

REGISTERED COMPANY NUMBER: 2635912 (England and Wales)
REGISTERED CHARITY NUMBER: 1005976

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS For The Year Ended 31 MARCH 2010
FOR
THE BURNTWOOD PATHWAY PROJECT**

Wallace Crooke
Chartered Accountants
& Registered Auditors
Wallace House
20 Birmingham Road
Walsall
West Midlands
WS1 2LT

THE BURNTWOOD PATHWAY PROJECT
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for the Year Ended 31 MARCH 2010

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THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2010

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2010. 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

Registered Company number

2635912 (England and Wales)

Registered Charity number

1005976

Registered office

Wallace House
20 Birmingham Road
Walsall
West Midlands
WS1 2LT

Principal address

PO Box 4168
Lichfield
Staffordshire
WS13 8WY

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.

Auditors

Wallace Crooke
Chartered Accountants
& Registered Auditors
Wallace House
20 Birmingham Road
Walsall
West Midlands
WS1 2LT

Solicitors

Moseleys
18 Bore Street
Lichfield
Staffordshire

The day-to-day management of the charity has been delegated by the trustees to Ms K Coe, Project Director.

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 charity 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.

THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2010

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

Trustees are now taking a more pro-active approach to the recruitment of new trustees. As part of an on-going improvement programme a new system to develop and strengthen our Board of Trustees is being developed. This will include trustee interviews, with a service user panel, and targeting to gain particular knowledge and skill sets for the Board.

Induction and training of new trustees

Also as part of our on-going development, we are planning a new process of induction and training for Board members. We are going to introduce a mentoring programme for new members, and a full Trustee induction and training programme will be introduced. The plan includes regular supervision sessions for all Trustees, with the Chair of the Board.

Organisational structure

The organisation is managed by a Management Committee which is also its Board of Trustees. The organisation employs a Project Director to oversee the work of the organisation. There are 30 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 Management Committee 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.

Public Benefit

Pathway Project works to provide services which benefit women and children who are particularly vulnerable due to the domestic abuse that they suffer within their homes. Each service that we offer is charitable, open to all women 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 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
- the relief of those in need by reason of youth, age, ill health, disability, financial hardship or other disadvantages

THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2010

OBJECTIVES AND ACTIVITIES

Objectives and aims

- a) The charity's object is to provide assistance and support to women, and their children, who are suffering domestic violence and abuse. This is achieved by the provision of accommodation and a range of services.
- b) Through our services we aim to provide women 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.
- c) Our main objectives for the year have been as follows:
- To support and develop our staff teams through a formalised training programme, offering opportunities for staff and team development
 - The launch of our new Hope Centre, offering support and access to services for women in the community. This was opened in November 2009 and continues to develop
 - To continue developing our work with children, and to become involved in delivering preventative programmes in schools
 - To continue to aim for continuous improvement in standards for all of our work.
 - To develop the Management Team
 - To increase the role of Independent Domestic Violence Adviser by half a post, and participating in Multi Agency Risk Assessment Conferences, and in working strategically with partners across the county.
 - To continue to work with other agencies to provide a more holistic service, and to meet all needs of service users
 - To continue as an Accredited Learning Centre, providing accredited training courses for the helpline and to increase our range of accredited courses for multi-agency provision.
 - To increase the provision of groups and activities for women and children
 - To champion the development of a Family Justice Centre and to work with a range of other agencies in promoting and raising awareness of this model

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.

THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2010

OBJECTIVES AND ACTIVITIES

Significant activities

Refuge Accommodation

The project manages three refuge buildings. In Burntwood we manage a 5 family refuge. In Tamworth we manage a 6 family refuge. In Lichfield we have our largest refuge which accommodates 14 families. The families who are resident are supported as they make long term plans for the future, and find permanent re-housing. A programme of support is provided with key working systems and Individual Support Plans.

24 Hour Helpline

The helpline service offers a listening ear, and access to immediate support and accommodation, for women suffering or wishing to escape domestic abuse. Our number is used extensively in awareness campaigns and on multi-agency literature and posters. It has been included on car parking tickets and a range of media opportunities.

