

Company registration number 3141164
Charity registration number 1053223

Relate London North West

(A company limited by guarantee)

Annual Report and Financial Statements
for the Year Ended 31 March 2013

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The following pages do not form part of the statutory financial statements

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**Relate London North West
Reference and Administrative Details**

Charity name	Relate London North West
Charity registration number	1053223
Company registration number	3141164
Principal office	Civic Centre Complex Station Road Harrow Middlesex HA1 2XH
Registered office	Civic Centre Complex Station Road Harrow Middlesex HA1 2XH

Relate London North West
Reference and Administrative Details

Trustees

David Posner, Chair

J Elizabeth Yates, Vice
chair

Adrian Jolliffe, Honorary
Treasurer

C'llr Lurline Champagne

C'llr Margaret Davine

C'llr Jean Lammiman

Richard Littlewood

Robert Neil

C'llr David Routledge

Paul Shapira

Elizabeth Walker

C'llr Ben Wealthy (appointed 18 June
2012)

Bik Wong

C'llr David Gawn (resigned 1 June 2012)

Philip Lawder (retired 12 December
2012)

Auditor

A-spire Business Partners Ltd
32 Byron Hill Road
Harrow on the Hill
Middlesex
HA2 0HY

Relate London North West Trustees' Report

Introduction

The trustees present their annual report and accounts for the year ended 31st March 2013. The board of trustees are satisfied with the performance of the charity during the year and the position at 31st March 2013 and consider that the charity is in a strong position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations.

Name, registered office and constitution of the charity

The full name of the charity is Relate London North West. The charity was previously known by the name Relate Central Middlesex.

The legal registration details are -

Date of incorporation 22 December 1995

Company Registration Number 3141164

The Registered Office is Civic Centre Complex, Station Road, Harrow, Middlesex, HA1 2XH

Charity Registration Number 1053223

The telephone number is 020 8427 8694

Objectives and activities of the charity

A summary of the objects of the charity as set out in its governing document

The charitable company exists to promote better relationships between couples and families living in the London Boroughs of Barnet, Brent, Ealing, Harrow and Hillingdon. The charity operates in the areas of Counselling, Mediation, Psychosexual Therapy and Education.

An explanation of the charity's main aims and objectives for the year

The charity's main objective for the year was to promote the objects set out in its governing document and to provide such further related services that will enhance the range and effectiveness of those objectives.

An explanation of the charity's strategies for achieving its stated objectives

The charity works within a framework set out by the Relate Federation and in accordance with the strategy set out in its own business plan.

Details of significant activities (including its main programmes, projects, or services provided) that contribute to the achievement of the stated objectives

The Charity's services are in three main areas

1 Counselling - couple counselling, family counselling and psychosexual therapy. It also runs a child contact centre.

2 Mediation - family mediation and housing mediation

3 Education - peer listening for schools and courses for individuals

The charity's grant making policies

The charity does not make grants

Relate London North West Trustees' Report

Social or programme-related investment

There is no programme-related investment

The contribution of volunteers

The charity has some counselling practitioners who work in a purely voluntary capacity

Summary of main activities of the charity in relation to its objects

The organisation has its principal office in Harrow but also provides services from rooms in Barnet, Brent, Ealing and Hillingdon

The services provided focus on families and relationships at all stages of life and are as follows

Adult Relationship counselling

For couples or individuals who experience difficulties in their adult relationships. Clients are seen for an initial assessment session of 1 hour. Following on from this they usually attend 50 minute counselling sessions, over a period of weeks

Psychosexual therapy

For individuals or couples for whom the main identified problem is a sexual one. The programme aims to help the individual or couple relearn more satisfying sexual behaviour and to develop a mutual sense of confidence and enjoyment in love-making

Family mediation

This is for people who are separating or divorcing. They are able to talk through issues affecting their children, financial arrangements and property. The company also offers other conflict resolution services such as neighbourhood and workplace mediation

Education and training services

This offers education and training to young people and adults through workshops and peer listening projects in schools

