

TOXTETH WOMEN'S CENTRE

TRUSTEES' REPORT & FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2019

Charity Registration No. 1147835

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**TOXTETH WOMEN'S CENTRE
TRUSTEES' REPORT FOR THE YEAR ENDED 31ST AUGUST 2019**

The trustees are pleased to present their annual report for the year ended 31st August 2019.

The financial statements have been prepared in accordance with the charity's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published (FRS 102) (effective 1st January 2015).

OBJECTIVES AND ACTIVITIES

To promote the well being of all women, particularly in the Toxteth area of Liverpool by:

- The advancement of education and training
- The relief of poverty, sickness and distress
- The promotion of good health
- The provision of recreational facilities in the interests of social welfare with the object of improving their conditions of life
- The advancement of the Christian faith

'Meetings for Better Understanding', in which a Christian and a Muslim speaker each address a topic chosen by the women. There are also presentations at Christmas and Easter to explain the meaning and traditions of the major festivals in the Christian calendar. All activities are optional.

In relation to the above the Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

ACHIEVEMENTS AND PERFORMANCE

Toxteth Women's Centre (TWC) provides personal development opportunities; educational, recreational, health and social, for women from ethnic minorities in a supportive community.

The women come from a variety of countries but mainly the Middle East, Asia and North African countries, countries that are hot spots for political unrest and civil wars presently. Therefore many of the women are either claiming asylum, have refugee status or are here on a visa. Immigration and the Home Office is often a source of conversation and stress for the women at TWC.

Women from these countries and cultures are often isolated and face barriers to accessing education, to socializing, to finding support for health, emotional, and legal/administrative needs. These barriers can be practical and cultural, and not having the trust and confidence to access the support they need.

TOXTETH WOMEN'S CENTRE TRUSTEES' REPORT FOR THE YEAR ENDED 31ST AUGUST 2019

TWC is a diverse, dynamic, supportive community, where dedicated volunteers create a caring and supportive and social environment, and show understanding for their particular experiences and struggles.

TWC is a place trust grows and so women can find support and be referred to other relevant agencies, to relieve their distress and improve life conditions.

All classes and sessions are free, female only and a crèche is provided to enable women to access the English Classes. It is a place for women to flourish personally, to grow in skills, confidence and friendship, to reduce isolation and enhance their wellbeing.

ESOL Classes

- 150 women registered for ESOL classes over the academic year
- 30 women are on waiting lists
- The classes build grammatical knowledge and build confidence in communicating in real life situations. There is an emphasis on teaching content which is highly relevant for their everyday environments.
- Women have reported that they would like to learn English for their everyday environments, doctors, school, shop, but also for communicating within their families, especially as their children are growing up bilingually.

Women's feedback

- "Before I learn English I wasn't go anywhere without my husband now I can go anywhere on myself"
- "I enjoy about English Class it's women only and we have a good teacher"
- "I feel easy and comfortable in TWC. I feel like we are in a family here. We learn English with fun and enjoy"
- "This English class helped me a lot. Not only teaching me English knowledge, but also giving me chance to meet nice people, communicate with others, build up my confidence"
- "We all love here, especially for foreign women and full time mums, this place does a lot to make women to feel relax and happiness"

New Venue; Toxteth Tabernacle (Tab)

- 3 new ESOL classes started in a new location; Toxteth Tabernacle, Park Road, Liverpool, L8 8AN
- Due to high demand and women attending classes at Earle Road walking 40 minutes to attend the class, we started at a new venue. A few women had moved to the Park Road area and asked for classes in this area. There was also a waiting list at Earle Road.
- 30 women registered when the ESOL classes started in May.
- Around 12 women relocated from Earle Road.
- Some women registered who used to attend TWC a few years ago, but struggled with getting to Earle Road.

Centre Manager Observations:

- "I was so happy that M _____ was able to attend, she had felt the Earle Road was too crowded with her baby (he is disabled and she feared him being knocked). I saw in just a few weeks a significant improvement in her writing and her speaking. She seemed to thrive in a one to one class."
- "What I particularly like about the classes at the Tab is there seems a greater ownership from the women. The women help with setting up, cleaning up afterwards and one student sends me messages asking if we need milk and she'll get some on her way in. I also loved that the women organized the Eid party when we came back after Eid, they felt comfortable enough to organize it between themselves and then arrive on the Wednesday with the food, plates, table cloths etc. "
- "At Toxteth Tab all the women have commented that they enjoy the smaller classes and learn more; Sharon (ESOL Teacher) had also commented that the students at the Tab pick things up quicker than Earle Road. The smaller classes the students have no room to hide and have to engage more, they have more opportunities to speak with the teacher."