The Hope Centre

In November 2009 we opened our Hope Centre, an outreach and drop in centre. This provides us with a more openly accessible venue for women needing help and support. It is home to our Floating Support Service, our Independent Domestic Violence Advisers and our senior management team. The building has two training rooms, a therapy / counselling room, a crèche and a number of seating areas for support and advice. We will be continuing to develop the range of services delivered in this building, but already have legal clinics, self help groups, well being workshops, lifecoaching and lifeskills training. We have other agencies providing their services, such as the legal clinics, housing information sessions, substance misuse support and help with debts and finance.

Children's Worker

The project employs 2 Children's Workers, who work across the refuges. They are responsible for the support and well being of the children in the refuges. The Workers support them through the transition of moving into the refuge and then back into the community. We also work extensively in our local areas and within schools, supporting children still living with domestic abuse. We are now running healthy relationships courses in one local school and single sessions in other schools.

Parenting Support Programme

We provide parenting support to women, and initial counselling for children who have suffered or witnessed abuse. The aim is to support families in their relationships with each other, which may have suffered due to the environment in which they have taken place.

Action Kids

We have continued to develop our Action Kids programme. This provides children who have limited opportunities to take part in a six week programme of fun activities. These range from visits to the cinema, pottery making, and ice skating, to canoeing, rock climbing and horse riding. At the end of the six weeks we are working on setting up a youth club which will offer the children and young people the opportunity to develop their social skills and networks.

Counselling

We work in conjunction with Universities to provide a counselling service for women who wish to access help with immediate crisis situations or to explore life issues that may have contributed to their abuse. This now operates from the Hope Centre and is available daytimes and evenings. We have continued to develop the service and now have a new referral system and assessment programme.

Lifeskills Training

This training programme is aimed at building skills and confidence in many areas which impact on an individual's ability to live independently. The skills covered range from housekeeping and budgeting, to looking for work or re-training. We have IT facilities funded by Adult and Community Learning, which will enable us to introduce key skills into this training.

Floating Support

Our Floating Support Service provides support and assistance to women in the community who are suffering domestic abuse. Some will still be living with their abusive partner, and others may have left and found alternative accommodation but are still in need of support.

Self Help Group

This group operates on a peer counselling basis and provides opportunities for women to share their experiences and to understand more about the cycle of abuse. It also assists women to move on in their lives and to reduce the risks of further abuse.

THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2010

OBJECTIVES AND ACTIVITIES

Significant activities

Life Coaching

This is a programme assisting women in goal setting and future planning, whilst building confidence and self esteem. We have successfully run this programme internally and for other agencies. The concept of Neuro-Linguistic Programming and Coaching are very effective tools and the course will continue to run.

Support Group

We run regular sessions for women, providing a range of activities from arts and crafts, beauty therapies to relaxation, assertiveness and DIY. The aim of the groups is to raise self esteem and give women an opportunity to meet together in a non-threatening environment. We are also developing a Service User Forum, which aims to give women an opportunity to have an input into planning our services, and those of other organisations.

Service User Forum

We have developed a Service User Forum which allows women to become involved in many aspects of the project. To date they have been consulted by ourselves on issues such as future development, policies and procedures, and ways in which we work. Other agencies have also consulted the Forum. Service Users are fully involved in recruitment and selection of staff, and in some of our training sessions for professionals.

Website

Our website offers women the opportunity to access information and to e-mail us to ask for further information and help. This is an area that is growing steadily and offers a higher level of anonymity. The website address is www.pathway-project.co.uk. This is still being developed to add an alternative gift catalogue and other features.

Highlights of 09/10

We were delighted during November 2009 to be able to open the Hope Centre. For a long time we have had a gap in our services due to lack of space and a safe meeting place. We searched for a long time to find a suitable building, and were very well supported in furnishing and equipping the building. We are able to offer service users a safe place to attend appointments, receive support and take part in any of the services provided which meet their needs. We would love to be able to develop further and have been championing the model of Family Justice Centre. We are working on developing as broad a range of services as possible for our service users.

We are working with other agencies to provide the services that we can't, and have a monthly legal clinic, access to support with drug and alcohol issues, a well-being workshop, finance and debt management advice, and support in registering to find a new home. We are constantly looking for other ways in which we can provide support and will continue to develop this service.

The partnership working in our community is vital in encouraging agencies to work together. Whilst this takes up a lot of senior management time it has many benefits for our services. Both the Director and Deputy Director are third sector representatives on the Community Safety Partnership and Children's Trust Board respectively. This ensures that the third sector has a voice at a strategic level.

