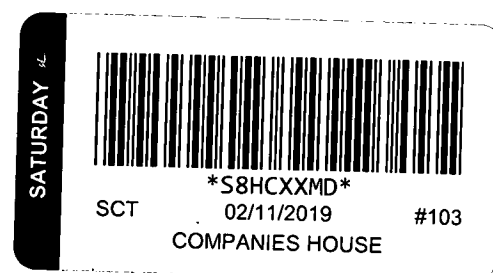


Company Number: SC316350

**FIFE WOMEN'S AID**  
**FINANCIAL STATEMENTS**  
**For the Year Ended 31 March 2019**  
**Charity Number: SC011689**



**FIFE WOMEN'S AID**

**FINANCIAL STATEMENTS**

**For the Year Ended 31 March 2019**

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## **FIFE WOMEN'S AID**

### **REPORT OF THE TRUSTEES For the Year Ended 31 March 2019**

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The Trustees of Fife Women's Aid present their report and audited financial statements for the year ended 31 March 2019. The Directors have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) published on 16 July 2014.

#### **Objectives and Activities**

The objectives of Fife Women's Aid are: -

- 1) To relieve the suffering and distress of women and their children (if any) who have experience of domestic abuse, whether emotional, physical and /or sexual by a partner, ex-partner and or family member by associating with local authorities, voluntary organisations and other public bodies (where considered appropriate) to offer support, information and help to such women and children.
- 2) The company's objects are restricted to those set out in article 4 (but subject to article 6).
- 3) The company may (subject to OSCR consent) add to, remove or alter the statement of the company's objects in article 4; on any occasion when it does so, it must give notice to the Registrar of Companies and the amendment will not be effective until that notice is registered on the register of companies.

The activities of Fife Women's Aid are to:

- (a) Provide refuge accommodation and accommodation based support services to women who have experienced domestic abuse.
- (b) Provide drop - in services offering support and information to women who have experienced abuse.
- (c) Provide an emergency out of hours on call service 365 days per year.
- (d) Provide a visiting support service for women who have experienced domestic abuse and who are living in their own homes/other types of accommodations (other than refuge).
- (e) Provide group work to support personal development activities for women who have experienced abuse.
- (f) Provide a counselling service for women who have experienced abuse.
- (g) Provide refuge based, outreach and follow up support services for children and young people who have experiences of domestic abuse.

## FIFE WOMEN'S AID

### REPORT OF THE TRUSTEES (CONTINUED) For the Year Ended 31 March 2019

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#### **Objectives and Activities (continued)**

Fife Women's Aid Housing Support services are registered with The Care Inspectorate and Fife Women's Aid Counselling Services are registered with COSCA.

Fife Women's Aid works in partnership with other local and national agencies to ensure the widest possible range of high-quality services are available to women, children and young people who have experienced abuse. Central to our multi-agency engagement is our involvement with FVAWP (Fife Violence Against Women Partnership), Fife PSP (Fife Homelessness Services Public Social Partnership) and MARAC (Multi-Agency Risk Assessment Conferencing). We have ongoing working partnerships with: Health, Education, Criminal Justice, Social Work services, CEDAR, CAHMS, Police Scotland, Women's Aid groups throughout Scotland, Fife Homelessness services, substance misuse services and many more. As an affiliated member of Scottish Women's Aid we are committed to national development work, campaigning and networking with other Women's Aid services across the country.

#### **Achievements and Performance**

The Trustees of Fife Women's Aid in 2018/19 were Rhona Brown (Chair), Anne Morrison, Ruth Thomson, Jeannette Deacon, Karen Bell, Suzanne Peden, Kate Cameron, Veronica Sutherland, Andrea Saunders. Nikki Headrick joined the board in August but due to work commitments had to resign in March, Annie Morrison retired from the board, after many years' service, in January 2019. Daphne Grant and Sally Cameron joined in February and Jodie McIver in March.

Together as Trustees we have legal responsibility to ensure that the organisation and its finances are properly managed. We are responsible for maintaining our charitable status and registration with Companies House and the Office of the Scottish Charities Regulator.

The trustees work at a strategic level through our Strategic Plan. This plan is in the process of being updated and we will review it periodically to ensure it reflects the changing needs of the service. The day-to-day running of Fife Women's Aid services is carried out by our capable and committed staff group. Together our aim is to work within budget and continue to provide the very best quality services to our service users - women, children and young people who have experienced domestic abuse.

In the 2018/2019 period:

790	Women were supported through the Women's Support Service
451	Children and young people were supported through the CYP Service.
89	Families accessed refuge accommodation.
112	Children and young People in refuge with their mothers.
127	Days was the average length of stay in refuge.
350	MARAC referrals were received in the last 12 months.
63	Women received support from our independent advocacy service.
132	Referrals received into our Counselling Service.
35	Refuges throughout Fife (none of which are shared).
117	Referrals received for court support & advocacy.

**REPORT OF THE TRUSTEES (CONTINUED)**  
**For the Year Ended 31 March 2019**

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**Achievements and Performance (continued)**

2018-19 was another busy year for Fife Women's Aid. We continued to provide our core services but also developed work areas which had been identified as gaps in provision by service users. As in previous years this had to be achieved against a backdrop of continued austerity and brought challenges for staff and Trustees alike.

