

DUNDEE WOMENS AID COLLECTIVE LIMITED

FINANCIAL STATEMENTS

31ST MARCH 2003

Registered number : SCO124795

HAN & CO

ACCOUNTANTS

Dundee



DUNDEE WOMENS AID COLLECTIVE LIMITED

FINANCIAL STATEMENTS

for the Year ended 31st March 2003

CONTENTS

	Page
Company Information	1
Directors' Report	2
Accountants' Report	3
Statement of <i>Financial Activities</i>	4
Balance Sheet	5
Notes	6 - 8

The following page does not form part of the statutory accounts

Detailed Statement of Financial Activities	9
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DUNDEE WOMENS AID COLLECTIVE LIMITED

COMPANY INFORMATION

31ST MARCH 2003

NUMBER	SCO124795
DIRECTORS	Lesley Scott (appointed 16/9/02) Alison Reeves
SECRETARY	E Howieson
REGISTERED OFFICE	22 Thomson Street Dundee DD1 4LE
BANKERS	Royal Bank of Scotland 3 High Street Dundee DD1 9LY
ACCOUNTANTS	Han & Co 61 Scott Street Dundee DD2 2BA

DUNDEE WOMENS AID COLLECTIVE LIMITED

DIRECTORS' AND MEMBERS' REPORT

31ST MARCH 2003

The directors and members have pleasure in presenting their report and the financial statements of the charity for the period from 1st April 2002 to 31st March 2003.

The principal objectives of Dundee Women's Aid are :

to encourage the provision of temporary refuge for women and their children. Where a woman has been abused (mentally, physically or sexually) in her home or by a man with whom she is or has been in a relationship. Women's Aid provides a service for abused women whether or not they have children.

to offer support, information and help to women and their children who ask for such help, whether or not they are refuge residents, and also to offer support and information to any woman and child who have left a temporary refuge.

to provide equal opportunities for, and participation of, women in society to enable them to determine their own futures.

to provide opportunities to meet the educational and emotional needs of children, particularly those resident in refuge, of women using the services of Dundee Women's Aid.

to encourage statutory authorities and other agencies to recognise their obligations, legal and otherwise, towards abused women and their children and to act accordingly towards the prevention of abuse and relief of suffering.

to promote education and to inform the community and their representatives including the media, the police, the judicial system, the social services and other authorities with regard to the abuse of women and its prevention.

to encourage research into the causes, the prevention and relief of such suffering and abuse.

Principal Activities

Dundee Women's Aid provides its direct service to abused women through its office in 61 Reform Street, Dundee which is open Monday, Thursday and Friday from 10am to 4pm and Tuesday 2pm to 4pm. Phone cover is from 9am to 5pm Monday to Friday (ansaphone only on Tuesday morning). From 5pm to 10pm Monday to Friday and weekends 10am to 10pm there is an on call system in operation. Safe accommodation is provided if required and as available in the three refuges which provide a total of 14 family spaces. There were 861 contacts to Dundee Women's Aid during the year. 152 requested refuge accommodation and of these 89 women and 90 children were admitted to the refuges. The support and information office and the refuges are the core of the work along with the services to children provided by the two children's workers. This service is provided by paid and also unpaid workers.

Other principal activities are:

Follow on

A three year community funded project started in September 2002 to provide support for women and also for children who leave refuge. We have been able to offer this service to women who have suffered abuse and are re-housed from the Homeless Unit. This has been a much welcomed development.

DUNDEE WOMENS AID COLLECTIVE LIMITED

DIRECTORS' AND MEMBERS' REPORT(continued)

31ST MARCH 2003

Other principal activities (continued)

Training

The Domestic Abuse Service Development Fund post was renewed for a further 2 years and training to agencies has been a priority of the year with a mixture of full day in-depth and shorter basic awareness training being delivered.

Hopscotch

11 children enjoyed a weekend away funded by Hopscotch. 3 workers bravely undertook the task and came back with tales of gondola rides, visits to sea-life centre and tramps in the rain-the weather failing to dampen the children's spirits.

Summer Playscheme

Thanks to Children in Need two children's workers were employed for the summer holiday period to provide a full programme of play sessions and outings.