We have continued to develop Action Kids in partnership with Children's Fund. This service provides children who have suffered abuse, or have limited opportunities for leisure activities, with a targeted programme of activity for a period of six weeks. During this time their aspirations will be met with exciting opportunities to try things like horse riding, rock climbing or ice skating which would be difficult for them to achieve without the programme. They may also choose to attend locally based on-going groups and the Worker can accompany them for the first vital weeks whilst they make friends and build their confidence. We are planning an adventure break with 30 children and the setting up of a youth club at weekends.

Our Floating Support Team is now focused on delivering high quality services to women at risk in the community. This team have benefitted from the Hope Centre and are able to see service users there when home is not a safe place. Women are able to simply turn up on our doorstep and this is becoming a more regular occurrence as the work of the Hope Centre is more widely established. This is another route into the service, making it simpler for women to access help.

THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2010

OBJECTIVES AND ACTIVITIES

Significant activities

The Independent Domestic Violence Advisers are also based in the Hope Centre, and their service users are also able to access the other services that are now available. Having this team based within the centre also ensures that the women who are at high risk, have a whole raft of support available to them at all times. With access to the 24 hour helpline, and with practical measures to help them to stay safe, we are now able to offer them lifelines which were not possible previously.

We have been able to take part in a number of opportunities to highlight our work with the media. We now seem to appear on BBC Midlands Today around once a year, and do a number of radio interviews whenever there is a high profile domestic abuse story in the news. This is an important way of ensuring that women who need our help have the reminder that we are here, and of how they can contact us. If is appropriate we also involve our service users in the media, giving them the opportunity to tell their story and present their point of view. This is of course done very sensitively and anonymously for their protection. Building up a good relationship with the press has ensured that we can do this safely.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

In specific terms the following achievements have been made:

- The launch of the Hope Centre has been the most significant achievement of the year, and earned us an Outstanding Contribution Award from Lichfield District Safer Community Partnership in January 2010.
- The work of our Action Kids Worker has made a significant impact in the lives of many young people.
- Our work in schools has been developing through the year, and is now a key feature of one school curriculum. As a result of this work we have been able to help a number of families find safety and the effect has been life changing for them.
- We have continued to improve the quality of all of our services, and consistently search out new and better ways to make our services accessible, easy to engage with and effective.
- We have taken part in two Midlands Today stories and the work of the Hope Centre was highlighted in one story.

As we continue to work towards the model of a Family Justice Centre, we are engaging at a strategic and a working level with many other agencies. The benefits of working together with service users, where their needs involve domestic abuse and other issues, has provided us with some excellent joint working experience and we are excited about the future potential of this work.

FINANCIAL REVIEW

Reserves policy

The Trustees have examined the charity's requirements in light of the main risks of the organisation and aims to build up our reserves to give us some financial stability if problems arise. Our policy is to aim for three months operating expenditure from unrestricted funding or investments in tangible fixed assets. We estimate that we require £180,000 to meet this target currently. We are now looking at ways to meet our target and formulating ways to do this. This is a long term plan and is likely to take several years to achieve. 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.

THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2010

FUTURE DEVELOPMENTS

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

The Hope Centre launch provided us with the new opportunities that we needed in developing our services in the community, and increasing accessibility to the services. We are delighted that the service has had a significant and very positive benefit for many women. It has also been a huge development area in terms of working with other agencies. We have been able to undertake joint working in a way which was impossible previously. We have developed some excellent working relationships and look forward to building on this as we look to develop a Family Justice Centre in our area. This, of course, relies upon many other agencies becoming involved and the local authority and county council being behind us. The work this year is in championing and spearheading this development and we are going to continue this piece of work for as long as it takes. We truly believe in the impact that it could have in changing and saving lives.

There are a number of staff posts that we will hope to develop. We are constantly assessing where we have gaps and need to invest our energies. One of these is in the area of training and volunteer management. We believe that we can combine those two needs into one post, as many of the skills required will be the same. We would like a Training Officer who has the ability to develop our training programmes, deliver training to other agencies and ensure that our own staff have access to the training needed to successfully meet their own targets. We also continue to develop the volunteer programme but this leaves us with a need to have a dedicated manager for the volunteers in order to do justice to the work.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of The Burntwood Pathway Project for the purposes of company law) 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.

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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 Charity SORP;
- 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 information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information.

