



THE BURNTWOOD PATHWAY PROJECT
(A company limited by guarantee)

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MARCH 2015

Charity No: 1005976
Company No: 02635912



**THE BURNTWOOD PATHWAY PROJECT
ANNUAL REPORT AND FINANCIAL STATEMENTS
For the year ended 31 March 2015**

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THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES

For the year ended 31 March 2015

The trustees, who are also directors of the charity for the purposes of company law, are responsible for preparing the report of the trustees and the financial statements of the charity for the year ended 31 March 2015. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name	The Burntwood Pathway Project
Charity Registration Number	1005976
Company Registration Number	02635912
Registered Office	The Hope Centre 71-73 Upper St John Street Lichfield Staffordshire WS14 9DT
Principal Address	As above
Auditors	Haines Watts Chartered Accountants Sterling House 97 Lichfield Street Tamworth Staffordshire B79 7QF
Solicitors	Moseleys 18 Bore Street Lichfield Staffordshire WS13 6LL

Trustees

The names of the trustees serving during the period and since the year end have not been disclosed on the grounds of personal safety and security. A dispensation has been granted by the Charity Commission for the trustees in this respect.

The day to day management has been delegated to Ms K Coe, Chief Executive Officer.

THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES

For the year ended 31 March 2015

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a company limited by guarantee, incorporated on 7 August 1991 and registered as a charity on 14 November 1991.

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those rules, the members of the Management Committee (Trustees) are elected at the annual general meeting and subject to re-election at each subsequent annual general meeting.

Recruitment and appointment of new trustees

A process is in place following best practice guidelines, to recruit and appoint new trustees in a similar process to that used to appoint staff members. The charity plans strategically to have a board of trustees who are able to bring a range of expertise and skills to the board meetings.

Induction and training of new trustees

Trustees are being inducted and trained in a formal programme. This includes a Mentoring Programme for new trustees. Annual skills assessments help to inform future recruitment in terms of skills gaps in the Trustee Board.

Organisational structure

The organisation is managed by a Board of Trustees. The organisation employs a Chief Executive Officer to oversee the work of the organisation. There are 25 members of staff who each have responsibility for their own specific area of work. There is a hierarchical structure in place but also a strong ethos of team working.

Sustainability remains a key issue and we remain committed to safeguarding the future of the Project and the work that we undertake. We are still growing and developing our services and have a regular consultation process with service users to maintain our own knowledge and understanding of their needs.

Risk management

The Board of Trustees conducts its own review of the major risks to which the charity is exposed, and systems which have been established to mitigate those risks. Significant external risks to funding have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES

For the year ended 31 March 2015

Public benefit

The Pathway Project works to provide services which benefit adults and children who are particularly vulnerable due to the domestic abuse that they suffer within their homes. All violence against women and girls is now being targeted and we have a sexual violence service to support people who have suffered sexual assault and rape. Each service that we offer is charitable, open to all adults and children suffering abuse, and is free to the user except in the case of refuge provision where rent and service charges are made. The greater proportion of this is paid by the local authority in the form of Housing Benefit, for women whose income is below the threshold. Our services also extend to male victims within the '4Men Project'.

Our beneficiaries have a charitable need which we aim to address in the many and varied services that we offer, and as seen below we are constantly developing our services to ensure that we provide a holistic and inclusive service.

The charitable purposes that we meet are:

- the prevention or relief of poverty;
- the advancement of health or the saving of lives; and
- the relief of those in need by reason of youth, age, ill health, disability, financial hardship or other disadvantages.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's object is to provide assistance and support to victims, and their children, who are suffering domestic and sexual violence and abuse. This is achieved by the provision of accommodation and a range of services.

Through our services we aim to provide victims and their children with safety and support, whilst they make decisions about their future, and the opportunity to change their lives and have futures free from abuse.

