

REGISTERED COMPANY NUMBER: 04182273 (England and Wales)
REGISTERED CHARITY NUMBER: 1087082

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE 11 MONTHS ENDED 28 FEBRUARY 2018**

FOR

**RELATE SOUTH WEST HAMPSHIRE AND THE
ISLE OF WIGHT LTD**

RELATE SOUTH WEST HAMPSHIRE AND THE ISLE OF WIGHT LTD

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FOR THE 11 MONTHS ENDING 28 FEBRUARY 2018

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RELATE SOUTH WEST HAMPSHIRE AND THE ISLE OF WIGHT LTD

REPORT OF THE TRUSTEES (CONTINUED)

FOR THE 11 MONTHS ENDING 28 FEBRUARY 2018

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 11 months ending 28 February 2018. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association 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 (FRS102) (effective 1 January 2015).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company Number

04182273 (England and Wales)

Registered Charity Number

1087082

Registered Office

Eastleigh House
Eastleigh Borough Council
Upper Market Street
Eastleigh
Hampshire
SO50 9YN

Trustees

Ms L A Brown
Mr S T Beloe
Mrs J Chapman – Andrews
Mr P M Cassidy
Mr R D Harrison
Mr G J Hemmings
Dr M R D Randall
Dr F E V Roberts
Mrs G M Webster

Chair
Honorary Treasurer
Resigned 24 August 2017

Vice Chair

President**Honorary President****Company Secretary****Appointments and Administration****Centre Director****Assistant Manager****Fareham Borough Council Representative****Eastleigh Borough Council Representative****Test Valley Borough Council Representative**

The Mayor of Southampton
Mrs D Pike MBACP
Mrs D J Crescente
Mrs D Goodwin, Mrs L O'Connell, Mrs D Ames,
Ms R Mullaney, Mrs S Woolford
Mrs D J Crescente
Ms T Croucher
Councillor S Pankhurst
Councillor S Sollitt
Councillor C Dowden

Independent Examiner

Mr S E Datlen ACA
Moore Stephens (South) LLP
The French Quarter
114 High Street
Southampton
Hampshire
SO14 2AA

RELATE SOUTH WEST HAMPSHIRE AND THE ISLE OF WIGHT LTD

REPORT OF THE TRUSTEES (CONTINUED)

FOR THE 11 MONTHS ENDING 28 FEBRUARY 2018

Bankers

NatWest
68 Above Bar Street
Southampton
Hampshire
SO14 7DS

Solicitors

Shentons Solicitors
Star Lane House
Staple Gardens
Winchester
Hampshire
SO23 9AD

Advisers

Senior Practice Consultants from the Relate National Practice Helpline.

EVENTS SINCE THE END OF THE PERIOD

The opportunity to join with other Relate Centres as part of the Relate national charity was presented to us during 2016 and after full and careful consideration the trustees agreed to enter a Due Diligence process starting in August 2017. The Trustees of South West Hampshire and the Isle of Wight Ltd and the Trustees of Relate were of the view that the needs of our local clients would be better served by proceeding to merge the two organisations. On 1st March 2018, Relate South West Hampshire and the Isle of Wight Ltd transferred its undertakings to the national charity Relate (Company No 394221, Charity No 207314). All staff were transferred to the Relate (national) charity under the requirements of TUPE (Transfer of Undertakings – Protection of Employment).

The day-to-day running of the Centre has remained unchanged during the first 6 months post transfer. Within the Transfer of Undertakings, Relate agreed to honour the allocation of funds raised locally and held in restricted income for beneficiaries of the local area. Having transferred all its activities and funds to the Relate charity, a shell company remained, retaining the name 'Relate South West Hampshire and the Isle of Wight Ltd', retaining two trustees only.

DIRECTORS AND TRUSTEES

The directors of the charitable company (the Charity) are its trustees for the purposes of Charity Law. The trustees and officers serving during the period and since the period end are shown on page 1. In addition, Ms A Brown was appointed a director on 30 November 2017. On 15 February 2018, all of the directors except Ms L A Brown and Mr G J Hemmings resigned from office.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document and constitution

The charity is controlled by its governing document, amended on 17 December 2013, a deed of trust, and is a company, limited by guarantee, as defined by the Companies Act 2006, governed by its Memorandum and Articles of Association.