AUDITORS

The auditors, Wallace Crooke, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

THE BURNTWOOD PATHWAY PROJECT

**REPORT OF THE TRUSTEES
for the Year Ended 31 MARCH 2010**

ON BEHALF OF THE BOARD:

Caroline Green - Trustee

19 July 2010

REPORT OF THE INDEPENDENT AUDITORS 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 2010 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial statements have been prepared under the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (effective April 2008).

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 trustees 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 the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

The trustees' (who are also the directors of the charitable company for the purposes of company law) responsibilities for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the financial statements give a true and fair view are set out in the Statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view, are properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice and are prepared in accordance with the Companies Act 2006. We also report to you whether, in our opinion the information given in the Report of the Trustees is consistent with those financial statements.

In addition, we report to you if, in our opinion, the charitable company has not kept adequate accounting records, if the charitable company's financial statements are not in agreement with the accounting records and returns, if we have not received all the information and explanations we require for our audit, or if certain disclosures of trustees' remuneration specified by law are not made.

We read the Report of the Trustees and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

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

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

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

Opinion

In our opinion:

- the financial statements give a true and fair view of the state of the charitable company's affairs as at 31 March 2010 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities;
- the financial statements have been prepared in accordance with the Companies Act 2006; and
- the information given in the Report of the Trustees is consistent with the financial statements.

Mr Tony Morris, FCCA (Senior Statutory Auditor)
for and on behalf of Wallace Crooke
Chartered Accountants
& Registered Auditors
Wallace House
20 Birmingham Road
Walsall
West Midlands
WS1 2LT

19 July 2010

Note:

The maintenance and integrity of the The Burntwood Pathway Project web site is the responsibility of the trustees; the work carried out by the auditors does not involve consideration of these matters and, accordingly, the auditors accept no responsibility for any changes that may have occurred to the financial statements since they were initially presented on the web site.

THE BURNTWOOD PATHWAY PROJECT

**STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 MARCH 2010**

	Notes	Unrestricted funds £	Restricted funds £	2010 Total funds £	2009 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	28,585	70,538	99,123	71,376
Activities for generating funds	3	9,382	-	9,382	7,200
Investment income	4	127	-	127	1,549
Incoming resources from charitable activities 5					
Children's projects		-	108,160	108,160	79,963
Outreach services		5,000	86,404	91,404	50,068
Refuge based - services		529,366	3,550	532,916	485,308
Other incoming resources		-	-	-	<u>2,125</u>
Total incoming resources		572,460	268,652	841,112	697,589
RESOURCES EXPENDED					
Costs of generating funds					
Costs of generating voluntary income	6	5,288	-	5,288	4,736
Charitable activities 7					
Children's projects		6,295	110,095	116,390	101,922
Outreach services		3,024	98,306	101,330	52,137
Refuge based - services		509,424	23,640	533,064	502,515
Refuge based - capital		-	4,070	4,070	5,898
Governance costs 9		<u>12,038</u>	-	<u>12,038</u>	<u>8,282</u>
Total resources expended		536,069	236,111	772,180	675,490
NET INCOMING RESOURCES before transfers					
		36,391	32,541	68,932	22,099
Gross transfers between funds 18		<u>6,396</u>	<u>(6,396)</u>	-	-
Net incoming/(outgoing) resources		42,787	26,145	68,932	22,099
RECONCILIATION OF FUNDS					
Total funds brought forward		70,835	273,708	344,543	322,444
TOTAL FUNDS CARRIED FORWARD		<u>113,622</u>	<u>299,853</u>	<u>413,475</u>	<u>344,543</u>

The notes form part of these financial statements

THE BURNTWOOD PATHWAY PROJECT

**BALANCE SHEET
AT 31 MARCH 2010**

	Notes	Unrestricted funds £	Restricted funds £	2010 Total funds £	2009 Total funds £
FIXED ASSETS					
Tangible assets	13	9,069	304,194	313,263	326,985
CURRENT ASSETS					
Debtors: amounts falling due within one year	14	21,567	27,675	49,242	17,214
Cash at bank and in hand		<u>106,029</u>	<u>70,194</u>	<u>176,223</u>	<u>116,417</u>
		127,596	97,869	225,465	133,631
CREDITORS					
Amounts falling due within one year	15	(23,043)	(37,210)	(60,253)	(41,073)
		<u>104,553</u>	<u>60,659</u>	<u>165,212</u>	<u>92,558</u>
NET CURRENT ASSETS					
		113,622	364,853	478,475	419,543
CREDITORS					
Amounts falling due after more than one year	16	-	(65,000)	(65,000)	(75,000)
NET ASSETS		<u>113,622</u>	<u>299,853</u>	<u>413,475</u>	<u>344,543</u>
FUNDS	18				
Unrestricted funds				113,622	70,835
Restricted funds				<u>299,853</u>	<u>273,708</u>
TOTAL FUNDS				<u>413,475</u>	<u>344,543</u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 19 July 2010 and were signed on its behalf by:

