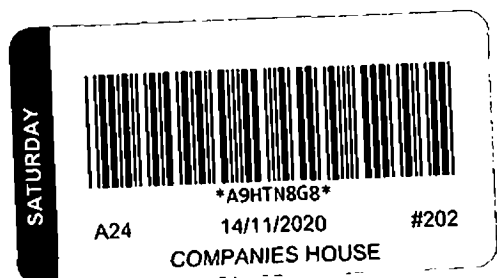


Charity registration number: 1144548

Company registration number: 07630160

DEVON RAPE CRISIS AND SEXUAL ABUSE SERVICES LTD
(A Company Limited by Guarantee)

ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020



CONTENTS

	Page
Reference and Administrative Details	3
Trustees' Report	4 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Accounts	9 to 16

Devon Rape Crisis and Sexual Abuse Services Ltd
Year Ended 31 March 2020

Trustees	L Regan K C Pattamaraskowski K Haydon- Cohen (resigned 15 April 2019, re-appointed 06 January 2020) C M Baker L McClelland H V R Sugg L Heslop (resigned 24 February 2020) S A Dudley - Clarke (appointed on 13 May 2019, resigned 20 June 2019) S Amoui-Arabi (appointed 24 February 2020) J Alford-Mole (appointed 15 July 2019)
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Charity Registration Number	1144548
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Company registration number	07630160 (England and Wales)
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Principal address	Verney House 115 Sidwell Street Exeter Devon EX4 6RY
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Registered office	The Gallery 3 New Quay Street Teignmouth Devon TQ14 8DA
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Independent Examiner	Dawn O'Connor FCA Yannons Chartered Accountants The Gallery New Quay Street Teignmouth Devon TQ14 8DA
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Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2020.

Objectives and activities

Objects and aims

To preserve and protect the health and relieve the distress and trauma of any adult or child over the age of 13 years (or partner, friend or relative) who has experienced any form of sexual abuse or violence at any time of their lives through the provision of counselling, information, advice, support and practical help where necessary.

To promote education and research in the subject of sexual abuse or violence and its effects on the victim, whether physical, mental, psychological or social and to train volunteers and others so as to be able to cope with the problems or rape by the provision of medical, legal and emotional counselling.

Public benefit

The activities undertaken which are for public benefit include; a telephone helpline, an email support service, both of which are for victims of sexual violence, their family, friends and partners. Direct support is also delivered to victims/survivors of rape, childhood sexual abuse and sexual assault and these include counselling, specialist trauma support, advocacy and practical support.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Use of volunteers

Whilst there is a paid staff team in the organisation, volunteers are central to the provision of support to the public. During 2019-20 there were on average 18 active volunteers delivering parts of the service. Volunteer recruitment and training happened once within the financial year; this is a 6 month accredited programme preparing volunteers to fulfil specific functions within the organisation. All volunteers deliver our telephone helpline and email service over three dedicated sessions per week. A small number of suitably experienced volunteers also deliver direct support to service users after attending further specific training. Volunteers receive support and supervision and follow strict policy guidance. We estimate that volunteers provide over 1600 hours to our organisation per year.

Achievements and performance

The year 2019-20 saw a major expansion of the Exeter office with the addition of 5 bespoke counselling rooms and a new group and training room in May 2019. The service also moved the offices in both Barnstaple and Torquay to new premises offering more self-containment and space.

As a result, the service was able to expand, taking on an additional three specialist support workers and overall offering on average, 86 sessions of direct support each week, an increase of 15% from the previous year. The number of referrals for specialist support increased by 8% from the previous year and the total number of support sessions was 2014.

We maintained our telephone helpline service throughout the year, taking 467 calls, an increase of 15% and responding to 7% more emails into our email support service.

With our expanded office in Exeter, we commenced delivery of a Trauma Resilience Group; the group runs weekly for 10 weeks and supports 10 women each time. We also started offering a new 'drop in' service for women on a weekly basis. Our staff team also expanded over the year in line with demand.

Financial review

The organisation ended the financial year in a robust position.

Devon Rape Crisis and Sexual Abuse Services Ltd
Year Ended 31 March 2020

Policy on reserves

The reserves are maintained at a level which ensures that core activities could continue during a period of unforeseen difficulty. Devon Rape Crisis and Sexual Abuse Services Ltd ('DRCSAS') aims to have a minimum reserve amounting to three months running costs for the organisation as a whole. In the event of reserves dipping below this figure the organisation will aim to restore the reserves at the first possible opportunity via increased fund-raising, increasing earned income or reducing expenditure. If reserves exceed the figure DRCSAS will consider the likely expenditure over the next year and aim to reduce the reserves appropriately via reducing fund raising, allocating less time to earned income activities. The calculation of the required level of reserves is an integral part of DRCSAS's planning, budget and forecast cycle and, as such, the Trustees will review the reserves policy annually.

