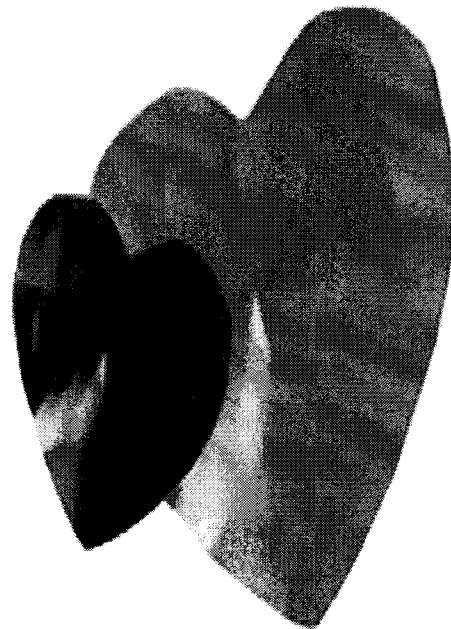


relate

the relationship people

**Everyone deserves happy,
healthy relationships.
We can support that,
with your help.**



Annual Report 2012-2013

**1 Stratfield Saye, 20-22 Wellington Road, Bournemouth, BH8 8JN
01202 311231**

www.relate-bournemouth.org.uk

**A Company Limited by Guarantee – number 6109030
1120017**

A Registered Charity – number

Relate Bournemouth Poole and Christchurch

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Relate Bournemouth Poole and Christchurch

LEGAL AND ADMINISTRATIVE INFORMATION

Relate Bournemouth Poole and Christchurch is a company limited by guarantee and not having a share capital and is governed by its Memorandum and Articles of Association. The company is a registered charity.

Charity name Relate Bournemouth Poole and Christchurch

Charity registration number 1120017 (registered 11 July 2007)

Company number 06109030 (incorporated 15 February 2007)

BACP number 118052

Registered office
1 Stratfield Saye
20-22 Wellington Road
Bournemouth
Dorset BH8 8JN

Trustees

Chair

Kathy McNally
Gill Donnell
Michael Goodman
Paul Newsome
Ann Bazell (resigned 18 May 2012)
Sandy Werry Easterbrook
Joy Reynolds (appointed 23 April 2012)

Executive Committee Members

Katie Williams
Chris Bazell
Martin Coward
Mark Cooper (to 2 May 2012)

Bankers

CAF Bank
Unity Trust Bank
HSBC

Independent examiner

S J Hough FCCA, ACA
Edwards & Keeping
Chartered Accountants
Unity Chambers
34 High East Street
Dorchester
Dorset DT1 1HA

**Relate Bournemouth Poole and Christchurch
TRUSTEE REPORT
YEAR ENDED 31ST MARCH 2013**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Relate Bournemouth, Poole and Christchurch is a charitable company limited by guarantee; incorporated 1st April 2008 and Registered as a Charity 1st April 2008. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed by its Articles of Association, which were ratified on 15th July 2010 to bring them in line with Relate as a Federation.

The Chairman of the Operational Group, who supervises the work of the Centre Manager, also receives the financial reports and is Vice Chair of the charity. This arrangement enables greater efficiency in back room functions, without compromising the core, mission or effectiveness of the charity as a legal entity.

Service Delivery

As a result of a restructure at the end of 2012, the Chief Executive Officer; Roni Jones was made redundant on 1st November. On 1st April 2013, the Board confirmed the appointment of Angela Craven as Centre Manager. Angela Craven has worked for Relate Bournemouth, Poole and Christchurch since March 2004 prior to her appointment as Centre Manager Angela was the Operational Manager providing line management to all staff and oversaw the operation of the service delivery. Helen Strickland MBABCP (Accred.), MBACP (Accred.) is the Clinical Supervisor and with Gill Turner (who provides expert input to Sex Therapists) monitors and manages the clinical work of the entire team, ensuring consistency and quality of therapy services delivered.