Relate South West Hampshire and the Isle of Wight is a Registered Charity and is governed by a Board of Trustees.

Risk management

An assessment of risk to the organisation is carried out and systems put in place to mitigate our exposure to risk from financial and organisation problems.

We observe the requirements of the PQASSO Quality Assurance and have now progressed to the second level of PQASSO to be fully aligned with new Relate Federation Agreement.

RELATE SOUTH WEST HAMPSHIRE AND THE ISLE OF WIGHT LTD

REPORT OF THE TRUSTEES (CONTINUED)

FOR THE 11 MONTHS ENDING 28 FEBRUARY 2018

REVIEW OF ACTIVITIES

Management, Staff and Key Management Processes

The leadership roles of The Centre Director and Clinical Supervisors have continued to provide the necessary leadership and clinical direction to ensure that we strive for excellence, fulfil our charitable obligations and maintain a healthy financial position. Our team of over 40 devoted volunteers support our counselling activities and fundraising. We are indebted to them and thank them for the many hours they have contributed over the last year. The hours they have so generously volunteered this year equates to over £14,560 saved.

Mission Statement

- To ensure total client satisfaction from initial contact to the completion of a quality counselling, mediation or learning experience.
- To be seen as the counselling, mediation and life skills training organisation of choice by those seeking the services that we offer.

The Objectives and Future Direction of Relate South West Hampshire and the Isle of Wight

By means of our service provision, the objectives of Relate South West Hampshire and the Isle of Wight, are as follows:

- to educate the public concerning the benefits of secure couple relationships, marriage and family life in order to improve the emotional, sexual and spiritual well-being of individuals which is derived from committed relationships;
- to promote research into all aspects of couple relationships and marriage and to make the results available to the public;
- to seek to enhance the good health, both mental and physical of adults and children by increasing public awareness of the benefit of committed couple relationships and marriage;
- to promote family life by working to prevent poverty, hardship and distress caused by the breakdown of such relationships;
- to have a presence in schools and colleges to help young people through difficult relationships.

Services

We understand that Relate will continue to offer Relationship Counselling, Sex Therapy, Family Counselling, Family Counselling Training Courses, Mediation and hold in-house contracts for counselling services.

Of the parents we saw over the 11 month period, throughout our services over 1200 children were involved and have therefore directly benefitted from these interventions. Performance related measurements such as waiting times for first appointments, client's satisfaction and utilisation of our bursary continued to be monitored closely. 94% of clients who gave us feedback indicate that Relate has significantly improved their understanding of their problems which has helped them either to stabilise their current relationship or to move on.

We are using the Relate (national) monitoring tool 'The Difference We Make' which has now been rolled out across our main services. Results show a significant shift and an improved quality of life for most clients. These methods of monitoring progress enable the counsellor to respond directly to the client need. The Client Feedback Questionnaires are, therefore, important tools in monitoring our activity.

The Co-Parenting Training Courses developed by Relate with CAFCASS have been very successfully delivered throughout our area. This contract ended in December 2017. Income generated through contracted services, including these courses has, again this year, very much underpinned our financial portfolio. The courses highlight the impact of the importance of separated parents working together to meet the needs of their children.

Relate continues to provide in-house counselling services at Southampton City and Richard Taunton's Sixth Form Colleges. The contracts allow for confidential counselling sessions for students on a self-referral basis during college term times.

We also provide family counselling at our Southampton and Winchester Centres and our Trainers provide anti-bullying, peer mentoring and self-esteem courses within local colleges.

Across all our services, we have delivered over 3,800 sessions.

RELATE SOUTH WEST HAMPSHIRE AND THE ISLE OF WIGHT LTD

REPORT OF THE TRUSTEES (CONTINUED)

FOR THE 11 MONTHS ENDING 28 FEBRUARY 2018

Review of Public Benefit

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. The trustees refer to public benefit throughout this report.

Relate studies have shown that for every £1 spent on counselling as much as £11 may be saved in respect of housing needs, health problems and education.

Practitioners

Counsellors are trained to Relate's high standards and continue to access Continuous Professional Development throughout their careers. This year we have delivered a number of in-house training sessions for our counselling team at our Eastleigh House premises.