Structure, governance and management

Nature of governing document

The organisation is a charitable company limited by guarantee. It was incorporated on 11 May 2011 under the Companies Act 2006 as company number 7630160. It was registered as a charity with effect from 7 November 2011 with charity number 1144548. The company was established under a Memorandum of Association which set out the objects and powers of the charitable company and is governed under its Articles of Association. In the event of a company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and appointment of trustees

The directors of the company are also charity trustees for the purposes of charity law. Any person aged 18 years or over who is resident or works in the county of Devon and who is willing and permitted by law to do so may be appointed as director by ordinary resolution or by a decision of the directors.

Major risks and management of those risks

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. A Risk Register is maintained and assessed annually. Risk is also overseen and managed at monthly Trustee meetings and through the monthly line management of the Chief Executive Officer by the Co-Chairs.

Future Plans

The organisation remains focused on providing high quality and timely support to victims and survivors. Whilst we have sufficient space now to provide such support, we do not have sufficient resources to keep up with the rising demand for our services. Our waiting list has grown and the time that people have to wait for a service has grown. In the 20/21 financial year, we will receive a grant from the Clinical Commissioning Group with the express purpose of reducing the numbers on the waiting list and we will utilise this income by employing additional workers. In April 2020 we moved our office in Barnstaple. We will continue to develop our group work programme during the next year.

The annual report was approved by the trustees of the charity on12/10/20....

And signed on its behalf by:

.....

L Regan
Trustee

Devon Rape Crisis and Sexual Abuse Services Ltd
Year Ended 31 March 2020

Independent examiner's report to the trustees of Devon Rape Crisis and Sexual Abuse Services Ltd ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2020 as set out on pages 7 to 16.

Responsibilities and basis of report

As the charity's trustees of the Company (who are also the directors of the company 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 Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

Independent examiner's statement

The Company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants in England and Wales.

I have completed my examination. I confirm that no material matters have come to my attention which give me cause to believe that:

1. accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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 Charities SORP (FRS102).

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.

Signed: 

Name: D O'Connor FCA

Relevant professional body: The Institute of Chartered Accountants in England and Wales

Address: The Gallery, New Quay Street, Teignmouth, Devon, TQ14 8DA

Date: 7 November 2020

Devon Rape Crisis and Sexual Abuse Services Ltd
Year Ended 31 March 2020

Statement of financial activities for the year ended 31 March 2020 (including summary income and expenditure account)

	Unrestricted funds £	Restricted income funds £	Total funds this year £	Last year funds £
Income (Note 3)				
Income and endowments from:				
Donations, legacies and grants	263,881	207,418	471,299	473,597
Charitable activities	455		455	0
Other trading activities		0	0	1,626
Investments	945	0	945	510
Training	18,900	0	18,900	35,323
Other	3,000	0	3,000	3,000
Total	287,181	207,418	494,599	514,056
Expenditure (Notes 5)				
Expenditure on:				
Raising funds	0	0	0	473
Charitable activities	286,415	172,841	459,256	382,797
Training	2,121	0	2,121	2,326
Total	288,536	172,841	461,377	385,596
Net income/(expenditure)	-1,355	34,577	33,222	128,460
Net movement in funds	-1,355	34,577	33,222	128,460
Reconciliation of funds:				
Total funds brought forward	207,371	65,818	273,189	144,729
Total funds carried forward	206,016	100,395	306,411	273,189

Company registration number 07630160

Balance sheet as at 31 March 2020

		Unrestricted funds £	Restricted income funds £	Total this year £	Total last year £
Fixed assets					
Tangible assets	(Note 10)	35,066	32,054	67,120	79,136
Current assets					
Debtors	(Note 11)	6,060	166	6,226	21,378
Cash at bank and in hand	(Note 14)	165,920	68,383	234,303	175,015
Total current assets		<u>171,980</u>	<u>68,549</u>	<u>240,529</u>	<u>196,393</u>
Creditors: amounts falling due	(Note 12)	1,030	208	1,238	2,340
Net current assets/(liabilities)		<u>170,950</u>	<u>68,341</u>	<u>239,291</u>	<u>194,053</u>
Total assets less current liabilities		<u>206,016</u>	<u>100,395</u>	<u>306,411</u>	<u>273,189</u>
Total net assets or liabilities		<u>206,016</u>	<u>100,395</u>	<u>306,411</u>	<u>273,189</u>
Funds of the Charity					
Restricted income funds	(Note 15)		100,395	100,395	65,818
Unrestricted funds		206,016		206,016	207,371
Total funds		<u>206,016</u>	<u>100,395</u>	<u>306,411</u>	<u>273,189</u>

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Signed by one trustee/director on behalf of all the trustees/directors Print Name: L. M. Regan

Signature: L.M.R.