Our main objectives for the year have been as follows:

- To continue our work with partners to enhance and develop our services, and work towards increasing service standards and quality.
- To expand on the services offered by increasing the skills and competencies of staff and volunteers, in order to meet the changing needs of our service users.
- To continue to develop the Hope Centre / Family Centre and provide a range of services to assist people in working towards independent living.
- To help develop life outcomes such as training opportunities, access to legal advice, advice and guidance.

THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES

For the year ended 31 March 2015

- To work with partners to maintain the RAFT partnership – Right Advice First Time. We will be one of the access points for support and guidance on welfare benefits and financial issues, and staff have accessed training accordingly.
- To help to reduce homelessness through preventative work, legal and debt advice, and provision of temporary safe accommodation when necessary.
- To continue developing our work with children and young people, and to continue our involvement in delivering preventative programmes in schools.
- To continue to develop our work with the McKenzie Friends Programme and the advice services delivered from the Hope Centre.
- To continue to aim for improvement in standards for all of our work.
- To continue to develop our strategic work across the county with the County Council, the District and Borough Councils and other partners.
- To continue to work with other agencies to provide a more holistic service and to meet all needs of service users. To particularly focus on issues which make it difficult for people to engage with services so that a mutual trust and a supportive working relationship may be built.
- To continue as an Accredited Learning Centre, to provide accredited training courses for volunteers and increase our range of accredited courses for multi-agency provision.
- To increase and improve the provision of groups and activities for adults and children
- To continue developing our role in partnership working and to be key players in ensuring that vulnerable people can access a broad range of partner services within the Family Centre.

You will see from the ‘Highlights’ section of this report that we have been successful in meeting many of these aims, whilst others remain firmly on the agenda for the coming year.

Significant activities

Intensive Support Centres (formerly Refuge accommodation)

As we reported last year, the period of austerity measures from central and local Government have reduced the provision of refuge, in terms of the number of spaces and the intensity of support able to be offered. Following a campaign to highlight the funding reductions and subsequent crisis in accommodation, the Government offered £10million of funding for which we tendered. Sadly we were unsuccessful in our bid as the money was prioritised for organisations that had lost spaces or were under threat of closure. We continue to seek further funding so that our services can remain operational at a safe level.

24 Hour Helpline

The helpline continues to provide a listening ear, a referral service and a source of information and advice to victims and their families. As this is often the first point of contact we need to ensure that the helpline is always ready and available for people to access immediate advice and support.

THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES

For the year ended 31 March 2015

The Hope Centre / Family Centre

Our two adjoining buildings provide a brilliant resource which offers a speedy and simple access route to services. A one-stop shop – only one door to open service. Our community based teams all work from the venues, as well as One Recovery and Staffordshire Buddies who are available for partnership working. We run a number of services such as legal clinics, McKenzie Friends, a counselling service and our range of groups and activities in the buildings. The Hope Centre is a woman only safe space, whilst the Family Centre supports male victims, wider family members and work with partner organisations.

Floating Support

For people who are either still in a relationship or who don't need emergency accommodation, we have the Floating Support service. Our team provides practical help, and support with emotional issues, for both male and female victims and family members. Following a risk assessment, the support may be within the service user's home, at the Hope Centre, or at another venue of choice. Support will be outcome based and with a service user focus for direction.

4Men

This service is for male victims and incorporates a range of services, as required by the individual. Floating Support is the core service but others can be added. We have seen a steady increase in the numbers of male victims over the last year, and anticipate that this number will continue to increase as our services become increasingly well-known and as the stigma of needing a service reduces. The helpline is also available for out of hours support.

Children's Services

Children are the hidden and often voiceless victims of domestic abuse. They live with the trauma and fear of what is going to happen, and display symptoms of anxiety through to post traumatic stress disorder. They have often been isolated and there may be issues ranging from poor school attendance to anti-social behaviour. We employ 5 members of staff who work with children and young people. We support children and young people in the community, we also work with children and parents to ensure the parenting role is maintained and developed. We work with children coping with life changes such as moving home, living in supported accommodation and provide crèches to support people living in our accommodation and to help us to run groups and training for mothers.

