

REGISTERED COMPANY NUMBER: 03529271 (England and Wales)
REGISTERED CHARITY NUMBER: 1070854

**Report of the Trustees and
Unaudited Financial Statements For The Year Ended 31 March 2011
for**

Safeline Warwick

Safeline Warwick

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for the Year Ended 31 March 2011**

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Safeline Warwick

**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 2006, 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.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03529271 (England and Wales)

Registered Charity number

1070854

Registered office

3 Trinity Mews

Priory Road

Warwick

Warwickshire

CV34 4AN

Trustees

D M Shoreman

M A Fennell

Dr E Wilmott

Mrs J S Randall

Mrs J Tovey

Chair

Trustee & Company secretary

Trustee Treasurer

Chair Elect

Trustee

Independent Examiner

C A Christou

FCCA MAE

Leigh, Christou LLP

Chartered Certified Accountants

Leofric House

Binley Road

Coventry

CV3 1JN

Solicitors

Moore Tibbetts

31 High Street

Warwick

Bankers

Alliance & Leicester

62 Hagley Road

Birmingham

B16 8PE

Safeline Warwick

Report of the Trustees for the Year Ended 31 March 2011

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Safeline was established in 1994. It became a Company Limited by Guarantee on 17th March 1998 and a Registered Charity on 4th August 1998. As a charitable company it has Memorandum and Articles of Association as its governing document. These were amended on 23rd October 2001 and 27th March 2007. On 25th November 2010 these were retyped with updated Trustee/Director names on them. The Memorandum and Articles of Association established Safeline objects and powers. In the event of the company being wound up the Trustees are liable to contribute £1 each.

Recruitment and Appointment of Management Committee

The Directors of the Company are also Charity Trustees for the purpose of charity law and under the company's Articles are known as members of the Management Committee. Under requirements of the Memorandum and Articles, members of the Management Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

Due to the nature of the charity's work, the Management Committee seeks to ensure that the needs of survivors of sexual abuse are appropriately reflected through the diversity of the trustee board. To enhance the potential pool of trustees, the charity seeks by word of mouth to identify survivors of sexual abuse and their carers who are willing to become trustees and use their own experience to assist the charity. More traditional skills are represented on the Management Committee too. In an effort to maintain this broad skill mix, members of the Management Committee are requested to provide a list of their skills before being appointed. In the event of a gap in particular areas of expertise individuals are approached with the appropriate skills for co-option prior to election onto the management committee following references being taken up and a period of observation.

Trustees Induction and Training

All existing Trustees are familiar with the work of the charity. New Trustees are given a Safeline induction by the Chair and are issued with a pack containing the Charity Commission publications, the Memorandum and Articles and policies and procedures of Safeline along with the latest financial accounts.

Risk Management

Trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate these. External risks to funding are being reduced by the diversification of grant funding applied for. Internal risks are minimised by the implementation of policies and procedures to ensure consistent quality of delivery across all aspects of the charity. Safeline operates within the (BACP) British Association for Counselling and Psychotherapy guidelines which are periodically reviewed to ensure they still meet Safeline's needs.

Public Benefit Test

As part of the updated Charities Act 2006 all charities need to promote and show how public benefit is being addressed. Safeline supports people affected by the traumas of childhood abuse and rape with provision of user led services, assisting them in their journey towards moving on more positively with their lives. Services such as support groups, counselling, telephone helpline, lending library, information and guidance, delivered in a caring and safe environment, enable personal issues to be aired and approaches to be explored that best suit individual need. Confidentiality is upheld as paramount. Awareness of and training in childhood abuse and rape to professionals such as teachers, social workers, health visitors and other voluntary sector interested agencies, are other ways Safeline supports public benefit.

Organisational Structure

Safeline has the provision to have up to seven Trustee/Directors on the board. During the course of this year the board had five trustees. Meetings were held bi monthly. Trustee/Directors are responsible for the strategic direction of the charitable company. They currently come from a variety of professional backgrounds including social work, education, psychology and counselling. Due to the wish of the Chair of Trustees to retire in May 2011, a decision was made to appoint a new Operations Manager thereby differentiating the strategic and management trustee/director and staff areas of responsibility.