Caroline Green -Trustee

Karen Procter -Trustee

The notes form part of these financial statements

THE BURNTWOOD PATHWAY PROJECT

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 MARCH 2010

1. ACCOUNTING POLICIES

Accounting convention

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

Incoming resources

Donations, legacies and similar incoming resources are included in the year in which they are receivable, which is when the charity becomes entitled to the resource and the amount can be measured with reasonable certainty. Income is deferred only when the charity has to fulfil conditions before becoming entitled to the income or where the donor has specified that the income is to be expended in a future period.

Grants receivable including grants for the purchase of fixed assets are brought into account on receipt unless its receipt is certain in which case it is brought into account when the grant is notified.

Rental income is included in the year in which it is receivable and is shown net of voids, i.e., rooms which were not occupied.

Intangible income, which comprises donated services, is included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Resources expended include attributable VAT which cannot be recovered as the charity is not registered for VAT.

Cost of generating funds

Costs of generating funds incorporate the salaries, direct expenditure and overhead costs of the staff who undertake fundraising work.

Charitable activities

Charitable expenditure comprises those costs incurred on projects undertaken in pursuance of the charitable aims of the organisation.

Governance costs

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

Allocation and apportionment of costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity. Certain costs, which are attributable to more than one activity, are apportioned across cost categories on an appropriate basis.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	-2% on cost
Children's play equipment	-20% on reducing balance
Fixtures and fittings	-20% on reducing balance
Office Equipment	-25% on reducing balance

Taxation

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

THE BURNTWOOD PATHWAY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 MARCH 2010

1. ACCOUNTING POLICIES - continued

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Operating leases

The charity classifies the lease of certain office equipment as operating leases. Rentals payable under operating leases are charged to the Statement of Financial Activities on a straight line basis over the term of the lease.

2. VOLUNTARY INCOME

	2010	2009
	£	£
Staffordshire CC	-	2,924
N Power	-	2,060
Anonymous	20,000	5,000
Staffordshire CC C&LP	3,000	2,000
North Lichfield C&LP	3,000	3,000
Lichfield DC	-	7,000
King Edward VI C&LP	-	3,000
Tamworth BC	5,345	5,000
Coutts & Co	-	2,000
Joseph Rank Trust	5,000	5,000
Staffordshire CC Counselling	-	3,378
Fox Memorial Trust	-	2,000
Staffordshire CC Pathway to Hope	-	1,500
Barbara Ward Children's Charity	5,000	-
Cannock Job Centre	1,033	-
Mary Slater Charity	1,500	-
Staffordshire CC Forum	2,574	-
Albert Hunt Trust	2,000	-
Fulmer Trust	2,000	-
Souter Trust	6,000	-
Donations £1,000 and under	42,671	27,514
	<u>99,123</u>	<u>71,376</u>

3. ACTIVITIES FOR GENERATING FUNDS

	2010	2009
	£	£
Fundraising events	589	1,470
Training income	8,425	5,240
Payphone	198	390
Memberships	170	100
	<u>9,382</u>	<u>7,200</u>

THE BURNTWOOD PATHWAY PROJECT

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 MARCH 2010**

4. INVESTMENT INCOME

	2010 £	2009 £
Bank interest receivable	<u>127</u>	<u>1,549</u>

5. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Activity	2010 £	2009 £
Grants	Children's projects	108,160	78,239
Grants £1,000 and under	Children's projects	-	1,724
Grants	Outreach services	91,404	47,568
Grants £1,000 and under	Outreach services	-	2,500
Supporting People Tamworth	Refuge based - services	59,253	58,250
Supporting People Burntwood	Refuge based - services	101,635	99,642
Supporting People Lichfield	Refuge based - services	191,287	183,774
Grants	Refuge based - services	3,550	3,750
Grants £1,000 and under	Refuge based - services	-	1,500
Accommodation charges	Refuge based - services	126,868	120,144
Supporting People Pathway to Hope	Refuge based - services	<u>50,323</u>	<u>18,248</u>
		<u>732,480</u>	<u>615,339</u>