One to One Specialist Support Work

- 6 crisis care cases were taken on by the Centre Manager and the new crisis care volunteer who has been trained to support women this year.
- The Centre Manager and newly trained volunteer have helped women to understand their situation, signposted women to relevant service providers and supported them in connecting with the support they need.
- Their support has relieved women in distress, not knowing who to contact or trust.

Centre Manager Felicity Dobrushy has specialist knowledge of the asylum system, training on understanding forced marriage, domestic violence and Female Genital Mutilation (FGM), and an in depth understanding of many Middle Eastern cultures.

Crisis cases have included support for women in distress due to:

- The asylum process; help writing letters, researching information, reassurance about the process
- Threats of FGM
- Honour based violence
- Woman leaving abusive husband and husband threatening to kidnap child.

These 2 stories highlight the level of trust we have built up over the years and how it can be so difficult for the women to ask for help.

- 1) ***A lady was divorced by her husband and he threatened to take the child.*** When she was in intensive care with a premature baby the husband left her and got a divorce at the mosque. He didn't stay or visit his baby at the hospital as he thought the baby was going to die. The baby improved and was allowed home.

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TRUSTEES' REPORT FOR THE YEAR ENDED 31ST AUGUST 2019**

When she arrived at her home the husband said he wanted the child, and his mother would look after the baby. He threatened to take the child, and did not support her financially. In an Islamic divorce the man gets the child.

The lady called Fliss asking for help with the help of someone interpreting. Another volunteer had visited her and directed her to Fliss for help, but it took weeks before she had enough trust to reach out and ask for help.

Support provided:

- Contacted MBS solicitors who specialise in international family law
- Explained her rights and reassured her
- Checked she was receiving the right financial support

2) *A lady in an ongoing abusive and controlling situation from her partner.* She visited three friends separately who all said that she should talk to me. (Many years ago I had helped one leave an abusive husband who threatened to kidnap their children, another I helped with asylum and the third I had never met but had helped with phone calls to the police and social services to secure a court order to prevent her husband taking her daughters to Sudan for FGM).

Although she had never spoken to me, she was in a different class she said she trusted me and needed to talk to me as her friends had each spoken about me.

She was attending classes and was in Sharon's class.

Support provided:

- Contacted the police as the husband's family had said they were planning FGM for her two daughters. The police secured the court order and removed the passports.
- Social services were involved as the lady is not a British citizen but the children are through the husband. He was refusing to let her leave the country. The courts had the passports anyway but technically she couldn't be in the UK. Eventually social services took the case on and helped find emergency accommodation for her and helped to sort the benefits out (again technically she is not entitled as she is not a British citizen).
- There was around ten days where my Sudanese friend housed her and her 4 children as she would have been homeless otherwise.
- The lady only received the help she needed when my friend had to call the police as the husband found out where she was staying and was threatening my friend.
- This was the trigger that made social services get involved because of the threatening behaviour towards my friend.

Referrals were received from:

- Savera UK Ltd (Domestic Abuse charity) - Volunteers
- Doctors - Women Hospital

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TRUSTEES' REPORT FOR THE YEAR ENDED 31ST AUGUST 2019**

Referrals were made to:

- Savera UK Ltd (Domestic Abuse charity)
- HATS (Community Health Ambassador Team)
- Police
- Dental community health
- Social Services
- MSB Solicitors

Drama Workshop & Performances

- 5 or 6 women participated in the drama sessions consistently.
- The theme of the sessions was their dreams and aspirations for the future.
- The women read about inspirational women and played games based on the books and their dreams.
- To break down self-consciousness and build confidence, they sang silly songs and played games.
- The women expressed their personal hopes through exercises and poetry.
- The women worked towards performing at the Graduation day in front of the other women. They performed at Graduation day in front of 70 women. They read their poems and reflections on themselves and their future, and sang and lead the women in songs and dances.
- The support from the women in the audience was amazing; they clapped and cheered after each lady shared.

