

Company Number: 3152590

Charity Number: 1038313

BLACK ASSOCIATION OF WOMEN
STEP OUT LIMITED

AUDITED FINANCIAL ACCOUNTS

FOURTEEN MONTH PERIOD ENDED
31 MARCH 1997

KEANE & CO
CHARTERED ACCOUNTANTS
& REGISTERED AUDITORS



FINANCIAL STATEMENTS PERIOD ENDED 31 MARCH 1997

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OFFICERS AND PROFESSIONAL ADVISORS

TRUSTEES:

Chairperson :	June Taitt (appointed 01:07:96)
Vice Chairperson :	Judith Maude Jones (appointed 01:07:96)
Treasurer :	Renuka Chadha (appointed 01:07:96)
Secretary :	Pauline Marcia Walker (appointed 01:07:96) Kamla Budhwani (appointed 01:07:96) Imtiaz Sadiq (appointed 01:07:96) Rakhshanda Jabeen Shahzad (appointed 01:07:96) Shamsun Sheikh (appointed 01:07:96 and resigned 31:05:97) Gaynor Legall (appointed 31:01:96) Donna Liburd (appointed 01:07:96) Farida Mohamed (resigned 31:03:97) Ley Woolley (resigned 31:07:96) Janine Garel (resigned 30:09:96)

COMPANY SECRETARY:

Stephani Karyim Mok (resigned 26:06:96) Pauline Walker (appointed 01:07:96)
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REGISTERED OFFICE:

109 St Mary Street Cardiff CF1 1DZ
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AUDITORS:

Keane & Co Perch Buildings 20 West Bute Street Cardiff CF1 6HE
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BANKERS:

The Co-Operative Bank 37 Park Place Cathays Park Cardiff

REPORT OF THE TRUSTEES

The Trustees present their first report and the financial statements of the company for the fourteen month period ended 31 March 1997.

STATEMENT OF TRUSTEES RESPONSIBILITIES

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 company and of the surplus or deficit of the company for that period. In preparing those financial statements, the trustees are required to:-

- a) select suitable accounting policies and then apply them consistently;
- b) state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- c) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping proper records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. The trustees are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

REVIEW OF CHARITABLE ACTIVITIES

BAWSO women's aid has now been fully operational for two years. We have sought over the past year to build on our strengths in providing a quality service to our users, and to achieve our objectives and outcomes from our business plan. We are currently about to embark in obtaining an Investors in People award.

BAWSO has also sought to progress on its style of management, as having finally given birth to the organisation, after a long labour(!), we are now firmly committed to a more strategic management style as the organisation progresses into its pre-school years, and seeks to develop its own identity, and maturity.

REPORT OF THE TRUSTEES CONT...

BAWSO refuge has on average over the past year been fully occupied - a salient reminder of the need of such a provision. We hope, over the coming year, to continue to develop and establish a "move on" provision for women, who may still continue to need a level of support in the community.

BAWSO has achieved its targets, set last year, in relation to policy formation, service delivery, evaluation and monitoring systems and staffing levels. Following recruitment we will be pleased to welcome, and have on board, a senior childcare worker and an outreach worker.

None of our achievements of the past year, would have been possible without the co-operation and hard work of all of our staff, both paid and unpaid. Therefore on behalf of the management committee, we wish to extend a huge thank you to Mutale and her staff team for their energy, enthusiasm and commitment to the objectives of BAWSO.

AUDITORS

Keane & Co were appointed as auditors on 31 January 1997 and a resolution proposing their re-election will be put before the Annual General Meeting.

By order of the Trustees



June Taitt

AUDITORS' REPORT

**REPORT OF THE AUDITORS
TO THE TRUSTEES OF
BLACK ASSOCIATION OF WOMEN
STEP OUT LIMITED**

We have audited the financial statements set out on pages 7 to 12 which have been prepared under the historical cost convention and the accounting policies set on page 9.

Respective Responsibilities of the Trustees and Auditors

As described on page 3 the Trustees are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of Opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentations of information in the financial statements.

AUDITORS' REPORT CONT...

Opinion

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 31 March 1997 and of its deficit for the period then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985 applicable to small companies.

