

THE BURNTWOOD PATHWAY PROJECT
(A company limited by guarantee)

FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2011

Charity no: 1005976

Company no: 02635912 (England and Wales)

**THE BURNTWOOD PATHWAY PROJECT
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2011**

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THE BURNTWOOD PATHWAY PROJECT

**REPORT OF THE TRUSTEES
for the Year Ended 31 MARCH 2011**

The trustees, who are also directors of the charity for the purposes of the Companies Act 1985, present their report with the financial statements of the charity for the year ended 31 March 2011. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

LEGAL AND ADMINISTRATIVE DETAILS

Registered Company number

2635912 (England and Wales)

Registered Charity number

1005976

Registered office

The Hope Centre
71-73 Upper St John Street
Lichfield
Staffordshire
WS14 9DT

Principal address

As above

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

Haines Watts
Sterling House
97 Lichfield Street
Tamworth
Staffordshire
B79 7QF

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, Director.

THE BURNTWOOD PATHWAY PROJECT
REPORT OF THE TRUSTEES
for the Year Ended 31 MARCH 2011, continued

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.

Recruitment and appointment of new trustees

Trustees are undertaking an on-going improvement programme, and a new system to develop and strengthen our Board of Trustees is being developed. This includes 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

Trustees are now being inducted and trained in a more formal programme. This includes a Mentoring Programme for new trustees. The plan includes an annual appraisal for all Trustees, with the Chair of the Board.

Organisational structure

The organisation is managed by a Management Committee who are 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.

THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2011, continued

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. All violence against women and girls is now being targeted and we have a new sexual violence service to support those women who have suffered sexual assault and rape. 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:

- a) the prevention or relief of poverty
- b) the advancement of health or the saving of lives
- c) 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

a) The charity's object is to provide assistance and support to women, 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.

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 work with two other organisations in forming a strategic alliance in order to strengthen our services and raise the quality of each organisation to a standard of excellence.
- To continue to develop our staff teams and to work with sexual violence as a new additional service to women and girls.
- The expansion of the Hope Centre, offering support and access to services for women in the community. This was opened in November 2009 and we have recently been able to take on additional space giving us a much larger training room with kitchen.
- To continue developing our work with children, and to continue our involvement in delivering preventative programmes in schools
- To continue to aim for improvement in standards for all of our work.
- 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 volunteers and to increase our range of accredited courses for multi-agency provision.
- To increase and improve the provision of groups and activities for women and children

THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2011, continued

- 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.

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, Independent Sexual Violence Advisor and our senior management team. The building has two small group training rooms, a new large training room, 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.

THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2011, continued

Action Kids

We had to suspend this programme for a time this year but it is set to re-launch in September 2011 thanks to an anonymous donation. 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 able to integrate the children and young people into our Youth Club giving them 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. Our Senior Counsellor manages the placement students and provides clinical supervision for them

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 which were funded by Adult and Community Learning, which 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.

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 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.

THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2011, continued

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. We are also developing facilities on facebook and twitter to raise awareness and publicise our work and events.

Significant activities Highlights of 2010/2011

We were delighted during November 2009 to be able to open the Hope Centre. We needed a public face where women could access us more easily and where we could meet safely with women who we couldn't meet in their homes. Earlier this year an opportunity to lease an additional room on the ground floor arose and thanks to Lichfield and Tamworth Community Safety Partnerships we were able to provide a much more accessible training room which provides us with new opportunities for training and groups.

We continue to campaign for a Family Justice Centre, which we feel is the most effective way of providing domestic abuse services and brings together a range of agencies, all committed to saving the lives of victims of abuse. The evidence of impact from Croydon Family Justice Centre is in no doubt and we will continue to work with a steering group to drive this forward. There is an opportunity to lease a building which would link this to the Hope Centre and provide the widest possible selection of front line services.

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, 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. Partnerships are changing on what appear to be a daily basis at the moment but we take as many opportunities as possible to represent our charity and our service users at a strategic level.