Grants received, included in the above, are as follows:

	2010 £	2009 £
Children in need	26,839	24,595
Children's Fund	28,484	28,484
Staffordshire Police	5,000	5,300
East Staffordshire BC IDVA	2,769	-
Skipton Building Society	1,645	2,000
King Edwards VI C&LP	-	2,500
North Lichfield C&LP	-	1,200
Lloyds TSB Foundation	10,000	15,000
Staffordshire CC Action Kids	47,838	11,960
Michael Lowes Charity	2,000	2,000
Tamworth BC Helpline	-	1,400
Tamworth BC Early Intervention Worker	-	1,200
Lichfield DC IDVA	15,042	11,293
Tamworth Community Safety Partnership IDVA	32,384	22,625
Lichfield District Strategic Partnership	25,063	-
Lichfield District Council	5,000	-
Tamworth Community Safety Partnership Capital	<u>1,050</u>	<u>-</u>
	<u>203,114</u>	<u>129,557</u>

THE BURNTWOOD PATHWAY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 MARCH 2010

6. COSTS OF GENERATING VOLUNTARY INCOME

	2010	2009
	£	£
Staff costs	3,553	3,447
Sundries	243	53
Support costs	<u>1,492</u>	<u>1,236</u>
	<u>5,288</u>	<u>4,736</u>

7. CHARITABLE ACTIVITIES COSTS

	Direct costs	Support costs (See note 8)	Totals
	£	£	£
Children's projects	97,553	18,837	116,390
Outreach services	91,662	9,668	101,330
Refuge based - services	492,236	40,828	533,064
Refuge based - capital	<u>4,070</u>	<u>-</u>	<u>4,070</u>
	<u>685,521</u>	<u>69,333</u>	<u>754,854</u>

8. SUPPORT COSTS

	Management	Finance	Information technology
	£	£	£
Costs of generating voluntary income	1,492	-	-
Children's projects	1,491	3,792	421
Outreach services	746	1,265	421
Refuge based - services	<u>11,183</u>	<u>20,229</u>	<u>842</u>
	<u>14,912</u>	<u>25,286</u>	<u>1,684</u>

	Human resources	Other	Totals
	£	£	£
Costs of generating voluntary income	-	-	1,492
Children's projects	1,339	11,794	18,837
Outreach services	1,338	5,898	9,668
Refuge based - services	<u>2,676</u>	<u>5,898</u>	<u>40,828</u>
	<u>5,353</u>	<u>23,590</u>	<u>70,825</u>

Activity	Basis of allocation
Management	Staff time
Finance	Staff time
Information technology	Staff time
Human resources	Staff time
Other	Staff time

THE BURNTWOOD PATHWAY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 MARCH 2010

9. GOVERNANCE COSTS

	2010	2009
	£	£
Staff costs	8,875	3,445
Professional fees	-	750
Auditors' remuneration	3,163	3,719
Office costs	-	368
	<u>12,038</u>	<u>8,282</u>

10. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2010	2009
	£	£
Auditors' remuneration	3,163	3,719
Depreciation - owned assets	<u>14,774</u>	<u>16,281</u>

11. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2010 nor for the year ended 31 March 2009.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31 March 2010 nor for the year ended 31 March 2009.

12. STAFF COSTS

	2010	2009
	£	£
Wages and salaries	<u>519,146</u>	<u>462,912</u>

The average monthly number of employees during the year was as follows:

	2010	2009
Administration and finance	7	6
Support workers	<u>15</u>	<u>15</u>
	<u>22</u>	<u>21</u>

The organisation employs twelve full time (2009: thirteen) and fourteen part time (2009: seventeen) staff, the time being worked by each being an average of approximately twenty two full time employees (2009: twenty one).

No employee earns more than £60,000 per annum.