Supervision of counselling at Relate South West Hampshire and the Isle of Wight meets The British Association of Counselling and Psychotherapy minimum requirement of one and a half hours per month per counsellor. In addition, counsellors can access group supervision throughout the year. As well as regular supervision at Centre level, all practitioners are supported by the Relate Practice Helpline which is operated by Senior Practice Consultants from Relate National. Relate continues to research and develop new practice which means that the way we work is monitored and kept up to date.

Membership of the Federation of Relate Centres

During the 11 months of trading, we continued our membership of the Federation of Relate Centres.

FINANCE

Investment Policy

Funds that are in excess of immediate operating requirements are maintained in interest bearing accounts with our bankers, as authorised by the trustees. The return on investment this year was £429. No investments in the form of stocks, shares, land and buildings are held. If, at some time investments of this nature are made the approval of all trustees will be required.

Financial Report

The Centre period ended with a loss of £54,557 (2017: surplus £5,583).

Support from Local Authorities and other funders has enabled us to maintain our bursary support to clients on low incomes. However, Local Authority funding is decreasing. We continue to seek alternative sources.

We uphold the belief that access to counselling should be a right, not a privilege and to that end, we continue to be able to offer a bursary to all our clients in financial difficulty. This is only possible through the support of Local Authorities, Charitable Trust Funds, Sponsors and our own fundraising activities. It is essential to the survival of our Bursary Scheme that Local Authorities in particular, continue to recognise our value and positive social impact within our local communities.

FUNDRAISING

Fundraising continues to be an important income stream for Relate. Island events, kindly hosted by our Trustee Dr Vivian Roberts include a Gardens Open Day and a social evening with a classical concert. A trustee conducted yoga classes and donated the proceeds to our bursary fund and we became a supermarket charity of the month, all adding to our funds.

The Waterside Herald Publication have continued to support our cause through their magazine and accepted donations for Relate using a foreign coin collection tower.

RELATE SOUTH WEST HAMPSHIRE AND THE ISLE OF WIGHT LTD

REPORT OF THE TRUSTEES (CONTINUED)

FOR THE 11 MONTHS ENDING 28 FEBRUARY 2018

Gift Aid Donations

Gift Aid remains a source of income for us and a number of our supporters and 'Friends of Relate' donate a small sum on a monthly basis. This is an important way of raising funds with the added benefit of being able to claim a sum each year from the Government for those donations coming from taxpayers.

Corporate Friends of Relate

Our Corporate Sponsorship Scheme, which started in 2006, has continued through the period and once again we would like to thank our Sponsor Exxon Mobil for their continued support. This important source of income helps to maintain our bursary scheme.

Balance Sheet

The Balance Sheet indicates that at 28 February 2018 the total funds of Relate South West and the Isle of Wight were £78,530. The General Fund stands at £78,530 including designated reserves of £15,000. This has been transferred on cessation of the Charity's activities. There are no Restricted Funds.

The Statement of Financial Activities shows Total Incoming Resources of £226,193 all of which are Unrestricted Funds.

Reserves Policy

The Reserves stand at £78,530 in line with the recommendations of the Charities Commission.

Going Concern

Our balance sheet remains strong with net current assets of £73,456. The trustees have reviewed the Charity's circumstances and consider that adequate resources continue to be available to fund the Charity's activities for the foreseeable future. The trustees are therefore of the view that the Charity is a going concern

Trustees Responsibilities

The charity trustees (who are also directors of the charity for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing financial statements, the trustees are required to:

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

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

Approved by order of the board of trustees on 13 August 2018 and signed on its behalf by:

Ms L A Brown - Chair

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
RELATE SOUTH WEST HAMPSHIRE AND THE ISLE OF WIGHT LTD
FOR THE YEAR ENDED 28 FEBRUARY 2018**

I report on the accounts of the charity for the 11 months ending 28 February 2018 which are set out on pages 7 to 17.

Respective responsibilities of trustees and examiners

The trustees (who are also the directors of the charity for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of ICAEW.

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 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of 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 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 386 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice; Accounting and Report by Charitieshave 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.