Scottish Women's Aid Network

Dundee Women's Aid is a member of the Scottish Women's Aid Network, valuing the opportunities to share expertise and to engage in development of the service. The network structure has undergone considerable reorganisation and Dundee Women's Aid has been active in the process.

Multi-agency work

The Domestic Abuse Service Development Fund post was renewed for a further 2 years and so delivering training to agencies has continued to be developed. An additional project similarly funded is a research post with the worker also having a role in developing the Domestic Abuse Forum.

Future Developments

The most exciting new development is of a purpose built refuge, scheduled for summer 2004. This will provide 7 two bedroomed flats and a communal area and replace 5 spaces in shared accommodation.

Planning for this and for registration with the Care Commission are high priorities for the next year.

Establishment of support groups for women and also for children who have been re-housed. Development of service delivery training to agencies based on the new Scottish Women's Aid training materials.

Dundee Women's Aid will endeavour to continue to provide a high quality of service to women and any accompanying children who have experienced domestic abuse. We will continue to be active members of the Scottish Women's Aid Network.

Business Review

The company's balance sheet as detailed on page 5 shows a satisfactory position, accumulated funds amounting to £48,001.

Results

The results for the year are shown in the Statement of Financial Activities on page 4.

DUNDEE WOMENS AID COLLECTIVE LIMITED

DIRECTORS' AND MEMBERS' REPORT(continued)

31ST MARCH 2003

Directors

The company is limited by guarantee and the directors and the extent of their guarantees during the year were as follows :-

	31st March 2003 Ordinary Shares	1st April 2002 Ordinary Shares
Ms J McDonald	-	1
Alison Reeves	1	1
Lesley Scott (appointed 16/9/02)	1	-

Reporting Accountants

The directors consider that for the year ended 31st March 2003 the company was entitled to exemption from a statutory audit under section 249A of the Companies Act 1985. Under the provisions of the Act, the directors have appointed Han & Co as Reporting Accountants. Their report is shown on page 3 of the financial statements.

On behalf of the board



E Howieson
Secretary

22 Thomson Street
Dundee
DD1 4LE

1st July 2003

DUNDEE WOMENS AID COLLECTIVE LIMITED

ACCOUNTANTS' REPORT

Accountants' report to the member on the financial statements of

Dundee Womens Aid Collective Limited

We report on the financial statements for the year ended 31st March 2003 set out on pages 4 - 8.

Respective responsibilities of directors and reporting accountants

As described on page 5 the company's directors are responsible for the preparation of the financial statements, and they consider that the company is exempt from a statutory audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

Basis of opinion

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the financial statements with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

Opinion

In our opinion:

- (a) the financial statements are in agreement with the accounting records kept by the company under section 221 of the Companies Act 1985;
- (b) having regard only to, and on the basis of, the information contained in those accounting records
 - (i) the financial statements have been drawn up in a manner consistent with the accounting requirements specified in section 249C(6) of the Act;
 - (ii) the company satisfied the conditions for exemption from a statutory audit of the financial statements for the year specified in section 249A(4) of the Act and did not, at any time within that year, fall within any of the categories of companies not entitled to the exemption specified in section 249B(1).



Han & Co
Reporting Accountants

Dundee
1st July 2003

DUNDEE WOMENS AID COLLECTIVE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31ST MARCH 2003

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds Year to 31/03/03 £	Total Funds Year to 31/03/02 £
INCOMING RESOURCES					
Grants Received	2		143,959	143,959	84,920
Housing Benefit			132,700	132,700	89,472
Donations & Other Income	3				5,012
Fundraising		6,551		6,551	
Main Account		268		268	
Interest Received					1,752
Fundraising		279		279	
Main Account		379		379	
TOTAL INCOMING RESOURCES		<u>7,477</u>	<u>276,659</u>	<u>284,136</u>	<u>181,156</u>
RESOURCES EXPENDED					
Direct Charitable Expenditure		575	241,163	241,738	
Management & Administration		-	34,624	34,624	
TOTAL RESOURCES EXPENDED		<u>575</u>	<u>275,787</u>	<u>276,362</u>	<u>179,284</u>
NET INCOMING RESOURCES FOR YEAR		6,902	872	7,774	1,872
Balances brought forward		29,991	10,236	40,227	38,355
Balances carried forward		<u>36,893</u>	<u>11,108</u>	<u>48,001</u>	<u>40,227</u>