Family counselling

This is a service for people who wish to attend as a family group. Clients are seen together or separately for sessions of varying lengths, as agreed with the counsellor, to work through issues that are affecting their family and other relationships

The charitable company acts in accordance with its business plan, which is reviewed by the management committee on a regular basis

Achievements and Performance of the Charity

A review of charitable activities and main achievements undertaken by the charity

Relate London North West Trustees' Report

Relationship counselling for 2,256 people for a total of 8,428 hours
Family counselling for 173 families
Children and young people's counselling 67 young people between the ages of 11 and 18 years
Psychosexual therapy for 149 people
Family mediation for 717 people
Housing mediation for 138 people
Life skills workshops for 153 people over 19 courses
Peer listening Programme training for 71 young people over 3 courses
Uxbridge Child Contact Centre has enabled contact for 48 families where there is a non-resident parent
Separated Parents Information Programme for 192 individuals over 30 programmes

Fundraising activities

Charges are made for the provision of counselling and psychosexual therapy services based on the clients' income and their ability to pay. Four of the local authorities provide grants, which assisted the charitable company to provide services to those clients who cannot afford to pay either all or part of the charge.

Family mediation is funded by the Legal Services Commission in the case of clients who attract public funding and by private clients according to incomes.
Housing Mediation is funded by 2 local authorities.

The education and training department charges fees for its work.

Client Contributions

Most clients pay their contributions by cheque or credit card. A very small number of clients pay their contributions in cash directly to the counsellor. A receipt is issued by the counsellor and the money is deposited by the bookkeeper the next day. The counsellor gets the receipt signed by the client to verify the amount taken.

Investment performance achieved against investment objectives set

In the financial review section of this report there is a description of the investment policies and objectives established by the trustees and the extent to which social, environmental or ethical considerations are taken into account.

The investment performance achieved against the objectives set was within the projections made by the Trustees.

Factors relevant to the achievement of the charity's objectives

The charity receives grants from four Local Authorities which enables it to provide counselling services to residents in those boroughs at below its actual cost. The provision of these subsidised services is dependent on the continuation of the existing grants.

Relate London North West Trustees' Report

Employment of disabled persons

The charity is an equal opportunity employer and offers employment to disabled persons on equal terms

Structure, Governance and Management

Nature of the Governing Document and constitution of the charity

The charity is governed by its Memorandum of Understanding and Articles of Association, and its membership agreement with the Relate Federation

The methods adopted for the recruitment and appointment of new trustees

Some trustees are nominated by two of the Local Authorities serviced by the charity or recommended by other Trustees The charity also advertises amongst its members and local community and through Reach

The policies and procedures adopted for the induction and training of trustees

Trustees are given relevant literature on appointment and attend an induction meeting with the Chair and the Chief Executive (Company Secretary)

The organisational structure of the charity and how decisions are made

The Board of Trustees meets four times each year. The Management Sub-Committee which consists of the Chair, Vice Chair, Treasurer, Chief Executive and two employee representatives meets bi-monthly and takes decisions on the management of the charity, reporting to the Trustees The trustees will make any policy decisions The Chief Executive runs the charity on a day to day basis reporting to the Management Sub-Committee and consulting with its members as necessary

Relationships between the charity and related parties, including its subsidiaries

The company does not enter into any transactions with related parties

The major risks to which the charity is exposed and reviews and systems to mitigate risks

The management committee have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks, as far as is practicable Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company These procedures are periodically reviewed by the Trustees to ensure that they still meet the needs of the charity

Relationships with other groups, charities and individuals

The charity works closely with other members of the Relate Federation and with related government agencies, charities and local community groups

Relate London North West Trustees' Report

Financial Review

Policies on reserves

The unrestricted funds not committed or invested in tangible assets amounted to £239,552 (2012 - £227,324)

The management committee feels that it would be able to continue the current activities of the charity in the event of a significant drop in funding by restricting the amount of non-chargeable or subsidised services supplied

The designated fund arose from the accumulation of funds for the purpose of the purchase, maintenance or improvement of premises. Designated funds can be used to ringfence sums for specific uses in future periods

The management committee would like to increase the level of unrestricted funds and is considering ways of achieving this

Principal funding sources and how expenditure in the year under review has supported the key objectives of the charity

The London Boroughs of Brent, Harrow, Hillingdon and Ealing have part-funded counselling through grant aid for core services. The housing departments of Brent and Harrow have also funded housing mediation. The Legal Services Commission has part-funded the Family Mediation Service. Other funding is through client payments according to their ability to pay.

