>660,519</u>	<u>10</u>
<b>NET INCOME/(EXPENDITURE)</b>		114,460	157,109	271,569	(4)
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		(4)	-	(4)	-
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>114,456</u></u>	<u><u>157,109</u></u>	<u><u>271,565</u></u>	<u><u>(4)</u></u>

The notes form part of these financial statements

## North Surrey Domestic Abuse Service

Balance Sheet  
31 March 2025

	Notes	Unrestricted fund £	Restricted fund £	31.3.25 Total funds £	31.3.24 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	10	1,524	-	1,524	-
<b>CURRENT ASSETS</b>					
Debtors	11	43,911	-	43,911	-
Cash at bank and in hand		273,334	157,109	430,443	3,996
		<u>317,245</u>	<u>157,109</u>	<u>474,354</u>	<u>3,996</u>
<b>CREDITORS</b>					
Amounts falling due within one year	12	(204,313)	-	(204,313)	(4,000)
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<u>112,932</u>	<u>157,109</u>	<u>270,041</u>	<u>(4)</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>114,456</u>	<u>157,109</u>	<u>271,565</u>	<u>(4)</u>
<b>NET ASSETS/(LIABILITIES)</b>		<u>114,456</u>	<u>157,109</u>	<u>271,565</u>	<u>(4)</u>
<b>FUNDS</b>	13				
Unrestricted funds				114,456	(4)
Restricted funds				157,109	-
<b>TOTAL FUNDS</b>				<u>271,565</u>	<u>(4)</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 25 January 2026 and were signed on its behalf by:

DocuSigned by:  
  
 085038CF2457410...

J Buttivant - Trustee

**North Surrey Domestic Abuse Service**

**Cash Flow Statement  
For The Year Ended 31 March 2025**

	Notes	Year Ended 31.3.25 £	Period 5.7.23 to 31.3.24 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	422,640	3,995
Net cash provided by operating activities		<u>422,640</u>	<u>3,995</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(1,662)	-
Interest received		5,469	1
Net cash provided by investing activities		<u>3,807</u>	<u>1</u>
<b>Change in cash and cash equivalents in the reporting period</b>			
		426,447	3,996
<b>Cash and cash equivalents at the beginning of the reporting period</b>			
		<u>3,996</u>	-
<b>Cash and cash equivalents at the end of the reporting period</b>			
		<u><u>430,443</u></u>	<u><u>3,996</u></u>

The notes form part of these financial statements

**North Surrey Domestic Abuse Service**

**Notes to the Cash Flow Statement  
For The Year Ended 31 March 2025**

**1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	Year Ended 31.3.25 £	Period 5.7.23 to 31.3.24 £
<b>Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)</b>	271,569	(4)
<b>Adjustments for:</b>		
Depreciation charges	138	-
Interest received	(5,469)	(1)
Increase in debtors	(43,911)	-
Increase in creditors	200,313	4,000
<b>Net cash provided by operations</b>	<u>422,640</u>	<u>3,995</u>

**2. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1.4.24 £	Cash flow £	At 31.3.25 £
<b>Net cash</b>			
Cash at bank and in hand	3,996	426,447	430,443
	<u>3,996</u>	<u>426,447</u>	<u>430,443</u>
<b>Total</b>	<u>3,996</u>	<u>426,447</u>	<u>430,443</u>

**North Surrey Domestic Abuse Service****Notes to the Financial Statements  
For The Year Ended 31 March 2025****1. ACCOUNTING POLICIES****Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the 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.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 33% on reducing balance

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

**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.

**Cash at bank and in hand**

Cash at bank 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.

**Creditors**

Creditors, provisions and accrued costs are recognised where the company 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.

**Financial instruments**

The Charity 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.

**North Surrey Domestic Abuse Service**

**Notes to the Financial Statements - continued  
For The Year Ended 31 March 2025**

**2. DONATIONS AND LEGACIES**

	Year Ended 31.3.25 £	Period 5.7.23 to 31.3.24 £
Donations	<u>15,413</u>	<u>5</u>

**3. INVESTMENT INCOME**

	Year Ended 31.3.25 £	Period 5.7.23 to 31.3.24 £
Deposit account interest	<u>5,469</u>	<u>1</u>

**4. INCOME FROM CHARITABLE ACTIVITIES**

	Year Ended 31.3.25 £	Period 5.7.23 to 31.3.24 £
Grants	<u>911,206</u>	<u>-</u>

Grants received, included in the above, are as follows:

	Year Ended 31.3.25 £	Period 5.7.23 to 31.3.24 £
Other Grants comprise:	2025	2024
	£	£
SDAP Partnership	334,754	-
Ministry of Justice	327,649	-
Surrey County Council	150,132	-
Henry Smith Foundation	46,374	-
OPCC	42,000	-
Other	<u>10,297</u>	<u>-</u>
	£ <u>911,206</u>	<u>-</u>