Trustee appointments

The appointment of a new Trustee is a formal process. Once an interested party is identified (such as via a public speaking event or networking) the person(s) are invited to information briefings which are usually held by a member of the Senior Management Team and at least one Trustee. If after this process, the person concerned wishes to apply; they are supplied with a significant number of good practice guides from the Charity Commission on Trusteeship and Responsibilities, relevant business plan(s), annual reports / accounts, a person specification and a job description. At this point they are asked to apply. Upon receipt of a completed application form, the Chair or their deputy will meet with the applicant and determine suitability on the basis of skills, Board needs, time available and commitment. If successful, 2 references and a CRB check will be undertaken and parties invited to attend meetings as an observer. Once all matters are satisfactory an invitation to become a Director is made and the relevant Companies House information completed. It is recognised that the process is lengthy but this has led to long-term commitment from people who can contribute to the quality and effectiveness of the organisation and add value to its service delivery. It is worthy of note that the Trustee profile is entirely made up of individuals with relevant work experience of or to the Charity. This includes Police, Magistracy, Victim Support, Health Visiting, NHS Management and Counselling experience. Additionally most Trustees have current work experience in managing large organisations, have concurrent public appointments or are recently retired from such positions.

Trustee training

Trustee training is dependent on need. Trustees have attended Conferences, Relate Central Office and local CVS events; Monthly updates from Charity Lawyers and HR Professionals are shared. The agency subscribes to Third Sector publications and attempts to populate at least one NCVO learning event per annum, with information being cascaded, shared or implemented. Relate also recognises the training brought to the Board by Trustee's other roles, some of which is extensive given annual requirements for Continuous Professional Development.

**Relate Bournemouth Poole and Christchurch
TRUSTEE REPORT
YEAR ENDED 31ST MARCH 2013**

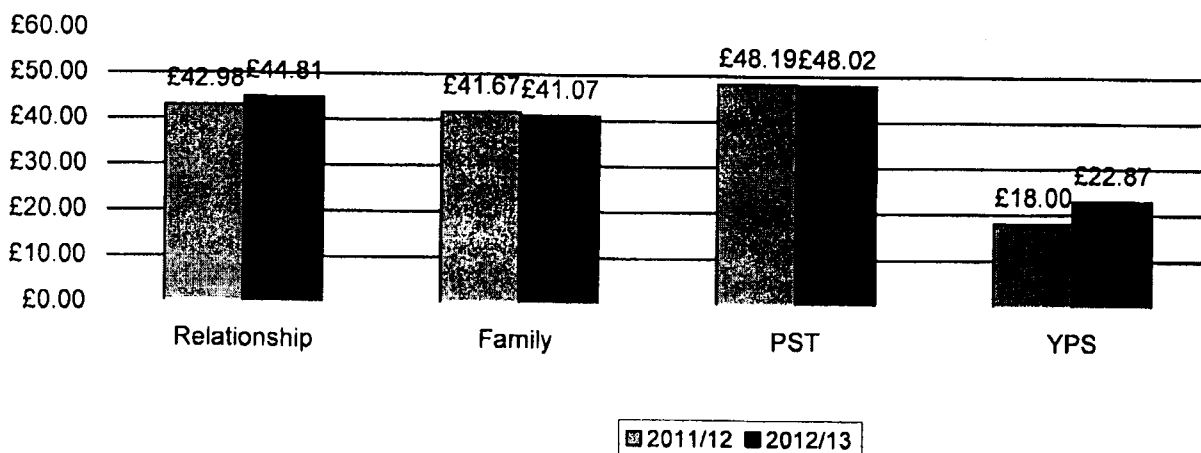
Public Benefit

The Trustees confirm that they have complied with the duty to give due regard to the Charity Commission's general guidance on public benefit. As stated elsewhere in this report the work of the Charity is to prevent harm, further distress resulting from relationship breakdown and to educate the general public on matters pertaining to these issues. It is not considered that the Charity's activities include any detriment to beneficiaries or that they convey any significant incidental private benefit to those governing the Charity.

By fundamental definition, the charity's beneficiaries – families under stress, or in relationship crisis – are the public.

The following table shows the average of contributions of clients to their counselling.

**RELATE BOURNEMOUTH, POOLE AND CHRISTCHURCH AVERAGE
PAYMENT FOR COUNSELLING 2011/12 vs 2012/13**



Volunteer Contribution

Relate's services are necessarily complex by definition and for the most part the Board (which is entirely comprised of volunteers) is not able to agree to the deployment of volunteers in clinical or educational work save whilst an individual is training for a Relate Institute Accredited Course.

