

BATTLE AGAINST TRANQUILLISERS LTD
TRUSTEES AND DIRECTORS REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2017
Charity no: 1056508
Company no: 03169578 (England and Wales)

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BATTLE AGAINST TRANQUILLISERS LIMITED
Co Reg No: 03169578
Charity Reg No: 1055508

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BATTLE AGAINST TRANQUILLISERS LIMITED

ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2017

The Trustees present their annual report and financial statements for the year ended 31 March 2017 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011, the Companies Act 2006, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standing applicable in the UK and Republic of Ireland published on 16 July 2014.

Objectives and Activities for the public benefit

Purposes and Aims

The charity's objectives are:

- To help those addicted to benzodiazepines, Z drugs and similar drugs, who wish to withdraw from them, to do so as comfortably as possible, and to help them make the necessary changes in life after withdrawal.
- To educate and inform all those who may come across the problem of benzodiazepine addiction, either personally or professionally, towards an understanding of the difficulties caused by this drug's actions and the compounding of these difficulties in withdrawal.
- To influence services in their prescribing of and withdrawing patients from benzodiazepines.
- To provide services for Pregabalin and Gabapentin to the list of drugs we address, in line with their intended inclusion in controlled drug category.

How our activities deliver public benefit.

Our main activities and who we try to help are described below. All our charitable activities focus on the promotion of health and wellbeing and are undertaken to further our charitable purposes for the public benefit.

A review of our achievements and performance

Who used and benefited from our services?

The number of people benefiting from BAT services in 2016-2017 was approximately 430. This includes those who are supported by helpline or e-mail.

The number of people benefiting from BAT training was approximately 120

Prescribed clients have variously stabilised, reduced and completed benzodiazepine and Z drugs withdrawal.

BAT's work continues.
Funding reductions have led to BAT launching a new national service-Consultancy, training and support. This will address concerns around Consent Law 2017, helping to equip doctors to conform to these requirements.

BAT is about to begin the second year of the short term (2 years) funded pilot project in partnership with DHI (Developing Health and Independence). This is taking place in two GP surgeries in South Gloucestershire, providing services for patients who are prescribed opiate based painkillers, or opiates and benzodiazepines together.

BAT continues to contribute, as a working member, to the BMA Round Table Group which is looking at improving services for prescribed and over-the-counter medicines drugs associated with dependence and withdrawal, hosted by the British Medical Association in London. Other members include representatives from NICE (The National Institute for Health and Care Excellence), the Royal College of Psychiatrists, Public Health England, the Royal College of GPs etc. The group has been set up to produce standard guidelines for the delivery of services to people who take/use drugs associated with dependence and withdrawal

BAT's training programme has increased this year, as prescribed and over-the-counter medicines have become priorities in both Health and Drug and Alcohol service delivery and designer benzodiazepines have become controlled drugs. Treatment centres and mental health service, in particular, have asked for more training sessions and more are planned. BAT continues to work with Southern Brooks Community Partnership, and has delivered two education sessions, with more planned for next year.

The BAT prison support group which we set up continues to run independently as part of the Prison's recovery programme.
BAT is working with DHI in a training, specialist advice and dealing with complex clients role this year. This constitutes the first activity in our new Consultation training and support programme.

Recovery Agenda

Service users continue to represent BAT in various settings. They are part of BAT training sessions, wherever possible. Both prescribed and illicit Benzo-use experiences are part of these sessions as are service users with polydrug use and those with a dual diagnosis.

BAT has continued its input into Dual Diagnosis profile-raising and service improvement.

This year BAT has been involved in policy-making for the Crisis Care Concordat which works together to ensure that a 'joined up' approach is adopted for anyone in Mental Health Crisis. BAT's coordinator is the Dual Diagnosis lead for South Gloucestershire Drug and Alcohol services.

Financial Review

Battle Against Tranquillisers ltd ends the year with a surplus.

We maintain good relationships with the statutory organisations that fund us and continue to look for new sources of funding for new projects to meet service users' needs. The finances are reviewed regularly at an operational and governance level.