THE BURNTWOOD PATHWAY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 MARCH 2010

13. TANGIBLE FIXED ASSETS

	Freehold property £	Children's play equipment £	Fixtures and fittings £	Office Equipment £	Totals £
COST					
At 1 April 2009	300,907	26,141	63,720	25,391	416,159
Additions	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,050</u>	<u>1,050</u>
At 31 March 2010	<u>300,907</u>	<u>26,141</u>	<u>63,720</u>	<u>26,441</u>	<u>417,209</u>
DEPRECIATION					
At 1 April 2009	11,916	14,057	43,926	19,273	89,172
Charge for year	<u>6,139</u>	<u>2,885</u>	<u>3,959</u>	<u>1,791</u>	<u>14,774</u>
At 31 March 2010	<u>18,055</u>	<u>16,942</u>	<u>47,885</u>	<u>21,064</u>	<u>103,946</u>
NET BOOK VALUE					
At 31 March 2010	<u>282,852</u>	<u>9,199</u>	<u>15,835</u>	<u>5,377</u>	<u>313,263</u>
At 31 March 2009	<u>288,991</u>	<u>12,084</u>	<u>19,794</u>	<u>6,118</u>	<u>326,987</u>

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2010 £	2009 £
Rent receivable	2,597	7,628
Other debtors	4,708	420
Grants due	34,432	4,775
Prepayments and accrued income	<u>7,505</u>	<u>4,391</u>
	<u>49,242</u>	<u>17,214</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2010 £	2009 £
Other loans	10,000	10,000
Trade creditors	8,177	13,636
Social security and other taxes	11,337	10,571
Other creditors	26	-
Accruals and deferred income	<u>30,713</u>	<u>6,866</u>
	<u>60,253</u>	<u>41,073</u>

THE BURNTWOOD PATHWAY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 MARCH 2010

16. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2010 £	2009 £
Other loans - 1-2 years	10,000	10,000
Other loans - 2-5 years	30,000	30,000
Other loans more 5yrs instal	<u>25,000</u>	<u>35,000</u>
	<u>65,000</u>	<u>75,000</u>

Amounts falling due in more than five years:

Repayable by instalments:		
Other loans more 5yrs instal	<u>25,000</u>	<u>35,000</u>

17. OPERATING LEASE COMMITMENTS

The following operating lease payments are committed to be paid within one year:

	2010 £	2009 £
Expiring:		
Within one year	2,187	-
Between one and five years	<u>19,716</u>	<u>6,030</u>
	<u>21,903</u>	<u>6,030</u>

18. MOVEMENT IN FUNDS

	At 1/4/09 £	Net movement in funds £	Transfers between funds £	At 31/3/10 £
Unrestricted funds				
General fund	70,835	36,391	6,396	113,622
Restricted funds				
Children's projects	24,233	27,073	(10,150)	41,156
Capital assets fund	18,968	(3,470)	-	15,498
Burntwood refuge capital fund	195,386	(4,070)	-	191,316
Central costs	3,746	(15,252)	11,506	-
Domestic violence prevention and advice fund	23,694	23,343	(7,071)	39,966
Refuge based support	<u>7,681</u>	<u>4,917</u>	<u>(681)</u>	<u>11,917</u>
	273,708	32,541	(6,396)	299,853
	<u>344,543</u>	<u>68,932</u>	<u>-</u>	<u>413,475</u>
TOTAL FUNDS				

THE BURNTWOOD PATHWAY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 MARCH 2010

18. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	572,460	(536,069)	36,391
Restricted funds			
Children's projects	122,205	(95,132)	27,073
Central costs	11,350	(26,602)	(15,252)
Domestic violence prevention and advice fund	115,006	(91,663)	23,343
Refuge based support	19,041	(14,124)	4,917
Capital assets fund	1,050	(4,520)	(3,470)
Burntwood refuge capital fund	-	(4,070)	(4,070)
	268,652	(236,111)	32,541
TOTAL FUNDS	<u>841,112</u>	<u>(772,180)</u>	<u>68,932</u>

Purposes of restricted funds:

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

Refuge based support: Funding received for the provision of support to the service users while resident with the project. Such funding, received from various sources, is provided to work with the women in the refuge through the provision of a specialist support worker, counselling service and activities to promote a healthier lifestyle.

Capital assets fund: Funding received from both donations and grants towards the cost of fixtures and fittings for use in the refuges.

Burntwood refuge capital fund: Funding received for the purchase of the Burntwood refuge.

Central costs: Funding provided towards the central costs of the refuges including the cost of the deputy director.

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, received from various sources, is provided to work with women both in the refuge and as outreach service users through the provision of an early intervention worker, an independent domestic violence advisor and a 24 hour helpline operated by the project.