S E Datlen (ACA)
Moore Stephens (South) LLP
The French Quarter
114 High Street
Southampton
Hampshire
SO14 2AA

RELATE SOUTH WEST HAMPSHIRE AND THE ISLE OF WIGHT LTD

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE 11 MONTHS ENDING 28 FEBRUARY 2018

	Notes	2018 Total Funds £	2017 Total Funds £
Income			
Income from generating funds			
Voluntary income	2	1,578	13,747
Activities for generating funds	3	2,357	4,763
Investment income	4	429	750
Income from charitable activities			
Counselling, education and training	5	221,829	263,233
Total Income		226,193	282,493
Expenditure			
Cost of generating funds			
Cost of generating voluntary income	6	976	1,702
Charitable activities			
Counselling, education and training	7	276,020	266,990
Governance costs			
	10	3,754	3,218
		280,750	271,910
Net (expenditure) income for the year before exceptional item		(54,557)	10,583
Exceptional item – Counsellor training		-	(5,000)
Net expenditure income for the year after exceptional item		(54,557)	5,583
Reconciliation of funds			
Total funds brought forward		133,087	127,504
Total funds for transfer to Relate (National)	18	78,530	133,087

The notes on pages 10 to 17 form part of these financial statements

RELATE SOUTH WEST HAMPSHIRE AND THE ISLE OF WIGHT LTD

BALANCE SHEET

AS AT 28 FEBRUARY 2018

	Notes	2018 Total Funds £	2017 Total Funds £
Fixed assets			
Tangible Assets	14	5,074	2,645
		<hr/>	<hr/>
Current assets			
Debtors	15	1,106	10,014
Cash at bank and in hand	16	100,735	127,171
		<hr/>	<hr/>
		101,841	137,185
Creditors			
Amounts falling due within one year	17	(28,385)	(6,743)
		<hr/>	<hr/>
Net current assets		73,456	130,442
		<hr/>	<hr/>
Total assets less current liabilities		78,530	133,087
		<hr/>	<hr/>
Net assets		78,530	133,087
		<hr/>	<hr/>
The funds of the charity			
Unrestricted funds	18	78,530	133,087
		<hr/>	<hr/>
Total funds		78,530	133,087
		<hr/>	<hr/>

The notes on pages 10 to 17 form part of these financial statements

RELATE SOUTH WEST HAMPSHIRE AND THE ISLE OF WIGHT LTD

BALANCE SHEET

AS AT 28 FEBRUARY 2018

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the 11 months ending 28 February 2018.

The members have not required the charitable company to obtain an audit of its financial statements for the 11 months ending 28 February 2018 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 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 (FRS102) (effective 1 January 2015).

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

Ms LA Brown - Chair

RELATE SOUTH WEST HAMPSHIRE AND THE ISLE OF WIGHT LTD

NOTES TO THE FINANCIAL STATEMENTS

FOR THE 11 MONTHS ENDING 28 FEBRUARY 2018

1. ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared under the Charities Act 2011, the Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities and preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015)

The charity constitutes a public benefit entity as defined by FRS102. Assets and liabilities are initially recorded at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Income

Voluntary income including donations, gifts and legacies and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is deferred when:

- the donor specifies that the grant or donation must only be used in future accounting periods; or
- the donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income is recognised on a receivable basis.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific conditions is recognised as earned (as the related goods and services are provided). Grant income included in this category provides funding to support activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Volunteers and donated services

The value of services provided by volunteers is not incorporated into these financial statements.

Where goods or services are provided to the charity as a donation that would normally be purchased from suppliers, this contribution is included in the financial statements at an estimate based on the value of the contribution to the charity.

Expenditure

Expenditure is recognised when a liability is incurred. Contractual arrangements are recognised as goods or services are supplied.

- Costs of generating funds are those costs incurred in attracting voluntary income.
- Charitable activities include expenditure associate with providing services to the charity's beneficiaries and include both the direct costs and support costs relating to those activities.
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.
- Support costs include central functions and have been allocated to activities on a basis consistent with the use of resources.

Irrecoverable VAT

All resources expended include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

RELATE SOUTH WEST HAMPSHIRE AND THE ISLE OF WIGHT LTD

NOTES TO THE FINANCIAL STATEMENTS

FOR THE 11 MONTHS ENDING 28 FEBRUARY 2018

Tangible fixed assets

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

Computer equipment - 33% on cost

Assets costing more than £250 are capitalised

Taxation

The charity is exempt from corporation tax falling under S505 of the Taxes Act 1988 to the costs that these are applied to its charitable activities.