Principal Funding Sources

In the year 2016-17 our principle funding sources were South Gloucestershire Council and Bath and North East Somerset (BANES) council

Investment Policy

BAT operates a policy of non-investment, other than keeping BAT reserves in high interest bank accounts.

Reserves Policy

BAT recognises the importance of maintaining an appropriate level of reserves to allow for contingency planning or action.

The trustees are aware of the extreme importance for the charity to have sufficient funds for the charity to be able, in all identified risk areas, to continue to run the service for the period of at least one year, during which the trustees could seek additional funding. This is considered necessary for the reason of the uniquely specialist nature of the services provided by the charity, and the time implications involved.

Plans for Future Periods

The Board and Staff team aim to continue the services offered by the charity with the overall aim of the expansion of the current services and the reaching of more individuals in need of these charities services.

Risk Management

The risks to BAT remain; 1) loss of coordinator funding 2) coordinator deciding to leave the post, 3) loss of the development worker, 4) loss of sessional workers and 5) loss of administrative support. There is a reserves policy to cover these eventualities.

Structure, Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee incorporated on 08 March 1996 and registered as a charity on 01 July 1996. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.00.

Recruitment and Appointment of Trustees

The number of trustees shall be not less than three but shall not be subject to any maximum. At each annual general meeting, one third of the trustees who are subject to retirement by rotation, or if their number is not three or a multiple of three, the number nearest to one third shall retire from office; but if there is only one trustee who is subject to retirement by rotation, he shall retire. The trustees to retire by rotation shall be those who have been longest in office.

Trustee Induction and Training

New trustees are provided with a full induction to the organisation, covering the roles and responsibilities of Board members, operational, financial and health and safety policies, services and activities, and the Strategic Plans of the Charity.

Reference and Administrative Details of the Charity.

Battle Against Tranquillisers Ltd is a company limited by guarantee and a registered Charity.

Registered office: Community Centre, Coniston Road, Patchway, Bristol

Registered Company No:

03169578

Registered Charity No:

1056508

ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2017

Trustees and Directors at March 31st 2017

Ms V Morris

Mrs Carol Stock

Mr Robert Farrow

Ms M Edwards

Ms E Milne - honorary trustee

Bankers

Charities Aid Foundation (CAF) Bank

25 Kings Hill Ave,

Kings Hill,

West Malling

ME19 4JQ

Examiners

Harwood, Lane & Co

Chartered Accountants and Registered Auditors

Units 1-4 Crossley Farm Business Centre

Swan Lane, Winterbourne

BRISTOL, BS36 1RH

Statement of trustees' responsibilities

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Accepted Accounting Practices).

The law applicable to charities in England and Wales 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 charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be 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 Charities Act 2011 and the applicable Charities (Accounts and Reports) Regulations. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Board

Members of the Board of Trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 7.

In accordance with company law, as the company's directors, we certify that:

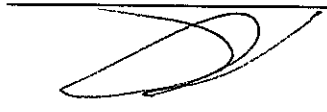
- so far as we are aware, there is no relevant accounts information of which the independent examiners are unaware
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant accounts information and to establish that the charity's examiners are aware of that information.

Independent Examiners

Harwood Lane & Co were the charitable company's independent examiners for the year and have expressed their willingness to continue in that capacity.

Approval

This report was approved by the Board of Trustees on 27th November 2017 and signed on its behalf.



Name: Robert Farrow
(Interim Chair of Trustees)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE

BATTLE AGAINST TRANQUILLISERS LIMITED

I report on the accounts of the Company for the year ended 31 March 2017, which are set out on pages 10 to 18.

Respective responsibilities of trustees and examiners

The trustees (who are also the 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. I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

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

Basis of independent examiners' 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 give me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with s386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records and to 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 Charities

have not been met.