OBJECTIVES AND ACTIVITIES

Relate Bournemouth, Poole and Christchurch is part of a National Federation of Charities with over 70 years of experience supporting the nation's relationships. Relate does great work but the landscape of our world is changing and we must keep pace with the way that people are choosing to live and interact with each other. In today's society, relationships and families will inevitably look and function differently from when Relate was formed in 1938 as the "Marriage Guidance Council". The one thing that hasn't changed is that they work and as an organisation we need to ensure that we are supporting quality relationships, whatever form they take.

As a society, relationship breakdown and its associated consequences costs the UK economy £44 billion per year. This not something society can afford to neglect, it is important that individually and as a society we invest in our relationships. A good relationship is not defined by the absence of crisis, but by the quality of the relationship – we need to invest in our relationships to achieve a happy and healthy quality of life and acknowledge the importance of relationships and we must focus our attention on helping those who need us.

Relate Bournemouth Poole and Christchurch TRUSTEE REPORT YEAR ENDED 31ST MARCH 2013

Our mission is in line with the Relate Strategy "A lasting relationship".

Our Mission

Relate's mission is to develop and support healthy relationships by:

- Helping couples, families and to make relationships work better
- Delivering inclusive, high quality services that are relevant at every life stage
- Helping the public improve their understanding of relationships and what makes them flourish

PLANS FOR THE FUTURE

Objectives for 2013-14 include:

- Develop the centre's mission and strategic plan incorporating the views of all staff and trustees
- Implement and develop a bursary fund to support families in crisis
- Review policies and procedures to create updated and relevant staff handbook
- Update the website to better market the centre and its services
- Develop local mediation service
- Continue to recruit additional counsellors and trustees to take service forward
- Further develop relationships with federated colleagues, including Relate Central Office and Dorset Relate

In addition, on 1st April 2013, the activities and net assets of Family Matters (Bournemouth, Dorset and Poole) Ltd were transferred to Relate Bournemouth Poole and Christchurch.

ACHIEVEMENTS AND PERFORMANCE

This Annual Report looks at what we have achieved and the outcomes of our work in the previous 12 months. The report looks at the success of our key activities and the benefits they have brought to the people we are set up to help. The Annual Report helps us ensure our activities remain focussed on our stated purpose. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit to ensure our previous and planned activities will contribute to the aims and objectives we have set.

Working with Others

Relate has worked with the following agencies:

- CAFCASS: Children and Families court advisory service; to deliver funded supervised contact and separated parenting information programmes
- Relate Dorset to develop Mediation services in Bournemouth and in the future to deliver the CAFCASS contract for supervised contact and the separated parenting programme countywide.
- CAMHS: Children and Adolescent mental health services to provide either young peoples or family counselling for 2 services for Christchurch residents
- Army Welfare to provide Relationship support to men and women serving in the armed forces
- Social Services – occasionally local social services spot purchase counselling for families in need
- Borough of Poole Targeted Support team purchase up to 10 sessions of counselling suitable for the individual families needs.

**Relate Bournemouth Poole and Christchurch
TRUSTEE REPORT
YEAR ENDED 31ST MARCH 2013**

ACHIEVEMENTS AND PERFORMANCE (CONT.)

This year Relate Bournemouth, Poole and Christchurch have delivered the following services:

Relationship Counselling – The centre delivered **1854** sessions of relationship counselling supporting people's relationships by helping them discuss their feelings, attitudes and expectations, offering assistance with communication and problem solving. Our aim is to empower clients so that they can go on to make choices about how they manage their relationships

Family Counselling – The centre delivered **168** sessions of family counselling helping families of all ages, situations and dynamics to have more positive relationships with one another. We support clients by increasing their understanding with one and others needs and by improving communication across generations. We also help people who have family issues from the past that they are struggling to move forward from.

Sexual Problems Service – The centre delivered **170** sessions of psychosexual therapy. Therapists assess what the sexual difficulties are and how they can be helped. This usually means the therapist designs a sequence of tasks and exercise for a couple or an individual to complete at home. The therapist discusses progress at each session and works at the client's own pace.