Cash at bank in hand

Cash at bank 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 the deposit or similar account.

Creditors and provisions

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 discount due.

Financial Instruments

The charity 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.

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.

Critical accounting estimates and areas of judgement

In the view of the trustees in applying the accounting policies adopted, no judgements were required that have a significant effect on the amounts recognised in the financial statements nor do any estimates or assumptions made carry a significant risk of material adjustment in the next financial year.

2. Voluntary income

	2018	2017
	£	£
Donations	1,083	13,463
Gift Aid	495	284
	<hr/>	<hr/>
	1,578	13,747

RELATE SOUTH WEST HAMPSHIRE AND THE ISLE OF WIGHT LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE 11 MONTHS ENDING 28 FEBRUARY 2018

3. Activities for generating funds

	2018 £	2017 £
Fundraising events	<u>2,357</u>	<u>4,763</u>

4. Investment income

	2018 £	2017 £
Bank Interest	<u>429</u>	<u>750</u>

All investment income is derived from assets held in the United Kingdom.

5. Income from charitable activities

	2018 £	2017 £
Grants		
Counselling, education and training	37,751	44,263
Counselling, education and training		
Contracted charitable services	<u>184,078</u>	<u>218,970</u>
	<u>221,829</u>	<u>263,233</u>

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

	2018 £	2017 £
Fareham Borough Council	2,000	2,000
Southampton City Council	2,660	10,638
Hampshire County Council	24,049	23,049
Test Valley Borough Council	3,082	3,036
Daisie Rich Charity	2,000	2,000
Exxon Mobil	750	750
Spectrum	-	790
Dibden Allotments	3,210	2,000
	<u>37,751</u>	<u>44,263</u>

RELATE SOUTH WEST HAMPSHIRE AND THE ISLE OF WIGHT LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE 11 MONTHS ENDING 28 FEBRUARY 2018

6. Costs of generating voluntary income

	2018 £	2017 £
Advertising	976	940
Fundraising	-	762
	<u>976</u>	<u>1,702</u>

7. Charitable activities costs

	2018 £	2017 £
Counselling, education and training		
Direct costs (See Note 8)	105,215	103,330
Support costs (See Note 9)	170,805	163,660
	<u>276,020</u>	<u>266,990</u>

8. Direct costs of charitable activities

	2018 £	2017 £
Staff Costs		
-Counsellors	65,850	58,503
-College projects	4,667	3,294
Counsellors' training	1,294	2,421
Counsellors' travel	3,624	2,604
Mediation fees	5,358	5,820
National Relate fees	8,361	6,858
Response phone line	4,338	4,706
CAFCASS – admin	11,723	19,124
	<u>105,215</u>	<u>103,330</u>

9. Support costs

	2018 £	2017 £
Counselling, education and training		
Management	167,352	160,498
Finance	3,453	3,162
	<u>170,805</u>	<u>163,660</u>

RELATE SOUTH WEST HAMPSHIRE AND THE ISLE OF WIGHT LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE 11 MONTHS ENDING 28 FEBRUARY 2018

9. (Cont)

Management

	2018	2017
	Counselling, education and training	Counselling, education and training
	£	£
Administrative salaries and NI	100,936	90,413
Supervision salary and NI	24,529	19,667
Travel	4,699	4,763
Insurance	771	796
Postage, telephone and internet	1,941	2,892
Printing and stationery	534	950
Rates	222	924
Rent	28,461	33,426
Supervision fees	2,358	2,955
Payroll expenses	1,498	1,122
Equipment rental IT	591	853
Sundry expenses	497	1,118
Recruitment and training	315	619
	<hr/> 167,352	<hr/> 160,498

Finance

	2018	2017
	Counselling, education and training	Counselling, education and training
	£	£
Bad debts	-	550
Bank charges	1,379	1,479
Depreciation	2,074	1,133
	<hr/> 3,453	<hr/> 3,162