Observations by Centre Manager:

- "Around 12 women came to the dream board session; they all looked quite nervous so I explained that they could do the dream board like a book and the front cover could be their name and inside their dreams; also they didn't have to show anyone else their dreams."
- "The women were laughing and it was like they were children playing the games. They commented that they had never played games at school and it was very strict; they also said they really enjoyed the games."
- "Some in the group are very quiet and seem quite shy yet they are given time to share by the others and it seems on hearing their voice being heard in a group it builds their confidence to share personal information.
- "I always say that generally if you ask about their hopes and dreams for the future the response is 'I want my son to be a doctor and my daughter to get married'. Yet to my amazement and delight they were sharing dreams for themselves; this included learning to drive, studying, working as a dinner lady, interpreters and childcare."

**TOXTETH WOMEN'S CENTRE
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- "The difference in the women from the first session to Graduation day was incredible; they had 'flourished'; I remember hearing them say negative comments that they were too old, couldn't dream about themselves, that their life was finished to not just declaring but in front of a large group of people their dreams for the future. They were vulnerable and nervous yet so strong and courageous."

Zumba Classes:

- 40 women are involved with the classes, with a weekly average of 25 women.
- Zumba classes create a space for the women to exercise in a familiar space, and free of judgement if they choose to do the exercise still wearing headscarves.
- At the Graduation event a group performed Zumba routines in front of the other women.

Observations from Centre Manager:

- "I turned round and saw around 30 women all wearing headscarves and hijabs looking apprehensive but excited."
- "What I especially love about the tutor Jennie is she encourages the women to stand at the front and take the lead in the session. Occasionally the women have come with a dance move, either from their culture or from YouTube and they have asked Jennie to incorporate it within the session."
- "They were beaming throughout the performance, they had asked other students to record them"

Reading Groups

- 40 women have stayed on average throughout the year for 1-2-1 reading.
- 1-2-1 reading with teachers is a valuable time for women to receive tailored input and develop friendships with volunteers
- The women are provided with words and phrases to practice and books to take home.
- Many of the women report reading the books with their families.
- All the women have access to the TWC library; the books in the library follow the Oxford Reading Tree reading scheme.

Al Massira Sessions

- The Al Massira course ran twice last year, outside the TWC hours.
- 'Al Massira' sessions are an opportunity for the women to discuss and explore the Christian faith in a culturally accessible way.
- Al Massira which means 'the Journey' is set within the Middle East, North Africa and Europe, and follows the story of Jesus' life. The material is designed to communicate about the life of Jesus in a way which is accessible, interesting and relevant to those from a Muslim background.
- A few sessions took place at the Centre showing a short clip and discussion afterwards.
- Al Massira sessions give the women the opportunity for reflection on their beliefs and to ask questions in a safe and confidential environment.

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- One lady asked to do it on an afternoon at a venue she chose and 2 couples attended at my house; they asked for it to be in the evening and away from TWC so their husbands could attend.

Crèche

Earle Road Hub Crèche:

- Over 20 children registered for crèche places.
- The children really enjoyed participating in crafts and singing songs.
- We provided a 1-2-1 to a boy who needed extra support during crèche.
- We helped a couple of mums find nursery places for their children.
- The Crèche Manager attended a paediatric first aid course.
- The children and their mums enjoyed a Christmas party where we did nativity crafts, played games and had song time; all the children were given a small gift.
- The crèche enabled the women to access English classes.

Toxteth Tabernacle Crèche:

- We are unable to provide a separate crèche at the new classes in Toxteth however we were able to provide a supervised children's space and activities within the classes as the rooms were much bigger.
- The children really enjoyed messy play such as painting and sand.

Events & Social Events:

Christmas Celebration:

- A volunteer choir performed traditional Christmas carols
- The drama teacher did a drama performance on Mary and sang 'Mary Did You Know?'
- The women played party games like pass the parcel and then had a 'bring and share' lunch.
- Christmas Gifts were given to all the women, all made by a volunteer.
- We also gave away 100's of toiletries to the women. The toiletries were donated to TWC by the Shoebox Christmas appeal in Liverpool.

Observations from Centre Manager:

- "The women recorded the volunteers singing too, I think this worked really well having the volunteers singing as the songs told the story of Christmas and they seemed really impacted by it."

Graduation Celebration:

- In July 2019, a Graduation event marked the end of term and celebrated the women's attendance and achievements.
- The women were presented with certificates for their ESOL progression.
- It was a celebration of their hard work in the classes and a celebration of them as women.

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- 6 women led the other 70 women in songs and games and performed a series of readings and personal reflections in a drama performance.