**North Surrey Domestic Abuse Service**

**Notes to the Financial Statements - continued  
For The Year Ended 31 March 2025**

**5. CHARITABLE ACTIVITIES COSTS**

	Direct Costs £	Support costs (see note 6) £	Totals £
Charitable	<u>634,789</u>	<u>25,730</u>	<u>660,519</u>

**6. SUPPORT COSTS**

	Governance costs £
Charitable	<u>25,730</u>

**7. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the period ended 31 March 2024.

**Trustees' expenses**

	Year Ended 31.3.25 £	Period 5.7.23 to 31.3.24 £
Trustees' expenses	<u>425</u>	<u>-</u>

**8. STAFF COSTS**

	Year Ended 31.3.25 £	Period 5.7.23 to 31.3.24 £
Wages and salaries	447,872	-
Social security costs	32,664	-
Other pension costs	19,314	-
	<u>499,850</u>	<u>-</u>

The average monthly number of employees during the year was as follows:

	Year Ended 31.3.25	Period 5.7.23 to 31.3.24
Front line staff	15	-
Support staff	3	-
	<u>18</u>	<u>-</u>

No employees received emoluments in excess of £60,000.

**North Surrey Domestic Abuse Service**

**Notes to the Financial Statements - continued  
For The Year Ended 31 March 2025**

**9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	5	-	5
Investment income	1	-	1
<b>Total</b>	<u>6</u>	<u>-</u>	<u>6</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Charitable	10	-	10
<b>NET INCOME/(EXPENDITURE)</b>	<u>(4)</u>	<u>-</u>	<u>(4)</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>(4)</u></u>	<u><u>-</u></u>	<u><u>(4)</u></u>

**10. TANGIBLE FIXED ASSETS**

	Computer equipment £
<b>COST</b>	
Additions	1,662
<b>DEPRECIATION</b>	
Charge for year	138
<b>NET BOOK VALUE</b>	
At 31 March 2025	<u>1,524</u>
At 31 March 2024	<u>-</u>

**11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.25 £	31.3.24 £
Trade debtors	21,800	-
Prepayments and accrued income	22,111	-
	<u>43,911</u>	<u>-</u>

**North Surrey Domestic Abuse Service**

**Notes to the Financial Statements - continued  
For The Year Ended 31 March 2025**

**12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.25	31.3.24
	£	£
Trade creditors	50,020	-
Other creditors	154,293	4,000
	<u>204,313</u>	<u>4,000</u>

**13. MOVEMENT IN FUNDS**

	At 1.4.24	Net movement in funds	At 31.3.25
	£	£	£
<b>Unrestricted funds</b>			
General fund	(4)	114,460	114,456
<b>Restricted funds</b>			
Restricted	-	157,109	157,109
	<u>(4)</u>	<u>271,569</u>	<u>271,565</u>
<b>TOTAL FUNDS</b>			

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	280,515	(166,055)	114,460
<b>Restricted funds</b>			
Restricted	651,573	(494,464)	157,109
	<u>932,088</u>	<u>(660,519)</u>	<u>271,569</u>
<b>TOTAL FUNDS</b>			

**Comparatives for movement in funds**

	Net movement in funds	At 31.3.24
	£	£
<b>Unrestricted funds</b>		
General fund	(4)	(4)
	<u>(4)</u>	<u>(4)</u>
<b>TOTAL FUNDS</b>		

**North Surrey Domestic Abuse Service**

**Notes to the Financial Statements - continued  
For The Year Ended 31 March 2025**

**13. MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	6	(10)	(4)
	<u>        </u>	<u>        </u>	<u>        </u>
<b>TOTAL FUNDS</b>	<u>        </u> <u>        </u>	<u>        </u> <u>        </u>	<u>        </u> <u>        </u>

**14. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2025.

**NORTH SURREY DOMESTIC ABUSE SERVICE**

England & Wales - Charity number 1203855

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# Accounts

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## **NORTH SURREY DOMESTIC ABUSE SERVICE (“NSDAS”)**

### **ANNUAL REPORT**

***Note: although NSDAS was registered with the Charity Commission on 5 July 2023, the domestic abuse service was provided by Citizens Advice Elmbridge (West) (“CAEW”) until 31 March 2024. The CAEW board took the decision to restructure the charity and to transfer the domestic abuse service into a separate charitable entity. The asset transfer completed on 1 April 2024 such that the assets, liabilities, contracts, and staff relating to the domestic abuse service transferred to NSDAS on 1 April 2024.***

***The period covered in this report is up to 31 March 2024 during which time the Trustees were preparing for the asset transfer.***

### **OBJECTIVES AND ACTIVITIES**

#### **Our purpose**

Our purpose is to promote the protection of adults and children who have suffered or are exposed to domestic violence or other domestic abuse within the community in Epsom, Ewell, Elmbridge and Spelthorne.