Action Kids

Our Action Kids workers provide children and young people with an activity based confidence building programme. The scheme is for any isolated or struggling young person and is a generic project. The activities range from sports like ice skating, horse riding or rock climbing, or are craft based depending on the needs and aspirations of the young person. At the end of their individually designed programme there is a weekly youth club, giving the opportunity to continue to meet other young people and build their social network.

Counselling

In order to make a lifelong difference, we offer counselling. This helps the service user to move past the abuse and begin a new life, without carrying all the baggage which the abuse leaves behind. The service operates within the Hope Centre. We provide an excellent experience for MA student placements who are managed and supported 'in house'.

THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES

For the year ended 31 March 2015

Groups

We have made some significant changes to our group programme over the last year. We now run three groups which can be accessed individually, or as we recommend - a whole programme.

Self Help group runs for six weeks and explores the emotion and the dynamics of living with abuse, the cycle that holds you captive, and ways of changing that cycle and staying safe. It is suitable for people living with abuse, leaving abuse and recovering from historic abuse.

This is followed by Life Coaching which also runs for six weeks and promotes positive thinking, setting goals for the future, and building confidence and self-esteem. It uses neuro linguistic programming to provide the tools to help people to equip themselves for happier and more positive future outcomes.

The final group is the Empowerment Group. This accesses the skills of various agencies over 12 weeks to look at the topics we use for assessing outcomes, the Empowerment Star. We involve police to discuss ways of maintaining personal safety, internet safety, future relationships and keeping your home safe. We work with other agencies to help people to prepare for being good tenants and holding their own tenancies. We also cover topics such as legal issues, health and well-being, building support networks, money management, children, work and learning, which all lead to being empowered and having good self-esteem. There is a graduation ceremony at the end of this process.

There is also a weekly group which is owned and run by service users, called Social Sisters. This is an informal group with coffee, chat, and the opportunity for other activities, or speakers as desired.

In addition to these groups we run various other activities from time to time. We currently have an activity to decorate an elephant which will be displayed with others around Lichfield and will later be auctioned to raise money for charity. We are in the final year of an activity called Hear My Voice which has included art, felt banner making and creative writing. The service users are now being encouraged to put their words to music with the help of a composer. This will lead to the formation of a choir who will perform in Lichfield Cathedral.

Peer Mentoring Scheme

Our overarching aim is to help service users to live empowered, independent and fulfilling lives. For some, this can be achieved by being able to utilise their experience to help others. By offering this training and practical work experience we help people to expand their skills and prepare for new careers, training opportunities or other voluntary placements.

People who have recently used our services will be able to do training and to support us with staff recruitment, quality standards assessments, and focus groups. When a year has elapsed since the use of our services this will broaden out to include helpline training and response, helping with groups and being part of a befriending service. This is all new and still evolving but so far has seen really positive results when we ran it as a small pilot programme.

Website

For some people even picking up a phone may feel like a step too far. Our website – www.pathway-project.co.uk will open up a wealth of information, and service users can communicate with us via the talktoeve facility for anonymous advice and help. We also have a presence on Facebook and Twitter.

THE BURNTWOOD PATHWAY PROJECT

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For the year ended 31 March 2015

Highlights of 2014/2015

Once again this has been a difficult year financially. In October our funding was once again reduced by 20% when the review of all 'Supporting People' projects took place. All contracts were cancelled and grants were put in place to replace them. We were fortunate that the Police and Crime Commissioner put funding into our services, sparing us from a 50% cut.

As a result of reductions in funding, we sadly faced a redundancy situation and 5 members of staff were lost. This has had a huge impact on our staff teams and their caseloads. The staff have been amazing during this process and we have been inspired by their attitude and their support of each other.

We have a strong staff team, supported by an impassioned trustee board, and an excellent volunteer team. Whatever Pathway achieves is all down to the people involved in Pathway, who never give up and always find a way to make things work.

We successfully gained the funding to increase our Volunteer Peer Mentoring Programme. This has been warmly welcomed by former service users and we are currently organising the recruitment process and training. We look forward to seeing the impact that this will have.