DUNDEE WOMENS AID COLLECTIVE LIMITED

BALANCE SHEET AS AT 31ST MARCH 2003

	Note	£	2003 £	£	2002 £
CURRENT ASSETS					
MAIN ACCOUNT					
Bank		27,144		38,422	
Cash		503		257	
Debtors	5	10,191		4,171	
			37,838		42,850
REFUGE II INVESTMENT					
Refuge II Investment		2,500		2,500	
Refuge II Replacement Windows	4,178				
Less Depreciation to Date	(1,613)				
		2,565		3,018	
			5,065		5,518
FUNDRAISING ACCOUNT					
Bank Deposit Account			36,821		29,991
			79,724		78,359
CREDITORS : Amounts falling due within one year					
	6		(31,723)		(38,132)
TOTAL ASSETS LESS CURRENT LIABILITIES					
			48,001		40,227
ACCUMULATED FUNDS					
8					
RESTRICTED					
MAIN ACCOUNT		6,043		4,718	
REFUGE II INVESTMENT		5,065		5,518	
			11,108		10,236
UNRESTRICTED					
FUNDRAISING ACCOUNT		36,821		29,991	
MAIN ACCOUNT		72			
			36,893		29,991
			48,001		40,227

DUNDEE WOMENS AID COLLECTIVE LIMITED

BALANCE SHEET (continued)

31ST MARCH 2003

The directors consider that for the year ended 31st March 2003 the company was entitled to exemption under subsection 2 of section 249A of the Companies Act 1985. No member or members have deposited a notice requesting a statutory audit for the current financial year under subsection 2 of section 249B of the Act.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 221 of the Companies Act 1985 and preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 226, and which otherwise comply with the requirements of the Act in relating to financial statements, so far as applicable to the company.

The financial statements on pages 4 - 8 were approved by the board of directors on 1st July 2003 and signed on its behalf by:

A handwritten signature in black ink that reads "Lesley Scott". The signature is written in a cursive, flowing style.

Lesley Scott
Director

DUNDEE WOMENS AID COLLECTIVE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2003

1 ACCOUNTING POLICIES

Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on accounting by charities.

Income

Income is accounted for on a cash basis and represents grants, donations, miscellaneous contributions and interest received during the year.

Depreciation

Depreciation is calculated so as to write off the cost of assets, less residual value, over the useful economic life of the asset as follows:

Fixtures & Fittings	15% reducing balance
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VAT

The charity is not registered for VAT and accordingly expenditure includes VAT where appropriate.

2 GRANTS RECEIVED

	2003	2002
	£	£
Dundee City Council	69,935	68,615
DASDF	17,780	16,305
Training Grants & Fees	11,500	
Community Fund Follow on	35,332	
Community Fund Consultancy	4,809	
Children in Need	4,483	
National Literacy Grant	120	
	-----	-----
	143,959	84,920
	=====	=====

3 DONATIONS & OTHER INCOME

Panmure Church	380
J K Rawlings Trust	5,000
Thorntons	700
Small Miscellaneous	419
Gift Aid	320

	6,819
	=====

DUNDEE WOMENS AID COLLECTIVE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2003

	2003	2002
4 STAFF COSTS & NUMBERS		
The average number of staff employed during the year was :		
Charitable	11	7
Management & Administration	2	3
	<u>13</u>	<u>10</u>
	=====	=====

The costs of employing staff were :

Salaries	177,356	128,986
National Insurance	15,118	10,126
Pension	3,252	2,449
	<u>195,726</u>	<u>141,561</u>
	=====	=====

There were no employees with emoluments greater than £50,000 in the year.

Dundee Womens Aid Collective Ltd operate a Standard Life pension scheme for their employees.