Our governing document states that:

*The objects of the CIO are to promote the protection of adults and children who have suffered or are exposed to domestic violence or other domestic abuse by preserving and protecting their mental and physical health and wellbeing, by providing information and advice and by promoting awareness of such issues, in particular, but not limited to, within the community in Epsom, Ewell, Elmbridge and Spelthorne.*

From 1 April 2024 we will do this by providing practical advice and emotional support through individual outreach, community engagement and via our partnerships. Our support can include:

- identifying refuge spaces for women and children;
- carrying out property security assessments;
- accompanying clients to appointments such as court proceedings;
- advice on developing personal safety plans;
- recovery support for children; and
- recovery support groups for adults, such as Hope2Recovery and Power to Change.

#### **Our activities**

In the period to 31 March 2024, the Trustees’ objectives were to:

- establish NSDAS as an independent charity;
- recruit and train the Trustee Board;
- recruit and on-board a new CEO;
- promote the wellbeing of staff transferring to NSDAS;
- develop our relationships with NSDAS’ partners;
- progress our application for Women’s Aid accreditation; and

- ensure that the reorganisation did not disrupt the service provided to NSDAS clients.

Whilst we believe that it is essential to provide equal opportunities to all without discrimination, we also seek to operate within Women's Aid guidelines. We recognise that domestic abuse is most frequently perpetrated against women by male perpetrators and for this reason certain management and strategic positions are reserved for female candidates only. This was reflected in our recruitment process for both new Trustees and our CEO. The positions of Chair and Treasurer are reserved for female Trustees.

NSDAS is part of the Surrey Domestic Abuse Partnership ("SDAP"), a group of independent charities who work together across the whole of Surrey to ensure that survivors of domestic abuse are safe and to build a future where domestic abuse is not tolerated. In establishing NSDAS as a separate charity, we have had the benefit of learning from the SDAP partners and the opportunity to incorporate their knowledge and best practice into our new NSDAS processes. The Trustees would like to take this opportunity to thank our partners for their invaluable support during this period.

## **ACHIEVEMENTS AND PERFORMANCE**

The Trustee Board met regularly throughout the reporting period to review our progress against its objectives. In the period to 31 March 2024:

- the four founding Trustees recruited six new Trustees, such that the Trustee Board has a complementary skill set including finance, legal and IT;
- our board includes individuals with lived experience of domestic abuse so we can make informed decisions on our how service should be delivered to our clients;
- we undertook a rigorous recruitment process for a new CEO and we are delighted that Sarah McLeod has now been in post for ten months;
- Sarah and the Trustees, with external consultants where appropriate, have worked and continue to work to review and improve the safety and culture within the workplace to support those staff that transferred from CAEW to NSDAS;
- we have worked closely with our SDAP partners to set up our internal processes and review how the NSDAS service is provided; and
- our application for Women's Aid accreditation was submitted (we received accreditation in November 2024). This accreditation allows our partners, clients and funders to be assured of the quality and safety of service delivery and allows us access to the wide network of support services provided by Women's Aid.

From 1 April 2024, NSDAS will provide the following services: outreach (as part of the Surrey Domestic Abuse Partnership); one-to-one support for children and young people affected by domestic abuse; and survivor support projects.

## **FINANCIAL REVIEW**

### **Income and net surplus for the year**

To 31st March 2024, NSDAS operations were being prepared for the asset transfer. The assets, liabilities, contracts and staff transferred to NSDAS on 1 April 2024.

NSDAS did not generate any income to 31<sup>st</sup> March 2024 and consequently the net surplus was £nil. Reserve position as of 31<sup>st</sup> March 2024 was a deficit of £4.

£4,000 of deferred income was received in advance from CAEW to cover operational readiness costs such as bank fees.

### **Reserves policy:**

Reserves are required to provide sufficient funds for cash flow purposes, to protect a charity against drops in income or to allow it to take advantage of new opportunities. A reserves shortfall creates heightened financial risk from the possibility of unforeseen expenditure, sudden closure, trustee liability, a shortfall in income or an inability to control costs.

Core funding is provided by public sector bodies and the long-term future of these funding streams at existing levels is uncertain. Non-public sector funding sources are short-term (1-3 years), which also places pressure on funding continuity, and therefore potential pressure on reserves.

There is also the need to make provisions for statutory, contractual, or other liabilities. In addition, certain unrestricted designated reserves can be required for specific projects and activities that span two or more financial years. These funds are set aside at the discretion of the Board and may be returned to general reserves when a project is completed.

There is also a need to hold in reserve funds for which the donor has specified a specific purpose; these are classified as restricted funds and may be repayable should the funds not be spent.

The reserves policy should not be regarded as a static policy. The circumstances of NSDAS or the environment in which it operates will change with time, and the Finance Committee reviews and re-approves the policy annually.