Date: 12/10/20

Signature of director authenticating accounts being sent to Companies House Signature: L.M.R.

Date: 12/10/20

Print Name: L. M. Regan

Notes to the accounts for the year ended 31 March 2020

1. Charity Status

The charity is a private company, registered in England and Wales, registration number 07630160, limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation. The registered office is The Gallery, 3 New Quay Street, Teignmouth, Devon, TQ14 8DA. The principal place of business is Verney House, 115 Sidwell Street, Exeter, Devon, EX4 6RY.

2. Accounting policies

Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts are presented in £ sterling.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Recognition of income

All income is recognised once the charity has entitlement to the income, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP). In the case of performance related grants, these are only included in the SOFA once the charity has provided the related services or met the performance related conditions.

Government grants

The charity has received government grants in the reporting period (note 4).

Tax reclaims on donations and gifts

Gift Aid represents the amount received from HMRC during the year. Any Gift Aid recovered directly in respect of donations received via third parties is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Devon Rape Crisis and Sexual Abuse Services Ltd
Year Ended 31 March 2020

Expenditure and liabilities

Liability recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Basic financial instruments

The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.

Assets

Tangible fixed assets for use by charity

These are capitalised and valued at cost if they can be used for more than one year and cost at least £500.

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Office equipment	25% straight line basis
Fixtures and fittings	33% and 25% reducing balance basis
Property improvements	33% straight line basis
Leasehold refurbishment	Over the life of the lease

3. Analysis of Income

	Unrestricted funds	Restricted income funds	Total funds	Last year
	£	£	£	£
Donations, legacies and grants:				
Donations and gifts	53,520	0	53,520	16,936
Gift Aid	814	0	814	713
General grants provided by government/other agencies	209,547	207,418	416,965	455,948
Total	263,881	207,418	471,299	473,597
Charitable activities:				
Other	455	0	455	0
Other trading activities:				
Events income	0	0	0	1,626
Income from investments:				
Interest income	945	0	945	510
Separate material item of income				
Training income	18,900	0	18,900	35,323
Other:				
Employment allowance	3,000		3,000	3,000
TOTAL INCOME	287,181	207,418	494,599	514,056

4. Analysis of receipts of government grants

	This year	Last year
	£	£
Ministry of Justice		
Restricted - Provision of support services for female victims of sexual violence aged 13 and over	86,520	60,000
Unrestricted	0	31,102
Total	86,520	91,102

5. Expenditure

Analysis of expenditure

Expenditure on raising funds:

Staging fundraising events

Unrestricted funds £	Restricted income funds £	Total funds £	Last year £
0	0	0	473

Expenditure on charitable activities

General activities

Depreciation

Staff costs

Governance costs - note 6

Total expenditure on charitable activities

105,736	7,950	113,686	113,072
7,007	8,037	15,044	14,440
171,383	156,854	328,237	253,083
2,289	0	2,289	2,202
286,415	172,841	459,256	382,797

Separate material item of expense

Training and consultancy

2,121	0	2,121	2,326
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TOTAL EXPENDITURE

288,536	172,841	461,377	385,596
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6. Support Costs

Independent examiner's fee

Other governance costs

Total

This year Last year

£ £

1,800 1,728

489 474

2,289 2,202

7. Details of certain types of expenditure

Note 7.1 Fees for examination of the accounts

Support cost

Independent examiner's fees

Other fees paid to examiner

Total

This year Last year

£ £

840 840

960 888

1,800 1,728

8. Paid employees

	This year £	Last year £
8.1 Staff Costs		
Salaries and wages	288,705	220,437
Social security costs	24,857	19,462
Pension costs (defined contribution pension plan)	14,675	13,184
Total staff costs	328,237	253,083

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

8.2 Average head count in the year

The parts of the charity in which the employees work	This year Number	Last year Number
Management	3	3
Service provision	8	5
Administration	2	2
Total	13	10

9. Pension contributions

Pension costs

Contributions to the employee pension schemes for the year amounted to £14,675 (2019: £13,184).

The charity operates defined contribution pension schemes. The pension scheme costs for the year represents contributions paid by the charity to the schemes.