Young Peoples Counselling – The centre delivered **178** sessions of young peoples counselling to 5 to 18 year olds to explore and develop coping strategies for issues such as family breakdown, bullying and peer relationships, bereavement, the formation of new families or the absence of a family member in their life.

Supervised Contact – The centre has enabled and supported **16** children from 11 different families to see their non-resident parent in a safe and caring environment, many of these families have gone on to supported or unsupervised contact.

Separated Parenting Information Programme – We have delivered **40** programmes to **199** parents to help parents learn more about the challenges of post separation parenting and reduce the effects of ongoing conflict on children.

Affiliations

Relate Bournemouth Poole and Christchurch is a member of the Relate Federation and an Accredited Member Organisation of the British Association for Counselling and Psychotherapy (BACP). We hold Enhanced Accreditation Status with the National Association of Child Contact Centres and Silver Service Standard with eQuality, which shows our commitment to Lesbian, Gay, Bisexual and Trans* people within our community.

FINANCIAL REVIEW

The treasurer meets on a regular basis with the Centre Manager and Management Accountant. The purpose of the meeting is to look at draft management accounts and examine variances against budget and in activity and to look at the progress of income streams. Once this group has agreed the figures they are presented to the Executive Board.

**Relate Bournemouth Poole and Christchurch
TRUSTEE REPORT
YEAR ENDED 31ST MARCH 2013**

Financial Reserves

Relate's annual expenditure is approximately £230,000, the greater part being made up of staff costs. In 2009/10 the Trustees designated that the running cost reserve fund held for that purpose, should reflect three months running costs, which is approximately £60,000. In 2012/13 £10,000 has been released from the Running Cost reserve to general unrestricted funds.

Relate has held more than £30,000 in one investment account. In 2010 due to economic events and governmental guarantees therein a decision was made to split our investments and a second deposit account with Unity Trust Bank was opened. This is a civil society bank whose shareholders are Trades Unions and the Co-operative Society.

It is noted that this year Relate has incurred a significant deficit, this was partly due to the redundancy payment to the Chief Executive Officer but it was clear from the outset that this year was going to be difficult financially, the expected deficit budget was £46,256 although the actual deficit was less than this at £40,498. Detailed analysis is provided in further pages. Total funds have reduced from £213,707 to £173,209 as at 31st March 2013.

The Vice Chair and Centre Manager have set a clear budget for 2013/14 to address the previous 2 years' deficits. They have introduced an increase in the cost of initial assessment fees and an increase in the fee that the most financially able clients will be asked to contribute. A prepayment system has been introduced in line with other Relate Centres and this should reduce the number of appointments that clients do not attend. A Bursary fund has been created to provide significantly reduced fees in counselling for 12 families over a 12 month period which increase our public benefit and to assist those clients in financial need.

Funds held as a Custodian Trustee

Relate holds the sum of £2,540 for Dorset Family Justice Council to spend at the direction of the Council over the next 2-4 years. Relate's Chief Executive Officer was the Deputy Chairman of this group which is no longer entitled to hold funds in its own right under Her Majesty's Courts Service arrangements for funds raised prior to 1st April 2010. Angela Craven has now been invited to join this forum and it is expected that this money will be spent over the next financial year.

Principal Funding Sources

The principal funding sources for the charity are currently from the Cafcass commissioned services, service level agreements with CAMHS, Targeted Support, spot purchasing from social services and client contribution.

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

This report was approved by the board on 22^{6/13} and signed on its behalf:



Gill Donnell MBE, Vice Chair of Trustees

Relate Bournemouth Poole and Christchurch

Independent Examiner's report

To the members of Relate Bournemouth Poole and Christchurch

I report on the accounts for the company for the year ended 31 March 2013, which are set out on pages 8 to 14.

Respective responsibilities of trustees and examiner

The trustees (who are also directors of the company 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.