10. Governance costs

	2018	2017
	£	£
Independent examiner's fee	2,580	2,100
Trustee meetings	38	38
Legal and professional costs	1,136	1,080
	<hr/> 3,754	<hr/> 3,218

RELATE SOUTH WEST HAMPSHIRE AND THE ISLE OF WIGHT LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE 11 MONTHS ENDING 28 FEBRUARY 2018

11. Net income

Net income is stated after charging/(crediting):

	2018 £	2017 £
Depreciation - owned assets	2,074	1,133
Operating lease	23,324	22,159
	<u>23,324</u>	<u>22,159</u>

12. Trustees' remuneration and benefits

There were no trustees' remuneration or other benefits for the 11 months ending 28 February 2018 (2017: £nil)

A trustee, G Hemmings, is the director of Whiteley Technologies Ltd which provided computer hardware amounting to £4,503 during the period.

Trustees' expenses

During the year 3 trustees (2017: 3) were reimbursed out of pocket expenses for travelling totalling £470 (2017: £1,430).

13. Staff costs

	2018 £	2017 £
Wages and salaries	200,710	186,659
Social security costs	5,113	2,672
Pension	551	-
	<u>206,374</u>	<u>189,331</u>

The average monthly number of employees during the period was as follows

	2018	2017
Counsellors	4	4
Office staff	4	4
	<u>8</u>	<u>8</u>

The above represents full time equivalents.

No employee received remuneration in excess of £60,000 for the period ended 28 February 2018 (2017:£nil)

The charity also benefitted from the services of a number of volunteers during the period.

RELATE SOUTH WEST HAMPSHIRE AND THE ISLE OF WIGHT LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE 11 MONTHS ENDING 28 FEBRUARY 2018

14. Tangible fixed assets

	Computer Equipment £
Cost	
At 1 April 2017	7,447
Additions	<u>4,503</u>
At 28 February 2018	<u><u>11,950</u></u>
Depreciation	
At 1 April 2017	4,802
Charge for period	<u>2,074</u>
At 28 February 2018	<u><u>6,876</u></u>
Net book value	
At 28 February 2018	<u><u>5,074</u></u>
At 31 March 2017	<u><u>2,645</u></u>

15. Debtors: amounts falling due within one year

	2018 £	2017 £
Trade debtors	390	8,888
Prepayments	716	842
Gift Aid	-	284
	<u>1,106</u>	<u>10,014</u>

16. Bank and cash

	2018 £	2017 £
Current accounts	7,079	20,945
Deposit accounts	93,355	106,026
Cash	301	200
	<u>100,735</u>	<u>127,171</u>

17. Creditors: amounts falling due within one year

	2018 £	2017 £
Trade creditors	3,044	3,140
Social security and other taxes	5,123	1,983
Accruals	20,218	1,620
	<u>28,385</u>	<u>6,743</u>

RELATE SOUTH WEST HAMPSHIRE AND THE ISLE OF WIGHT LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE 11 MONTHS ENDING 28 FEBRUARY 2018

18. Movement in funds

	At 1.4.17 £	Incoming Resources £	Resources Expended £	Transfers	At 31.3.18 £
Unrestricted					
General fund	118,087	226,193	(280,750)	15,000	78,530
Designated					
Building reserve fund	5,000	-	-	(5,000)	-
Closure contingency reserve fund	10,000	-	-	(10,000)	-
	15,000	-	-	(15,000)	-
	133,087	226,193	(280,750)	-	78,530

Total funds

The Building Reserve Fund is a provision for future accommodation costs and upon transfer to Relate became part of General Funds.

The Closure Contingency Reserve Fund has been created to cover the costs of winding up the charity if it became necessary. This fund was moved to General funds on transfer to Relate.

19. Analysis of net assets between funds

	General Fund £	Designated Funds £	Total £
Tangible fixed assets	5,074	-	5,074
Cash at bank and in hand	100,735	-	100,735
Other net current liabilities	(27,279)	-	(27,279)
Total	78,530	-	78,530

20. Net assets transferred to Relate

Tangible fixed assets	5,074
Debtors and prepayments	1,106
Cash	100,735
Trade creditors	(23,262)
Social security	(5,123)
	78,530

21. Ultimate controlling party

The charitable company is not under the control of another entity nor any one individual.