The year has been one of change for the organisation. Our long-term Manager, Joy Patrick, left in April 2018 and an interim manager was appointed to oversee the smooth running of services whilst a structural review and recruitment of a new manager took place. The structural review was, in part, driven by the need to manage reductions in funding which were predicted for the years ahead. It was carried out in conjunction with the staff team and has led to a move to multidisciplinary teams. As well as making savings this approach aims to encourage greater joint working across the different roles within the organisation. It will improve communication and promote a more holistic approach for the families we work with. Staff are settling into this structure and a new manager will start in the coming year. Our sincere thanks to Heather Williams, our interim manager. Heather has been an invaluable support to the Board, staff and service users during this year.

We were very pleased to receive funding for a new Children's Counselling Service from the Robertson Trust, The Gannochy Trust, Volant Trust and Alexander Moncur Trust. We were able to recruit to this role this year and, whilst it is still early days, have already started to see the benefits of having a dedicated children's counsellor within the organisation.

This year we started development of a new organisational strategy and this work is now nearing completion. The strategy will identify our priorities from 2019 until 2022 and also include a refresh of our organisation outcomes and monitoring and evaluation framework.

Our Housing Support Service was inspected by the Care Inspectorate and we were very pleased to maintain our grades of 5 (very good for quality of staffing and quality of service). We were particularly encouraged by the positive feedback given by women to the Care Inspectorate which highlighted the impact our work has had for them:

*'I feel like a totally different person, more confident, I didn't used to talk. Women's Aid have really helped me through it – they've made it so much easier. Staff are friendly, they help me with anything. They are amazing.'*

*'If I have a really bad day I can phone my support worker for a chat and she helps me feel more upbeat, she reassures me, she helps to relieve my worries. It's not just about understanding, it's also practical help to establish my independent life and fill in forms, etc. I got the help I needed.'*

It is essential that we are able to evidence the positive impact that our services have upon the lives of the women, children and young people we work with and testimonies direct from service users are an important part of this.

**Achievements and Performance (continued)**

**The Women's Support Service** provides practical and emotional support to women who have experienced domestic abuse. The majority of referrals are self-referrals and support may take place in refuge, in a woman's own home, by phone, in the office or at a mutually agreed, safe location. An increase in referrals has meant that we have sometimes had to run a waiting list for support, though we work hard to minimize this. When this is necessary the highest risk referrals are prioritised, including referrals through MARAC (Multi Agency Risk Assessment Conference). We have undertaken work this year to merge our MARAC Advocacy and MARAC Support roles to ensure the future of MARAC Advocacy Service when current funding from The Big Lottery ends in March 2019. This change is consistent with our general re-structuring aims for more joined up, holistic services and offers women within the MARAC process a more streamlined approach.

During the year 89 families were admitted to refuge; the average length of stay was five months. Many moved on to permanent re-housing with the Local Authority or Housing Associations but some women returned to their partner. It is important to recognise that there are many complex reasons why women return and it can often take several times of leaving before a woman can leave for good. Everyone leaves with reassurance that they can take up support again at any time in the future.

**The Children and Young Persons' Service** was accessed by over 400 children and young people (CYP) during 2018-19. 112 of them lived in refuges. We provided holistic, tailored support packages to CYP up to age 18 including one-to-one sessions, group work, joint working with other agencies, signposting and advocacy. We have a team of experienced and knowledgeable support workers, from a variety of backgrounds, who access a range of innovative resources to support CYP. For younger children, or those who are unable to engage in one-to-one sessions, family sessions were offered which included developmental activities, arts & crafts, play sessions and Bookbug sessions.

**The Business Team** manage a variety of tasks of which are critical to the operational effectiveness of the Fife Women's Aid. The small team undertake a range of duties including reception, supporting staff, volunteers and Trustees with administration, IT support, HR functions and finance. As part of the structural changes this year we reviewed our finance/administration requirements and have made some changes to this team. We will also welcome an Administration Apprentice in the coming year.

**The Family Support Service** entered the third and final year of funding from CIN this year. We are awaiting the outcome of other funding applications and hope to continue this work when current funding ends in June 2019.

The service provides flexible, family focused support both within refuge and on an outreach/visiting support basis. The service supports mother and child together, helping to improve communication, develop new parenting skills and repair relationships which have been damaged by abuse. Strong and resilient family units are an important protective factor for moving on after abuse and excellent outcomes have been achieved through this work.

**The Independent Advocacy** team has worked with 63 clients this year. They have provided advocacy on issues such as: Children's Panel process; court matters, benefit claims; financial and debt issues, police matters, complaints processes and engaging with statutory services. We will be winding up this service in the coming year as this funding has been diverted to MARAC.

## FIFE WOMEN'S AID

### REPORT OF THE TRUSTEES (CONTINUED)

For the Year Ended 31 March 2019

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#### Achievements and Performance (continued).

**The Befriending Service** funds a Volunteer Co-ordinator to recruit, train and support volunteers who offer befriending to women accessing Fife Women's Aid. Befriending was identified by service users as a gap in provision which would assist them to settle into a new community and transition to independent living after abuse. Women who are socially isolated, experiencing anxiety or ill-health or unfamiliar with the Fife area benefit from volunteer support to "buddy" them and become involved with the local community. Together befriending partnerships have attended exercise and swimming sessions, accessed the gym, gone shopping, been for walks, been to the cinema and tried meditation classes. Volunteers have organised pamper days at local colleges and brought women together for coffee mornings and trips out of town. They have also helped with job applications and preparing CV's, accessing college or training opportunities or simply been available for a coffee and a chat.

In June we held an event to celebrate Volunteers week and acknowledge the added value that volunteers bring to our services. We hope to extend volunteering opportunities with Fife Women's Aid in the future.