10. Tangible fixed assets

Cost	Other tangible fixed assets £	Fixtures, fittings and equipment £	Total £
At the beginning of the year	102,585	19,962	122,547
Additions	849	2,328	3,177
Disposals	0	-1,827	-1,827
At end of the year	103,434	20,463	123,897
Depreciation			
At the beginning of the year	30,109	13,302	43,411
Eliminated on disposals	0	-1,678	-1,678
Charge for the year	10,637	4,407	15,044
At end of the year	40,746	16,031	56,777
Net book value			
Net book value at the end of the year	62,688	4,432	67,120
Net book value at the beginning of the year	72,476	6,660	79,136

11. Debtors and prepayments

Prepayments and accrued income
Other debtors
Total

This year	Last year
£	£
4,917	4,444
1,309	16,934
6,226	21,378

12. Creditors and accruals

Trade creditors
Accruals and deferred income
Total

Amounts falling due within one year	
This year	Last year
£	£
963	1,317
275	1,023
1,238	2,340

13. Provisions for liabilities and charges

Other financial commitments

As at 31 March 2020 the charity had total commitments under operating leases expiring between 2 and 5 years and after more than 5 years as follows:

Leases expiring in less than 2 years

The total amount of other financial commitments not provided in the financial statements was £nil (2019 - £5,900).

Leases expiring between 2 and 5 years

The total amount of other financial commitments not provided in the financial statements was £14,111 (2019 - £nil).

Leases expiring in over 5 years

The total amount of other financial commitments not provided in the financial statements was £80,969 (2019 - £52,157).

14. Cash at bank and in hand

Cash at bank and in hand
Total

This year	Last year
£	£
234,303	175,015
234,303	175,015

15. Charity funds

15.1 Details of material funds held and movements during the current reporting period

Fund names	Purpose and Restrictions	Type	Fund balances brought forward £	Income £	Expenditure £	Fund balances carried forward £
General		UR	207,371	287,181	-288,536	206,016
Tesco Bags of Help 17/18	Purchase of IT Equipment	R	1,498		-1,455	43
Ministry of Justice	Funding for core costs	R	0	86,520	-86,520	0
Clothworkers' Foundation	Capital funding for building development	R	35,000		-5,000	30,000
Comic Relief Homeless Women	Support work for homeless women	R	14,974	55,655	-30,076	40,553
RCEW DT Project	Funds to increase the digital capacity within the organisation	R	14,346	5,549	-19,120	775
National Lottery Community Fund	Funding for volunteer costs	R		10,000	-10,000	0
Devon Community Foundation	Funding for volunteer advanced training and support	R		10,000	-4,000	6,000
Lloyds Bank Foundation	Funding for staffing costs	R		34,694	-16,670	18,024
Screwfix	Funding for replacement of heaters	R		5,000		5,000
Total restricted income funds			65,818	207,418	-172,841	100,395
Total Funds as per balance sheet			273,189	494,599	-461,377	306,411

The Tesco bags of help 2017/18 grant was fully spent during 17/18; the balance carried forward represents the net book value of IT equipment purchased with this grant and is being written off over 3 years.

The Clothworkers' Foundation grant was fully spent during 18/19; the balance carried forward represents the net book value of office expansion expenses purchased with these funds and is being written off over 8 years.

The RCEW DT project grant was fully spent by 31 March 2020; the balance carried forward represents the net book value of computer equipment purchased with this grant and is being written off over 3 years.

15.2 Details of material funds held and movements during the previous reporting period

Fund names		Type	Fund balances brought forward	Income	Expenditure	Fund balances carried
			£	£	£	£
General		UR	141,776	356,185	-290,590	207,371
Tesco Bags of Help 17/18	Purchase of IT Equipment	R	2,953		-1,455	1,498
Ministry Of Justice	Core funding for support services	R	0	60,000	-60,000	0
Tesco Bags of Help 18/19	Funding for support services	R		12,000	-12,000	0
Clothworkers' Foundation	Capital funding for building development	R		40,000	-5,000	35,000
Comic Relief Homeless Women	Support work for homeless women	R		19,002	-4,028	14,974
RCEW DT Project	Funds to increase the digital capacity within the organisation	R		26,869	-12,523	14,346
Total restricted income funds			2,953	157,871	-95,006	65,818
Total Funds as per balance sheet			144,729	514,056	-385,596	273,189

16. Transactions with trustees and related parties

Trustee remuneration and benefits

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity or a related entity.

Trustees' expenses

During the year the charity made the following transactions with 1 of the trustees (2019: 1 of the trustees).

Type of expenses reimbursed	This year	Last year
	£	£
Travel and parking	0	15
Leaving gift	66	0
TOTAL	66	15

Transactions with related parties

There have been no related party transactions in the reporting period.