**Restricted funds: £0**

**Unrestricted general funds: (£4)**

Due to NSDAS being a newly incorporated charity, there were no reserves as of 31st March 2024. This was an inevitable, anticipated issue because of separating the domestic abuse services from CAEW. We expect the reserves shortfall to be a short-term issue that will be resolved in 2 to 3 years through fundraising and unrestricted grants. The Finance Committee reviews the reserves target, the reserves level and the reserves policy on a quarterly basis as part of managing the charity. Whilst this remains a monitored risk, as of 31 December 2024, it is not a high risk and there is adequate cashflow to support the next 12 months of operations.

## **Post Balance Sheet Event**

When the domestic abuse services were transferred to NSDAS on 1st April 2024, deferred income was transferred to the charity to enable domestic abuse operations to continue seamlessly.

£366,569 of deferred income was paid to NSDAS in the 1 April 2024 – 31 March 2025 financial period.

## **Principal Funding Sources**

The domestic abuse services are funded by grant and contract income from a number of sources to deliver domestic abuse outreach service across North Surrey, and it is this income that makes up the deferred income that was transferred on 1st April 2024.

Primary funding sources are Surrey County Council, Ministry of Justice and the Office of Police and Crime Commissioner (OPCC). Further funding was received from Lloyds Bank Foundation, Henry Smith, Elmbridge Borough Council, Spelthorne Council, Epsom and Ewell Borough Council, Community Foundation for Surrey and the Walton Charity.

## **Principal Financial Risks**

As at 31<sup>st</sup> March 2024, the primary risks to NSDAS were:

1. The lack of financial reserves. Some funding resources confirm grant amounts late into the financial year which makes planning ahead more challenging. Without reserves to buffer this funding uncertainty, this may create staff retention concerns in the later part of 2024/25, particularly where the staff are on fixed term contracts funded by grants for specific projects. This risk is closely monitored, and as of 31st December 2024 NSDAS has adequate cashflow to cover staff for the near future. Fundraising (both as NSDAS and as part of the SDAP Partnership) will be a focus for the next reporting period.
2. Changing political and UK economic climate with a general election in July 2024 added additional uncertainty to future funding, both in terms of amounts and timing of grants.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing Document**

NSDAS is registered as a Community Interest Organisation (CIO) with charity number 1203855. We have adopted a Constitution of a CIO whose only voting members are its charity trustees.

### **Appointment of Trustees**

The Governance committee is responsible for Trustee recruitment and before any positions are advertised, the Trustee Board determines the skill set or experience required. Prospective trustees are interviewed by one or two Trustees and appointed by the existing board, subject to satisfactory checks. An induction pack is given to new Trustees, which includes a copy of the constitution and code of conduct, so they can familiarise themselves with their responsibilities and the charity itself.

### **Organisational Structure**

The Trustee Board is responsible for the strategic direction of the charity but has delegated some decision-making to three subcommittees; Governance, Finance and People. Each committee has terms of reference which are reviewed on an annual basis.

Operational matters are delegated to the CEO and the management team (NSDAS employees from 1 April 2024).

### **Risk Management**

The Trustee Board holds a risk register to identify potential risks, their likelihood of occurrence and any mitigations. Where significant risks are identified, plans are put in place to mitigate or minimise the risk.

In addition to the financial risks referred to above, we consider the key risks in the reporting period to be:

1. Risks relating to the asset transfer from CAEW. Two working groups were set up to focus on various aspects of the transfer, one of which included staff members and Trustees of CAEW. The Trustees obtained legal advice on the asset transfer agreement and HR advice on the TUPE transfer of staff members.
2. Reliance on a small number of key staff. Staff training and succession planning will be looked at in the next reporting period to address this.

Trustees will review and update the risk register after 1 April 2024 to reflect any new or changed risks and operational risks following the transfer.

### **Remuneration**

Staff currently providing the domestic abuse service as part of CAEW will TUPE transfer to NSDAS on 1 April 2024. Their terms, including remuneration, will remain the same.

The remuneration for the CEO was set by the Trustee Board at the time that the position was advertised. A benchmarking exercise was carried out.

After 1 April 2024, the People Committee will review and approve the remuneration of staff, including the management team.

**Related Parties**

NSDAS currently occupies part of The Elmbridge Community Hub. It is anticipated that NSDAS will remain at the Hub and will lease office space from CAEW.

It has been agreed that NSDAS will pay to CAEW a contribution for the costs of shared IT/telephony infrastructure.

For a short period following the restructure, three members of support staff shall continue to provide support to NSDAS until such time as NSDAS made alternative arrangements. NSDAS will pay to CAEW a contribution of the staff costs.