**The MARAC Advocacy Service** has provided specialist advocacy as part of the MARAC Partnership Model. MARAC identifies the highest risk victims and co-ordinates services to reduce repeat victimisation, increase safety and reduce risk. The project is truly multi-agency and joins together NHS, Education, Social Work Services, Housing, 3rd Sector, Drug and Alcohol Services, Women's Aid and Police Scotland.

We have two MARAC advocates in place and this reporting year they received a total of 350 referrals. We began work on merging our MARAC Advocacy and MARAC Support roles earlier this year and from January 2019 this new role took effect.

**The Court Support Service** supported 70 women at Sheriff or High Court trials. The types of charges included - Section 38 (Behaving in threatening and abusive manner, causing fear and alarm); Section 39 (Stalking), Assault, Assault to Injury, Sexual Offences and Telecommunications charges. A large number of cases secured guilty verdicts for some, if not all, of the charges and women also benefitted from the experience of being heard, believed and found credible in the formal court process.

The service also provided important links with Witness Services, Procurator Fiscals, Court Officers and VIA and provided information and advocacy to cases which did not proceed to trial.

**The Women's Counselling Service** operates with 2 part-time paid counsellors and several counselling volunteers. Volunteer counsellors are either fully qualified therapists or final year Counselling Diploma students on placement. The service has received 132 referrals this year; referrals came from both in-house FWA services and external services such as NHS, Social Work, Public Protection Unit and voluntary sector agencies. We provided weekly counselling sessions at 5 Fife locations - Dunfermline, Glenrothes, Kirkcaldy, Leven and Cupar.

Towards the end of this year we also finalised new funding for a dedicated Children's Counsellor and recruited to this post. This service is now operational and accepting referrals.

## **FIFE WOMEN'S AID**

### **REPORT OF THE TRUSTEES (CONTINUED) For the Year Ended 31 March 2019**

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#### **Financial Review**

Funding for all voluntary agencies continues to get tighter and 2018/19 saw further changes to our funding. As a result of ongoing reductions we carried out a review into our management and business support roles to identify savings which could be made whilst protecting frontline service roles.

Big Lottery funding for our MARAC Advocacy service was continued until March 2019 and we were pleased that Fife Council agreed to provide additional funding to allow this work to continue.

Our Scottish Government Violence Against Women Funding will continue until June 2020, although on a standstill basis. This equates to a cut in real terms and makes the funding of the Counselling Service and part funding of the CYP Service increasingly challenging. We utilise donations to help make up shortfalls in these budgets.

The charity reported a surplus for the year of £70,809 (2018 - £59,082 deficit) and has reserves of £942,860 (2018 - £1,067,051) at the balance sheet date.

#### **Reserves, Designated Funds and Investment Policies**

The majority of our funds are operational and to be spent in the short term, therefore there is limited scope for long term investment. Where funds are not immediately required, they are held in interest bearing accounts. The Board have identified that they will review these in the next financial year.

It is the Trustees' aim to build up funds in reserve sufficient to meet current liabilities and maintain the activities of the charity for a period of at least three months. This would cover the cost of ongoing service provision in the event that funding is, for any reason, withdrawn or substantially reduced. Under these circumstances the priority would be to seek alternative sources of funding, failing which to provide for the re-settling of families into alternative support services, staff redundancies and the winding down of the business.

An on-going pension deficit is shown within our accounts. This deficit would not normally fall due to be paid unless the organisation were to leave the scheme or close completely. However, the impacts of austerity and high cost of our current pension provision have made it necessary for the Board to consider if / how we could make changes to this. For this reason the Trustees have been setting aside money each year, whenever possible, towards the pension deficit figure.



**Donated facilities and services**

The initial set-up costs for new refuge premises are covered by Fife Women's Aid whilst the fabric of the refuge buildings is maintained by Fife Council, without charge. Fife Women's Aid are responsible for the maintenance of the decoration, garden and general standard of the properties.

Local communities across Fife continue to support our services generously, both in cash and in kind. These donations are essential to assist in the cost of leisure, social, health and educational work with children; support development group work with women; provide for the emergency needs of families in crisis; and assist with ongoing refuge upkeep. We are extremely grateful for the goodwill and ongoing support we receive from local organisations, churches and charitable groups, small businesses and many individuals across Fife.

**Plans for Future Periods**

In the coming year our focus will be on embedding the move to multi-disciplinary teams and ensuring that the organisation and service users reap the benefits of this change.

We will continue with prudent budgeting to ensure that we are in the best possible position to survive funding reductions whilst maintaining high quality, front line services for families who experience abuse.

Our 3 year Strategic Plan was reviewed at the end of 2018 / early 2019 and this included consultation with staff, service users and other stakeholders. Our new Strategic Plan for 2019-22 will be ready in mid 2019.

In the forthcoming year we plan to review how we publicise our services and ensure we optimise the use of social media to increase our reach to those who need support.

We have received funding to pilot the use of group work to manage our counselling waiting list and we have applied for funding to continue our befriending, family support and court support and advocacy services

In the coming year we will continue to look at how we embed a trauma informed approach to our work and build further upon our service user involvement activities. This will include training staff to help young people who take part in this to gain a Youth Achievement award.

**REPORT OF THE TRUSTEES (CONTINUED)**  
**For the Year Ended 31 March 2019**

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**Structure, Governance and Management**

The charity is a company limited by guarantee, incorporated on 12 February 2007 which has been granted exemption, under Section 59 of the Companies Act 2006, from including 'Limited' in its name. It operates under a constitution and is registered with OSCR.

**Method of recruitment and appointment of trustees**

Candidates wishing to become trustees are selected for appointment using a formal application process. The constitution sets out how trustees are to retire from office, and that they are eligible for re-election. Trustees may also be co-opted in accordance with the constitution, on the basis of having experience or skills which may be of assistance to the trustees.