Support from the community has made a huge difference, from local companies and the Mayor of Tamworth adopting us as their charity of the year, to individuals doing amazing things like walking the Great Wall of China, or having their hair cut off to raise money for us. People have sold books, made saleable items, or run charity events to help us. Each and every one of those people have helped to keep our services running at the high level of quality in which we take pride.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Partnership working continues to be a high priority for Pathway. We are very aware that by pooling our resources where we can, we are able to provide more and to do it better. We work with the Building Resilient Families Teams, with One Recovery and with Staffordshire Buddies. We do joint visits with Tamworth Police in their Operation Bluebell campaigns. We work with TAP and RAFT services. Wherever there is an opportunity to enhance our services we take it.

We have been part of the three year project 'Hear My Voice'. We have been involved with Lichfield Festival in making service users' voices heard through the arts. The final part of this is putting the service users' words to music and performing with a choir which will also involve service users in a choir in Lichfield Cathedral. We are also involved in decorating an elephant which will be displayed around Lichfield before being auctioned for charity.

FINANCIAL REVIEW

Reserves policy

The Trustees have examined the charity's requirements in light of the main risks of the organisation and aim to build up our reserves to give us some financial stability if problems arise. Our policy is to aim for a minimum of three months operating expenditure from unrestricted funding. We estimate that we currently require £180,000 to meet this target. We have faced such significant losses in income that we

THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES

For the year ended 31 March 2015

are not able to commit to increasing that at the current time. The Trustees have completed a Risk Assessment and have plans in place to significantly reduce spending if circumstances arise which cause financial difficulties.

Principal funding sources

Aside from income generated by accommodation charges to the service users, the principal funding sources for the charity are currently by way of grants and contracts for service provision. As some of our main streams of funding are subject to Competitive Tendering we are vulnerable to change and we need to expand the income streams which we draw on so that we are not so heavily reliant on a single source. We are considering ways in which this may be possible and this will continue to be a strong focus for us in the coming months and years.

FUTURE DEVELOPMENTS

The charity aims to continue the activities already mentioned, and to continue aiming for further improvement.

- We have a robust and challenging business plan which will bring some very new and exciting ideas into reality over the next three years.
- We are looking at ways of developing services to provide an income, whilst not affecting the free service provision direct to service users.
- We are working to develop a coaching service for service users, using student placements and operating alongside our counselling service.
- We are aiming for the Women's Aid National Quality Standards, in order to be able to demonstrate the quality of our services.
- We intend to set up a Befriending / Mentoring Scheme from our Peer Mentoring Programme.

This is of course a brief summary of a much larger plan, and has to fit in with the capacity of our organisation, but watch this space for the much bigger picture. Whilst our focus today is on survival and maintaining consistency, we hope that tomorrow will be more focused on aspirational activities.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees are responsible for preparing the report of the trustees and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice, and also for ensuring compliance with Public Benefit reporting as required by the Charity Commission for England and Wales.

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 the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the surplus or deficit of the charitable company for that period. In preparing those financial statements, the

THE BURNTWOOD PATHWAY PROJECT
REPORT OF THE TRUSTEES
For the year ended 31 March 2015

trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities Statement of Recommended Practice;
- make judgements and estimates that are reasonable and prudent;
- 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 which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

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 AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the trustees are aware, there is no relevant audit information of which the charitable company's auditors are unaware. Additionally each trustee has taken all the necessary steps that they ought to have taken as a trustee in order to make themselves aware of all relevant audit information and to establish that the charitable company's auditors are aware of that information.

AUDITORS

The auditors, Haines Watts, will be proposed for re-appointment in accordance with Section 487 (2) of the Companies Act 2006.