We had to suspend Action Kids from April 2011 as the funding came to an end. We remained fully committed to continuing this service as soon as we could find alternate funding. The worker was transferred to a vacant post so that we would not lose the skills and experience that she had gathered. We were delighted when a local business stepped in to provide funding for the next year. The service will re-launch from September. 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.

THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2011, continued

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. After that they can join our weekly Youth Club to maintain their friendships and support.

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 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.

In addition we now have an Independent Sexual Violence Advisor and we are working with a county wide team to develop this new service and provide help and support for victims of sexual assault and rape.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

In specific terms the following achievements have been made:

- We have been working with Staffordshire Women's Aid and Arch in North Staffordshire throughout the last year, to explore the possibility of working more closely together. With the help of a consultant we talked through our various options for joint working and felt that the most appropriate model was an Alliance. We are now signed up to a strategic alliance with the three CEOs meeting regularly and pursuing a range of projects which will ultimately help us to 'raise the bar – together'.
- Expanding the Hope Centre is giving us new opportunities to develop our training and group work, which was highlighted as being one of the most valued of services by our service users, in a county wide review of domestic abuse services.
- 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.
- Our Children's Team were given an award for Community Cohesion by the Community Learning Partnerships in Lichfield District.
- 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. We have held two events now to highlight and demonstrate the effectiveness of the model and we continue to work with Croydon Family Justice Centre to bring life saving new ways of working to Lichfield and Tamworth.

THE BURNTWOOD PATHWAY PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2011, continued

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 a minimum of 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.

FUTURE DEVELOPMENTS

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

We continue to champion the Family Justice Centre model and have the benefit of support from Jill Maddison, who developed the Croydon Family Justice Centre. This model, of course, relies upon many other agencies becoming involved and the local authority and county council being behind us. The work is now reaching a new phase as we aim to find funding for a building lease which will take away the financial constraints which many organisations are struggling to overcome at the moment.

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. In addition to this we constantly seek funding for an Office Manager for the Hope Centre, to provide PA support to the Director and Deputy Director.

**THE BURNTWOOD PATHWAY PROJECT
REPORT OF THE TRUSTEES
for the Year Ended 31 MARCH 2011, continued**

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also directors of The Burntwood Pathway Project for the purpose of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity 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 charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

So far as the trustees are aware, there is no relevant audit information of which the charity's auditor is unaware, and each director has taken all the steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

ON BEHALF OF THE BOARD

Caroline Green - Chair

15 August 2011

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 2011 set out on pages 10 to 16. These 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 Sections 495 and 496 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 10, the trustees, who are also the directors of Burntwood Pathway Project, for the purposes of company law, are responsible for the preparation of the trustees' annual report 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.

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 and are properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice and have been prepared in accordance with the Companies Act 2006. We also report to you whether in our opinion the information given in the Trustees' Annual Report is consistent with the financial statements.

In addition, we report to you if, in our opinion, the charity has not kept adequate accounting records, if the 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 disclosure of trustees' remuneration specified by law are not made

We read the Trustees' Annual Report 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 charity'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 the information in the financial statements.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
THE BURNTWOOD PATHWAY PROJECT, continued
Opinion**

In our opinion:

- the financial statements give a true and fair view, of the Charitable Company's affairs as at 31 March 2011, 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 Trustees' Annual Report is consistent with the financial statements.