Centre Manager's Observations:

- "4 women shared some of their poems and songs from the dream sessions. They were very nervous before the performance and we made it clear they didn't have to join in; one lady wasn't able to come because she had an appointment for a house and she sent a message saying she was very disappointed she couldn't share her dreams."
- "The women performed in front of 70 people; it was amazing to hear them stand and share their dreams for the future; the support from the women in the audience was amazing, they clapped and cheered after each lady shared."
- "They asked when the dream sessions were starting again and their friends want to come too. One lady asked if her 2 friends could attend for the first time in September; we have classes in 2 areas so I asked where they live to see which class they would attend, the response was fantastic 'oh they don't have a house yet, they are not here but they are coming!'"

Summer Exercise Mornings:

- 10 women and their children came on the summer walks.
- The women requested going to the park with bikes each week. It was the first time a lot of them had been on a bike and really enjoyed the experience.
- The children were able to go on the bikes as well and played in the children's area.
- Its aim was to promote healthy lifestyles and increase awareness of ways and places to exercise locally.

Outcomes:

- The women were enthusiastic about keeping fit and mentioned how important this was for their health.
- The group went for coffee and cake after the walks on a couple of occasions, giving the women an opportunity to develop friendships and feel part of a community.
- The women discovered new spaces and ways to socialise.

Volunteer Training:

- In July we held a Volunteer Training Day to reflect on the year, to update all the volunteers on the policies and to celebrate the way the TWC community has grown and developed.
- We also reviewed our classes and sessions in small focus groups so volunteers were involved in the evaluation of the classes and sessions and could share ideas for improvement and development.
- Volunteers attended Dental Awareness Training with the Community Health team so they are equipped and resourced to raise awareness of dental health at TWC.

Fundraising:

- Fundraising remained as challenging as the year before. However, funding from Grant organizations, churches and individuals enabled TWC to cover all expenses and maintain a healthy financial position in spite of extra expenses involving our additional venue.
- We need to raise the additional salary costs required for the work at Toxteth Tabernacle and are actively seeking new sources of support

Volunteer Recruitment:

- We have a growing number of committed volunteers, 24 but really need 20 more for the coming year.
- We need a further two trustees to bring greater diversity and expertise to the trustees' board. We are actively looking for people in our networks who could take on the role of trustee.

Updated Policies:

- Staff and volunteers have been made aware of all policies; received copies of them and given access to them.

Feedback:

- We have asked women what they would like to see improve and would like to continue to gain feedback from them and implement their ideas.
- We gained feedback and suggestions at the volunteers' day from the volunteers' as to how to improve the sessions.
- We have created a questionnaire for volunteers to give detailed feedback twice a year.

FINANCIAL REVIEW

Total income for the year was £36,443 (2018: £37,854) of which £13,000 (2018: £17,500), related to funding for projects upon which restrictions are placed.

Total expenditure for the year was £36,148 (2018: £32,738), leaving a surplus for the year of £295 (2018: surplus £5,116).

At 31st August 2019 the charity's reserves stood at £21,639 (2018: £21,344) of which £6,461 (2018: £11,560) represented restricted funds.

RISK MANAGEMENT

Health and Safety, Vulnerable Adults, Confidentiality, and Risk Assessment Policies are in place to manage major risks by regular review and evaluation. Appropriate action is taken by Trustees as necessary.

RESERVES POLICY

It is the policy of the charity to maintain unrestricted funds, which are free reserves at a level to cover redundancy provision and six months' running costs should no further funding be received.

As at the end of the financial year the unrestricted funds totalled £15,178. The charity requires £1,278 for redundancy provision and £9,024 for six months' running costs, (total £10,302).

PLANS FOR THE FUTURE

Drama Workshops – Flourish:

- A new initiative in the drama is to give women more responsibility in facilitating the sessions. The aim is to see them take ownership and grow in confidence in leading and directing the sessions.
- They will work towards a performance at the 10th Anniversary Celebration.

Extending Support:

- We'd like to train two more volunteers in handling crisis cases and offering support, who would attend training/conferences and on the job training as and when to support Fliss and Sharon in their support work.
- We'd like to secure funding to invest more in this area; for the Centre Manager to train and manage volunteers.