Safeline Warwick

Report of the Trustees for the Year Ended 31 March 2011

Trustee/Directors now delegate day-to day operational management of Safeline to the Operations Manager. This person also supervises staff, ensuring they and volunteers continue to develop their skills and working practices in line with best practice. The Operations Manager is ably supported by three Project Coordinators – for training, volunteers and youth – and an Office Administrator. Two of the Coordinators are also qualified counsellors; the other Coordinator is experienced in working with probation/schools/drug and alcohol services. The Office Administrator is qualified in management and health and safety.

Objects and Activities

The objects of Safeline are *“to relieve suffering and advance education amongst people who are experiencing the after effects of the trauma of sexual abuse, without distinction of gender, sexual orientation, race, colour or of political, religious or other opinions”*.

The main activities carried out by Safeline are:

- Initial client assessments – to determine client needs, tailoring services to suit
- One-to-one counselling – for people aged 14 years and upwards
- Support groups – on a ‘closed’ basis for a time limited period
- Telephone helpline – accessed via a free phone number
- Information packs – to cater for different audiences
- Befriending service – matching volunteers with clients on a one-to-one basis
- Training – induction and refreshers for staff, volunteers and trustees; awareness raising on the trauma of childhood abuse and rape for external agencies eg statutory/voluntary agencies and communities
- Newsletter – published quarterly, it provides a vehicle for communication between survivors, to collect and diffuse information and advice.
- Lending library - of books for survivors, volunteers and workers
- Website - with forums and a chat room

Achievements and Performance Counselling

Safeline is based in Warwick and operates throughout the whole of Warwickshire and Coventry. Counselling is offered at Safeline premises and during this year was also delivered at the Quaker Centre, Acupuncture Centre, Aylesford School and Myton School in Warwick, the Creative Health Centre, Lillington Youth Centre in Leamington, Lifeways in Stratford Upon Avon, Hatters Space, Nuneaton Academy, Higham Lane School in Nuneaton, Park Counselling, Henley Green Centre and The Cottage in Kenilworth, Camp Hill Primary School, Hartshill School and Community House in Atherstone, Relate in Rugby, Graham Adams Centre in Southam, the Gap community centre in Warwick, Studley Children’s Centre, GP surgeries and clinics throughout Warwickshire. Safeline continues to source additional venues to ensure it remains accessible to all.

Clients are given an initial assessment before they undertake Safeline services, the aim being for clients to be seen within two weeks of the initial referral. There were 157 initial assessments carried out, with 229 clients supported during the course of the year, 72 being existing clients from previous years. There were 3,487 counselling sessions provided, with an increasing number being accessed by men and young people from diverse cultural backgrounds. Counselling is currently provided for free although clients are encouraged to make a donation if they are able. Thanks must go to Safeline’s committed qualified and trainee counsellors. Agencies such as the Health Authority, Social Services, Probation, Victim Support, Domestic Violence, Housing, Police and others are liaised with in order to enhance the level of service offered to our clients. An example of this was where one client was assisted in accessing the Warwick Advocacy Team.

Safeline continues to work in partnership with the Primary Care Dental Services across Warwickshire to assist its clients who have a particular fear of the dentist. This service has proved to be very valuable indeed.

Safeline Warwick

Report of the Trustees for the Year Ended 31 March 2011

Help-line

There were 10,129 attempted calls to Safeline free phone help-line of which 2,718 were answered. Safeline has a policy of trying to limit calls to 20 minutes to ensure as many callers as possible are catered for. There are many regular callers. Approximately 1,300 further helpline type calls were taken during office hours. Safeline appreciates funders support to continue this service which is open Mondays to Fridays, 7.30pm to 10.00pm and Wednesdays, 7pm to 10pm.

Statistics are provided weekly to Safeline from British Telecom and this enables analysis. Calls come in from all over the UK so signposting to more local services is provided via access to a comprehensive guide to services and help-lines covering all parts of the country. Calls are increasing from those with Dissociative Identity Disorder (DID) and people who have been ritually abused.

Regular help-line meetings to support volunteers are held. Additional support is provided at the end of the shift where the opportunity to debrief with a backup is immediately available.