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' as amended); 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 Reporting 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 J Hough FCCA, ACA
Edwards and Keeping
Chartered Accountants

Date.....17 2013
Unity Chambers
34 High East Street
Dorchester
Dorset
DT1 1HA

Relate Bournemouth Poole and Christchurch

Statement of financial activities (including Income and Expenditure account) for the year ended 31 March 2013

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2013 £	Total funds 2012 £
Incoming resources						
Incoming resources from generated funds						
Voluntary income	2	2	-	-	2	14
Investment income	3	176	-	-	176	256
Incoming resources from charitable activities						
	4	185,939	-	2,760	188,699	199,648
Total incoming resources		186,117	-	2,760	188,877	199,918
Resources expended						
Costs of generating funds						
Charitable activities	6	212,329	-	5,526	217,855	203,348
Governance costs	16	11,520	-	-	11,520	13,371
Total resources expended	5	223,849	-	5,526	229,375	216,719
Net (expenditure)/incoming resources before transfers		(37,732)	-	(2,766)	(40,498)	(16,801)
Transfers between funds	8	15,000	(15,000)	-	-	-
Net (expenditure)/income for the year		(22,732)	(15,000)	(2,766)	(40,498)	(16,801)
Funds brought forward		24,217	95,000	94,490	213,707	230,508
Funds carried forward		1,485	80,000	91,724	173,209	213,707

The company had no gains or losses other than those shown above.

Relate Bournemouth Poole and Christchurch

Balance Sheet As at 31 March 2013

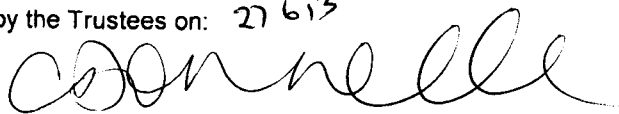
	Notes	Unrestricted funds £	Restricted funds £	2013 Total £	2012 Total £
Fixed assets					
Tangible assets	9	2,613	88,964	91,577	93,574
Investments	10	253	-	253	253
		<u>2,866</u>	<u>88,964</u>	<u>91,830</u>	<u>93,827</u>
Current assets					
Debtors	11	14,593	-	14,593	15,519
Cash at bank and in hand		79,783	2,760	82,543	119,181
		<u>94,376</u>	<u>2,760</u>	<u>97,136</u>	<u>134,700</u>
Creditors: amounts falling due within one year	12	(15,757)	-	(15,757)	(14,820)
Net current assets		<u>78,619</u>	<u>2,760</u>	<u>81,379</u>	<u>119,880</u>
Net assets		<u>81,485</u>	<u>91,724</u>	<u>173,209</u>	<u>213,707</u>
Funds					
Unrestricted income funds					
Designated funds	14	80,000	-	80,000	95,000
General funds		1,485	-	1,485	24,217
Restricted funds	13	-	91,724	91,724	94,490
Total funds		<u>81,485</u>	<u>91,724</u>	<u>173,209</u>	<u>213,707</u>

For the year ended 31 March 2013, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006. No Member of the charitable company has deposited a notice, pursuant of section 476, requiring an audit of these accounts under the requirements of the Companies Act 2006.

The Trustees acknowledge their responsibility for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the charity.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Trustees on: 27 6 13



and signed on their behalf by G Donnell

Company registration no: 6109030

Relate Bournemouth Poole and Christchurch

Notes to the Accounts for the year ended 31 March 2013

1 Accounting policies

(a) 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) and the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005).

(b) Incoming resources

Income is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty and includes any recoverable tax. Funding received to cover a specified period is recognised in that period.

(c) Resources expended

All expenditure is accounted for on the accruals basis as soon as there is a legal or constructive obligation committing the charity to the expenditure. Irrecoverable value added tax is included in the cost of those items to which it relates.

(d) Fixed assets and depreciation

Fixed assets retained for continuing use in the charity are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold property amortisation	1% straight line
Office equipment and furniture	15% reducing balance
Computer equipment	25% straight line

(e) Fund accounting

The General Fund is an unrestricted fund which is available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for a specific purpose.

The Designated Funds are unrestricted funds which have been set up by the Trustees to meet identified future costs of the charity and allow the charity to continue should there be a future funding shortfall.

Restricted Funds are funds which are to be used in accordance with specific restrictions imposed by the donors. The aim and use of each restricted fund is set out in the notes to the accounts.

Incoming resources and resources expended are allocated to the Funds on a direct or time apportioned basis as appropriate.

(f) Pensions

The charity operates a defined contribution pension scheme. Contributions are charged to the statement of financial activities as they become payable in accordance with the rules of the scheme.