## REFERENCE AND ADMINISTRATIVE DETAILS

**Registered** **Charity** **Number**

1203855

### Address

The Elmbridge Community Hub  
72 High Street  
Walton-on-Thames  
KT12 1BU

### Trustees

Joanna Buttivant (Chair)	Appointed	June	2023
Linda Bullen (Co Chair)	Appointed	June	2023
Kathryn Kernick	Appointed June 2023		
Natasha Pitchacaren	Appointed June 2023, resigned September 2024		
Tania Bennett (Treasurer)	Appointed	October	2023
Terence Gale	Appointed	October	2023
Amy Rylance	Appointed	October	2023
Natasha Davidson	Appointed	October	2023
Natalia Marten Rodriguez	Appointed	October	2023
Laura Mahoney	Appointed	October 2023, resigned February	2024
Neill Stacey	Appointed	February	2024
Sara Alston	Appointed December 2024		

### CEO

Sarah McLeod (will be an NSDAS employee from 1 April 2024)

### Principal Bankers

Lloyds Bank

Approved by the Trustee Board on 17 January 2025 and signed on its behalf by:

*J Buttivant*

Joanna Buttivant, Chair and Trustee



North Surrey Domestic Abuse Service		Charity No (if any)	1203855
<b>Annual accounts for the period</b>			
Period start date	05/07/2023	To	Period end date 31/03/2024

## Section A Statement of financial activities

Recommended categories by activity	Guidance Notes	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
		£ F01	£ F02	£ F03	£ F04	£ F05
<b>Incoming resources (Note 3)</b>						
<b>Income and endowments from:</b>						
Donations and legacies	S01	5	-	-	5	-
Charitable activities	S02	-	-	-	-	-
Other trading activities	S03	-	-	-	-	-
Investments	S04	-	-	-	-	-
Separate material item of income	S05	-	-	-	-	-
Other	S06	1	-	-	1	-
<b>Total</b>	S07	6	-	-	6	-
<b>Resources expended (Note 6)</b>						
<b>Expenditure on:</b>						
Raising funds	S08	-	-	-	-	-
Charitable activities	S09	-	-	-	-	-
Separate material item of expense	S10	-	-	-	-	-
Other	S11	10	-	-	10	-
<b>Total</b>	S12	10	-	-	10	-
<b>Net income/(expenditure) before investment gains/(losses)</b>						
	S13	4	-	-	4	-
Net gains/(losses) on investments	S14	-	-	-	-	-
<b>Net income/(expenditure)</b>	S15	4	-	-	4	-
<b>Extraordinary items</b>	S16	-	-	-	-	-
<b>Transfers between funds</b>	S17	-	-	-	-	-
<b>Other recognised gains/(losses):</b>						
Gains and losses on revaluation of fixed assets for the charity's own use	S18	-	-	-	-	-
Other gains/(losses)	S19	-	-	-	-	-
<b>Net movement in funds</b>	S20	4	-	-	4	-
<b>Reconciliation of funds:</b>						
Total funds brought forward	S21	-	-	-	-	-
<b>Total funds carried forward</b>	S22	4	-	-	4	-

## Section B Balance sheet

		Guidance Notes	Unrestricted funds	Restricted income funds	Endowment funds	Total this year	Total last year
			£	£	£	£	£
			F01	F02	F03	F04	F05
<b>Fixed assets</b>							
Intangible assets	(Note 15)	B01	-	-	-	-	-
Tangible assets	(Note 14)	B02	-	-	-	-	-
Heritage assets	(Note 16)	B03	-	-	-	-	-
Investments	(Note 17)	B04	-	-	-	-	-
<b>Total fixed assets</b>		B05	-	-	-	-	-
<b>Current assets</b>							
Stocks	(Note 18)	B06	-	-	-	-	-
Debtors	(Note 19)	B07	-	-	-	-	-
Investments	(Note 17.4)	B08	-	-	-	-	-
Cash at bank and in hand	(Note 24)	B09	3,996	-	-	3,996	-
<b>Total current assets</b>		B10	3,996	-	-	3,996	-
<b>Creditors: amounts falling due within one year</b>							
	(Note 20)	B11	4,000	-	-	4,000	-
<b>Net current assets/(liabilities)</b>		B12	- 4	-	-	- 4	-
<b>Total assets less current liabilities</b>			B13	- 4	-	- 4	-
<b>Creditors: amounts falling due after one year</b>							
	(Note 20)	B14	-	-	-	-	-
<b>Provisions for liabilities</b>		B15	-	-	-	-	-
<b>Total net assets or liabilities</b>		B16	- 4	-	-	- 4	-
<b>Funds of the Charity</b>							
Endowment funds	(Note 27)	B17	-	-	-	-	-
Restricted income funds	(Note 27)	B18	-	-	-	-	-
Unrestricted funds		B19	- 4	-	-	- 4	-
Revaluation reserve		B20	-	-	-	-	-
<b>Total funds</b>		B21	- 4	-	-	- 4	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
J Buttivant	Joanna Buttivant	17/01/2025

## Note 1 Basis of preparation

*This section should be completed by all charities.*

## 1.1 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 accounts have been prepared in accordance with:

- and 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) issued on 16 July 2014
- and with\* 

✓
---

 the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

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

✓
---

\* -Tick as appropriate

## 1.2 Going concern

*If there are material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern, please provide the following details or state "Not applicable", if appropriate:*

An explanation as to those factors that support the conclusion that the charity is a going concern;

**Not Applicable**

Disclosure of any uncertainties that make the going concern assumption doubtful;

**Not Applicable**

Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern.