The media notifies Safeline if there is going to be a programme on television that may trigger responses, which helps us to anticipate and monitor any increase in calls. Safeline is a member of the Telephone Helpline Association which provides the ability to keep up-to-date with developments and training.

Support Groups

Safeline offers support groups for men, women, young people, carers, parents and partners based on identified need and demand. This year, a support group was run at the Acupuncture Centre in Leamington Spa which seven people were able to access. For 2011/12 another support group is being set up at Lifeways in Stratford-upon-Avon.

Safeline support groups run in 12 week blocks and are closed sessions with each session lasting for 2 hours. Two experienced volunteer facilitators run each group. Group facilitators receive management and clinical supervision.

Volunteers

Safeline continues to receive interest from volunteers undertaking counselling courses wanting to work here. If they are in their first year of training and have completed Safeline in-house training, they are able to assist with the helpline. Where trainees are in their final year of the Diploma in Counselling or their second year of a Foundation Degree and have completed Safeline in-house training they are able to assist with counselling. Foundation Degree courses in Counselling have now replaced the Diploma. The Safeline volunteer training continues to be monitored and developed with new material being added. It is also accredited by the Open College Network, with students being able to gain credits at level 2.

Students from a variety of colleges and universities are assisted in their studies. During the past year these included Warwick University, Warwickshire College, North Warwickshire and Hinckley College and Derby University. There were 68 volunteers who provided support to Safeline (5 as trustees, 3 as website moderators, 1 as a helpline rota coordinator, 3 as befrienders, 3 as purely for the helpline) with 37 trainee counsellors and 22 qualified counsellors to diploma level. Some of the counsellors also assist on the helpline, others with training and administrative tasks. All volunteers receive formal monthly management supervision by qualified staff as well as ongoing informal support. In addition, all volunteer counsellors receive monthly clinical supervisions from externally qualified supervisors as per the British Association of Counselling and Psychotherapy (BACP) guidelines that Safeline conforms to. Safeline has a 'three way contract' to improve links between placement student volunteers, their colleges/universities and Safeline.

Quarterly volunteer meetings are provided that combine social networking with opportunities to receive training information updates, discussing any volunteering issues that may arise as a result. These events also host talks and mini workshops delivered by professionals and volunteers experienced in delivering them. Topics over the year included 'An Introduction to Transactional Analysis', 'Understanding Eating Disorders' and 'A Step into Confidence'.

Comment received from a volunteer following one of these meetings:

"By using the technique on myself and experiencing a positive response, I shall definitely be using it as a tool with my clients. I always look forward to our meetings knowing that I will learn something very useful and have the pleasure of meeting the lovely people of Safeline"

All our volunteers are CRB checked at the enhanced level and are fully insured. Volunteers are invaluable to Safeline and we thank them warmly for their time, energy and commitment.

Safeline Warwick

Report of the Trustees for the Year Ended 31 March 2011

ISVA (Independent Sexual Violence Adviser) Project

Safeline's ISVA service was established 6 years ago and has been funded by the Home Office for a further 3 years. The ISVA is a professionally trained specialist who supports victims of sexual violence at every stage of the criminal justice process. The ISVA works alongside victims from the point of crisis, such as initial contact with emergency services following an attack and throughout the legal process and beyond. The advisor will also work with victims and survivors outside of the criminal justice system for people unsure about reporting sexual violence and link in with essential services such as victim and witness organisations, counselling and health whilst ensuring the safety of the victim is coordinated across all agencies.

Young People's Service

Safeline's Young People's Service has continued to develop throughout 2010/11 and we are now working in the following schools throughout Warwickshire providing counselling to students in Hartshill School Nuneaton, Coleshill School, Camp Hill Primary School Nuneaton, Camp Hill Early Years Centre Nuneaton, Henley High School Henley in Arden, Aylesford School Warwick and Myton School Warwick. Safeline continues to work in Alderman Smith School, Nuneaton one day per week providing counselling to a number of pupils and Higham Lane School, Nuneaton, half a day per week providing pastoral care to pupils and running two groups, one for year 7 boys and one for a year 8 girls. Safeline has delivered training on self harm for staff at Ash Green School in Bedworth. Over the past twelve months Safeline has provided one-to-one and small group work to 81 young people. With putting on displays and drop-ins Safeline has reached over 600 young people across Warwickshire.