ON BEHALF OF THE BOARD:



Lorna Walker - Chair
25 November 2015

THE BURNTWOOD PATHWAY PROJECT INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE BURNTWOOD PATHWAY PROJECT

We have audited the financial statements of The Burntwood Pathway Project for the year ended 31 March 2015, consisting of the Statement of Financial Activities, the Balance Sheet and the related notes to the accounts. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 audit 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 described on page 8, the trustees, who are also the directors of The Burntwood Pathway Project, for the purposes of company law, are responsible for the preparation of the trustees' annual report and the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). These standards require us to comply with the Auditing Practices Board'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 Report of the Trustees to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. 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 at 31 March 2015 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;
- have been prepared in accordance with the requirements of the Companies Act 2006.

**THE BURNTWOOD PATHWAY PROJECT
INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF THE BURNTWOOD PATHWAY PROJECT**

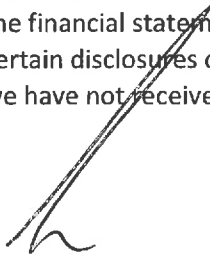
Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

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 trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.



Stephen P Butler (Senior Statutory Auditor)

For and on behalf of:

Haines Watts, Chartered Accountants
Statutory Auditors

Sterling House
97 Lichfield Street
Tamworth
B79 7QF

25 November 2015

THE BURNTWOOD PATHWAY PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
(including a summary income and expenditure account)
For the year ended 31 March 2015

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2015 £	Total 2014 £
INCOMING RESOURCES						
Incoming resources from generated funds						
Voluntary income	2	25,326	-	22,848	48,174	84,549
Activities for generating funds	3	25,104	-	-	25,104	15,836
Investment income	4	158	-	-	158	54
Incoming resources from charitable activities	5	440,473	-	200,155	640,628	562,229
Total incoming resources		491,061	-	223,003	714,064	662,668
RESOURCES EXPENDED						
Costs of generating voluntary income	6	5,029	-	-	5,029	4,281
Charitable activities	7	458,506	-	324,208	782,714	772,566
Governance costs	9	9,715	-	-	9,715	12,046
Total resources expended	6	473,250	-	324,208	797,458	788,893
Net incoming / (outgoing) resources before gains and losses	5	17,811	-	(101,205)	(83,394)	(126,225)
Surplus arising on the disposal of Burntwood property		-	-	-	-	106,493
Net incoming / (outgoing) resources before transfers		17,811	-	(101,205)	(83,394)	(19,732)
Transfers between funds	17	(95,643)	-	95,643	-	-
Net incoming / (outgoing) resources being net income / (expenditure) for the year		(77,832)	-	(5,562)	(83,394)	(19,732)
Reconciliation of funds						
Fund balances brought forward		<u>188,191</u>	<u>180,000</u>	<u>48,699</u>	<u>416,890</u>	<u>436,622</u>
Fund balances carried forward		<u>110,359</u>	<u>180,000</u>	<u>43,137</u>	<u>333,496</u>	<u>416,890</u>

All of the above results are derived from continuing activities. All gains and losses recognised in the year are included above. The notes on pages 14 to 22 form part of these financial statements.

THE BURNTWOOD PATHWAY PROJECT
BALANCE SHEET
 (registered company number 02635912)
 As at 31 March 2015

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2015 £	Total 2014 £
Fixed assets						
Tangible assets	13	7,089	-	5,276	12,365	12,327
Current assets						
Debtors	14	20,317	-	8,959	29,276	12,604
Cast at bank and in hand		90,680	180,000	41,538	312,218	409,036
		<u>110,997</u>	<u>180,000</u>	<u>50,497</u>	<u>341,494</u>	<u>421,640</u>
Creditors: amounts falling due within one year	15	(7,727)	-	(12,636)	(20,363)	(17,077)
Net current assets		<u>103,270</u>	<u>180,000</u>	<u>37,861</u>	<u>321,131</u>	<u>404,563</u>
Total assets less current liabilities		<u>110,359</u>	<u>180,000</u>	<u>43,137</u>	<u>333,496</u>	<u>416,890</u>
Total net assets		<u>110,359</u>	<u>180,000</u>	<u>43,137</u>	<u>333,496</u>	<u>416,890</u>
Funds						
Restricted	17				43,137	48,699
Designated	17				180,000	180,000
Unrestricted	17				110,359	188,191
Total funds					<u>333,496</u>	<u>416,890</u>

Approved by the Board on 25 November 2015 and signed on its behalf by:

Lorna Walker – Trustee and Director

The notes on pages 14 to 22 form part of these financial statements.