The investment policy and objectives, including the extent (if any) to which social, environmental or ethical considerations are taken into account

The management committee have considered the most appropriate policy for investing funds and have found long-term fixed deposits meet their requirements. They consider the return on investments in the year to be satisfactory.

Availability and adequacy of assets of each of the funds

The financial statements are set out on pages 14 to 26. The financial statements have been prepared implementing the 2005 Revision of the Statement of Recommended Practice for Accounting and Reporting by Charities issued by the Charity Commission for England and Wales (effective April 2005) and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). As stated in the introduction to this report, the trustees consider the financial performance by the charity during the year to have been satisfactory.

The Statement of Financial Activities shows net incoming resources for the year of a revenue nature of £1,815 and no realised resources of a capital nature, making net overall increase in resources of £1,815.

The total reserves at the year end stand at £431,090 (2012 £429,276)

A majority of the expenditure is spent on salaries, both for counsellors and management and administration.

Specific changes in fixed assets

The additions to fixed assets are computer and other office equipment costing £6,794.

Relate London North West Trustees' Report

Share Capital

The company is limited by guarantee and therefore has no share capital

Plans for future periods

The charity intends to continue existing services

The name of the Chief Executive Officer and Trustees to whom day to day management of the charity is delegated by the charity trustees

Hazel Hewett - Chief Executive
David Posner - Chair
J Elizabeth Yates - Vice chair
Adrian Jolliffe - Treasurer

The members of the Board of Trustees of the Charity during the year ended 31 March 2013

Philip Lawder (retired 12/12/12)
Richard Littlewood
C'lr Margaret Davine (not registered as company director)
J Elizabeth Yates
Elizabeth Walker
Robert Neil
Paul Shapira
C'lr Jean Lammiman
C'lr Lurline Champagnie (not registered as company director)
David Posner
Bik Wong
Adrian Jolliffe
C'lr David Gawn (resigned 01/06/12)
C'lr David Routledge
C'lr Ben Wealthy (appointed 18/06/12)

All the directors of the company are also trustees of the charity, and their responsibilities include all the responsibilities of directors under the Companies Acts and of trustees under the Charities Act. The directors are members of the company.

Relate London North West Trustees' Report

The members of the Board of Trustees of the Charity at the date the report and accounts were approved were:-

Richard Littlewood
C'lr Margaret Davine
J Elizabeth Yates
Elizabeth Walker
Robert Neil
Paul Shapira
C'lr Jean Lammiman
C'lr Lurline Champagne
David Posner
Bik Wong
Adrian Jolliffe
C'lr David Routledge
C'lr Ben Wealthy

Statement as to disclosure of information to auditors

The trustees, in their capacity as directors, state that so far as each of the directors at the time this report was approved are aware -

- a) There is no relevant audit information of which the auditors are unaware, and
- b) The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and establish that the auditors are aware of that information

Bankers

Charities Aid Foundation Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4JQ

Bank of Scotland
33 Old Broad Street
London
BX2 1LB

Solicitors

Camerons Solicitors
Peterborough Road
Harrow on the Hill
Middlesex HA1 2YW

Investment advisors

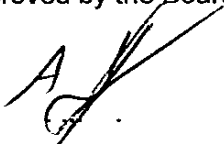
Investments are made under the guidance of the Trustees and the Charity's bankers

**Relate London North West
Trustees' Report**

Auditors

A-spire Business Partners Ltd
32 Byron Hill Road
Harrow on the Hill
Middlesex
HA2 0HY