The charity has a committed group of trustees, with a range of relevant skills and experience, who have provided consistent management and leadership. Trustees include both longstanding experienced trustees and newer trustees. The charity has developed a trustee recruitment pack and trustee information pack for new trustees. New trustees go through an induction process to facilitate their learning about the organisation and all trustees are expected to undertake ongoing training.

**Risk Management**

During the year we have reviewed and revised our risk management strategy, covering all strategic issues. We have compiled a comprehensive risk register which is kept under review by the Strategy Sub Group of Trustees and reviewed quarterly by the Board. In addition, we have a Contingency Policy dealing with operational disaster recovery.

**Organisational Structure**

Fife Women's Aid is governed by a Board of Trustees (maximum number eighteen; minimum number four) who are elected annually at the annual general meeting. As at 31 March 2019 there were ten Trustees on the Board.

Fife Women's Aid's organisational structure includes a Manager, Operational Lead and 3 teams with Team Seniors.

## **FIFE WOMEN'S AID**

### **REPORT OF THE TRUSTEES (CONTINUED)** **For the Year Ended 31 March 2019**

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#### **Reference and Administrative Information**

Charity Name: Fife Women's Aid  
Charity registration number: SC011689  
Company registration number: SC316350  
Registered Office: Suite 1, First Floor  
Saltire Centre  
Glenrothes  
Fife  
KY6 2AL

#### **Board of Trustees**

Fife Women's Aid Trustees as at March 2019 were:

Rhona Brown	Chair Person
Jeannette Deacon	
Ruth Thomson	
Karen Bell	
Suzanne Peden	
Andrea Saunders	(Resigned 29 May 2019)
Sally Cameron	(Appointed 6 February 2019)
Daphne Grant	(Appointed 6 February 2019)
Jodie Mcvicar	(Appointed 6 March 2019)

#### **Auditors**

Thomson Cooper, 3 Castle Court, Carnegie Campus, Dunfermline, Fife, KY11 8PB

#### **Bankers**

Bank of Scotland, 1 Bothwell Street, Dunfermline, Fife, KY11 3AG



Rhona Brown  
Chair Person Fife Women's Aid

2 October 2019

**REPORT OF THE TRUSTEES (CONTINUED)**  
**For the Year Ended 31 March 2019**

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**Statement of Trustees Responsibilities**

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the financial statement unless they are satisfied they give a true and fair view of the state of affairs of the Charity and of the surplus or deficit of the charity for that period. In preparing those 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 accounting 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 assume that the Charity will continue on that basis.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities & Trustees Investment (Scotland) Act 2005, and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**Statement of Disclosure to the Auditor**

In so far as the Trustees are aware:

- there is no relevant audit information of which the Charity's auditors are unaware; and
- they have taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

**Auditors**

Thomson Cooper are eligible for re-appointment as auditor to the Charity.  
Approved by the Board of Trustees and signed on its behalf by:

*RH BROWN*

Rhona Brown  
Chair Person  
2 October 2019

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES AND MEMBERS OF FIFE WOMEN'S AID**  
**For the Year Ended 31 March 2019**

---

**Opinion**

We have audited the financial statements of Fife Women's Aid Limited (the 'company') for the year ended 31 March 2019 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 March 2019 and of its profit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**Other information**

The directors are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

## **FIFE WOMEN'S AID**

### **INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES AND MEMBERS OF FIFE WOMEN'S AID (CONTINUED)** **For the Year Ended 31 March 2019**

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In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report has been prepared in accordance with applicable legal requirements

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of directors**

As explained more fully in the Directors' Responsibilities Statement set out on page 10, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

## **FIFE WOMEN'S AID**

### **INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES AND MEMBERS OF FIFE WOMEN'S AID (CONTINUED)** **For the Year Ended 31 March 2019**

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A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

#### **Use of our report**

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charity's trustees, as a body, in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006 (as amended). Our audit work has been undertaken so that we might state to the charity's members and trustees those matters we are required to state to them in an auditor's 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 charity, the charity's members as a body and its Trustees as a body, for our audit work, for this report, or for the opinions we have formed.



**Alan J Mitchell (Senior Statutory Auditor)**  
**for and on behalf of Thomson Cooper, Statutory Auditor**  
Dunfermline  
2 October 2019

# FIFE WOMEN'S AID

## STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME & EXPENDITURE ACCOUNT) For the Year Ended 31 March 2019

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2019 £	Total 2018 £
<b>Income</b>					
<i>Donations and legacies:</i>					
Donations	3	26,488	-	26,488	27,160
<i>Charitable Activities:</i>					
Grants Receivable	5	1,157,565	418,426	1,575,991	1,549,602
Sundry income	5	8,317	2,359	10,676	19,295
<i>Investment Income</i>	4	3,302	-	3,302	5,167
<b>Total Income</b>		<b>1,195,672</b>	<b>420,785</b>	<b>1,616,457</b>	<b>1,601,224</b>
<b>Expenditure on</b>					
<i>Charitable Activities</i>	7	1,154,491	391,157	1,545,648	1,660,306
<b>Total Expenditure</b>		<b>1,154,491</b>	<b>391,157</b>	<b>1,545,648</b>	<b>1,660,306</b>
<b>Net Income/(expenditure)</b>		<b>41,181</b>	<b>29,628</b>	<b>70,809</b>	<b>(59,082)</b>
Transfers between Funds		(2,249)	2,249	-	-
Other recognised gains/(losses)	16	(195,000)	-	(195,000)	625,000
<b>Net movement in funds</b>		<b>(156,068)</b>	<b>31,877</b>	<b>(124,191)</b>	<b>565,918</b>
<b>Reconciliation of Funds</b>					
Total Funds Brought Forward	14	1,001,303	65,748	1,067,051	501,133
Total Funds Carried Forward	14	845,235	97,625	942,860	1,067,051

The Statement of Financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.




