

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 31st March 2024 and consequently the net surplus was £nil. Reserve position as of 31st 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 31st 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
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1203855

Address

The 72 Walton-on-Thames KT12 1BU	Elmbridge High	Community Hub Street
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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
Annual accounts for the period				
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
Incoming resources (Note 3)						
Income and endowments from:						
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	-
Total	S07	6	-	-	6	-
Resources expended (Note 6)						
Expenditure on:						
Raising funds	S08	-	-	-	-	-
Charitable activities	S09	-	-	-	-	-
Separate material item of expense	S10	-	-	-	-	-
Other	S11	10	-	-	10	-
Total	S12	10	-	-	10	-
Net income/(expenditure) before investment gains/(losses)						
Net gains/(losses) on investments	S13	- 4	-	-	- 4	-
Net income/(expenditure)	S14	-	-	-	-	-
Extraordinary items	S15	- 4	-	-	- 4	-
Transfers between funds	S16	-	-	-	-	-
Other recognised gains/(losses):	S17	-	-	-	-	-
Gains and losses on revaluation of fixed assets for the charity's own use	S18	-	-	-	-	-
Other gains/(losses)	S19	-	-	-	-	-
Net movement in funds	S20	- 4	-	-	- 4	-
Reconciliation of funds:						
Total funds brought forward	S21	-	-	-	-	-
Total funds carried forward	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
Fixed assets						
Intangible assets (Note 15)	B01	-	-	-	-	-
Tangible assets (Note 14)	B02	-	-	-	-	-
Heritage assets (Note 16)	B03	-	-	-	-	-
Investments (Note 17)	B04	-	-	-	-	-
Total fixed assets	B05	-	-	-	-	-
Current assets						
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	-
Total current assets	B10	3,996	-	-	3,996	-
Creditors: amounts falling due within one year (Note 20)	B11	4,000	-	-	4,000	-
Net current assets/(liabilities)	B12	- 4	-	-	- 4	-
Total assets less current liabilities	B13	- 4	-	-	- 4	-
Creditors: amounts falling due after one year (Note 20)	B14	-	-	-	-	-
Provisions for liabilities	B15	-	-	-	-	-
Total net assets or liabilities	B16	- 4	-	-	- 4	-
Funds of the Charity						
Endowment funds (Note 27)	B17	-	-	-	-	-
Restricted income funds (Note 27)	B18	-	-	-	-	-
Unrestricted funds	B19	- 4	-	-	- 4	-
Revaluation reserve	B20	-	-	-	-	-
Total funds	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

Section C Notes to the accounts

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.

Recognition of income	<p>These are included in the Statement of Financial Activities (SoFA) when:</p> <ul style="list-style-type: none"> the charity becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability. 	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>												
Yes	No	N/a																		
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Offsetting	<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> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>												
Yes	No	N/a																		
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Grants and donations	<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> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>												
Yes	No	N/a																		
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Legacies	<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> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>												
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Government grants	<p>The charity has received government grants in the reporting period</p>	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>												
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Tax reclaims on donations and gifts	<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> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>												
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Contractual income and performance related grants	<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> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>												
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Donated goods	<p>Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.</p> <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> <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> <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> <p>Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.</p>	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </table> <table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </table> <table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </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"/>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
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Donated services and facilities	<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> <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> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </table> <table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </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"/>						
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Support costs	<p>The charity has incurred expenditure on support costs.</p>	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>												
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Volunteer help	<p>The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.</p>	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>												
Yes	No	N/a																		
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Income from interest, royalties and dividends	<p>This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.</p>	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </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"/>																		
Income from membership subscriptions	<p>Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.</p> <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> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </table> <table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </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"/>						
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"/>																		

Settlement of insurance claims	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 ✓
Investment gains and losses	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 ✓

2.3 EXPENDITURE AND LIABILITIES

Liability recognition	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.	Yes ✓	No ✓	N/a ✓
Governance and support costs	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 ✓
Grants with performance conditions	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. 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 ✓
Grants payable without performance conditions	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 ✓
Redundancy cost	The charity made no redundancy payments during the reporting period.	Yes ✓	No ✓	N/a ✓
Deferred income	No material item of deferred income has been included in the accounts.	Yes ✓	No ✓	N/a ✓
Creditors	The charity has creditors which are measured at settlement amounts less any trade discounts	Yes ✓	No ✓	N/a ✓
Provisions for liabilities	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date	Yes ✓	No ✓	N/a ✓
Basic financial instruments	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 ✓

2.4 ASSETS

Tangible fixed assets for use by charity	These are capitalised if they can be used for more than one year, and cost at least	£1,000		
	They are valued at cost.	Yes ✓	No ✓	N/a ✓
Intangible fixed assets	The depreciation rates and methods used are disclosed in note 9.2.	Yes ✓	No ✓	N/a ✓
	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 ✓
Heritage assets	They are valued at cost.	Yes ✓	No ✓	N/a ✓
	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 ✓
Investments	They are valued at cost.	Yes ✓	No ✓	N/a ✓
	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 ✓
	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 ✓
Stocks and work in progress	Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.	Yes ✓	No ✓	N/a ✓
	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 ✓
	Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.	Yes ✓	No ✓	N/a ✓
	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.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
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
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	They are valued at fair value except where they qualify as basic financial instruments.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

POLICIES ADOPTED
ADDITIONAL TO OR
DIFFERENT FROM
THOSE ABOVE

Note 3 Analysis of income

Analysis		Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
Donations and legacies:	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	-	-	-	-	-
Total		5	-	-	5	-
Charitable activities:		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
Total		-	-	-	-	-
Other trading activities:		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
Total		-	-	-	-	-
Income from investments:	Interest income	1	-	-	1	-
	Dividend income	-	-	-	-	-
	Rental and leasing income	-	-	-	-	-
	Other	-	-	-	-	-
Total		1	-	-	1	-
Separate material item of income:		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
Total		-	-	-	-	-
Other:	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	-	-	-	-	-
	Total	-	-	-	-	-
TOTAL INCOME		6	-	-	6	-

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)

Section C	Notes to the accounts	(cont)
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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 £
Expenditure on raising funds:								
Incurred seeking donations	-	-	-	-	-	-	-	-
Incurred seeking legacies	-	-	-	-	-	-	-	-
Incurred 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	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total expenditure on raising funds	-	-	-	-	-	-	-	-
Expenditure on charitable activities:								
Bank fees	10	-	-	10	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total expenditure on charitable activities	10	-	-	10	-	-	-	-
Separate material item of expense								
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-
Other								
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total other expenditure	-	-	-	-	-	-	-	-
TOTAL EXPENDITURE	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	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Section C	Notes to the accounts	(cont)
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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	-	-	-	-
Total	4,000	-	-	-

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
 Amounts released to income from previous periods
 Balance at the end of the reporting period

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

Section C	Notes to the accounts	(cont)
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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

This year £	Last year £
-	-
-	-
3,996	-
-	-
3,996	-

Section C	Notes to the accounts	(cont)
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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>Please provide details of the nature of the event</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>Provide an estimate of the financial effect of the event or a statement that such an estimate cannot be made</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>	

Section C	Notes to the accounts	(cont)
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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

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

Type of expenses reimbursed	This year	Last year
	£	£
Travel	-	-
Subsistence	-	-
Accommodation	-	-
Other (please specify):	-	-
	-	-
TOTAL	-	-

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

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.

--

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.