Stephen P Butler (Senior Statutory Auditor)
For and on behalf of:
H W Chartered Accountants
Statutory Auditors
15 August 2011

Sterling House
97 Lichfield Street
Tamworth
B79 7QF

**THE BURNTWOOD PATHWAY PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2011**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2011 £	Total Funds 2010 £
Incoming resources:					
Incoming resources from generated funds					
Voluntary income	2	22,854	91,043	113,897	99,123
Activities for generating funds	3	9,647		9,647	9,382
Investment income	4	130		130	127
Incoming resources from charitable activities					
Children's projects	5	-	114,061	114,061	108,160
Domestic violence prevention		-	50,164	50,164	91,404
Refuge based services		539,161	-	539,161	532,916
Total incoming resources		<u>571,792</u>	<u>255,268</u>	<u>827,060</u>	<u>841,112</u>
Resources expended:					
Costs of generating voluntary income	6	4,329	-	4,329	5,288
Charitable activities					
Children's projects	7	10,259	138,560	148,819	116,390
Domestic violence prevention		4,772	80,333	85,105	101,330
Refuge based services		492,307	39,616	531,923	533,064
Refuge based - capital			4,071	4,071	4,070
Governance costs	9	11,657		11,657	12,038
Total resources expended		<u>523,324</u>	<u>262,580</u>	<u>785,904</u>	<u>772,180</u>
Net incoming resources before transfers	5	48,468	(7,312)	41,156	68,932
Transfers between funds	18	(17,298)	17,298	-	-
Net incoming/(outgoing) resources		31,170	9,986	41,156	68,932
Total funds brought forward		113,622	299,853	413,475	344,543
Total funds carried forward		<u>144,792</u>	<u>309,839</u>	<u>454,631</u>	<u>413,475</u>

The notes form part of these financial statements

THE BURNTWOOD PATHWAY PROJECT
BALANCE SHEET

AT 31 MARCH 2011

Company no: 02635912

	Note	Unrestricted Funds £	Restricted Funds £	2011 Total Funds £	2010 Total Funds £
Fixed assets:					
Tangible assets	13	3,883	297,387	301,270	313,263
Current Assets					
Debtors	14	14,068	1,451	15,519	49,242
Cash at bank and in hand		143,597	76,795	220,392	176,223
		157,665	78,246	235,911	225,465
Creditors – amounts falling due within one year	15	(16,756)	(10,794)	(27,550)	(60,253)
		140,909	67,452	208,361	165,212
Net current assets					
		144,792	364,839	509,631	478,475
Total assets less current liabilities					
Creditors - amounts falling due after more than one year	16		(55,000)	(55,000)	(65,000)
		144,792	309,839	454,631	413,475
Total Net Assets					
		144,792	309,839	454,631	413,475
Funds:					
Restricted	18			309,839	299,853
Unrestricted				144,792	113,622
				454,631	413,475
Total funds					
				454,631	413,475

Approved by the Board on 15 August 2011 and signed on its behalf by

- Trustee and Director

The notes form part of these financial statements

THE BURNTWOOD PATHWAY PROJECT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

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 charity 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 18.

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:-

Freehold property	2%, straight line basis
Children's play equipment	20%, reducing balance basis
Fixtures and fittings	20%, reducing balance basis
Office equipment	25%, reducing balance basis

1.4 Pensions

The company operates a defined contribution pension scheme. Contributions payable for the year are charged in the statement of financial activities.

1.5 Governance costs

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

1.6 Charitable expenditure

Charitable expenditure comprises those costs, including irrecoverable vat, incurred by the charity 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.

1.7 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 charity, 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.

1.8 Taxation

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

THE BURNTWOOD PATHWAY PROJECT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

2. Voluntary income

	2011	2010
	£	£
CBD Charitable Trust	13,800	-
Toy Trust	4,000	-
Anonymous	19,000	20,000
Staffordshire CC C & LP	7,200	3,000
North Lichfield C & LP	-	3,000
Lichfield DC	13,978	-
King Edward VI C & LP	6,285	-
Tamworth BC	1,700	5,345
The Steel Charitable Trust	3,000	-
Joseph Rank Trust	5,000	5,000
W O Street Foundation	1,440	-
Garfield Weston Foundation	5,000	-
Thomas Cook	2,000	-
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
Gift Aid income tax recovered	1,098	4,342
Donations of £1,000 and under	<u>30,396</u>	<u>38,329</u>
	<u>113,897</u>	<u>99,123</u>
	=====	=====
3. Activities for generating funds		
	2011	2010
	£	£
Fundraising events & Ebay sales	2,192	589
Training income	7,195	8,425
Payphone	102	198
Memberships	<u>158</u>	<u>170</u>
	<u>9,647</u>	<u>9,382</u>
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THE BURNTWOOD PATHWAY PROJECT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