# FIFE WOMEN'S AID

## BALANCE SHEET As at 31 March 2019

	Notes	Unrestricted Funds £	Restricted Funds £	As at 31/03/19 £	As at 31/03/18 £
<b>Fixed Assets</b>					
Tangible Assets	10	10,130	1,374	11,504	19,964
<b>Current Assets</b>					
Debtors	11	14,881	4,915	19,796	44,911
Cash at Bank and in Hand		1,196,655	119,300	1,315,955	1,115,409
		1,211,536	124,215	1,335,751	1,160,320
Creditors: amounts falling due within one year	12	(78,431)	(27,964)	(106,395)	(113,233)
<b>Net Current Assets</b>		1,133,105	96,251	1,229,356	1,047,087
<b>Total Assets less Current Liabilities</b>		1,143,235	97,625	1,240,860	1,067,051
Defined Benefit Pension Liability	16	(298,000)	-	(298,000)	-
<b>Net Assets</b>		845,235	97,625	942,860	1,067,051
<b>Unrestricted Funds</b>					
General Fund	14	42,235	-	42,235	267,187
Designated Fund	14	803,000	-	803,000	734,116
<b>Restricted Funds</b>	14	-	97,625	97,625	65,748
<b>Total Funds</b>		845,235	97,625	942,860	1,067,051

These financial statements have been prepared in accordance with the provisions applicable to companies, subject to the small companies' regime within Part 15 of the Companies Act 2006 and with FRS 102.

The financial statements were approved and authorised for issue by the Board of Directors on 2 October 2019 and signed on its behalf by:

  
Trustee – Rhona Brown

The notes on pages 18 to 31 form part of these accounts

**Company Number SC316350**

## FIFE WOMEN'S AID

### STATEMENT OF OTHER COMPREHENSIVE INCOME & STATEMENT OF CHANGES IN EQUITY For the Year Ended 31 March 2019

#### Statement of Other Comprehensive Income

	2019 £	2018 £
Surplus/(Deficit) for the Year	70,809	(59,082)
Other Comprehensive Income:		
Actuarial Gains/(Losses) on Defined Benefit Plans	(195,000)	625,000
Total Comprehensive Income for the Year	(124,191)	565,918

#### Statement of Changes in Equity

	Profit & Loss Account £
At 31 March 2018	1,067,051
(Deficit)/Surplus for the Year	70,809
Other Comprehensive Income	(195,000)
At 31 March 2019	942,860

**FIFE WOMEN'S AID****STATEMENT OF CASH FLOW****As at 31 March 2019**

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	<b>Notes</b>	<b>2019 £</b>	<b>2018 £</b>
<b>Cash used in operating activities</b>	15	200,236	124,012
<b>Cash flows from investing activities:</b>			
Interest income		3,302	5,167
Purchase of tangible fixed assets		(2,992)	(4,599)
<b>Cash provided by (used in) investing activities</b>		310	568
<b>Increase/(decrease) in cash and cash equivalents in the year</b>		200,546	124,580
<b>Cash and cash equivalents at the beginning of the year</b>		1,115,409	990,829
<b>Total cash and cash equivalents at the end of the year</b>		1,315,955	1,115,409

**NOTES TO THE ACCOUNTS**  
**For the Year Ended 31 March 2019**

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**1. Accounting Policies**

The principal accounting policies are summarised below.

**1.1 Basis of accounting**

The financial statements 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 financial statements have been prepared in accordance 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 the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

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

The financial statements are prepared in sterling which is the functional currency of the charity.

The Trustees regularly monitor the funding streams available to the charity and evaluate the projected expenditure and reserves available. The Trustees believe there is a reasonable expectation that the charity will have sufficient cash reserves to continue in operational existence for the foreseeable future and as such, the accounts are prepared on a going concern basis.

**1.2 Funds Structure**

Unrestricted income funds comprise those funds which the directors are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the directors, at their discretion, have created a fund for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor.

Further details of each fund are disclosed in note 14.

**NOTES TO THE ACCOUNTS (CONTINUED)**  
**For the Year Ended 31 March 2019**

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**1. Accounting Policies (continued)**

**1.3 Income recognition**

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

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Income from government and other grants, whether 'capital grants or revenue grants', are recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

**1.4 Expenditure recognition**

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. Expenditure is recognised as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

**1.5 Allocation of support and governance costs**

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and legal fees together with an apportionment of overhead and support costs.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include office costs and governance costs and are incurred directly in support of expenditure on the objects of the charity. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are on a direct basis.

The allocation of support and governance costs is analysed in note 6.

**1.6 Charitable Activities**

Costs of charitable activities include grants made, governance costs and an apportionment of support costs as shown in note 7.

**NOTES TO THE ACCOUNTS (CONTINUED)**  
**For the Year Ended 31 March 2019**

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**1. Accounting Policies (continued)**

**1.7 Tangible Fixed Assets and Depreciation**

Tangible fixed assets are included in the balance sheet at cost. Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Furniture and fittings	50% Straight line
Office Equipment	33 1/3% Reducing balance
Motor Vehicles	25% Reducing balance

**1.8 Leasing**

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

**1.9 VAT**

The charity is not registered for VAT, and accordingly all income and expenditure is stated gross of tax.