Approved by the Board and signed on its behalf by



Adrian Jolliffe
Trustee

Date 8 / 12 / 2013

Relate London North West

Trustees' Responsibilities in relation to the Financial Statements

The trustees (who are also directors of Relate London North West for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

In so far as the trustees are aware

- there is no relevant audit information of which the charitable company's auditor is unaware, and
- the trustees have taken all steps they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Independent Auditors' Report to the Trustees of Relate London North West

We have audited the financial statements of Relate London North West for the year ended 31 March 2013, set out on pages 14 to 26. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Trustees' Responsibilities Statement set out on page 11, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly we have been appointed as auditors under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the trustees, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2013 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities, and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Independent Auditors' Report to the Trustees of
Relate London North West**

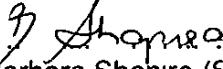
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Emphasis of matter

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements, or
- the charitable company has not kept adequate accounting records, or
- the financial statements are not in agreement with the accounting records and returns, or
- we have not received all the information and explanations we require for our audit


Barbara Shapiro (Senior statutory auditor)
for and on behalf of A-spire Business Partners Ltd, Statutory Auditor
32 Byron Hill Road
Harrow on the Hill
Middlesex
HA2 0HY

Date 17/12/13

Relate London North West
Statement of Financial Activities (including Income and Expenditure Account)
for the Year Ended 31 March 2013

		Unrestricted Funds	Restricted Funds	Total Funds 2013	Total Funds 2012
	Note	£	£	£	£
Incoming resources					
Incoming resources from generated funds					
Voluntary income	2	53,951	69,662	123,613	154,820
Investment income	4	2,021	-	2,021	1,960
Incoming resources from charitable activities	5	613,129	-	613,129	601,097
Total incoming resources		<u>669,101</u>	<u>69,662</u>	<u>738,763</u>	<u>757,877</u>
Resources expended					
Costs of generating funds					
Costs of generating voluntary income	6	2,098	-	2,098	1,503
Charitable activities	6	562,380	80,218	642,598	658,304
Governance costs	6	91,553	699	92,252	97,919
Total resources expended		<u>656,031</u>	<u>80,917</u>	<u>736,948</u>	<u>757,726</u>
Net movements in funds		13,070	(11,255)	1,815	151
Reconciliation of funds					
Total funds brought forward		406,183	23,092	429,275	429,125
Total funds carried forward		<u>419,253</u>	<u>11,837</u>	<u>431,090</u>	<u>429,276</u>

The notes on pages 17 to 26 form an integral part of these financial statements

Relate London North West
Balance Sheet as at 31 March 2013

		2013		2012	
	Note	£	£	£	£
Fixed assets					
Tangible assets	11		11,539		15,229
Current assets					
Debtors	12	27,451		26,423	
Cash at bank and in hand		406,689		394,066	
		<u>434,140</u>		<u>420,489</u>	
Creditors: Amounts falling due within one year	13	<u>(14,589)</u>		<u>(6,442)</u>	
Net current assets			<u>419,551</u>		<u>414,047</u>
Net assets			<u>431,090</u>		<u>429,276</u>
The funds of the charity					
Restricted funds in surplus			11,837		23,092
Restricted funds in deficit					
Harrow children's centre			-		-
Bbc children in need			-		-
Disabled children's counselling			-		-
Brent project			-		-
Total restricted funds			<u>11,837</u>		<u>23,092</u>
Unrestricted funds					
Unrestricted income funds			<u>419,253</u>		<u>406,184</u>
Total charity funds			<u>431,090</u>		<u>429,276</u>

The notes on pages 17 to 26 form an integral part of these financial statements

Registration number 3141164

Relate London North West

Balance Sheet as at 31 March 2013 (continued)

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

Approved by the Board on 8/12/13. and signed on its behalf by



Adrian Jolliffe
Trustee

The notes on pages 17 to 26 form an integral part of these financial statements

Relate London North West

Notes to the Financial Statements for the Year Ended 31 March 2013

1 Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities (SORP 2005)', issued in March 2005, the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Companies Act 2006