Connections have been established with North Warwickshire and Hinckley College where presentations to students at their Nuneaton and Atherstone bases have been delivered.

In July 2010 Safeline received funding from Nuneaton and Bedworth Council to set up the SAMS (Safety, Advocacy, Mentoring Support) project, providing personal Safety Advice and Safety Packs to young people in various settings in Nuneaton and Bedworth.

Displays have been held in Arley Village Hall, The Health Store, Nuneaton (a Young People's drop in health service), Camp Hill C.H.E.S.S (Camp Hill Education Sports and Social) Centre Youth Club, Bedworth Health Centre, Ropewalk Shopping Centre, Riversley Park Children's Centre, Nuneaton, St Michaels Children's Centre Bedworth. Leaflets and posters were also circulated advertising Safeline Young People's Service to all G.P's across Warwickshire, to all Mental Health Teams, Rethink, FCH Friendship Housing, Nuneaton and Bedworth and North Warwickshire, Warwickshire Probation Service, Nuneaton Women's Multicultural Resource Centre, North Warwickshire Borough Council, Nuneaton and North Warwickshire Victim Support, Nuneaton Guidepost Trust Friendship Scheme, Nuneaton and Bedworth Youth Offending Team, Nuneaton Justice Centre, in addition to libraries and Children's Centre's across Warwickshire. The SAMS Project was also advertised in the Nuneaton and Bedworth newspaper.

Training (internal)

Six new volunteers attended Safeline induction training during the autumn of 2010. This training is accredited by the OCN (Open College Network) and has been reaffirmed as suitable for their qualification at Level 2 following a review and update. All new volunteers continue to receive a Level 2 certificate on successful completion of the course syllabus. Quotes from two attendees were as follows:

"I have gained an understanding of trauma and abuse and the effects on survivors and their needs.

I appreciate the importance of just 'being' with the client and following their lead so to speak"

"I very much enjoyed the information on DID, inner child, flashbacks and self harm.

My knowledge previously was minimal and I am now inspired to find out more and read into these vast subjects"

Seven volunteers attended helpline training in the autumn of 2010.

Training (external)

Three lots of training were delivered to 13 people at Autism UK on Understanding Self Harm. Quotes are below:

"Very interesting training, will help all concerned"

"Have learned that self harm is not just attention seeking"

"I will be able to apply what I have learned to my daily work"

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Report of the Trustees for the Year Ended 31 March 2011

Website

Forums on the website continue to provide a valuable means of communication for survivors across the UK and worldwide. There were 57,830 hits to the website in the last year with 24,736 Unique Visitors; 16,466 of these were first time visitors and 8,270 were returnees. On average there are 50 to 60 individual survivors who frequently post on the forums daily, whereas most visitors who view the forums regularly do not 'actively' participate in the forums themselves. This indicates that many visitors also find great benefit and value from 'listening in' whilst being able to retain their anonymity. When they do begin to use the forums many reveal they have been visitors for months before they pluck up the courage to write. Anonymity is still something that remains important to them.

The website forums are run by a very small group of committed volunteers who give a lot of time monitoring the safety of the site, offering support where they can and striving to keep the setting as safe as is practicably possible for all visitors. Management of the forums depend on the amount of visitor traffic. Receiving and responding to e-mails is another element of this work. Time is also given to maintaining the website links to and on the site and updating search engine information so it remains as accessible and operational to as many people as possible. These volunteers are sincerely thanked for all the work they do on this.

Achievements

Safeline has been able to maintain and improve its present level of services for example through securing a further three years funding for the ISVA project.

The Youth Coordinator has made a big difference through liaison with the schools and establishment of good working protocols with them especially in North Warwickshire.

The 'Safer Self Harm' pack has continued to be distributed to clients experiencing self-harm. A 'Well Being Pack' and a 'Safety Pack' has also been produced and distributed.

Safeline were awarded funding from Warwickshire County Council (WCC) Adult Mental Health Capital Grants to provide sound-proofing to all counselling rooms, which was appreciated.