4. Investment Income

	2011	2010
	£	£
Bank interest receivable	130	127
	===	===

5. Incoming resources from charitable activities

	Activity	2011	2010
		£	£
Grants	Children's Projects	114,060	108,160
Grants £1,000 and under	Children's Projects	-	-
Grants	Domestic violence prevention	50,164	91,404
Grants £1,000 and under	Domestic violence prevention	-	-
Supporting People Tamworth	Refuge based services	59,253	59,253
Supporting People Burntwood	Refuge based services	77,202	101,635
Supporting People Lichfield	Refuge based services	191,287	191,287
Grants	Refuge based services		3,550
Grants £1,000 and under	Refuge based services	-	-
Accommodation charges	Refuge based services	136,662	126,868
Supporting People Pathway to Hope	Refuge based services		50,323
Supporting People Floating Support	Refuge based services	<u>74,756</u>	<u>-</u>
		703,384	732,480
		=====	=====

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

	2011	2010
	£	£
Children in Need	29,698	26,839
Children's Fund	28,484	28,484
Staffordshire Police	14,794	5,000
East Staffordshire BC IDVA	-	2,769
Skipton Building Society	-	1,645
Lloyds TSB Foundation	-	10,000
Staffordshire CC Action Kids	35,878	47,838
Michael Lowe's Charity	-	2,000
Tamworth BC IDVA	27,957	-
Lichfield DC IDVA	27,413	15,042
Tamworth Community Safety Partnership IDVA	-	32,384
Lichfield District Strategic Partnership	-	25,063
Lichfield District Council	-	5,000
Tamworth Community Safety Partnership Capital	-	1,050
	<u>164,226</u>	<u>203,114</u>
	=====	=====

6. Costs of Generating Voluntary Income

	2011	2010
	£	£
Staff costs	3,605	3,553
Sundries	151	243
Support costs	573	1,492
	<u>4,329</u>	<u>5,288</u>
	=====	=====

THE BURNTWOOD PATHWAY PROJECT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

7. Charitable Activities Costs	Direct costs	Support costs (See note 8)	Totals
	£	£	£
Children's Projects	138,560	10,259	148,819
Domestic Violence Prevention	80,333	4,772	85,105
Refuge Based Services	500,607	31,316	531,623
Refuge Based Capital	4,071	-	4,071
	<u>723,571</u>	<u>46,347</u>	<u>769,918</u>
	=====	=====	=====

8. Support Costs	Management £	Finance £	Information Technology £
Costs of generating voluntary income	573		
Children's Projects	1,024	3,831	184
Domestic Violence Prevention	426	1,277	183
Refuge Based Services	7,082	20,434	366
	<u>9,105</u>	<u>25,542</u>	<u>733</u>
	=====	=====	=====

	Human Resources £	Other £	Totals £
Costs of generating voluntary income			573
Children's Projects	549	4,671	10,259
Domestic Violence Prevention	550	2,336	4,772
Refuge Based Services	1,099	2,335	31,316
	<u>2,198</u>	<u>9,342</u>	<u>46,920</u>
	=====	=====	=====

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

9. Governance Costs	2011 £	2010 £
Staff costs	7,707	8,875
Auditors' remuneration	3,645	3,163
Office costs	305	-
	<u>11,657</u>	<u>12,038</u>
	=====	=====

10. Net Incoming/(Outgoing) Resources	2011 £	2010 £
Net resources are stated after charging:		
Auditors' remuneration – for audit	1,800	1,582
- for accounts preparation	1,845	1,581
Depreciation	11,994	14,774
	<u>14,639</u>	<u>17,937</u>
	=====	=====

THE BURNTWOOD PATHWAY PROJECT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

11. Trustees' Remuneration and Expenses

No trustee received any remuneration, benefits or expenses during the year ended 31st March 2011, nor in the year ended 31st March 2010.