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose

Designated funds are unrestricted funds set aside at the discretion of the trustees for specific purposes

Further details of each fund are disclosed in note 17

Incoming resources

Voluntary income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability

Investment income is recognised on a receivable basis

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category

Costs of generating funds are the costs associated with attracting voluntary income

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters

Relate London North West

Notes to the Financial Statements for the Year Ended 31 March 2013

. continued

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage

Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred

Fixed assets

Individual fixed assets costing £250 or more are initially recorded at cost

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows

Fixtures and fittings	25% straight line basis
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Pensions

The charity operates a defined contribution pension scheme. Contributions are charged in the statement of financial activities as they become payable in accordance with the rules of the scheme

Relate London North West

Notes to the Financial Statements for the Year Ended 31 March 2013

continued

2 Voluntary income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2013 £	Total Funds 2012 £
Donations and legacies				
Appeals and donations	<u>1,861</u>	<u>-</u>	<u>1,861</u>	<u>305</u>
Grants				
UK Government grants	49,540	-	49,540	91,605
Grants - other agencies	<u>2,550</u>	<u>69,662</u>	<u>72,212</u>	<u>62,910</u>
	<u>52,090</u>	<u>69,662</u>	<u>121,752</u>	<u>154,515</u>
	<u>53,951</u>	<u>69,662</u>	<u>123,613</u>	<u>154,820</u>

3 Grants receivable

	Unrestricted Funds £	Restricted Funds £	Total Funds 2013 £	Total Funds 2012 £
UK Government grants	49,540	-	49,540	91,605
Grants - other agencies	<u>2,550</u>	<u>69,662</u>	<u>72,212</u>	<u>62,910</u>
	<u>52,090</u>	<u>69,662</u>	<u>121,752</u>	<u>154,515</u>

4 Investment income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2013 £	Total Funds 2012 £
Interest on cash deposits	<u>2,021</u>	<u>-</u>	<u>2,021</u>	<u>1,960</u>

Relate London North West

Notes to the Financial Statements for the Year Ended 31 March 2013

continued

5 Incoming resources from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2013 £	Total Funds 2012 £
Charitable activity 1				
Gift Aid tax reclaimed	2,532	-	2,532	2,753
Primary purpose trading	610,597	-	610,597	598,344
	<u>613,129</u>	<u>-</u>	<u>613,129</u>	<u>601,097</u>

6 Total resources expended

	Donations and legacies £	Charitable activity 1 £	Governance £	Total £
Support costs				
Employment costs	1,237	548,172	61,525	610,934
Establishment costs	-	48,052	16,017	64,069
Repairs and maintenance	-	469	156	625
Office expenses	25	10,014	3,339	13,378
Printing, posting and stationery	35	5,204	1,734	6,973
Subscriptions and donations	-	13,733	-	13,733
Sundry and other costs	-	743	248	991
Cleaning	-	2,305	768	3,073
Advertising and promotion	792	3,661	-	4,453
Auditors' remuneration	-	-	5,396	5,396
Legal and professional costs	-	1,043	-	1,043
Bank charges	9	1,338	447	1,794
Depreciation of tangible fixed assets	-	7,864	2,622	10,486
	<u>2,098</u>	<u>642,598</u>	<u>92,252</u>	<u>736,948</u>

Relate London North West

Notes to the Financial Statements for the Year Ended 31 March 2013

continued

7 Trustees' remuneration and expenses

No trustees received any remuneration during the year.