Transfers between funds

The transfers between unrestricted and restricted funds were to cover the deficit of funds spent on restricted projects against grant income received together with the transfer of agreed management costs.

19. RELATED PARTY DISCLOSURES

During the year the Charity instructed Moseleys Solicitors to act on their behalf in the lease of the Hope Centre of which Jonathan Smith, trustee, is a partner. The fee negotiated for this, as permitted by the Charity's Memorandum and Articles of Association, was £1,200 (2009: £Nil).

THE BURNTWOOD PATHWAY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 MARCH 2010

20. CAPITAL

The company has no share capital being limited by guarantee. There are 13 members of the company each of whom has undertaken to contribute £1 in the event of the company being wound up.

THE BURNTWOOD PATHWAY PROJECT
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 MARCH 2010

	2010 £	2009 £
INCOMING RESOURCES		
Voluntary income		
Staffordshire CC	-	2,924
N Power	-	2,060
Anonymous	20,000	5,000
Staffordshire CC C&LP	3,000	2,000
North Lichfield C&LP	3,000	3,000
Lichfield DC	-	7,000
King Edward VI C&LP	-	3,000
Tamworth BC	5,345	5,000
Coutts & Co	-	2,000
Joseph Rank Trust	5,000	5,000
Staffordshire CC Counselling	-	3,378
Fox Memorial Trust	-	2,000
Staffordshire CC Pathway to Hope	-	1,500
Barbara Ward Children's Charity	5,000	-
Cannock Job Centre	1,033	-
Mary Slater Charity	1,500	-
Staffordshire CC Forum	2,574	-
Albert Hunt Trust	2,000	-
Fulmer Trust	2,000	-
Souter Trust	6,000	-
Donations £1,000 and under	<u>42,671</u>	<u>27,514</u>
	99,123	71,376
Activities for generating funds		
Fundraising events	589	1,470
Training income	8,425	5,240
Payphone	198	390
Memberships	<u>170</u>	<u>100</u>
	9,382	7,200
Investment income		
Bank interest receivable	127	1,549
Incoming resources from charitable activities		
Supporting People Tamworth	59,253	58,250
Supporting People Burntwood	101,635	99,642
Supporting People Lichfield	191,287	183,774
Grants	203,114	129,557
Grants £1,000 and under	-	5,724
Accommodation charges	126,868	120,144
Supporting People Pathway to Hope	<u>50,323</u>	<u>18,248</u>
	732,480	615,339

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THE BURNTWOOD PATHWAY PROJECT
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 MARCH 2010

	2010 £	2009 £
Other incoming resources		
Insurance proceeds	-	<u>2,125</u>
Total incoming resources	841,112	697,589
 RESOURCES EXPENDED		
Costs of generating voluntary income		
Staff costs	3,553	3,447
Sundries	243	<u>53</u>
	3,796	3,500
 Charitable activities		
Staff costs	458,547	417,264
Property costs	102,337	85,432
Office costs	53,842	36,032
Toys and welfare	19,596	12,594
Professional fees	5,553	4,385
Staff travel etc	33,586	28,649
Depreciation of tangible fixed assets	<u>12,060</u>	<u>15,221</u>
	685,521	599,577
 Governance costs		
Staff costs	8,875	3,445
Professional fees	-	750
Auditors' remuneration	3,163	3,719
Office costs	<u>-</u>	<u>368</u>
	12,038	8,282
 Support costs		
Management		
Insurance	3,528	3,590
Sundries	15	218
Office costs	5,771	3,479
Professional fees	338	1,396
Toys and welfare	801	2,310
Staff travel etc	1,746	314
Depreciation of tangible and heritage assets	<u>2,713</u>	<u>1,063</u>
	14,912	12,370
 Finance		
Staff costs	24,581	22,709
Bank charges	32	32
Financial costs	<u>673</u>	<u>1,465</u>
	25,286	24,206

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THE BURNTWOOD PATHWAY PROJECT
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 MARCH 2010

	2010 £	2009 £
Information technology		
Office costs	1,684	3,352
Human resources		
Professional fees	163	3,514
Staff travel etc	<u>5,190</u>	<u>4,642</u>
	5,353	8,156
Other		
Staff costs	<u>23,590</u>	<u>16,047</u>
Total resources expended	772,180	675,490
	-----	-----
Net income	<u><u>68,932</u></u>	<u><u>22,099</u></u>

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