Trauma Foundation South West Report and Unaudited Financial Statements 28 February 2019

Reference and administrative details

For the year ended 28 February 2019

Company number 07956417

Charity number 1146885

Registered office and operational address

Barrow Castle Rush Hill Bath

Avon BA2 2QR

Trustees Trustees, who are also directors under company law, who served during

the year and up to the date of this report were as follows:

Giles Chitty resigned on 15 February 2019

Indrani Curry John Eames Sarah Fairbairns

Elizabeth Murphy appointed on 28 February 2019

Miriam Nye

Quynh Quan appointed on 28 February 2019

John Witt

Polly Wood resigned on 15 February 2019

Bankers NatWest Bank

40 Queens Road

Bristol BS8 1BF

Independent Godfrey Wilson Limited

examiners Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol BS1 4QD

Report of the trustees

For the year ended 28 February 2019

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2015).

Objectives and activities

The charitable objectives of TFSW are two-fold and are as follows:

- 1) The relief of mental distress in those who have suffered psychological trauma through experiences such as witnessing traumatic events and loss of family and community, as a result of oppression, armed conflict, and torture, and in particular though not exclusively to meet such needs among asylum seekers and refugees through the provision of counselling and psychotherapy, to be carried out individually and in groups, in the south-west of England.
- 2) The education of the public, to improve their understanding of the mental distress suffered by asylum seekers, refugees and others who have experienced oppression or armed conflict; and to advance the education of counsellors, psychotherapists and other helping professionals working with similar client groups, in order to improve their skills and practice, and advance and improve their supervision.

In order to meet these objectives, we:

- Provide free counselling and psychotherapy for refugees and asylum seekers including art therapy and groupwork;
- Provide supervision and support for staff of other agencies who work with refugees and asylum seekers:
- Provide training in work with refugees and asylum seekers and in giving information of staff being protected from vicarious trauma;
- Put on conferences which educate and inform members of the public, particularly professionals who work with traumatised populations; and
- Fund raise to ensure that we can meet these objectives, particularly number one as numbers two three and four raise money for us by charging for our services.

The public benefit by our provision of psychotherapy, supervision, training and information

Professionals such as general practitioners and social workers refer traumatised refugees and asylum seekers to us. We then assess them, and if they seem to be someone that can benefit from our work, will be put on a waiting list. We have 12 psychotherapists who carry out this work by seeing three clients each per week and when they have a space, they take a client from the waiting list.

We work with most of the agencies who work with asylum seekers and refugees in Bristol by providing supervision and support for their work. The work is often stressful as it is with highly traumatised and distressed individuals who often feel hopeless about their lives. Our work helps them not to become 'burnt out' or suffer from vicarious trauma.

We have provided conferences over the years which explore areas of working with trauma. Our fundraising activities often have an educative function as well.

Our funds come partly from trusts – including our main revenue which comes from the Equator Trust which gives us £40,000 per year. Examples of other fundraising activities have included an evening in which people had been sponsored to learn a poem by heart on the subject of 'exile' and recited it by heart. This made £20,608.

Report of the trustees

For the year ended 28 February 2019

Achievements and performance

Our work has helped to sustain 42 clients over the period in question. Our clients have been very traumatised in their country of origin, having often been tortured or imprisoned and/or been threatened with being killed and/or witnessing the torture, imprisonment or death of family members. Their experiences on their journey to England and through interrogations by the Home Office have often been re-traumatising. In the light of that we need to be able to 'stay with' people who have lost hope and suffer from post-traumatic stress symptoms such as flash backs, nightmares, anxiety and hypervigilance.

We have also worked with 10 members of staff of other agencies to help them continue with this difficult work, along with group sessions for several of the agencies.

Financial review

In 2018/19 TFSW generated funds of £91,749 and expended £76,736.

Our main funding is a regular donation from one individual trust. This year we received £40,000 from this trust and a further £20,000 donated early, which is reflected in our 2018/19 accounts. The balance of unrestricted donations of £14,665 is made up from other trusts, foundations, regular donors and gift aid. A donation of £2,500 was received as restricted funds for the provision of supervision for the therapists working with TFSW.

Our charitable activities income of £13,165 came from our provision of services to other organisations similar to ourselves. A reduction on the £86,620 raised last year was partly due to the dwindling number of trusts and foundations willing to donate to a charity such as TFSW and also due to a very successful poetry recital event the previous year that raised £20,608.

All funding received has been vital in ensuring that we can continue to be here for our clients, and we would like to thank all donors and funders for supporting us.

Public benefit

The trustees have complied with their duty under the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

Reserves Policy

The reserves policy is reviewed at least every 3 years. The policy is to hold a financial reserve equivalent to 2 months' operating costs, which in 2018/19 was £1,359, therefore the reserves level of £1,800 as set was deemed both reasonably achievable and to be of a sufficient level to ensure continuing operation of the charity.