10th Anniversary Celebration plans:

- The celebration will focus on celebrating the women and how amazing they are.
- The Centre Manager would like to have displays about inspirational women. The women read 'Good Night Stories for Rebel Girls', a collection of stories about 100 inspirational women from across the globe. There are some issues with this book: Why are we 'rebels' if we want to read stories about inspirational women? But the book works well for thinking about inspirational women in different spheres of life.
- We plan to get the women to write about inspirational women from their home, or when they were growing up. We will then do a display with what life is like for women in their countries and inspirational stories.
- The Drama Group, Flourish, are going to work on a drama performance for the event.
- We plan for the book of women's personal stories to be ready for February too. We're gathering the women's stories about a time in their life when they were strong and courageous. Year 10 and 11 students from the Christian Fellowship School are contributing artwork towards the project.
- At the celebration we hope the teenagers will read the stories throughout the celebration. If the women want to read their story that will be great, but many will want to remain anonymous, preferring someone else to read it.
- We also plan for the women to bring food in to share together.

**TOXTETH WOMEN'S CENTRE
TRUSTEES' REPORT FOR THE YEAR ENDED 31ST AUGUST 2019**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Toxteth Women's Centre is a registered charity, number 1147835 formed in 26th June 2012.

The Governing Document is a Trust Deed adopted on 1st June 2012. The charity operates a Women's Resource Centre in Liverpool and its work includes support of women throughout Merseyside.

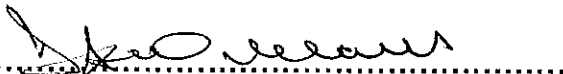
The Board of Trustees also forms the Management Committee which appoints officers who are responsible for the day-to-day running of the charity.

Toxteth Women's Centre is managed and governed by a Management Committee, consisting of trustees and the Centre Manager. Management Committee meetings are held bi-monthly and agenda items include finance, health & safety and staff reports.

REFERENCE AND ADMINISTRATIVE DETAILS

| | |
|-----------------------------|---|
| Name | Toxteth Women's Centre |
| Charity Number | 1147835 |
| Address & Office | 37 Leyfield Road Liverpool L12 9EY |
| Trustees | During the year members of the Board of Trustees were as follows: Miss C Adams Brenda Clarke Mrs H C Northover David Williams |
| Independent Examiner | Graham Wright B A (Hons), FCA, DChA c/o LCVS, 151 Dale Street, Liverpool, L2 2AH |
| Bankers | The Co-operative Bank plc, PO Box 250, Skelmersdale, WN8 6WT |

Signed on behalf of the Trustees



**Mr D Williams
Trustee**

Date: 23.4.20

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF TOXTETH WOMEN'S CENTRE

I report on the accounts of the charity for the year ended 31st August 2019 which are set out on pages 14 to 24.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

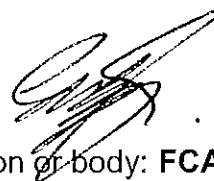
My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act;
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: **Mr Graham Wright**



Relevant professional qualification or body: **FCA DChA**

Address: **c/o LCVS 151 Dale Street, L2 2AH**

Dated: **...24..April..2020.....**

TOXTETH WOMEN'S CENTRE
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST AUGUST 2019

| | Notes | Unrestricted Funds 2019 £ | Restricted Fund 2019 £ | Total Funds 2019 £ | Total Funds 2018 £ |
|---|-------|------------------------------------|---------------------------------|-----------------------------|-----------------------------|
| Income and endowments from: | | | | | |
| Donations and legacies | 2a | 21,890 | - | 21,890 | 20,354 |
| Charitable activities | 2b | 1,553 | 13,000 | 14,553 | 17,500 |
| Total income | | 23,443 | 13,000 | 36,443 | 37,854 |
| Expenditure on: | | | | | |
| Charitable activities | 3 | 18,049 | 18,099 | 36,148 | 32,738 |
| Total expenditure | | 18,049 | 18,099 | 36,148 | 32,738 |
| Net income/(expenditure), net movement in the year | | 5,394 | (5,099) | 295 | 5,116 |
| Total funds brought forward | 8,9 | 9,784 | 11,560 | 21,344 | 16,228 |
| Total funds carried forward | 7-9 | 15,178 | 6,461 | 21,639 | 21,344 |

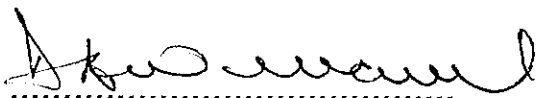
The notes on pages 16 to 24 form part of these accounts.

All the above amounts relate to continuing activities of the charity.