Funding from Warwickshire County Council in support of the Resource Café continues to provide a well accessed wide selection of leaflets, information and lending library books.

Safeline membership changed this year so clients receiving a service automatically become a member. Safeline has also launched 'Friends of Safeline' for people who wish to donate to Safeline on a regular basis. They are encouraged to pay by Standing Order.

Following Di Shoreman's notice of her wish to retire from being Chair of Safeline, a role she had fulfilled since founding the organisation 16 years ago, Trustees in consultation with staff, agreed to recruit a full time Operations Manager. Trustees employed an HR Consultant from BravoZulu for one year in January 2011 to support a restructuring process and recruitment of the new Operations Manager who started on 4th April 2011.

FINANCIAL REVIEW

Fundraising

During the year there have been a number of fundraising events initiated by Safeline clients and supporters. These have included participation in the London Marathon, a static bicycle ride from Newcastle to Warwick, a very popular Pamper evening and Christmas quiz. Gifts and donations have also been received from local businesses, Sing Live, Christ Church Warwick, Kenilworth Ladies Circle, Warwick Quakers, Warwick Lions, Warwick Round Table and Catholic Church Southam.

Volunteers continue to make cakes, jams, chutneys, hand made cards and jewellery for Safeline to sell. The TLC Lottery and Everyclick bring in a small but steady income each month. This helps to raise much needed unrestricted funding to support costs difficult to attract monies from elsewhere.

Thank you to everyone who has raised funds for Safeline during 2010/11.

Safeline Warwick

Report of the Trustees for the Year Ended 31 March 2011

Grants

Grant funders are also thanked for their financial contribution to Safeline. These generous grants enable Safeline to continue and expand the portfolio of services it offers to clients. Grants received during 2010/11 were from:

The Sheldon Trust	The Home Office
BBC Children in Need	GEO
Health Work and Well Being Challenge Fund	ADMH Capital Fund
North Warwickshire County Council	Lloyds TSB Foundation
Mrs Godfrey Payton Trust	Warwickshire County Council
Warwickshire County Council Adult MH Services	Marsh Christian Trust
Coventry Church (Municipal) Charities	WED Charitable Trust
The Richard Cadbury Trust	The Howard Charitable Trust
Nuneaton and Bedworth Borough Council	The Bewley Charitable Trust
Bridging the Gap Coalfields Trust	Evan Cornish Foundation Warwickshire Masonic Trust
Stratford Town Trust	Warwick District Council
The Ministry of Justice	Warwickshire CAMHS
Freemasons Provincial Grand Lodge of Warwickshire	

Plans for the Future

A period of consolidation is being planned where the infrastructure of Safeline will be developed to position the organisation to meet changing economic times and client needs. Reaffirming Safeline's vision, mission and values with an overarching strategy and five year business plan is one way in which this will happen; establishing an income diversification strategy and development plans in training, services, support to volunteers and profile raising are others. Creating a 'services framework' for Safeline where clear care pathways are evident will also reinforce Safeline's compliance with quality standards such as the NICE (National Institute of Clinical Excellence) guidelines. Working towards the PQASSO (Practical Quality Assurance for Small Sized Organisations) and Mindful Employer are other kite marks intended.

Safeline is committed to providing needs led services for its clients and will be consulting them on whether what we currently provide is still relevant and useful, also to determine whether there are other areas yet untapped that Safeline could be offering existing and potential clients. This will help Safeline in its continuous professional development ensuring services delivered are based on the premise of being user led.

Recruitment of new Trustees to the board will be necessary to fill identified skills gaps. Introduction of a Trustee/Director Handbook will assist in this process. Individual Trustees will take on 'lead' responsibility areas to develop identified areas with lead identified staff so that resources are used as efficiently as possible. All plans will be presented to the full Trustee Board for final agreement and sign off.

Partnerships are key to Safeline being able to know and understand the wider arena in which it operates. We will seek out relevant others to add to our growing list of already existing partners so that more can be achieved collectively in improving the long term benefits of those we support. Only in this way will our clients learn healthy coping strategies and life skills in order to take better care of themselves and in learning to accept and value themselves.

We know Safeline could be smarter in how it monitors its activities and how it profiles itself as well. We want to ensure we have the best methods of doing this which might mean changing how we manage and maintain our database and website systems. The end result can only be for the benefit of all.