**1.10 Pensions**

The charity is a member of the Local Government Pension Scheme and therefore operates a defined benefit scheme administered by the Fife Council Superannuation Scheme. A liability for the charity's obligations under the plan is recognised net of plan assets. The net change in the net defined benefit liability is recognised as the cost of the defined benefit plan during the period. Pension plan assets are measured at fair value and the defined benefit obligation is measured on an actuarial basis using the projected unit method. Actuarial valuations are obtained at least triennially and are updated at each balance sheet date.

The charity also operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund.

New and existing employees who were not previously in the Fife Council Pension Scheme were automatically enrolled into the defined contribution scheme unless they exercised their right to opt out of scheme membership.

**1.11 Trustee Remuneration & Related Party Transactions**

No trustees received any form of remuneration or other benefit in cash or kind (2018: £Nil). Expenses paid to the trustees in the year totalled £458 (2018: £708) in respect of travel expenses.

**2. Legal Status of the Charity**

As charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £1.

# FIFE WOMEN'S AID

## NOTES TO THE ACCOUNTS (CONTINUED) For the Year Ended 31 March 2019

### 3. Income from Donations

	2019 £	2018 £
Income from Donations	26,488	27,160

### 4. Investment Income

	2019 £	2018 £
Interest on Bank Deposits	3,302	5,167

### 5. Income from charitable activities

	2019 £	2018 £
General Business Function	42,313	54,527
Women's Support & Refuge	757,475	774,251
Children & Young People	408,408	392,725
Advocacy, Counselling & Befriending	378,471	347,394
	<u>1,586,667</u>	<u>1,568,897</u>

Income from charitable activities was £1,586,667 (2018 - £1,568,897) of which £1,165,882 (2018 - £1,166,976) was attributable to unrestricted and £420,785 (2018 - £401,921) was attributable to restricted funds.

### 6. Allocation of Governance and Support Costs

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs are apportioned between the key charitable activities undertaken in the year (see note 7). Refer to the table below for the basis of apportionment and the analysis of support and governance costs.

	Basis of Apportionment £	Total Allocated £	Governance Related £	Other Support Costs £
Rent & Rates	Direct	47,683	-	47,683
Audit & Accountancy	Direct	17,282	17,282	-
Legal & Professional Fees	Direct	68,603	68,603	-
Bank Charges	Direct	657	-	657
Depreciation	Direct	11,452	-	11,452
		<u>145,677</u>	<u>85,885</u>	<u>59,792</u>

FIFE WOMEN'S AID

NOTES TO THE ACCOUNTS (CONTINUED)  
For the Year Ended 31 March 2019

7. Analysis of expenditure on charitable activities

	General Business Function £	Women's Support & Refuge £	Children & Young People £	Advocacy, Counselling & Befriending £	2019 Total £	2018 Total £
Staff costs	166,168	455,823	309,030	275,144	1,206,165	1,373,384
Staff & Volunteer Expenses	6,300	23,398	17,319	12,110	59,127	58,103
Other Interest – Defined Benefit Pension Obligation	1,000	-	-	-	1,000	14,000
Conferences & Training	441	4,170	4,290	2,578	11,479	8,350
Insurance	6,096	(348)	1,362	1,362	8,472	8,964
Heat & Light	3,575	240	-	-	3,815	2,823
Repairs & Maintenance	1,536	25,986	208	-	27,730	29,815
Telephone	12,694	-	3,298	4,298	20,290	23,494
Subscriptions	3,843	2,767	686	986	8,282	6,160
TV Licences	-	5,849	-	-	5,849	6,067
Miscellaneous	3,250	9,911	1,139	10,664	24,964	23,520
Publicity & Advertising	930	-	-	-	930	1,237
Postage & Stationery	2,609	(59)	2,930	8,269	13,749	11,968
Projects	2,161	545	3,490	1,923	8,119	4,180
Governance costs (note 6)	22,033	23,600	18,799	21,453	85,885	33,154
Support costs (note 6)	24,554	16,928	4,637	13,673	59,792	55,087
<b>Total Resources Expended</b>	<b>257,190</b>	<b>568,810</b>	<b>367,188</b>	<b>352,460</b>	<b>1,545,648</b>	<b>1,660,306</b>

In 2019, the expenditure on charitable activities was £1,545,648 (2018 - £1,660,306) of which £1,154,491 (2018 - £1,267,784) was expenditure from unrestricted funds and £391,157 (2018 - £392,522) was expenditure on restricted funds.



## FIFE WOMEN'S AID

### NOTES TO THE ACCOUNTS (CONTINUED)

For the Year Ended 31 March 2019

#### 8. Net Income for the year

	2019	2018
	£	£
Net income for the year is stated after charging:		
Depreciation	11,452	12,021
Auditors Remuneration	12,510	11,958
Split into:		
Audit Fees	7,860	7,380
Accountancy Fees	4,650	4,578

#### 9. Analysis of staff costs and remuneration of key management personnel

Staff costs were as follows:

	2019	2018
	£	£
Salaries and Wages	950,947	933,244
Social Security Costs	63,389	75,248
Pension Costs	191,829	364,892
	1,206,165	1,373,384

	2019	2018
	Number	Number
Average monthly numbers of employees during the year:		
Management and administration	4	6
Group workers	37	38
	41	44

No employees received emoluments in excess of £60,000 in the year (2018 – none).

The charity considers its key management personnel to comprise the Manager, Business Manager and Finance Worker (2018 – Manager and Business Manager and Finance Worker). The total employment benefits including employer pension contributions of the key management personnel was £64,572 (2018 - £89,948).