Keane & Co

KEANE & CO
Chartered Accountants
& Registered Auditors

Perch Buildings
20 West Bute Street
Cardiff
CF1 6HE

27 June 1997

STATEMENT OF FINANCIAL ACTIVITIES
PERIOD ENDED 31 MARCH 1997

	NOTES	1997
		£
INCOMING RESOURCES		
Grants Receivable		126543
Rents Receivable		40770
Membership Fees		46
Donations		2939
Bank Interest		878
Other Income		3400
		<hr/>
Total Incoming Resources		174576
		<hr/>
RESOURCES EXPENDED		
Direct Charitable Expenditure	2	136671
Management and Administration	3	64273
		<hr/>
Total Resources Expended		200944
		<hr/>
Net Outgoing Resources		(26368)
		<hr/>

**BALANCE SHEET
AS AT 31 MARCH 1997**

	NOTES	1997	
		£	£
FIXED ASSETS			
Tangible Assets	6		14300
CURRENT ASSETS			
Debtors and Prepayments	7	6125	
Cash at Bank & in Hand		36395	
		<hr/>	
		42520	
		<hr/>	
CREDITORS: AMOUNTS FALLING DUE IN LESS THAN 1 YEAR			
Creditors and Accruals	8	38120	
		<hr/>	
NET CURRENT ASSETS			4400
			<hr/>
TOTAL ASSETS LESS CURRENT LIABILITIES			18700
			<hr/>
CAPITAL & RESERVES			
General Charity Fund			(26368)
Pre Incorporation Reserves			45068
			<hr/>
			18700
			<hr/>

These accounts were approved by the Trustees on 25 June 1997

..... June Taitt

..... Renuka Chadha

NOTES TO THE ACCOUNTS
PERIOD ENDED 31 MARCH 1997

1 . ACCOUNTING POLICIES

a) Accounting Convention

The Financial Statements have been prepared under the Historical Cost Convention.

b) Income

Income represents all monies received by the Charity during the year from every source.

c) Tangible Fixed Assets

Depreciation is provided at the following annual rates in order to write off each assets over its estimated useful life or, if held under a finance lease, over the lease term, whichever is the shorter.

Office Equipment	25% straight line
Refuge Equipment	25% straight line

d) Grants

Grants where applicable, are credited to the financial statements in the year in which they are received.

2 . DIRECT CHARITABLE EXPENDITURE

	1997
Provision of Refuge Care	28017
Salaries and Staff Costs	108654
	<hr/>
	136671
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3 . MANAGEMENT & ADMINISTRATION COSTS

	1997
Salaries and Staff Costs	35202
Office Costs	23022
Bank Charges and Interest	35
Audit Fee	1050
Cost of Trustee Meetings	209
Depreciation	4755
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	64273
	<hr/>

NOTES TO THE ACCOUNTS

PERIOD ENDED 31 MARCH 1997 CONT...

4 . STAFF COSTS

	1997
Salaries	103863
Social Security Costs	9797
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	113660
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No employee earned more than £40000

Average number of employees:

Direct Charitable	4
Management & Administration	2
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	6
	<hr/>

5 . NET INCOME

The net income for the period is stated after charging:-

	1997
Depreciation	4755
Auditors Remuneration	750
Directors' Emoluments	nil
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NOTES TO THE ACCOUNTS

PERIOD ENDED 31 MARCH 1997 CONT...

6 . TANGIBLE FIXED ASSETS

	TOTAL £	OFFICE EQUIPMENT £	REFUGE FURNITURE £
COST			
Additions	19056	6503	12553
Disposals	-	-	-
	<hr/>	<hr/>	<hr/>
As at 31:3:97	19056	6503	12553
	<hr/>	<hr/>	<hr/>
DEPRECIATION			
Charge for Period	4756	1360	3396
Released on Disposal	-	-	-
	<hr/>	<hr/>	<hr/>
As at 31:3:97	4756	1360	3396
	<hr/>	<hr/>	<hr/>
NET BOOK VALUE			
As at 31:03:97	14300	5143	9157
	<hr/>	<hr/>	<hr/>

7 . DEBTORS

	1997
Debtors	3978
Prepayments	2147
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	6125
	<hr/>

8 . CREDITORS: AMOUNTS DUE IN LESS THAN ONE YEAR

	1997
Tax and Social Security Costs	-
Deferred Grant Income	21257
Other Creditors and Accruals	2984
Bank Overdraft	13879
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	38120
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NOTES TO THE ACCOUNTS

PERIOD ENDED 31 MARCH 1997 CONT...

9 . TAXATION

There is no liability to UK Corporation Tax as the company is a registered charity.

10 . INTEREST PAYABLE

	1997
Bank Loans and Overdrafts	nil
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