THE BURNTWOOD PATHWAY PROJECT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2015

1 Accounting policies

1.1 Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with UK Accounting Standards (UK Generally Accepted Accounting Practice) and follow the recommendations in "Accounting and Reporting by Charities: Statement of Recommended Practice", issued in March 2005.

1.2 Incoming resources

All incoming resources are recognised in the Statement of Financial Activities when the charitable company is entitled to the income and the amount can be quantified with reasonable accuracy. The value of services provided by volunteers has not been included in these accounts. Grants received in advance are carried forward as unspent balances in the analysis of funds in note 17.

1.3 Tangible fixed assets and depreciation

Assets which cost in excess of £500 are capitalised and included in the accounts on the following basis.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at annual rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:-

Children's play equipment	20%, reducing balance basis
Fixtures and fittings	20%, reducing balance basis
Office equipment	25%, reducing balance basis

1.4 Governance costs

Governance costs are those costs associated with meeting the constitutional and statutory requirements of the charitable company and include audit fees and costs linked to the strategic management of the charitable company.

1.5 Charitable expenditure

Charitable expenditure comprises those costs, including irrecoverable vat, incurred by the charitable company in the delivery of its activities and services. It includes both costs that can be allocated directly to such activities and those costs of an indirect central nature necessary to support those activities, allocated on a basis designed to reflect the usage of such central resources.

1.6 Fund Accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees, in furtherance of the general objectives of the charitable company, and which have not been designated for other purposes. Designated funds are unrestricted funds that have been set aside by the trustees for a specific, but not legally binding, purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors within the objects of the charity. Expenditure that meets these criteria is charged to the fund.

THE BURNTWOOD PATHWAY PROJECT
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 March 2015

1 Accounting policies (continued)

1.7 Taxation

The charity is exempt from corporation tax on its charitable activities.

1.8 Operating Leases

Rentals applicable to operating leases are charged to the SOFA over the period in which the cost is incurred.

2 Voluntary income

	Unrestricted funds £	Restricted funds £	Total 2015 £	Total 2014 £
Anonymous	-	15,000	15,000	28,925
Whittington Heath Golf Club	3,743	-	3,743	-
Tamworth BC	1,145	-	1,145	2,000
Wolves Aid	-	-	-	9,600
Kelly Family Trust	-	-	-	5,000
Lichfield RAFT	-	-	-	5,000
Staffordshire CC C & LP	-	-	-	4,700
Michael Lowe	-	-	-	2,500
Swinfen Braun	-	-	-	2,500
Lichfield DC	-	-	-	2,000
Tamworth Elim Church	-	-	-	1,100
Gift aid income tax recovered	5,389	-	5,389	4,663
Donations of £1,000 and under	15,049	7,848	22,897	16,561
	<u>25,326</u>	<u>22,848</u>	<u>48,174</u>	<u>84,549</u>

3 Activities for generating funds

	Unrestricted funds £	Restricted funds £	Total 2015 £	Total 2014 £
Fundraising events	9,079	-	9,079	6,154
Training and services income	14,049	-	14,049	8,721
Payphone	46	-	46	109
Memberships	108	-	108	118
Sundry	1,821	-	1,821	734
	<u>25,104</u>	<u>-</u>	<u>25,104</u>	<u>15,836</u>

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4 Investment income

	Unrestricted funds	Restricted funds	Total 2015	Total 2014
	£	£	£	£
Bank interest receivable	158	-	158	54