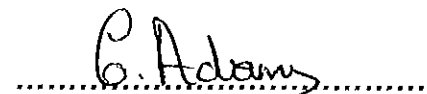
**TOXTETH WOMEN'S CENTRE
BALANCE SHEET AS AT 31ST AUGUST 2019**

| | Notes | 31 st August 2019 | | 31 st August 2018 | |
|--|-------|------------------------------|---------------|------------------------------|---------------|
| | | £ | £ | £ | £ |
| Fixed assets | | | | | |
| Tangible fixed assets | 4 | | 340 | | 453 |
| Current assets | | | | | |
| Debtors | 5 | 263 | | 161 | |
| Cash at bank and in hand | | 21,761 | | 21,362 | |
| | | ----- | | ----- | |
| | | 22,024 | | 21,523 | |
| Current liabilities | | | | | |
| Creditors: amounts falling due within one year | 6 | (725) | | (632) | |
| | | ----- | | ----- | |
| Net current assets | | | 21,299 | | 20,891 |
| | | | ----- | | ----- |
| Total assets less current liabilities | | | 21,639 | | 21,344 |
| | | | ===== | | ===== |
| Funds: | | | | | |
| Unrestricted funds | 7, 8 | | 15,178 | | 9,784 |
| Restricted funds | 7, 9 | | 6,461 | | 11,560 |
| | | | ----- | | ----- |
| | | | 21,639 | | 21,344 |
| | | | ===== | | ===== |

Approved by Trustees on 23.4.20



Mr D Williams – Trustee



Miss C Adams - Trustee

1. Accounting Policies

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (SORP 2015) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) (effective 1st January 2015) and Charities Act 2011.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The Charity has taken advantage of the provisions in the SORP for Charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

Fund accounting

Unrestricted funds are the charity's free reserves available for the trustees to apply in accordance with the charities objectives.

Restricted funds are subject to specific restrictive conditions imposed by the donor. All restricted funds are accounted for as restricted income and expenditure for the purposes is charged to the fund.

Fixed Assets

Capital expenditure is stated in the balance sheet at cost less accumulated depreciation. Depreciation is provided to write off the cost of each asset over its expected useful life as below:

| | |
|--------------------|-----------------------------------|
| Fixture & Fittings | 20% per annum straight line basis |
|--------------------|-----------------------------------|

Income recognition

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

Donations and legacies comprise of donations and general grants which are recognised in the accounts when received, with the exception of known legacies which are accounted for when their receipt is certain.

Income from charitable activities is recognised on an accruals basis except for grants receivable, which are recognised on the date on which their unconditional payment is confirmed by the donor.

Expenditure recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charitable company to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses, including support costs and governance costs, are allocated or apportioned to the applicable expenditure headings in the Statement of Financial Activities. Support and governance costs are applied to unrestricted funds unless specifically included in the restrictions, as specified by the donor.

Expenditure on charitable activities relate to the operation of the charity comprising of direct charitable expenditure to meet the objectives of the charitable company. Support and governance costs relate to the management and operation of the organisation and also compliance with constitutional and statutory requirements in producing the annual report. These are dealt with in the Statement of Financial Activities when payment has been approved by the charitable company.

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the year in which the estimate is revised where the revision affects only that year, or in the year of the revision and future years where the revision affects both current and future years.

All expenditure is accounted for on an accruals basis. All expenses, including support costs and governance costs, are allocated or apportioned to the applicable expenditure headings in the Statement of Financial Activities. Support and governance costs are applied to unrestricted funds unless specifically included in the restrictions, as specified by the donor.

Cost of charitable activities relate to the operation of the charity comprising of direct charitable expenditure to meet the objectives of the charity. Support and governance costs relate to the management and operation of the organisation and also compliance with constitutional and statutory requirements in producing the annual report. These are dealt with in the Statement of Financial Activities when payment has been approved by the charity

Taxation

Income and gains are exempt from taxation as they are received and applied for charitable purposes only. The charity benefits from various exemptions from taxation afforded by tax legislation and is not liable to corporation tax on income or gains falling within those exemptions. The charity is not able to recover Value Added Tax. Expenditure is recorded in the accounts inclusive of VAT.