Structure, governance and management

Trauma Foundation South West is a company limited by guarantee, incorporated on 20 February 2012 (company number 07956417) and as a registered charity on 16 April 2012 (charity number 1146885). The company was set up under Articles and Memorandum of Association, which established the objects and powers of the charitable company.

Trauma Foundation South West is governed by a board of trustees, who also act as the directors of the company. They formally delegate a variety of functions to management to enable the effective day-to-day operation of the company. The board retain oversight and meet quarterly. Serving trustees at 24 May 2019 are listed on page 1.

Report of the trustees

For the year ended 28 February 2019

The board of trustees have one sub committee which is the Fundraising Committee and which formally reports to board.

New trustees are recruited by recommendation and we look for those who have the expertise we need.

Statement of responsibilities of the trustees

The trustees (who are also directors of the charity for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (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 income and expenditure of the charity for that period. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- · make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK accounting standards and statements of recommended practice
 have been followed, subject to any material departures disclosed and explained in the financial
 statements: and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Independent examiners

Godfrey Wilson Limited were appointed as independent examiners to the charitable company during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 22 May 2019 and signed on their behalf by

Quynh Quan, Treasurer

Independent examiner's report

To the trustees of

Trauma Foundation South West

I report to the trustees on my examination of the accounts of Trauma Foundation South West (the charitable company) for the year ended 28 February 2019, which are set out on pages 6 to 14.

Responsibilities and basis of report

As the trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charitable company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination! have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Date: 10 JUNE 2019

Alison Godfrey FCA Member of the ICAEW For and on behalf of: Godfrey Wilson Limited

Chartered accountants and statutory auditors

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5th Floor Mariner House

62 Prince Street

Bristol BS1 4QD

Trauma Foundation South West

Statement of financial activities (incorporating an income and expenditure account)

For the year ended 28 February 2019

Income from:	F Note	Restricted L £	Inrestricted £	2019 Total £	Restated 2018 Total £
Donations	3	2,500	74,665	77,165	52,048
Charitable activities		2,300	13,165	13,165	12,018
	4	-	,	•	•
Other trading activities	5 _	<u> </u>	1,419	1,419	22,554
Total income	_	2,500	89,249	91,749	86,620
Expenditure on:					
Raising funds		_	3,946	3,946	4,335
Charitable activities		1,000	71,790	72,790	87,173
Chantable activities	_	1,000	71,790	12,190	07,173
Total expenditure	6 _	1,000	75,736	76,736	91,508
Net income / (expenditure)		1,500	13,513	15,013	(4,888)
Transfers between funds		535	(535)		
Net movement in funds	7	2,035	12,978	15,013	(4,888)
Reconciliation of funds: Total funds brought forward		_	856	856	5,744
ŭ					
Total funds carried forward		2,035	13,834	15,869	856
	=				

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 13 to the accounts.

The comparatives have been restated to improve income and expenditure classifications in line with the SORP. The restatements are reclassifications only and do not affect net movement in funds.

Balance sheet

As at 28 February 2019

	Note	£	2019 £	2018 £
Current assets Debtors Cash at bank and in hand	10	10,415 13,388		6,433 8,811
		23,803		15,244
Liabilities Creditors: amounts falling due within 1 year	11	(7,934)		(14,388)
Net current assets			15,869	856
Net assets	12		15,869	856
Funds Restricted funds Unrestricted funds			2,035	-
General funds			13,834	856
Total charity funds	13		15,869	856

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibilities for:

- ensuring that the Company keeps proper accounting records which comply with section 386 of the Act; and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

Approved by the trustees on 22 May 2019 and signed on their behalf by

Quynh Quan, Treasurer

Notes to the financial statements

For the year ended 28 February 2019

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Trauma Foundation South West meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e) Interest receivable

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

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

Notes to the financial statements

For the year ended 28 February 2019

1. Accounting policies (continued)

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities on the following basis:

	2019	2018
Raising funds	0.0%	0.0%
Charitable activities	100.0%	100.0%

i) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

i) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

k) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

I) Financial instruments

The charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

m) Accounting estimates and key judgements

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

Notes to the financial statements

For the year ended 28 February 2019

1. Accounting policies (continued)

m) Accounting estimates and key judgements (continued)

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

There are no key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements.

3. Income from donations

	Restricted	Restricted Unrestricted		2018
	£	£	Total	Total
			£	£
Donations	2,500	74,665	77,165	52,048
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Income from donations in the prior year was fully unrestricted

2018

4. Income from charitable activities

	Restricted	Unrestricted	2019	2018
	£	£	Total £	Total £
Provision of services		13,165	13,165	12,018

Income from charitable activities in the prior year was fully unrestricted.