Although the trustees were able to provide adequate explanation for expenditure they were unable to provide me with detailed supporting evidence for a number of expenditure transactions which has prevented a detailed analysis being carried out of certain of those expenses. No other matter has come to my attention in connection with my examination, to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

David Cox F.C.A.
For and on behalf of Harwood Lane & Co
Chartered Accountants and Statutory Auditors

Units 1 - 4
Crossley Farm Business Centre

Swan Lane
Winterbourne

BRISTOL
BS36 1RH

Date: 28/11/17

BALANCE SHEET AS AT 31 MARCH 2017

Notes 2017 2016

	2017	2016
CURRENT ASSETS		
Stocks	153	153
Debtors	531,898	685,206
Cash at Bank	109,439	9,236
CREDITORS: amounts falling due within one year		
	641,490	694,595
	(3,143)	(7,416)
Net Current Assets	638,347	687,179
Total Assets Less Current Liabilities	£638,347	£687,179

	2017	2016
CAPITAL AND RESERVES		
General Reserve	10	10
Restricted Reserve	638,347	687,179
Charity Funds	£638,347	£687,179

The Directors considers that the company is entitled to exemption from the requirement to have an audit under the provisions of s.477 of the Companies Act 2006. Members have not required the company under s.476 of the Companies Act 2006, to obtain an audit for the period ended 31 March 2017. The Directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with s.386 and s.387 of the Companies Act 2006, and for preparing accounts which give a true and fair view of the state of affairs of the company as at 31 March 2017 and of its profit for the period then ended in accordance with the requirements of s.396, and which otherwise comply with the requirements of the Act relating to the accounts so far as applicable to the company.

The financial statements which have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006 were approved by the board on 27/11/17 and are signed on its behalf.

Trustee
 Name: CAROL STOCK
 PS Stock

The notes on page 13 to 18 form part of these accounts

STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31 MARCH 2017

SUMMARY INCOME AND EXPENDITURE ACCOUNT

	Notes	2017	2016	Total
		Unrestricted Fund	Restricted Funds	Total
INCOMING RESOURCES				
Income from Charitable Activities	13	58,227	58,227	56,847
Donations and Legacies		155	155	100
Income from other trading activities	14	0	0	630
Investment Income	15	96	96	773
Total Incoming Resources		58,478	58,478	58,350
RESOURCES EXPENDED				
Cost of Generating Funds	16	0	0	0
Fundraising Costs		0	0	0
Charitable Activities	17	107,310	107,310	112,909
Total Expenditure		107,310	107,310	112,909
Transfers between funds	10	0	0	0
Net Incoming/(Outgoing) Resources for the year	7	(48,832)	(48,832)	(54,559)
Transfers between Funds		0	0	0
Balance brought forward	10	687,179	687,179	742,621
Prior Period Adjustment	19	0	0	(883)
As Restated		687,179	687,179	741,738
Total Funds Carried Forward	10	£638,347	£638,347	£687,179

The notes on page 13 to 18 form part of these accounts

STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED 31 MARCH 2017

	Total Funds 2017	Prior Year 2016
Net Cash used in operating activities	<u>100,107</u>	<u>(54,887)</u>
Notes		
Cash Flow from investing activities:		
Interest and dividends	96	773
Purchase of furniture and equipment	0	0
Proceeds from sale of investments	0	0
Net cash provided by investing activities	<u>96</u>	<u>773</u>
Cash Flow from financing activities:		
Repayment of borrowing	0	0
Receipt of expendable endowment	0	0
Net cash provided by financing activities	<u>0</u>	<u>0</u>
Change in cash and cash equivalents in the year	<u>100,203</u>	<u>(54,114)</u>
Cash and cash equivalent brought forward	9,236	63,350
Cash and cash equivalent carried forward	<u>£109,439</u>	<u>£9,236</u>

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

(a) Basis of Accounting

The financial statements have been prepared in accordance 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 (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Battle Against Tranquillisers Ltd meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

(b) Income Recognition

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Investment income is included when receivable.