# FIFE WOMEN'S AID

## NOTES TO THE ACCOUNTS (CONTINUED) For the Year Ended 31 March 2019

### 10. Tangible Fixed Assets

	Fixtures & Fittings £	Office Equipment £	Total £
<b>Costs</b>			
Cost at 1 April 2018	85,272	157,090	242,362
Additions	-	2,992	2,992
Disposals	-	-	-
As at 31 March 2019	85,272	160,082	245,354
<b>Accumulated Depreciation</b>			
Cost at 1 April 2018	85,272	137,126	222,398
Charge for Year	-	11,452	11,452
Written off on Disposal	-	-	-
As at 31 March 2019	85,272	148,578	233,850
<b>Net Book Value</b>			
As at 31 March 2019	-	11,504	11,504
<b>Net Book Value</b>			
As at 31 March 2018	-	19,964	19,964

### 11. Debtors

	2019 £	2018 £
<i>Amounts falling due within one year:</i>		
Trade debtors	-	7,710
Other debtors	3,900	14,787
Prepayments	15,896	22,414
	19,796	44,911

### 12. Creditors: amounts falling due within one year

	2019 £	2018 £
Trade creditors	39,082	21,862
Taxation and social security costs	16,576	18,516
Accruals	50,737	72,855
	106,395	113,233

## NOTES TO THE ACCOUNTS (CONTINUED)

For the Year Ended 31 March 2019

**13. Analysis of Net Assets between Funds**

	Unrestricted General £	Unrestricted Designated £	Restricted £	Total £
Fixed Assets	9,212	918	1,374	11,504
Debtors	14,881	-	4,915	19,796
Cash at bank and in hand	624,617	722,515	(31,177)	1,315,955
Creditors due within one year	(78,431)	-	(27,964)	(106,395)
Creditors due after more than one year	(298,000)	-	-	(298,000)
Net Assets at 31 March 2019	272,279	723,433	(52,852)	942,860

**14. Movement in Funds****Analysis of movements in unrestricted funds**

	Balance at 01/04/18 £	Income £	Expenses £	Other Gains/ (Losses) £	Transfers £	Balance at 31/03/19 £
General Funds	267,187	1,195,672	(1,143,808)	(195,000)	(81,816)	42,235
Designated Funds	734,116	-	(10,683)	-	79,567	803,000
	1,001,303	1,195,672	(1,154,491)	(195,000)	(2,249)	845,235

Purpose of unrestricted fund

The general fund receives core funding for the broad aims and objectives of the company.

The designated fund represents amounts set aside by the Trustees for the projected expenditure for a Fundraiser position together with amounts provided for potential obligations in respect of the pension scheme and in the event that the charity ceased to operate in its current format.

**NOTES TO THE ACCOUNTS (CONTINUED)**  
**For the Year Ended 31 March 2019**

**14. Movement in Funds (continued)****Analysis of movements in restricted funds**

	Balance at 01/04/18 £	Income £	Transfers £	Expenses £	Balance at 31/03/19 £
Children in Need	10,894	39,955	-	(38,698)	12,151
FC – Advocacy	11,451	55,788	-	(55,189)	12,050
VAW – Counselling	-	47,953	-	(47,783)	170
DAGP Grant – Social Work	8,404	-	-	-	8,404
MARAC	-	101,731	-	(88,282)	13,449
FVAWP – Big Lottery	5,787	-	-	-	5,787
FHWA	2,824	-	-	-	2,824
SWA – Volunteering	10,000	-	-	-	10,000
Court worker – Henry Smith Charity	1,154	56,419	-	(36,592)	20,981
Children's Counsellor – Alexander Moncur Trust	5,000	-	-	-	5,000
SSSH Befriending – BIG Lottery	-	50,581	-	(56,364)	(5,783)
FC Partnership	-	66,000	2,249	(68,249)	-
Sundry Income	-	2,358	-	-	2,358
Donations	10,234	-	-	-	10,234
	<u>65,748</u>	<u>420,785</u>	<u>2,249</u>	<u>(391,157)</u>	<u>97,625</u>

**NOTES TO THE ACCOUNTS (CONTINUED)**  
**For the Year Ended 31 March 2019**

**14. Movement in Funds (continued)**Purpose of restricted funds

All restricted funds are principally funded by grants receivable, and comprise the following:

Family Support Service -Funded by Children in Need	This grant funds 1x f/t Family Support Worker who provides support to mums and children who need some additional support around family routine/relationships.
Independent Advocacy – Funded through Fife council Social Work Dept	This grant provides 2x 18-hour advocacy workers who assist women when they need someone to speak or act on their behalf. The advocates do not provide advice but instead help the women have their voice heard by helping complete forms, attending meetings and acting on their behalf as directed.
VAW Counselling - Funded by Scottish Government and administered by Voluntary Action Fund	This grant funds the provision of 2 part-time counsellors and counselling volunteers. Their remit is to provide person- centred counselling for women by providing free one to one sessions, in a confidential space, at various locations throughout Fife
VAW CYP Funded by Scottish Government and administered by Voluntary Action Fund	This grant employs 1.7X FTE Children and Young Peoples' workers to provide 1-1 and group work support.
MARAC - Funded by Big Lottery	This fund supports 2x MARAC Advocacy Workers. MARAC is a partnership made up of various agencies and professionals that work together to identify the most at risk cases in terms of domestic abuse. The workers are there to speak on behalf of the clients at the various meetings and feed back to them.
FVAWP - Funded by Big Lottery.	Our portion of the partnership project "Safe, Secure and Supported at Home" funds a Volunteer Co-ordinator for befriending volunteers. Befrienders do not provide support but instead offer social, leisure and community-based activities for women who have become isolated as a result of abuse.
Court Work - Henry Smith Fund	This grant funds 1 x f/t Court Support and Advocacy worker who supports women through Sheriff and High Court process in relation to their domestic abuse.
Children's Counsellor Funded by Trust Funds - Robertson, Gannochy, Volant & Alexander Moncur	This joint funding provides a 19 hour dedicated children's counsellor post within the counselling service and counsellor supervision costs.
Donations	A small proportion of our donations are designated as restricted. This is due to them being specified by the donor for a particular item or service.