**Not Applicable**

## 1.3 Change of accounting policy

The accounts present a true and fair view and the accounting policies adopted are those outlined in note { }.

- Yes\* 

✓
---
- No\* 

✓
---

 \* -Tick as appropriate

*Please disclose:*

<i>(i) the nature of the change in accounting policy;</i>	
<i>(ii) the reasons why applying the new accounting policy provides more reliable and more relevant information; and</i>	
<i>(iii) the amount of the adjustment for each line affected in the current period, each prior period presented and the aggregate amount of the adjustment relating to periods before those presented, 3.44 FRS 102 SORP.</i>	

## 1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period (3.46 FRS 102 SORP).

- Yes\* 

✓
---
- No\* 

✓
---

 \* -Tick as appropriate

*Please disclose:*

<i>(i) the nature of any changes;</i>	
<i>(ii) the effect of the change on income and expense or assets and liabilities for the current period; and</i>	
<i>(iii) where practicable, the effect of the change in one or more future periods.</i>	

## 1.5 Material prior year errors

No material prior year error have been identified in the reporting period (3.47 FRS 102 SORP).

- Yes\* 

✓
---
- No\* 

✓
---

 \* -Tick as appropriate

*Please disclose:*

<i>(i) the nature of the prior period error;</i>	
<i>(ii) for each prior period presented in the accounts, the amount of the correction for each account line item affected; and</i>	
<i>(iii) the amount of the correction at the beginning of the earliest prior period presented in the accounts.</i>	

## Note 2 Accounting policies

### 2.2 INCOME

This standard list of accounting policies has been applied by the charity except for those ticked "No" or "N/a". Where a different or additional policy has been adopted then this is detailed in the box below.

<b>Recognition of income</b>	<p>These are included in the Statement of Financial Activities (SoFA) when:</p> <ul style="list-style-type: none"> <li>the charity becomes entitled to the resources;</li> <li>it is more likely than not that the trustees will receive the resources; and</li> <li>the monetary value can be measured with sufficient reliability.</li> </ul>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
<b>Offsetting</b>	<p>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.</p>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						
<b>Grants and donations</b>	<p>Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).</p>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
<b>Legacies</b>	<p>In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).</p> <p>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.</p>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
<b>Government grants</b>	<p>The charity has received government grants in the reporting period</p>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
<b>Tax reclaims on donations and gifts</b>	<p>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.</p>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
<b>Contractual income and performance related grants</b>	<p>This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.</p>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
<b>Donated goods</b>	<p>Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.</p>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
	<p>The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.</p>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
	<p>Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'.</p>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
	<p>Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.</p>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
	<p>Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.</p>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
<b>Donated services and facilities</b>	<p>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.</p>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
	<p>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.</p>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
<b>Support costs</b>	<p>The charity has incurred expenditure on support costs.</p>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
<b>Volunteer help</b>	<p>The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.</p>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
<b>Income from interest, royalties and dividends</b>	<p>This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.</p>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
<b>Income from membership subscriptions</b>	<p>Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.</p>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
	<p>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.</p>	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>N/a</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						

<b>Settlement of insurance claims</b>	Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other income in the SoFA.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Investment gains and losses</b>	This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

## 2.3 EXPENDITURE AND LIABILITIES

<b>Liability recognition</b>	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.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Governance and support costs</b>	Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Grants payable without performance conditions</b>	Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Redundancy cost</b>	The charity made no redundancy payments during the reporting period.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Deferred income</b>	No material item of deferred income has been included in the accounts.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Creditors</b>	The charity has creditors which are measured at settlement amounts less any trade discounts	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Provisions for liabilities</b>	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	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Basic financial instruments</b>	The charity accounts for basic financial instruments on initial recognition as per paragraph 11.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

## 2.4 ASSETS

<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least	£1,000	Yes	No	N/a
	They are valued at cost.		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	The depreciation rates and methods used are disclosed in note 9.2.				
<b>Intangible fixed assets</b>	The charity has intangible fixed assets, that is, non-monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed in note 9.5		Yes	No	N/a
			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	They are valued at cost.		Yes	No	N/a
			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Heritage assets</b>	The charity has heritage assets, that is, non-monetary assets with historic, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. The depreciation rates and methods used as disclosed in note 9.6.1.4.		Yes	No	N/a
			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	They are valued at cost.		Yes	No	N/a
			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Investments</b>	Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.		Yes	No	N/a
			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments		Yes	No	N/a
			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Stocks and work in progress</b>	Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.		Yes	No	N/a
			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.		Yes	No	N/a
			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.		Yes	No	N/a
			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Debtors (including trade debtors and loans receivable) are measured on initial recognition at		Yes	No	N/a

**Debtors**

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.