12. Staff costs

	2011 £	2010 £
Wages and salaries	487,472	478,760
Social security costs	<u>39,332</u>	<u>40,386</u>
	526,804	519,146
	=====	=====

The average number of employees during the year, based on full time equivalents was 19(2010: 22)
No employee earns in excess of £60,000 per annum (2010: nil).

13. Tangible Fixed Assets

	Freehold Property £	Children's Play Equipment £	Fixtures and Fittings £	Office Equipment £	Total £
Cost					
At 1 April 2010					
And 31 March 2011	300,907	26,141	63,720	26,441	417,209
	-----	-----	-----	-----	-----
Depreciation					
At 1 April 2010	18,055	16,942	47,885	21,064	103,946
Charge for the year	6,018	1,465	3,167	1,343	11,993
At 31 March 2011	<u>24,073</u>	<u>18,407</u>	<u>51,052</u>	<u>22,407</u>	<u>115,939</u>
	-----	-----	-----	-----	-----
Net Book Value					
At 31 March 2011	276,834	7,734	12,668	4,034	301,270
At 31 March 2010	<u>282,852</u>	<u>9,199</u>	<u>15,835</u>	<u>5,377</u>	<u>313,263</u>
	-----	-----	-----	-----	-----

14. Debtors: amounts falling due within 1 year

	2011 £	2010 £
Rent receivable	5,276	2,597
Other debtors	4,687	4,708
Grants due	-	34,432
Prepayments and accrued income	5,556	7,505
	<u>15,519</u>	<u>49,242</u>
	=====	=====

THE BURNTWOOD PATHWAY PROJECT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

15. Creditors: Amounts falling due within 1 year

	2011	2010
	£	£
Current portion of other loan	10,000	10,000
Trade creditors	1,536	8,177
Social security and other taxes	10,535	11,337
Other creditors	-	26
Accruals and deferred income	5,479	30,713
	<u>27,550</u>	<u>60,253</u>
	=====	=====

16. Creditors: Amounts falling due after more than 1 year

	2011	2010
	£	£
Other loan – 1 to 2 years	10,000	10,000
Other loan – 2 to 5 years	30,000	30,000
Other loan – more than 5 years	15,000	25,000
	<u>55,000</u>	<u>65,000</u>
	=====	=====

17. Operating lease commitments

The following operating lease payments are committed to be paid within 1 year:

	2011	2010
	£	£
Expiring:		
Within 1 year	1,152	2,187
Between 1 and 5 years	5,042	19,716
	<u>6,194</u>	<u>21,903</u>
	=====	=====

18. Movement in Funds

	At 1 April 2010 £	Net Movement in Funds £	Transfers Between Funds £	At 31 March 2011 £
Unrestricted funds				
General fund	113,622	48,468	(17,298)	144,792
Restricted funds				
Children's projects	41,156	2,847	(2,103)	41,900
Capital assets fund	15,498	(1,090)	-	14,408
Burntwood refuge capital fund	191,316	(4,071)	-	187,245
Central costs	-	(20,134)	20,134	-
Domestic violence prevention	39,966	13,309	(3,940)	49,335
Refuge based support	11,917	1,827	3,207	16,951
	<u>299,853</u>	<u>(7,312)</u>	<u>17,298</u>	<u>309,839</u>
Total Funds	<u>413,475</u>	<u>41,156</u>	<u>-</u>	<u>454,631</u>
	=====	=====	=====	=====

THE BURNTWOOD PATHWAY PROJECT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

18. Movement in Funds – continued

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

	Incoming resources £	Resources expended £	Net Movement in funds £
Unrestricted funds			
General fund	571,792	(523,324)	48,468
Restricted funds			
Children's projects	141,407	(138,560)	2,847
Capital assets fund	-	(1,090)	(1,090)
Burntwood refuge capital fund	-	(4,071)	(4,071)
Central costs	1,010	(21,144)	(20,134)
Domestic violence prevention	93,642	(80,333)	13,309
Refuge based support	19,209	(17,382)	1,827
	<u>255,268</u>	<u>(262,580)</u>	<u>(7,312)</u>
Total Funds	<u>827,060</u> =====	<u>(785,904)</u> =====	<u>41,156</u> =====

Purposes of restricted funds:

Children's projects: funding 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.