5 Incoming resources from charitable activities

		Total 2015	Total 2014
		£	£
Restricted funds	Activity		
Grants	Children's projects	50,544	37,845
Grants	Domestic violence prevention	124,251	72,627
Grants	Intensive support	25,360	4,063
		<u>200,155</u>	<u>114,535</u>
Unrestricted funds			
Supporting people: Rebecca House (Tamworth)	Intensive support	55,577	55,359
Supporting people: Eden Sanctuary (Lichfield)	Intensive support	126,349	137,960
Accommodation charges	Intensive support	172,897	158,999
Supporting people floating support	Intensive support	85,650	95,376
		<u>440,473</u>	<u>447,694</u>
		<u>640,628</u>	<u>562,229</u>
Grants received included in the above are as follows			
Lichfield DC – DVPAF		20,000	21,935
Lichfield DC – Action Kids		15,000	15,000
Lichfield DC – ISC		6,900	-
Children in Need		27,794	22,845
Staffordshire CC re DVPAF		26,011	14,009
Tamworth DC – DVPAF		25,000	-
Ministry of Justice		20,000	20,000
Staffordshire Women's Aid		19,000	19,000
NHS CCG		17,500	-
Office of Police and Crime Commissioner		9,500	-
Wolves Aid		6,400	-
Souter Charitable Trust		4,000	-
Rowley Trust		-	1,246
Grants £1,000 and under		3,050	500
		<u>200,155</u>	<u>114,535</u>

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6 Costs of generating voluntary income

	Total 2015 £	Total 2014 £
Staff costs	3,390	3,634
Sundries	396	152
Support costs	1,243	495
	<u>5,029</u>	<u>4,281</u>

7 Charitable activities costs

	Direct costs £	Support costs £	Total 2015 £	Total 2014 £
Children's projects	96,380	4,946	101,326	114,504
Domestic violence prevention	194,437	9,062	203,499	144,247
Intensive support services	423,586	54,304	477,890	530,143
	<u>714,402</u>	<u>68,312</u>	<u>782,714</u>	<u>788,893</u>

8 Support costs

	Children's projects £	Domestic violence prevention £	Intensive support £	Totals 2015 £	Totals 2014 £
Management	4,279	7,665	18,900	30,844	25,207
Finance	-	-	9,127	9,127	11,430
Information technology	-	287	955	1,242	1,273
Human resources	243	421	2,397	3,060	3,818
Other	424	688	22,926	24,039	16,228
	<u>4,946</u>	<u>9,062</u>	<u>54,304</u>	<u>68,312</u>	<u>57,955</u>

Support costs are allocated according to the time spent by the relevant staff on each activity.

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9 Governance costs

	Total 2015 £	Total 2014 £
Staff costs	5,956	8,221
Auditors' remuneration	3,480	3,645
Office costs	279	180
	<u>9,715</u>	<u>12,046</u>

10 Net incoming resources

	Total 2015 £	Total 2014 £
Net incoming resources are stated after charging the following items:		
Auditors' remuneration - for audit	1,700	1,700
- for accounts preparation	1,780	1,945
Operating lease rentals	4,603	4,514
Depreciation	3,277	3,295
	<u>11,360</u>	<u>11,454</u>

11 Trustees' remuneration and expenses

No trustee received any remuneration, benefits or expenses during the year ended 31 March 2015, nor in the year ended 31 March 2014.

12 Staff costs

	Total 2015 £	Total 2014 £
Wages and salaries	487,359	482,788
Social security costs	33,612	36,512
Pension costs	615	-
	<u>521,586</u>	<u>519,300</u>

The average number of employees during the year based on full time equivalents was 21 (2014: 21). No employee earned in excess of £60,000 per annum (2014: none).