✓	✓	✓
---	---	---

**Current asset investments**

The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due.

Yes	No	N/a
✓	✓	✓

They are valued at fair value except where they qualify as basic financial instruments.

Yes	No	N/a
✓	✓	✓

**POLICIES ADOPTED ADDITIONAL TO OR DIFFERENT FROM THOSE ABOVE**

## Note 3 Analysis of income

Analysis		Unrestricted	Restricted	Endowment	Total funds	Prior year
		funds	income funds	funds	£	£
<b>Donations and legacies:</b>	Donations and gifts	5	-	-	5	-
	Gift Aid	-	-	-	-	-
	Legacies	-	-	-	-	-
	General grants provided by government/other charities	-	-	-	-	-
	Membership subscriptions and sponsorships which are in substance donations	-	-	-	-	-
	Donated goods, facilities and services	-	-	-	-	-
	Other	-	-	-	-	-
<b>Total</b>	<b>5</b>	<b>-</b>	<b>-</b>	<b>5</b>	<b>-</b>	
<b>Charitable activities:</b>		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Other trading activities:</b>		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Income from investments:</b>	Interest income	1	-	-	1	-
	Dividend income	-	-	-	-	-
	Rental and leasing income	-	-	-	-	-
	Other	-	-	-	-	-
<b>Total</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>-</b>	
<b>Separate material item of income:</b>		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other:</b>	Conversion of endowment funds into income	-	-	-	-	-
	Gain on disposal of a tangible fixed asset held for charity's own use	-	-	-	-	-
	Gain on disposal of a programme related investment	-	-	-	-	-
	Royalties from the exploitation of intellectual property rights	-	-	-	-	-
	Other	-	-	-	-	-
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL INCOME</b>	<b>6</b>	<b>-</b>	<b>-</b>	<b>6</b>	<b>-</b>	

## Other information:

All income in the prior year was unrestricted except for: (please provide description and amounts)

Where any endowment fund is converted into income in the reporting period, please give the reason for the conversion.

Where any endowment fund is converted into income in the prior period, please give the reason for the conversion.

Within the income items above the following items are material: (please disclose the nature, amount and any prior year amounts)



**Note 6** **Analysis of expenditure**

Analysis	This year				Last year			
	Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Unrestricted funds	Restricted income funds	Endowment funds	Total funds £
<b>Expenditure on raising funds:</b>								
Incurring seeking donations	-	-	-	-	-	-	-	-
Incurring seeking legacies	-	-	-	-	-	-	-	-
Incurring seeking grants	-	-	-	-	-	-	-	-
Operating membership schemes and social lotteries	-	-	-	-	-	-	-	-
Staging fundraising events	-	-	-	-	-	-	-	-
Fundraising agents	-	-	-	-	-	-	-	-
Operating charity shops	-	-	-	-	-	-	-	-
Operating a trading company undertaking non-charitable trading activity	-	-	-	-	-	-	-	-
Advertising, marketing, direct mail and publicity	-	-	-	-	-	-	-	-
Start up costs incurred in generating new source of future income	-	-	-	-	-	-	-	-
Database development costs	-	-	-	-	-	-	-	-
Other trading activities	-	-	-	-	-	-	-	-
Investment management costs:	-	-	-	-	-	-	-	-
Portfolio management costs	-	-	-	-	-	-	-	-
Cost of obtaining investment advice	-	-	-	-	-	-	-	-
Investment administration costs	-	-	-	-	-	-	-	-
Intellectual property licencing costs	-	-	-	-	-	-	-	-
Rent collection, property repairs and maintenance charges	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<b>Total expenditure on raising funds</b>	-	-	-	-	-	-	-	-
<b>Expenditure on charitable activities:</b>								
Bank fees	10	-	-	10	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<b>Total expenditure on charitable activities</b>	10	-	-	10	-	-	-	-
<b>Separate material item of expense</b>								
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<b>Total</b>	-	-	-	-	-	-	-	-
<b>Other</b>								
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<b>Total other expenditure</b>	-	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURE</b>	10	-	-	10	-	-	-	-

**Other information:**

**Analysis of expenditure on charitable activities**

Activity or programme	This year				Last year			
	Activities undertaken directly	Grant funding of activities	Support Costs	Total this year	Activities undertaken directly	Grant funding of activities	Support Costs	Total last year
	£	£	£	£	£	£	£	£
Activity 1	-	-	-	-	-	-	-	-
Activity 2	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>Total</b>	-	-	-	-	-	-	-	-

**Note 20 Creditors and accruals**

Please complete this note if the charity has any creditors or accruals.