(g) Donated Services

Donated services provided by individuals or entities as part of their trade or profession are included as incoming resources at their estimated open market value where the benefit to the charity is reasonably quantifiable and measurable.

Relate Bournemouth Poole and Christchurch

Notes to the Accounts (continued) for the year ended 31 March 2013

2 Voluntary income	General Funds £	Restricted Funds £	Total 2013 £	Total 2012 £
Donations:				
Unrestricted donations	2	-	2	14
Donated services	-	-	-	-
	<u>2</u>	<u>-</u>	<u>2</u>	<u>14</u>
3 Investment income	General Funds £	Restricted Funds £	2013 £	2012 £
Interest	176	-	176	256
	<u>176</u>	<u>-</u>	<u>176</u>	<u>256</u>
4 Incoming resources from charitable activities	General Funds £	Restricted Funds £	2013 £	2012 £
<u>Promotion of Health and Wellbeing</u>				
Client contributions for counselling	95,303		95,303	103,765
Gift Aid recoverable on client contributions	1,925		1,925	2,465
YPS Counselling income	20		20	480
Grants:				
Poole Borough Council - Family Counselling	-	2,760	2,760	-
Bournemouth Borough Council	291	-	291	-
CAFCASS - PIP Counselling	-	-	-	1,845
Dorset Healthcare NHS Fdn Trust - Counselling	10,525	-	10,525	9,135
RCO bursary - Disabled Children	-	-	-	234
<u>Promotion of Secure Relationships</u>				
Life Skills and Parenting Programmes	35,123	-	35,123	39,416
Supervised contact centre	15,683	-	15,683	18,080
<u>Undertaking Research</u>	-	-	-	-
<u>Other</u>				
Income from Family Matters	26,955	-	26,955	24,048
Room Hire	114	-	114	180
	<u>185,939</u>	<u>2,760</u>	<u>188,699</u>	<u>199,648</u>
5 Total resources expended			2013 £	2012 £
These include:				
Wages and salaries (including redundancy)			166,956	163,939
Employers national insurance			8,331	8,833
Pension costs			3,519	3,548
Depreciation			1,997	2,030
Independent examiner's remuneration			960	1,200
Independent examiner's fees for advisory services			<u>560</u>	<u>2,015</u>
Average number of employees			<u>20</u>	<u>19</u>

Relate Bournemouth Poole and Christchurch

Notes to the Accounts (continued) for the year ended 31 March 2013

6 Charitable activities

	General Funds £	Restricted Funds £	2013 £	2012 £
Promotion of Health and Wellbeing	184,504	5,526	190,030	178,880
Promotion of Secure Relationships	27,825	-	27,825	24,468
Undertaking Research	-	-	-	-
	<u>212,329</u>	<u>5,526</u>	<u>217,855</u>	<u>203,348</u>

7 Trustees's remuneration and expenses

No Trustee received any remuneration from the charity in relation to the performance of their duties. One Trustee (2012 None) received £1,066 of expenses (2012 £Nil).

8 Transfers between funds

	2013 £	2012 £
Transfers to/(from) General Fund to Designated Funds	<u>15,000</u>	<u>-</u>

9 Fixed assets

	Land and buildings £	Plant and machinery etc £	Total £
Cost			
At 1 April 2012			
Additions	93,644	6,102	99,746
	-	-	-
At 31 March 2013	<u>93,644</u>	<u>6,102</u>	<u>99,746</u>
Depreciation			
At 1 April 2012			
Charge for the year	3,744	2,428	6,172
	936	1,061	1,997
At 31 March 2013	<u>4,680</u>	<u>3,489</u>	<u>8,169</u>
Net book value			
At 31 March 2013	<u>88,964</u>	<u>2,613</u>	<u>91,577</u>
At 31 March 2012	<u>89,900</u>	<u>3,674</u>	<u>93,574</u>

In the opinion of the Trustees, the current market value of the leasehold land and buildings at the balance sheet date was approximately £150,000.