8 Net income

Net income is stated after charging

	2013	2012
	£	£
Auditors' remuneration - audit services	5,396	5,463
Depreciation of tangible fixed assets	<u>10,486</u>	<u>9,849</u>

9 Employees' remuneration

The average number of persons employed by the charity (including trustees) during the year, analysed by category, was as follows

	2013 No.	2012 No.
Charitable activities	11	11
Support	9	9
	<u>20</u>	<u>20</u>

The aggregate payroll costs of these persons were as follows

	2013 £	2012 £
Wages and salaries	519,293	536,987
Social security	29,211	35,878
Other pension costs	19,361	2,672
	<u>567,865</u>	<u>575,537</u>

Senior employees

During the year, defined contribution pension contributions on behalf of these staff amounted to £19,361 (2012 - £2,672)

Relate London North West
Notes to the Financial Statements for the Year Ended 31 March 2013

continued

10 Taxation

The company is a registered charity and is, therefore, exempt from taxation

Relate London North West

Notes to the Financial Statements for the Year Ended 31 March 2013

continued

11 Tangible fixed assets

	Fixtures, fittings and equipment £
Cost	
As at 1 April 2012	76,863
Additions	<u>6,797</u>
As at 31 March 2013	<u>83,660</u>
Depreciation	
As at 1 April 2012	61,635
Charge for the year	<u>10,486</u>
As at 31 March 2013	<u>72,121</u>
Net book value	
As at 31 March 2013	<u>11,539</u>
As at 31 March 2012	<u>15,228</u>

12 Debtors

	2013 £	2012 £
Trade debtors	27,435	24,700
Other debtors	<u>16</u>	<u>1,723</u>
	<u>27,451</u>	<u>26,423</u>

13 Creditors: Amounts falling due within one year

	2013 £	2012 £
Trade creditors	5,555	1,138
Taxation and social security	4,034	4
Accruals and deferred income	<u>5,000</u>	<u>5,300</u>
	<u>14,589</u>	<u>6,442</u>

Relate London North West
Notes to the Financial Statements for the Year Ended 31 March 2013

continued

14 Members' liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £nil towards the assets of the charity in the event of liquidation.

15 Pension scheme

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the period represents contributions payable by the charity to the scheme and amounted to £19,361 (2012 - £2,672).

There were no outstanding or prepaid contributions at either the beginning or end of the financial year.

Relate London North West

Notes to the Financial Statements for the Year Ended 31 March 2013

continued

16 Related parties

Controlling entity

The charity is controlled by the trustees who are all directors of the company

17 Analysis of funds

	At 1 April 2012	Incoming resources	Resources expended	At 31 March 2013
	£	£	£	£
Designated Funds				
Designated fund	178,859	842	-	179,701
General Funds				
Unrestricted income fund	227,324	668,259	(656,031)	239,552
Restricted Funds				
Harrow Children's Centre	3,520	9,280	(12,800)	-
Big Lottery Fund	2,698	47,413	(48,079)	2,032
BBC Children in need	-	12,969	(12,067)	902
Disabled children's counselling	794	-	(794)	-
All lottery fund	2,500	-	(1,250)	1,250
Brent Project	3,580	-	(3,580)	-
Big Lottery- supporting change	10,000	-	(2,347)	7,653
	<u>23,092</u>	<u>69,662</u>	<u>(80,917)</u>	<u>11,837</u>
	<u>429,275</u>	<u>738,763</u>	<u>(736,948)</u>	<u>431,090</u>

Relate London North West

Notes to the Financial Statements for the Year Ended 31 March 2013

continued

18 Net assets by fund

	Unrestricted Funds	Restricted Funds	Total Funds 2013	Total Funds 2012
	£	£	£	£
Tangible assets	9,877	1,662	11,539	15,229
Current assets	423,967	10,173	434,140	420,489
Creditors Amounts falling due within one year	<u>(14,589)</u>	<u>-</u>	<u>(14,589)</u>	<u>(6,442)</u>
Net assets	<u>419,255</u>	<u>11,835</u>	<u>431,090</u>	<u>429,276</u>

Relate London North West
Statement of financial activities by fund Year Ended 31 March 2013

	Designated fund 2013 £	Designated fund 2012 £
Incoming resources		
Incoming resources from generated funds		
Investment income	842	814
Total incoming resources	<u>842</u>	<u>814</u>
Reconciliation of funds		
Total funds carried forward	<u>179,701</u>	<u>178,860</u>