5. Income from other trading activities

_	Restricted	Unrestricted	2019	Restated 2018
	£	£	Total	Total
			£	£
Fundraising events Lettings income	- -	99 1,320	99 1,320	22,554
Total income from other trading activities		1,419	1,419	22,554

Notes to the financial statements

For the year ended 28 February 2019				_
6. Total expenditure				
			Support and	
	Raising	Charitable	governance	
	funds	activities	costs	2019 Total
	£	£	£	£
Professional fundraising	3,600	-	-	3,600
Fundraising events	346	-	-	346
Services provided to other organisations	-	8,295	-	8,295
Therapists	-	35,735	-	35,735
Interpreters	-	13,790	-	13,790
Art therapy	-	3,673	-	3,673
Supervision	-	1,000	-	1,000
Assessment	-	435	-	435
Staff training	-	-	88	88
Rent and rates	-	-	6,224	6,224
Insurance	-	-	732	732
Office costs	-	-	178	178
Accountancy and bookkeeping	-		2,640	2,640
Sub-total	3,946	62,928	9,862	76,736
Allocation of support and governance costs		9,862	(9,862)	
Total expenditure	3,946	72,790	-	76,736
Total governance costs were £1,200 (2018:	£1,120)			
			Support and	
	Raising	Charitable	governance	Restated
Prior period comparative	funds	activities	costs	2018 Total
	£	£	£	£
Professional fundraising	3,600	-	-	3,600
Fundraising events	735	-	-	735
Services provided to other organisations	-	8,175	-	8,175
Therapists	-	44,755	-	44,755
Interpreters	-	18,961	-	18,961
Art therapy	-	3,292		3,292
Supervision	-	1,365	-	1,365
Assessment	-	1,365	-	1,365
Staff training	-	-	720	720
Rent and rates	-	-	5,968	5,968
Insurance	-	-	887	887
Office costs	-	-	565	565
Accountancy and bookkeeping			1,120	1,120
Sub-total	4,335	77,913	9,260	91,508
Allocation of support and governance costs	<u>-</u>	9,260	(9,260)	
Total expenditure	4,335	87,173		91,508

Notes to the financial statements

For the year ended 28 February 2019

7.	Net movement in funds		
	This is stated after charging:		
		2019	2018
		£	£
	Trustees' remuneration	Nil	Nil
	Trustees' reimbursed expenses	Nil	Nil
	Independent examiner's remuneration:		
	 Independent examination (including VAT) 	1,200	960

8. Staff costs and numbers

The charity had no employed staff in the current or prior year. Interpreters and therapists are paid on a freelance basis.

No freelancers earned more than £60,000 during the year (2018: none).

The key management personnel of the charitable company comprise the trustees and the secretary to the trustees. The total remuneration of key management personnel was £3,915 (2018: £3,750).

9. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

10. Debtors		
	2019	2018
	£	£
Trade debtors	10,415	6,433
11. Creditors : amounts due within 1 year		
	2019	2018
	£	£
Trade creditors	6,734	13,428
Accruals	1,200	960
	7,934	14,388

Notes to the financial statements

For the year ended 28 February 2019

12. Analysis of net assets between funds	Restricted funds	Unrestricted funds	Total funds £
Current assets Current liabilities	2,035	21,768 (7,934)	23,803 (7,934)
Net assets at 28 February 2019	2,035	13,834	15,869
Prior period comparative	Restricted £	Unrestricted £	Total funds £
Current assets Current liabilities	<u>-</u>	15,244 (14,388)	15,244 (14,388)
Net assets at 28 February 2018		856	856

Notes to the financial statements

For the year ended 28 February 2019

13. Movements in funds	At 1 March 2018 £	Income £	Expenditure £	Transfers between funds £	At 28 February 2019 £
Restricted funds Lady Balogh's Psychotherapy Trust		2,500	(1,000)	535	2,035
Total restricted funds		2,500	(1,000)	535	2,035
Unrestricted funds General funds	856	89,249	(75,736)	(535)	13,834
Total unrestricted funds	856	89,249	(75,736)	(535)	13,834
Total funds	856	91,749	(76,736)		15,869

Purposes of restricted funds

Lady Balogh's Psychotherapy Trust represents donations received to provide supervision for the therapists engaged by the charity. The transfer represents the balance of this fund previously recognised within general funds.

Prior period comparative	At 1 March 2017 £	Income £	Expenditure £	Transfers between funds £	At 28 February 2018 £
Unrestricted funds General funds	5,744	86,620	(91,508)		856
Total funds	5,744	86,620	(91,508)		856

14. Financial instruments

	2019	2018
	£	£
Financial assets measured at amortised cost Financial liabilities measured at amortised cost	23,803 (7,934)	15,244 (14,388)

Financial assets measured at amortised cost comprise cash and trade debtors.

Financial liabilities measured at amortised cost comprise trade creditors and accruals.

15. Related party transactions

There were no related party transactions in the current or prior year.