Perhaps Safeline is setting its sights too high but only in aspiring towards the great, can we be good. We look forward to serving Safeline clients, partners, supporters, members, funders, volunteers and members of the public during 2011/12 and beyond to the ultimate end of achieving improved health and well being for those in Warwickshire and Coventry affected by childhood abuse and rape. With your assistance, we can achieve this vision.

Financial Review

At the beginning of April 2010 Safeline received Home Office funding for a further 12 months up until April 2011 for the ISVA position with a view to this being continued until March 2015. Safeline is part way through a three year BBC Children in Need grant. There was one year of the grant from Warwickshire County Council (WCC) Adult Mental Health services left to run for the Resource Café and one year left from the Lloyds TSB Foundation; funding for one year from the Ministry of Justice and a further year's funding from the Sheldon Trust. Although there was a deficit at the end of year 2010/11 of £21,189, many of Safeline funders are recurrent supporters, without which continuity and sustainability might not otherwise exist.

Safeline Warwick

Report of the Trustees for the Year Ended 31 March 2011

Against a backdrop of the country's recession and limited resources, Safeline felt much more secure financially at the end of March 2011. Moving into the new 2011/12 accounting year sees Safeline having re-secured a further year's funding from WCC Adult Mental Health Services for the Resource Café, with an option to extend up to a maximum of four years; three years' funding from the Ministry of Justice (MOJ) Victims and Witness Fund and three years' funding from The MOJ Rape Support Fund, together with a further 3 years' funding from the Home Office for the ISVA position and matched funding promised against this grant from Warwickshire Police.

Reserves Policy

Trustees have examined the charity's requirements for reserves in the light of the main risks to Safeline. It is felt prudent to work towards a minimum of six months reserves to cover operational continuity in case of wind up, ideally 12 months. A more formalised reserves policy is being created which will highlight free and designated reserves, outlining the purpose of each of these.

Trustees Responsibilities in relation to the Financial Statements

Company and charity law requires the Trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the 'going concern' basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables 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.

Small Company Exemptions

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part VII of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:

Mrs J S Randall - Chair of Trustees
25 July 2011

**Independent Examiner's Report to the Trustees of
Safeline Warwick**

I report on the accounts for the year ended 31 March 2011 set out on pages four to ten.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 43 of the 1993 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 43(7)(b) of the 1993 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the 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 you as 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 statements 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 386 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have 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.

C A Christou
FCCA MAE
Leigh, Christou LLP
Chartered Certified Accountants
Leofric House
Binley Road
Coventry
CV3 1JN

Date:

Safeline Warwick

Statement of Financial Activities
for the Year Ended 31 March 2011

	Notes	Unrestricted funds £	Restricted funds £	31.3.11 Total funds £	31.3.10 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	24,952	138,132	163,084	177,973
Activities for generating funds	3	3,227	-	3,227	5,369
Investment income	4	68	-	68	528
Total incoming resources		28,247	138,132	166,379	183,870
RESOURCES EXPENDED					
Costs of generating funds					
Costs of generating voluntary income	5	32,345	25,409	57,754	37,628
		32,345	25,409	57,754	37,628
Net incoming/(outgoing) resources available for charitable application		(4,098)	112,723	108,625	146,242
Charitable activities					
Local support groups	6	-	3,800	3,800	37,096
Individual counselling		15,341	55,828	71,169	48,493
Freephone helpline		1,097	-	1,097	-
Support costs		2,012	11,400	13,412	-
Governance costs		15,973	24,363	40,336	32,734
Total resources expended		66,768	120,800	187,568	155,951
NET INCOMING/(OUTGOING) RESOURCES		(38,521)	17,332	(21,189)	27,919
RECONCILIATION OF FUNDS					
Total funds brought forward		96,326	7,778	104,104	76,185
TOTAL FUNDS CARRIED FORWARD		57,805	25,110	82,915	104,104