This page does not form part of the statutory financial statements

Relate London North West
Statement of financial activities by fund Year Ended 31 March 2013

continued

	Unrestricted income fund 2013	Unrestricted income fund 2012
	£	£
Incoming resources		
Incoming resources from generated funds		
Voluntary income	53,951	53,874
Investment income	1,179	1,146
Incoming resources from charitable activities	613,129	601,097
Total incoming resources	<u>668,259</u>	<u>656,117</u>
Resources expended		
Costs of generating funds		
Costs of generating voluntary income	2,098	1,503
Charitable activities	562,380	565,007
Governance costs	91,553	97,919
Total resources expended	<u>656,031</u>	<u>664,429</u>
Reconciliation of funds		
Total funds carried forward	<u>239,552</u>	<u>227,324</u>

This page does not form part of the statutory financial statements.

Relate London North West
Statement of financial activities by fund Year Ended 31 March 2013

continued

	Harrow Children's Centre 2013 £	Harrow Children's Centre 2012 £
Incoming resources		
Incoming resources from generated funds		
Voluntary income	9,280	23,036
Total incoming resources	<u>9,280</u>	<u>23,036</u>
Resources expended		
Charitable activities	12,544	19,516
Governance costs	256	-
Total resources expended	<u>12,800</u>	<u>19,516</u>
Reconciliation of funds		
Total funds carried forward	<u>-</u>	<u>3,520</u>

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Relate London North West
Statement of financial activities by fund Year Ended 31 March 2013

continued

	Big Lottery Fund 2013	Big Lottery Fund 2012
	£	£
Incoming resources		
Incoming resources from generated funds		
Voluntary income	47,413	56,031
Total incoming resources	<u>47,413</u>	<u>56,031</u>
Resources expended		
Charitable activities	47,840	51,176
Governance costs	239	-
Total resources expended	<u>48,079</u>	<u>51,176</u>
Reconciliation of funds		
Total funds carried forward	<u>2,032</u>	<u>12,698</u>

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Relate London North West
Statement of financial activities by fund Year Ended 31 March 2013

continued

	BBC Children in need 2013	BBC Children in need 2012
	£	£
Incoming resources		
Incoming resources from generated funds		
Voluntary income	12,969	6,879
Total incoming resources	<u>12,969</u>	<u>6,879</u>
Resources expended		
Charitable activities	11,935	9,935
Governance costs	132	-
Total resources expended	<u>12,067</u>	<u>9,935</u>
Reconciliation of funds		
Total funds carried forward	<u>902</u>	<u>-</u>

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Relate London North West
Statement of financial activities by fund Year Ended 31 March 2013

continued

	Disabled children's counselling 2013	Disabled children's counselling 2012
	£	£
Resources expended		
Charitable activities	794	-
Total resources expended	794	-
Reconciliation of funds		
Total funds carried forward	-	794

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Relate London North West
Statement of financial activities by fund Year Ended 31 March 2013

continued

	All lottery fund 2013	All lottery fund 2012
	£	£
Resources expended		
Charitable activities	1,250	1,250
Total resources expended	<u>1,250</u>	<u>1,250</u>
Reconciliation of funds		
Total funds carried forward	<u><u>1,250</u></u>	<u><u>2,500</u></u>

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Relate London North West
Statement of financial activities by fund Year Ended 31 March 2013

continued

	Brent Project 2013	Brent Project 2012
	£	£
Incoming resources		
Incoming resources from generated funds		
Voluntary income	-	15,000
Total incoming resources	-	15,000
Resources expended		
Charitable activities	3,508	11,420
Governance costs	72	-
Total resources expended	3,580	11,420
Reconciliation of funds		
Total funds carried forward	-	3,580

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Relate London North West
Statement of financial activities by fund Year Ended 31 March 2013

continued

	Big Lottery- supporting change 2013	Big Lottery- supporting change 2012
	£	£
Resources expended		
Charitable activities	2,347	-
Total resources expended	<u>2,347</u>	<u>-</u>
Reconciliation of funds		
Total funds carried forward	<u>7,653</u>	<u>-</u>

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