Incoming resources from charitable trading activity are accounted for when earned.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

(c) Expenditure Recognition

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

- (d) Stocks
Stocks are valued at the lower of cost and net realisable value.
- (e) Fund Accounting
Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.
Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

	2017	2016
2	Stocks	T Shirts
	£153	£153
	2017	2016
3	Debtors	As restated 2016
	Legacy Income	682,899
	Income Receivable	1,560
	Other Debtors and Repayments	747
	£531,898	£685,206
	2017	2016
4	Creditors: amounts falling due within one year	
	Accruals	7,416
	Income Received in Advance	0
	1,643	
	1,500	
	£3,143	£7,416
	2017	2016

	2017	2016
5 Employee costs		
Wages and Salaries	81,631	85,631
Social Security Costs	5,147	5,147
Pension Contributions	121	0
	£86,899	£90,778
No employees received emoluments of more than £60,000.		
Average number of employees	4	4
6 Trustees remuneration and related party transactions		
No members of the board of trustees received any remuneration during the year.		
No trustees or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2016 - Nil).		
7 Net incoming resources		
Net incoming Resources is stated after charging:		
Depreciation	0	0
Independent Examiners Fee (inc VAT)	720	720
8 Capital commitments		
Authorised but not contracted	£ nil	£ nil
Contracted but not spent	£ nil	£ nil
9 Analysis of net assets between funds		
General Funds	641,490	641,490
Restricted Funds	(3,143)	0
Total	£638,347	£638,347

10	Reserves	At 01.04.16	PYA	Income	Expenditure	At 31.03.17
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	General Reserves	641,687	(883)	58,478	(107,310)	591,972
	- general funds	46,375	0	0	0	46,375
	- designated funds	641,687	(883)	58,478	(107,310)	591,972

	Restricted Funds	0	0	0	0	0
	Total Reserves	688,062	(883)	58,478	(107,310)	638,347

11	Designated reserves	2017	2016
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	Designated Reserves consist of:		
	Dr J. Pym	27,486	27,486
	Development Reserve	18,889	18,889
		£46,375	£46,375

There were no restricted funds during the year.

Purpose of Designated Funds

Dr J. Pym
This reserve is consists of donations made from Dr J Pym. No decision has been made as to how these donations will be spent.

Development Reserve

A Development Reserve has been established to set aside funds for the purpose of the on-going development of the charity.

12	Taxation
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As a charity, Battle Against Tranquillisers is exempt from tax on income and gains falling within current tax legislation to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2017

	Restricted	Unrestricted	2017 Total	2016 Total
13	Income from charitable activities			
	South Gloucestershire Council	53,727	53,727	53,727
	North Somerset Council	0	0	0
	DHI	4,500	4,500	3,120
		0	0	0
		53,727	58,227	56,847
		53,727	58,227	56,847
14	Income from other trading activities			
	Training	£0	£0	£630
15	Investment income			
	All of the charities investment income of £96 (2016 £773) arises from money held in interest bearing current and deposit accounts.			
16	Direct charitable expenditure			
	Fundraising Costs	£0	£0	£0
17	Charitable activities			
	Salaries	86,899	86,899	90,778
	Sessional Workers	1,025	1,025	2,486
	Staff Expenses no analysis	2,932	2,932	0
	Honarium	3,119	3,119	3,331
	Postage	10	10	50
	Photocopying and Printing	2,006	2,006	3,110
	Stationery	0	0	250
	Hotels and AGM	227	227	642
	Travel	2,140	2,140	4,296
	Subscriptions and Publications	162	162	0
	Advertising/Promotion	0	0	360
	Training	0	0	410
	Telephone	1,805	1,805	1,577
	Bank Charges	20	20	0
	Rent	3,496	3,496	2,864
	Insurance	1,145	1,145	1,095
	Professional	924	924	0
	Sundry Equipment	0	0	335
	Payroll Bureau	498	498	489
	Miscellaneous Expenses	115	115	116
	Independent Examination	787	787	720
		£0	£107,310	£112,909

	2017	2016
18		
Reconciliation of net movements in funds to net cash flow from operating activities		
Net Movement in funds	(48,832)	(54,559)
Deduct interest income	(96)	(773)
Decrease (increase) in debtors	153,308	(1,650)
Increase (decrease) in creditors	(4,273)	2,095
Net cash used in operating activities	£100,107	(£54,887)

19 Prior Period Adjustment

The prior period adjustment is a result of debtors being over stated in a previous period.