5 DEBTORS		
Housing Benefit	4,354	4,171
DASDF Research	1,119	-
Community Fund Grant	4,718	-
	<u>10,191</u>	<u>4,171</u>
	=====	=====

6 CREDITORS : Amounts falling due within one year		
Deferred Income (Note 7)	20,931	28,331
Other Creditors	10,792	9,800
	<u>31,723</u>	<u>38,131</u>
	=====	=====

7 SPECIAL FUNDS				
	Brought Forward 01/04/02	Income	Expenditure	Balance at 31/03/03
DASDF Training & Research Projects	19,074	25,715	27,279	17,510
Disability Grant	9,257		9,257	0
Community Fund Consultancy		4,809	4,809	
Children in Need		4,483	4,483	0
Community Fund		38,253	35,332	2,921
National Literacy		120	120	
Community Scotland		500		500
Deferred at 31 March 2003				<u>20,931</u>
				=====

DUNDEE WOMENS AID COLLECTIVE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST MARCH 2003

8 ACCUMULATED FUNDS

	Unrestricted Funds	Restricted Funds	Total Funds Year to 31/03/03	Total Funds Year to 31/03/02
Main Account				
Balance brought forward		4,718	4,718	7,083
Surplus (Deficit) for year	72	1,325	1,397	(2,365)
	<hr/>	<hr/>	<hr/>	<hr/>
Balance carried forward	72	6,043	6,115	4,718
	<hr/>	<hr/>	<hr/>	<hr/>
Refuge II Investment				
Balance brought forward		5,518	5,518	6,050
Deficit for year		(453)	(453)	(532)
	<hr/>	<hr/>	<hr/>	<hr/>
Balance carried forward	-	5,065	5,065	5,518
	<hr/>	<hr/>	<hr/>	<hr/>
Fundraising Account				
Balance brought forward	29,991		29,991	25,222
Surplus for year	6,830		6,830	4,769
	<hr/>	<hr/>	<hr/>	<hr/>
	36,821	-	36,821	29,991
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL ACCUMULATED FUNDS	36,893	11,108	48,001	40,227
	<hr/>	<hr/>	<hr/>	<hr/>

DUNDEE WOMENS AID COLLECTIVE LIMITED

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31ST MARCH 2003

	Year to 31 March 2003			Year to 31/03/02
	Unrestricted	Restricted	Total	
	£	£	£	£
INCOME				
Dundee City Council		69,935	69,935	68,615
Housing Benefit		132,700	132,700	89,472
Donations & Other Income	6,819		6,819	5,012
DASDF Grant		17,780	17,780	16,305
Training Grants & Fees		11,500	11,500	
Disability Access Grant -Income		18,549	18,549	
-Expenses		(18,549)	(18,549)	
National Literacy Grant		120	120	
Scottish Community Foundation		500	500	
Deferred		(500)	(500)	
Community Fund		38,253	38,253	
Deferred		(2,921)	-2,921	
Children in Need		4,483	4,483	
Community Fund Consultancy		4,809	4,809	
Interest	658		658	1,752
	<u>7,477</u>	<u>276,659</u>	<u>284,136</u>	<u>181,156</u>
DIRECT CHARITABLE EXPENDITURE				
Wages & Salaries		173,978	173,978	
Travel & Unpaid Workers Expenses		3,128	3,128	
Telephone Charges		2,755	2,755	
Heat & Light		3,068	3,068	
Repairs & Renewals		25,925	25,925	
Rent Rates & Insurance		3,352	3,352	
Domestic		2,464	2,464	
Children		2,252	2,252	
Sundry Expenses		378	378	
Community Fund Expenses		10,690	10,690	
Publicity		3,308	3,308	
Children in Need Summer Project	575	4,483	5,058	
Community Fund Consultancy Fees		4,809	4,809	
Books		120	120	
Depreciation		453	453	
	<u>575</u>	<u>241,163</u>	<u>241,738</u>	
MANAGEMENT & ADMINISTRATION				
Wages & Salaries		21,748	21,748	
Telephone charges		1,837	1,837	
Heat & Light		1,550	1,550	
Repairs & Renewals		1,742	1,742	
Rent Rates & Insurance		475	475	
Affiliation Fee		892	892	
Auditors Remuneration		1,645	1,645	
Office Expenses		4,735	4,735	
	<u>-</u>	<u>34,624</u>	<u>34,624</u>	
TOTAL EXPENDITURE	<u>575</u>	<u>275,787</u>	<u>276,362</u>	<u>179,284</u>
NET SURPLUS FOR THE YEAR	<u>6,902</u>	<u>872</u>	<u>7,774</u>	<u>1,872</u>
	=====	=====	=====	=====