Safeline Warwick

Balance Sheet
At 31 March 2011

	Notes	Unrestricted funds £	Restricted funds £	31.3.11 Total funds £	31.3.10 Total funds £
FIXED ASSETS					
Tangible assets	10	7,873	-	7,873	8,833
CURRENT ASSETS					
Debtors	11	795	3,800	4,595	4,574
Cash at bank and in hand		<u>58,090</u>	<u>21,310</u>	<u>79,400</u>	<u>92,306</u>
		58,885	25,110	83,995	96,880
CREDITORS					
Amounts falling due within one year	12	<u>(8,953)</u>	-	<u>(8,953)</u>	(1,609)
NET CURRENT ASSETS		<u>49,932</u>	<u>25,110</u>	<u>75,042</u>	<u>95,271</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>57,805</u>	<u>25,110</u>	<u>82,915</u>	104,104
NET ASSETS		<u><u>57,805</u></u>	<u><u>25,110</u></u>	<u><u>82,915</u></u>	<u><u>104,104</u></u>
FUNDS	13				
Unrestricted funds				57,805	96,326
Restricted funds				<u>25,110</u>	<u>7,778</u>
TOTAL FUNDS				<u><u>82,915</u></u>	<u><u>104,104</u></u>

Safeline Warwick

**Balance Sheet - continued
At 31 March 2011**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2011.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2011 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees on 25 July 2011 and were signed on its behalf by:

Mrs J S Randall – Chair of Trustees

Safeline Warwick

Notes to the Financial Statements for the Year Ended 31 March 2011

1. ACCOUNTING POLICIES

Accounting convention

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

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

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

Plant and machinery etc - 25% on cost and 15% on reducing balance

Taxation

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

Fund accounting

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

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

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

2. VOLUNTARY INCOME

	31.3.11	31.3.10
	£	£
Counselling sessions	7,785	12,725
Grants and donations	154,895	163,773
Membership fees	404	1,475
	<u>163,084</u>	<u>177,973</u>

3. ACTIVITIES FOR GENERATING FUNDS

	31.3.11	31.3.10
	£	£
Fees for counselling workshops	386	3,560
Fundraising	<u>2,841</u>	<u>1,809</u>
	<u>3,227</u>	<u>5,369</u>

Safeline Warwick

Notes to the Financial Statements - continued
for the Year Ended 31 March 2011

4. INVESTMENT INCOME

	31.3.11	31.3.10
	£	£
Deposit account interest	<u>68</u>	<u>528</u>

5. COSTS OF GENERATING VOLUNTARY INCOME

	31.3.11	31.3.10
	£	£
Trustees' remuneration	5,000	-
Staff costs	26,126	23,660
Rates and water	2,574	3,458
Telephone	3,065	4,172
Postage and stationery	3,050	3,799
Computer costs	1,433	355
General repairs	1,415	2,184
Books	1,273	-
Leaflets	4,589	-
Office running costs	1,147	-
Restricted fund repairs	8,082	-
	<u>57,754</u>	<u>37,628</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct costs	Totals
	£	£
Local support groups	3,800	3,800
Individual counselling	71,169	71,169
Freephone helpline	1,097	1,097
Support costs	13,412	13,412
	<u>89,478</u>	<u>89,478</u>

7. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	31.3.11	31.3.10
	£	£
Depreciation - owned assets	<u>2,200</u>	<u>2,578</u>

Safeline Warwick

Notes to the Financial Statements - continued
for the Year Ended 31 March 2011

8. TRUSTEES' REMUNERATION AND BENEFITS

	31.3.11	31.3.10
	£	£
Trustees remuneration	<u>5,000</u>	<u>-</u>

As notified to Charity Commission Mrs D Shoreman, Chair of Safeline was paid £5,000 for preparing bids for funding.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31 March 2011 nor for the year ended 31 March 2010.