10 Investments

	Other investments £
Cost	
At 1 April 2012	253
At 31 March 2013	<u>253</u>
Other investments	
	2013
	£
Unlisted investments stated at cost	<u>253</u>
	2012
	£
	<u>253</u>

Relate Bournemouth Poole and Christchurch

Notes to the Accounts (continued) for the year ended 31 March 2013

11 Debtors	2013 £	2012 £
Trade debtors	13,783	9,528
Other debtors and prepayments	810	5,991
	<u>14,593</u>	<u>15,519</u>

Trade debtors represents amounts due for work carried out in the year and paid in subsequent year.

12 Creditors: amounts falling due within one year	2013 £	2012 £
Trade creditors	-	-
Other taxation and social security	-	-
Other creditors	15,757	14,820
	<u>15,757</u>	<u>14,820</u>

Other creditors includes funds held for Dorset Family Justice Council of £2,540

13 Restricted Funds	At 1 April 2012 £	Incoming resources £	Outgoing resources £	Transfers between funds £	At 31 March 2013 £
Capital Fund					
Leasehold property	89,900	-	(936)	-	88,964
Promoting health and well-being					
Poole Borough Council -Locality	4,590	2,760	(4,590)	-	2,760
	<u>4,590</u>	<u>2,760</u>	<u>(4,590)</u>	<u>-</u>	<u>2,760</u>
Total restricted funds	<u>94,490</u>	<u>2,760</u>	<u>(5,526)</u>	<u>-</u>	<u>91,724</u>

14 Designated Funds

Building Fund	30,000	-	-	-	30,000
Running Costs Reserves Fund	60,000	-	-	(10,000)	50,000
Organisational Development Fund	5,000	-	-	(5,000)	-
	<u>95,000</u>	<u>-</u>	<u>-</u>	<u>(15,000)</u>	<u>80,000</u>

The Trustees have released £5,000 from the Organisational Development Fund to cover training costs incurred in 2012/13 and £10,000 from the Running Costs Reserve Fund to cover the deficit generated in 2012/13.

15 Members' liability

The company is limited by guarantee. Every member of the company undertakes to contribute to the assets of the company in the event of the same being wound up while he or she is a member, or within one year after he or she ceases to be a member, for payment of the debts and liabilities of the company contracted before he or she ceases to be a member, and of the costs, charges and expenses of winding up such amount as may be required not exceeding £1. The number of members at the balance sheet date was 6 (2012-4).

Relate Bournemouth Poole and Christchurch

Notes to the Accounts (continued) for the year ended 31 March 2013

16 Resources expended

	2013 £	2012 £
Charitable activity costs, by type of expense		
Wages and salaries (including book-keeping and redundancy)	165,287	161,167
Pensions	3,519	3,548
Temporary staff and recruitment	314	793
Staff training and welfare	9,007	971
Supervision	6,036	1,531
Travel and subsistence	5,228	3,008
Rates	2,107	2,967
Light and heat	1,783	2,384
Cleaning	1,964	2,076
Storage	337	286
Telephone and fax	1,853	1,697
Stationery, postage and printing	3,713	3,006
Publicity and fundraising	4,410	5,341
Subscriptions	474	387
Relate membership	4,466	5,725
Accreditation costs	1,162	-
Bank charges	1,335	1,554
Insurance	932	1,223
Software and computer maintenance	740	1,227
Repairs and maintenance	755	1,465
Sundry expenses	436	962
Depreciation	1,997	2,030
	<u>217,855</u>	<u>203,348</u>
Governance costs		
Independant examination	960	1,200
Accountancy	560	2,015
Legal fees	-	-
Wages and salaries	10,000	10,156
	<u>11,520</u>	<u>13,371</u>

17 Related party relationships and transactions

The charity is related to Family Matters (Bournemouth, Dorset & Poole) Ltd, a charity registered in England and Wales.

During the year, Relate recharged Family Matters £26,955 for goods purchased and services incurred on their behalf.

At the year end, Family Matters owed Relate £Nil (2012: £2,060)

18 Post Balance Sheet Events

On 1 April 2013 the activities and net assets of Family Matters (Bournemouth, Dorset and Poole) Ltd were transferred to Relate Bournemouth Poole and Christchurch.

19 Control

Relate Bournemouth Poole and Christchurch is constituted as a charitable company with no share capital. Control of the company is therefore vested in the trustees.