Refuge based support: funding received for the provision of support to service users while 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.

Capital assets fund: funding received from donations and grants towards the cost of fixtures and fittings for the refuges.

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

Central costs: funding received towards the central costs of the refuges including 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 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.

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.

THE BURNTWOOD PATHWAY PROJECT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

19. Capital

The company is limited by guarantee and has no share capital. 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 2011

Incoming Resources	2011 £	2010 £
Voluntary income		
CBD Charitable Trust	13,800	-
Toy Trust	4,000	-
Anonymous	19,000	20,000
Staffordshire CC C & LP	7,200	3,000
North Lichfield C & LP	-	3,000
Lichfield DC	13,978	-
King Edward VI C & LP	6,285	-
Tamworth BC	1,700	5,345
The Steel Charitable Trust	3,000	-
Joseph Rank Trust	5,000	5,000
W O Street Foundation	1,440	-
Garfield Weston Foundation	5,000	-
Thomas Cook	2,000	-
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
Gift Aid income tax recovered	1,098	4,342
Donations of £1,000 and under	<u>30,396</u>	<u>38,329</u>
	113,897	99,123
Activities for generating funds		
Fundraising events	2,192	589
Training income	7,195	8,425
Payphone	102	198
Memberships	<u>158</u>	<u>170</u>
	9,647	9,382
Investment income		
Bank interest receivable	130	127
Incoming resources from charitable activities		
Supporting People Tamworth	59,253	59,253
Supporting People Burntwood	101,635	101,635
Supporting People Lichfield	191,287	191,287
Grants	164,226	203,114
Accommodation charges	136,662	126,868
Supporting People Pathway to Hope	<u>50,323</u>	<u>50,323</u>
	703,386	732,480
Total Incoming Resources	827,060	841,112

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THE BURNTWOOD PATHWAY PROJECT
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2011

Resources Expended	2011 £	2010 £
Costs of generating voluntary income		
Staff costs	3,605	3,553
Sundries	<u>151</u>	<u>243</u>
	3,756	3,796
Charitable Activities		
Staff costs	462,788	458,547
Property costs	112,801	102,337
Office costs	42,784	53,842
Toys and welfare	35,497	19,596
Professional fees	6,771	5,553
Staff travel etc.	53,069	33,586
Depreciation of tangible fixed assets	<u>9,861</u>	<u>12,060</u>
	723,571	685,521
Governance costs		
Staff costs	7,707	8,875
Auditors' remuneration	3,645	3,163
Office costs	<u>305</u>	<u>-</u>
	11,657	12,038
Support costs		
Management		
Insurance	4,009	3,528
Sundries	-	15
Office costs	1,781	5,771
Professional fees	1,183	338
Toys and welfare	-	801
Staff travel etc.	-	1,746
Depreciation of tangible fixed assets	<u>2,132</u>	<u>2,713</u>
	9,105	14,912
Finance		
Staff costs	24,594	24,581
Bank charges	948	32
Financial costs	<u>-</u>	<u>673</u>
	25,542	25,286
Information technology		
Office costs	733	1,684
Human Resources		
Professional fees	2,198	163
Staff travel etc.	<u>-</u>	<u>5,190</u>
	2,198	5,353
Other costs		
Staff costs	9,342	23,590
Total Resources Expended	<u>785,904</u>	<u>772,180</u>
Net surplus of income over expenditure	41,156	68,932
	=====	=====

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