**20.1 Analysis of creditors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Accruals for grants payable	-	-	-	-
Bank loans and overdrafts	-	-	-	-
Trade creditors	-	-	-	-
Payments received on account for contracts or performance-related grants	-	-	-	-
Accruals and deferred income	4,000	-	-	-
Taxation and social security	-	-	-	-
Other creditors	-	-	-	-
<b>Total</b>	<b>4,000</b>	<b>-</b>	<b>-</b>	<b>-</b>

**20.2 Deferred income**

Please complete this note if the charity has deferred income.

Please explain the reasons why income is deferred.

This year	Last year
As of 1st April 2024, part of the CAEW operations providing domestic abuse services was transferred in to NSDAS. An advance of £4,000 was transferred ahead of that date to permit bank account set up in readiness.	

**Movement in deferred income account**

Balance at the start of the reporting period	-	-
Amounts added in current period	4,000	-
Amounts released to income from previous periods	-	-
Balance at the end of the reporting period	4,000	-

This year £	Last year £
-	-
4,000	-
-	-
4,000	-

**Section C****Notes to the accounts****(cont)****Note 24 Cash at bank and in hand**

Short term cash investments (less than 3 months maturity date)  
Short term deposits  
Cash at bank and on hand  
Other  
Total

<b>This year £</b>	<b>Last year £</b>
-	-
-	-
3,996	-
-	-
3,996	-

**Note 26**                      **Events after the end of the reporting period**

*Please complete this note events (not requiring adjustment to the accounts) have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the*

	This year	Last year
<p><b>Please provide details of the nature of the event</b></p>	<p>As of 1st April 2024, part of the operations of Citizens Advice Elmbridge West (CAEW) were transferred over to North Surrey Domestic Abuse Service. Deferred income relating to that charity of £362,569 was transferred to NSDAS on that date to enable operations to continue. The total deferred income was £366,569, but £4,000 was loaned in advance in February to permit bank account set up.</p>	
<p><b>Provide an estimate of the financial effect of the event or a statement that such an estimate cannot be made</b></p>	<p>Transfer of £366,569 enabled the domestic abuse service to remain operational. The transfer enables the new charity to function independently of CAEW.</p>	

**Note 28 Transactions with trustees and related parties**

*If the charity has any transactions with related parties (other than the trustee expenses explained in guidance notes) details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box or "False" if there are transactions to report.*

**28.1 Trustee remuneration and benefits**

**This year**

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

TRUE
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*In the period the charity has paid trustees remuneration and benefits. Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee by the charity or any institution or company connected with it.*

Name of trustee	Legal authority (eg order, governing document)	Amounts paid or benefit value				
		Remuneration	Pension contribution	Redundancy (including loss of office)/ex gratia	Other	TOTAL
		£	£	£	£	£
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-

*Please give details of why remuneration or other employment benefits were paid.*

*Where an ex gratia payment has been made to a trustee, provide an explanation of the nature of the payment.*

**Last year**

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

*In the period the charity has paid trustees remuneration and benefits. Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee by the charity or any institution or company connected with it.*

Name of trustee	Legal authority (eg order, governing document)	Amounts paid or benefit value				
		Remuneration	Pension contribution	Redundancy (including loss of office)/ex gratia	Other	TOTAL
		£	£		£	£
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-

*Please give details of why remuneration or other employment benefits were paid.*

*Where an ex gratia payment has been made to a trustee, provide an explanation of the nature of the payment.*

**28.2 Trustees' expenses**

*If the charity has paid trustees expenses for fulfilling their duties, details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box below. If there are transactions to report, please enter "False".*

No trustee expenses have been incurred (True or False)

TRUE
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Type of expenses reimbursed	This year	Last year
	£	£
Travel	-	-
Subsistence	-	-
Accommodation	-	-
Other (please specify):	-	-
	-	-
<b>TOTAL</b>	-	-

Please provide the number of trustees reimbursed for expenses or who had expenses paid by the charity

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**28.3 Transaction(s) with related parties**

*Please give details of any transaction undertaken by (or on behalf of) the charity in which a related party has a material interest, including where funds have been held as agent for related parties. If there are no such transactions, please enter 'true' in the box provided.*

This year

There have been no related party transactions in the reporting period (True or False)

TRUE
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Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	Amount	Balance at period end	Provision for bad debts at period end	Amounts written off during reporting period
			£	£	£	£

*In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.*

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*For any related party, please provide details of any guarantees given or received.*

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**Last year**

There have been no related party transactions in the reporting period (True or False)

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	Amount	Balance at period end	Provision for bad debts at period end	Amounts written off during reporting period
			£	£	£	£

*In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.*

*For any related party, please provide details of any guarantees given or received.*