2. Income and endowments from

| | Unrestricted Funds 2019 £ | Restricted Funds 2019 £ | Total Funds 2019 £ | Total Funds 2018 £ |
|----------------------------------|--|--|---------------------------------------|---------------------------------------|
| a. Donations and legacies | | | | |
| Donations | 21,890 | - | 21,890 | 12,354 |
| General Grants | - | - | - | 8,000 |
| | ----- 21,890 ===== | ----- - ===== | ----- 21,890 ===== | ----- 20,354 ===== |

TOXTETH WOMEN'S CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2019

| | Unrestricted Funds 2019 £ | Restricted Funds 2019 £ | Total Funds 2019 £ | Total Funds 2018 £ |
|---|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| b. Charitable activities | | | | |
| Activity income | 1,553 | - | 1,553 | - |
| Allen Lane Foundation | - | - | - | 3,000 |
| Charles and Edna Broadhurst Charitable Trust | - | - | - | 500 |
| Childs Charitable Trust | - | - | - | 5,000 |
| E L Rathbone Charitable Trust | - | - | - | 2,000 |
| F G Charitable Trust | - | 3,000 | 3,000 | 3,000 |
| Goodnews Evangelical Mission | - | - | - | 3,000 |
| Hemby Charitable Trust | - | 2,000 | 2,000 | - |
| Imagine If Trust Liverpool Catalyst | - | 2,000 | 2,000 | - |
| Jug of Oil Trust | - | 1,000 | 1,000 | - |
| Lord Leverhulme's Charitable Trust | - | 3,000 | 3,000 | - |
| Nathaniel Reyner Trust Fund | - | - | - | 1,000 |
| Norman Whiteley Trust | - | 2,000 | 2,000 | - |
| | ----- | ----- | ----- | ----- |
| | 1,553 | 13,000 | 14,553 | 17,500 |
| | ===== | ===== | ===== | ===== |

3. Expenditure on Charitable Activities

| | Direct Charitable Expenditure £ | Support & Governance Costs £ | Total 2019 £ | Total 2018 £ |
|---|--|---------------------------------------|--------------------|--------------------|
| To promote the well-being of all women by advancing education, alleviating poverty, improving health and well-being | 22,227 | 13,921 | 36,148 | 32,738 |
| | ===== | ===== | ===== | ===== |

a. Analysed as follows:

| | 2019 £ | 2018 £ |
|---------------------------------------|---------------|---------------|
| <i>Direct charitable expenditure:</i> | | |
| Staff salary costs | 16,276 | 14,680 |
| Pension | 325 | 133 |
| Volunteer training | - | 555 |
| Volunteer expenses | - | 142 |
| Activity costs | 5,626 | 2,666 |
| | ----- | ----- |
| | 22,227 | 18,176 |
| | ----- | ----- |

TOXTETH WOMEN'S CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2019

| | 2019 | 2018 |
|---|---------------|---------------|
| <i>Support & Governance costs:</i> | £ | £ |
| Office costs | 680 | 521 |
| Running costs | 10,640 | 10,835 |
| Insurance | 846 | 577 |
| DBS fees | - | 56 |
| Training | 301 | - |
| Professional fees | - | 1,220 |
| Website costs | 177 | - |
| Payroll fees | 539 | 615 |
| Accountancy | 625 | 625 |
| Depreciation | 113 | 113 |
| | ----- | ----- |
| | 13,921 | 14,562 |
| | ----- | ----- |
| Total expenditure on charitable activities | 36,148 | 32,738 |
| | ===== | ===== |

£18,099 (2018: £6,450) of the above expenditure is restricted expenditure

| b. Staff Costs | 2019 | 2018 |
|-----------------------|---------------|---------------|
| | £ | £ |
| Gross salaries | 16,276 | 14,680 |
| Pension | 325 | 133 |
| | ----- | ----- |
| | 16,601 | 14,813 |
| | ===== | ===== |

c. Particulars of employees:

Average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

| | 2019 | 2018 |
|-----------------------|-------------|-------------|
| Charitable activities | 1 | 1 |
| | ===== | ===== |

No employee received emoluments of more than £60,000 during the year (2018: nil)

The Trustees are not remunerated for their services and are not included in the above number of employees.

No out of pocket expenses were reimbursed to trustees in the year (2018: £nil)

TOXTETH WOMEN'S CENTRE
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2019

4. Tangible fixed assets

| | Fixtures & Fittings | Total |
|--|------------------------------------|--------------|
| | £ | £ |
| Cost | | |
| Balance at 1 st September 2018 | 566 | 566 |
| Additions in the year | - | - |
| | ----- | ----- |
| Balance at 31st August 2019 | 566 | 566 |
| | ----- | ----- |
| Depreciation | | |
| Balance at 1 st September 2018 | 113 | 113 |
| Charge for the year | 113 | 113 |
| | ----- | ----- |
| Balance at 31st August 2019 | 226 | 226 |
| | ----- | ----- |
| Net book value at 31st August 2019 | 340 | 340 |
| | ===== | ===== |
| Net book value at 31 st August 2018 | 453 | 453 |
| | ===== | ===== |