9. STAFF COSTS

	31.3.11	31.3.10
	£	£
Wages and salaries	<u>105,654</u>	<u>89,368</u>

10. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2010	11,521	13,620	25,141
Additions	<u>800</u>	<u>440</u>	<u>1,240</u>
At 31 March 2011	<u>12,321</u>	<u>14,060</u>	<u>26,381</u>
DEPRECIATION			
At 1 April 2010	4,961	11,347	16,308
Charge for year	<u>1,024</u>	<u>1,176</u>	<u>2,200</u>
At 31 March 2011	<u>5,985</u>	<u>12,523</u>	<u>18,508</u>
NET BOOK VALUE			
At 31 March 2011	<u>6,336</u>	<u>1,537</u>	<u>7,873</u>
At 31 March 2010	<u>6,560</u>	<u>2,273</u>	<u>8,833</u>

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.11	31.3.10
	£	£
Other debtors	<u>4,595</u>	<u>4,574</u>

Safeline Warwick

Notes to the Financial Statements - continued
for the Year Ended 31 March 2011

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.11	31.3.10
	£	£
Taxation and social security	2,333	141
Other creditors	<u>6,620</u>	<u>1,468</u>
	<u>8,953</u>	<u>1,609</u>

13. MOVEMENT IN FUNDS

	At 1.4.10	Net movement in funds	At 31.3.11
	£	£	£
Unrestricted funds			
General fund	96,326	(38,521)	57,805
Restricted funds			
BBC Children in need	3,978	133	4,111
WCC social services	3,800	9,000	12,800
WCC Admh Capital fund	-	3,199	3,199
Coalfields	-	<u>5,000</u>	<u>5,000</u>
	<u>7,778</u>	<u>17,332</u>	<u>25,110</u>
TOTAL FUNDS	<u>104,104</u>	<u>(21,189)</u>	<u>82,915</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	28,247	(66,768)	(38,521)
Restricted funds			
Other specific grants	13,349	(13,349)	-
Home office - ISVA	20,000	(20,000)	-
BBC Children in need	30,767	(30,634)	133
WCC social services	37,735	(28,735)	9,000
Criminal Justice Reform (MOJ)	20,000	(20,000)	-
WCC Admh Capital fund	11,281	(8,082)	3,199
Coalfields	<u>5,000</u>	<u>-</u>	<u>5,000</u>
	<u>138,132</u>	<u>(120,800)</u>	<u>17,332</u>
TOTAL FUNDS	<u>166,379</u>	<u>(187,568)</u>	<u>(21,189)</u>

Included within other specific grants is a variety of smaller grants from various funders.

Safeline Warwick

Detailed Statement of Financial Activities
for the Year Ended 31 March 2011

	31.3.11 £	31.3.10 £
INCOMING RESOURCES		
Voluntary income		
Counselling sessions	7,785	12,725
Grants and donations	154,895	163,773
Membership fees	<u>404</u>	<u>1,475</u>
	163,084	177,973
Activities for generating funds		
Fees for counselling workshops	386	3,560
Fundraising	<u>2,841</u>	<u>1,809</u>
	3,227	5,369
Investment income		
Deposit account interest	<u>68</u>	<u>528</u>
Total incoming resources	166,379	183,870
RESOURCES EXPENDED		
Costs of generating voluntary income		
Trustees remuneration	5,000	-
Wages	26,126	23,660
Rates and water	2,574	3,458
Telephone	3,065	4,172
Postage and stationery	3,050	3,799
Computer costs	1,433	355
General repairs	1,415	2,184
Books	1,273	-
Leaflets	4,589	-
Office running costs	1,147	-
Restricted fund repairs	<u>8,082</u>	<u>-</u>
	57,754	37,628
Charitable activities		
Wages	48,402	42,048
Office rent/hire	15,397	15,358
Counselling, supervision and support	22,019	17,136
Training	2,312	6,664
Helpline costs	1,097	1,193
Printing	<u>251</u>	<u>3,190</u>
	89,478	85,589

This page does not form part of the statutory financial statements

Safeline Warwick

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2011**

	31.3.11	31.3.10
	£	£
Governance costs		
Wages	26,126	23,660
Office rents	7,036	4,323
Sundries	179	330
Subscriptions	367	195
Reporting accountants' fees	1,738	1,584
Professional fees	2,690	36
Bank charges	-	28
Fixtures and fittings	1,024	1,115
Computer equipment	<u>1,176</u>	<u>1,463</u>
	<u>40,336</u>	<u>32,734</u>
Total resources expended	187,568	155,951
	_____	_____
Net (expenditure)/income	<u>(21,189)</u>	<u>27,919</u>

This page does not form part of the statutory financial statement