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13 Tangible fixed assets

	Children's play equipment £	Fixtures and fittings £	Office equipment £	Total £
Cost				
At 1 April 2014	12,179	45,573	20,813	78,565
Additions	-	3,315	-	3,315
At 31 March 2015	<u>12,179</u>	<u>48,888</u>	<u>20,813</u>	<u>81,880</u>
Depreciation				
At 1 April 2014	8,986	39,406	17,846	66,238
Charge for the year	639	1,896	742	3,277
At 31 March 2015	<u>9,625</u>	<u>41,302</u>	<u>18,588</u>	<u>69,515</u>
Net book value				
At 31 March 2015	<u>2,554</u>	<u>7,586</u>	<u>2,225</u>	<u>12,365</u>
At 31 March 2014	<u>3,193</u>	<u>6,167</u>	<u>2,967</u>	<u>12,327</u>

14 Debtors

	Total 2015 £	Total 2014 £
Rent receivable	4,064	2,600
Other debtors	10,780	4,658
Prepayments and accrued income	14,432	5,346
	<u>29,276</u>	<u>12,604</u>

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15 Creditors: amounts falling due within one year

	Total 2015 £	Total 2014 £
Operating creditors	379	448
Social security and other taxes	8,697	8,799
Accruals and deferred income	11,287	7,830
	<u>20,363</u>	<u>17,077</u>

16 Operating lease commitments

	Total 2015 £	Total 2014 £
The following operating leases are committed to be paid within 1 year:		
Expiring:		
Within 1 year	1,943	1,075
Between 1 and 5 years	938	3,439
	<u>2,881</u>	<u>4,514</u>

17 Movement in funds

	At 1 April 2014 £	Net movement in year £	Transfers between funds £	At 31 March 2015 £
Unrestricted funds				
General fund	188,191	17,811	(96,643)	110,359
Designated funds				
Operating contingency fund	180,000	-	-	180,000
Restricted funds				
Children In Need	-	(109)	109	-
Other children's projects	13,283	(34,818)	23,022	1,487
Central costs	-	(26,293)	26,293	-
Domestic violence prevention	17,210	(38,735)	46,219	24,694
Intensive support	18,206	(1,250)	-	16,956
	<u>48,699</u>	<u>(101,205)</u>	<u>96,643</u>	<u>43,137</u>
Total funds	<u>416,890</u>	<u>(83,394)</u>	<u>-</u>	<u>333,496</u>

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17 Movement in funds (continued)

	Incoming resources £	Resources expended £	Net movement £
Unrestricted funds			
General fund	491,061	(473,250)	17,811
Restricted funds			
Children In Need	27,794	(27,903)	(109)
Other children's projects	28,315	(63,133)	(34,818)
Central costs	4,578	(30,871)	(26,293)
Domestic violence prevention	153,667	(192,402)	(38,735)
Intensive support	8,649	(9,899)	(1,250)
	<u>223,003</u>	<u>(324,208)</u>	<u>(101,205)</u>
Total funds	<u>714,064</u>	<u>(797,458)</u>	<u>(83,394)</u>

Transfers between funds

Transfers between unrestricted and restricted funds were to cover any deficit of funds spent on restricted projects compared with grant income received, together with the transfer of agreed management costs.

Designated fund

The directors have designated the sum of £180,000 as a contingency fund in the event of a curtailment of operating activities.

Purposes of restricted funds:

Children's projects: funding, including grants from **Children in Need**, received for the provision of support to children in the refuges who are suffering as a result of living in a home with domestic violence. The funding received is provided to work with children both in the refuge and as an outreach to service users through a children's worker, a parenting support carer and a sessional crèche worker, together with additional costs such as outings and equipment.

Central costs: funding received towards the central costs of the intensive support centres including the Operations Director.

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17 Movement in funds (continued)

Domestic violence prevention and advice fund: funding received for the provision of support to women who have suffered as a result of domestic violence. The funding is provided to work with women both in the refuges and as an outreach to service users through the provision of an early intervention worker, an independent domestic violence adviser and a 24 hour helpline operated by the project.

Intensive support: funding received for the provision of support to service users whilst resident with the project. Such funding is provided to work with women in the refuge through a specialist support worker, a counselling service and activities to promote a healthier life style.

18 Capital

The company is limited by guarantee and has no share capital. There are 15 members of the company, each of whom has undertaken to contribute £1 in the event of the company being wound up.