5. Debtors

| | 2019 | 2018 |
|-------------|-------------|-------------|
| | £ | £ |
| Prepayments | 263 | 161 |
| | ===== | ===== |

6. Creditors: amounts falling due within one year

| | 2019 | 2018 |
|----------|-------------|-------------|
| | £ | £ |
| Accruals | 725 | 632 |
| | ===== | ===== |

TOXTETH WOMEN'S CENTRE
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2019

7. Analysis of Net Assets between Funds

| | Tangible Fixed Assets £ | Net Current Assets £ | Total £ |
|-------------------------------------|----------------------------------|-------------------------------|---------------|
| Unrestricted Funds | | | |
| General Fund | 340 | 14,838 | 15,178 |
| | ----- | ----- | ----- |
| Restricted Funds | | | |
| Allen Lane Foundation | - | 265 | 265 |
| F G Charitable Trust | - | 954 | 954 |
| Hemby Charitable Trust | - | 2,000 | 2,000 |
| Imagine If Trust Liverpool Catalyst | - | 2,000 | 2,000 |
| Jug of Oil Trust | - | 1,000 | 1,000 |
| Lord Leverhulme's Charitable Trust | - | 242 | 242 |
| | ----- | ----- | ----- |
| | - | 6,461 | 6,461 |
| | ----- | ----- | ----- |
| Totals | 340 | 21,299 | 21,639 |
| | ===== | ===== | ===== |

8. Unrestricted Funds

| | Resources at Beginning of year £ | Movements in the year | | Resources at End of year £ |
|--------------|---|-----------------------|------------------|-------------------------------------|
| | | Income £ | Expenditure £ | |
| General Fund | 9,784 | 23,443 | (18,049) | 15,178 |
| | ----- | ----- | ----- | ----- |

General Fund is used to finance the charity's general activities and core costs as outlined in the Trustees' Report.

TOXTETH WOMEN'S CENTRE
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2019

9. Restricted Funds

| | Resources at Beginning of year £ | Movements in the year | | Resources at End of year £ |
|--|---|-----------------------|-----------------|-------------------------------------|
| | | Income | Expenditure | |
| | | £ | £ | |
| Allen Lane Foundation | 3,000 | - | (2,735) | 265 |
| Charles and Edna | 500 | - | (500) | - |
| Broadhurst Charitable Trust | | | | |
| Childs Charitable Trust | 5,000 | - | (5,000) | - |
| F G Charitable Trust | - | 3,000 | (2,046) | 954 |
| Goodnews Evangelical Mission | 2,060 | - | (2,060) | - |
| Hemby Charitable Trust | - | 2,000 | (-) | 2,000 |
| Imagine If Trust Liverpool Catalyst | - | 2,000 | (-) | 2,000 |
| Jug of Oil Trust | - | 1,000 | (-) | 1,000 |
| Lord Leverhulme's Charitable Trust | - | 3,000 | (2,758) | 242 |
| Nathaniel Reyner Trust Fund | 1,000 | - | (1,000) | - |
| Norman Whiteley Trust | | 2,000 | (2,000) | - |
| | ----- | ----- | ----- | ----- |
| | 11,560 | 13,000 | (18,099) | 6,461 |
| | ===== | ===== | ===== | ===== |

Description of Funds

These are monies given to the charity to be spent at the discretion of the Board of Trustees for specific charitable purposes, as follows:

Allen Lane Foundation - Contribution towards the rent.

Charles and Edna Broadhurst Charitable Trust – Contribution towards centre activities

Childs Charitable Trust - Contribution towards centre activities

E L Rathbone Charitable Trust – Contribution towards centre manager salary

F G Charitable Trust - Contribution towards centre activities

Goodnews Evangelical Mission – Contribution towards core costs

Hemby Charitable Trust - Contribution towards the core costs

Imagine If Trust Liverpool Catalyst - Contribution towards core costs

Jug of Oil Trust - Contribution towards the core costs

Lord Leverhulme's Charitable Trust - Contribution towards centre manager salary

Nathaniel Reyner Trust Fund – Contribution towards Centre activities.

Norman Whiteley Trust - Contribution towards Centre activities.

10. Guarantees and Other Financial Commitments

There are no financial commitments under non-cancellable operating leases (2018: £nil).

11. Related Parties

There were no material related party transactions during the year which require disclosure (2018: None).