The restricted funds are held solely for the purpose of providing specified activities within the overall aims and objectives of the company.

**NOTES TO THE ACCOUNTS (CONTINUED)**  
**For the Year Ended 31 March 2019**

**15. Reconciliation of net movement in funds to net cash flow from operating activities**

	2019 £	2018 £
<b>Cash flows from operating activities:</b>		
Net Movement in Funds	(124,191)	(59,082)
Add Back Depreciation Charge	11,452	12,021
Investment Income	(3,302)	(5,167)
Pension Scheme Non-Cash Movements	298,000	158,000
Decrease/(Increase) in Debtors	25,115	(269)
Increase/(Decrease) in Creditors	(6,838)	18,509
<b>Net cash used in operating activities</b>	<u>200,236</u>	<u>124,012</u>

**16. Pensions**

The charity operates a defined benefits pension scheme and a defined contribution scheme. The assets of the schemes are held separately from those of the company in independently administered funds.

The charity was liable for contributions to employees' personal pension plans totalling £365,811 (2018 - £364,892) in the year. At 31 March 2019, outstanding contributions totalled £19,037 (2018 - £18,403).

Defined Contribution

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund. No contributions were paid in respect of the trustees.

Defined Benefit

The defined benefits pension scheme is the Fife Council Superannuation Scheme. Employee contributions are fixed by statute.

**NOTES TO THE ACCOUNTS (CONTINUED)**  
**For the Year Ended 31 March 2019**

**16. Pensions (continued)**

Employers' contributions are assessed by a qualified actuary on the basis of triennial valuations and are calculated to ensure the actuarial solvency of the fund. An actuarial valuation of the fund (using the projected unit method) as at 31 March 2019 required the charity to contribute 23.3% of employee's pensionable salary in the financial year. The key assumptions as listed below:

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>Key Assumptions</b>		
Expected rate of increase of pensions in payment	2.5%	2.4%
Expected rate of salary increases	3.0%	2.9%
Discount Rate	2.4%	2.7%

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>Amounts recognised in the profit and loss account:</b>		
Current Service Cost	279,000	295,000
Past Service Cost (including curtailments)	15,000	32,000
Net Interest on Defined Benefit Liability/(Asset)	1,000	14,000
	<u>295,000</u>	<u>341,000</u>

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>Amounts taken to Other Comprehensive Income</b>		
Retirement Benefit Schemes:		
Return on scheme assets excluding interest income	(182,000)	(353,000)
Actuarial (gain)/loss arising during the year	396,000	(291,000)
Unrecognised gain on pension surplus	(19,000)	19,000
	<u>195,000</u>	<u>(625,000)</u>

**NOTES TO THE ACCOUNTS (CONTINUED)**  
**For the Year Ended 31 March 2019**

**16. Pensions (continued)**

The amounts included in the Balance Sheet arising from obligations in respect of defined benefit plans are as follows:

	2019 £	2018 £
Fair value of plan assets	4,287,000	3,804,000
Present value of defined benefit obligations	(4,585,000)	(3,785,000)
Net pension asset/(liability)	(298,000)	19,000

	2019 £	2018 £
<b>Movements in present value of defined benefit obligations:</b>		
Liabilities at 1 April 2018	3,785,000	3,641,000
Current service cost	279,000	295,000
Past service cost (including curtailments)	15,000	32,000
Benefits paid	4,000	9,000
Change in financial assumptions	396,000	(182,000)
Other experience	-	(70,000)
Changes in demographic assumptions	-	(39,000)
Administration expenses paid	106,000	99,000
Liabilities at 31 March 2019	4,585,000	3,785,000

The defined benefit obligations arise from funded plans.

	2019 £	2018 £
<b>Movements in fair value of defined benefit obligations:</b>		
Assets at 1 April 2018	3,804,000	3,174,000
Plan participants contributions	43,000	45,000
Interest cost	105,000	85,000
Benefits paid	(39,000)	(36,000)
Contributions by employer	192,000	183,000
Remeasurement of return on assets (excl. amounts incl. in net interest)	182,000	353,000
Assets at 31 March 2019	4,287,000	3,804,000

**The percentage split of the total plan assets at the reporting period end was as follows:**

	2019	2018
Equities	74%	72%
Bonds	13%	14%
Property	8%	8%
Cash	5%	6%

The plan is subject to the statutory funding objective and must therefore aim to have sufficient and appropriate assets to cover the plans liabilities on the technical provisions basis which is agreed between the charity and the Trustees of the plan. As at the date of the most recently completed actuarial valuation (31 March 2019) the statutory funding objective had been met.



**NOTES TO THE ACCOUNTS (CONTINUED)**  
**For the Year Ended 31 March 2019**

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**17. Financial Commitments**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
The company has the following annual commitments under non-cancellable operating leases expiring:		
Within one year	15,096	15,096
Between two and five years	84,782	87,518
Greater than five years	51,500	63,860
	<u>151,378</u>	<u>166,474</u>

**18. Control**

In the opinion of the Trustees, there is no controlling party.