

NORTH WEST POLICE BENEVOLENT FUND
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

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NORTH WEST POLICE BENEVOLENT FUND

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2019

The trustees present their report and financial statements for the year ended 31 December 2019.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 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 (FRS 102) (effective 1 January 2019)".

Structure Governance and Management

The North West Police Benevolent Fund is an unincorporated association, registered as a charity and governed by rules approved by the Charity Commissioners. This report has been prepared by the trustees of the Fund to conform to the requirements of the Charity Commissioners' Statement of Recommended Practice.

Trustees for the Charity

Chairman	A Rhodes	Chief Constable	Lancashire Constabulary
Secretary	J Smithies	Constable	Greater Manchester Police – Until June 2019
Treasurer	K Davies	Constable	Cheshire Constabulary – Jan-Oct 2019
V Chairman	R Hanley	Sergeant	Lancashire Constabulary
Members	D Sim	Constable	Merseyside Police - until July 2019
	D Lowe	Constable	Merseyside Police - until July 2019
	J Arrowsmith	Inspector	Merseyside Police
	B Kennedy	Constable	Cheshire Constabulary - until July 2019
	I Allen	Sergeant	Cheshire Constabulary - until July 2019
	G Lawrence	Constable	Cheshire Constabulary - From July 2019
	C Trow	Sergeant	Greater Manchester Police
	M Aspinall	Constable	Greater Manchester Police – until July 2019
	M Peake	Sergeant	Greater Manchester Police – until July 2019
	A Bradley	Constable	Lancashire Constabulary - until July 2019
	S Rothwell	Constable	Lancashire Constabulary - until July 2019
	G Houston	Sergeant	Lancashire Constabulary - until July 2019
	E Newton	Superintendent	Lancashire Constabulary
	N Spragg	Superintendent	Greater Manchester Police - until July 2019
	D Hooper	Superintendent	Cheshire Constabulary – until July 2019
	P Senior	Sergeant	Cumbria Constabulary
	M Unsworth	National Crime Agency	- until July 2019
	D Lloyd	National Crime Agency	

NORTH WEST POLICE BENEVOLENT FUND

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

Retired Member Representatives

D Anderton	Merseyside Police - until July 2019
S Wilde	Greater Manchester Police - until July 2019
D O'Connor	Cheshire Constabulary
I Taylor	Lancashire Constabulary
K Rowley	Cumbria Constabulary - until July 2019

Co-opted Members (Non trustees)

Welfare Advisor

P Kinsella	Merseyside Police Federation
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Treasurer's Assistant

R Taylor

The registered address of the Charity is

St Michael's lodge
Northcote Road
Langho
Lancashire
BB6 8BG

Bankers for the Charity are

National Westminster Bank Plc
Chester Branch
PO Box 8
Chester
CH1 1XA

Auditors for the Charity are

Morris & Co Chartered Accountants
Chester House
Lloyd Drive
Cheshire Oaks Business Park
Ellesmere Port
Cheshire
CH65 9HQ

Stockbrokers for the Charity are

UBS
Investment Management Limited
2 St. James's Gate
Newcastle Upon Tyne
NE4 7JH

NORTH WEST POLICE BENEVOLENT FUND

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

This report covers the period January – December 2019 and will be the first “full” operating year from our newly refurbished centre at St. Michaels, Langho.

A lot has occurred during this last 12 months including a complete re-structure of how the charity operates in-line with the full review and subsequent report commissioned in 2018 on the governance and operating practices of the charity. Our C.E.O. reports further on those developments.

As a charity we have taken on several new members of staff in all roles from Management through to cleaning staff as our operations and functionality widen further to meet the demands of our members trying to cope with today’s ever-changing demands on modern policing. There will be more detail on all of this within this Trustee’s report.

Governance

All trustees are members of the Management Committee and are elected in accordance with Rule 4.

The Finance Sub Committee comprises the Chairman, Secretary, Treasurer and four other members selected from the separate represented bodies of the Management Committee. The Treasurer’s Assistant completes this group as a co-opted member.

All payments made by the Fund must be authorised by the Management Committee and there are arrangements in place to deal with emergency situations under Rule 5(ii).

In accordance with Fund Rules, periodic meetings take place, which comprise an Annual General Meeting; a quarterly finance meeting and a monthly management meeting under Rule 5.

The current rules are those that were adopted in 2015 (including some additional amendments made since that time) which formalised and regulated the activities of The Fund and its Trustees. Copies of the rules are available on request from the Secretary to The Fund.

The object of the North West Police Benevolent Fund (referred to hereafter in this report as “The Fund”) is to assist Serving and Retired Officers of Cheshire Constabulary, Greater Manchester Police, Merseyside Police, Lancashire Constabulary, Cumbria Constabulary and the N.C.O.A. (formerly SOCA) and all previous Police Forces amalgamated within those constituent forces, together with their dependents, who find themselves in a situation of need and/or hardship.

The Fund is also able to provide facilities for the relief of illness or injury, through the provision of facilities for convalescence and rehabilitation at several centres across the North West of England.

The Fund, at the discretion of the Trustees will also consider applications for assistance from student officers in their first year that, although not donating at the time of application had completed the appropriate Fund membership forms. Consideration is also given on a case by case basis by the Trustees to serving & retired officers and former officers of any of the above Forces.

Methods for recruiting and training Trustees

In line with the accounting standards “FRS102 SORP” and on the advice of the Charities Commission I am happy to report that the Trustees who held positions during 2019 and continued into 2020 as well as any newly appointed Trustees as a result of the review process will receive the appropriate training to assist them in fulfilling their role which includes understanding their legal obligations under charity and company law, the Charity Commission guidance on public benefit, the Management Committee and decision-making processes, the Funds’ business plan and any key recent financial performance of the charity.

Training will be conducted by an outside provider on site and Trustees will have the opportunity to meet with key employees at St. Michaels to understand the role that they play in The Trust. Trustees are encouraged to attend the monthly Management Committee meetings at least once every 3 months as part of the undertaking of their role.

NORTH WEST POLICE BENEVOLENT FUND

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

North West Police Benevolent Fund – CEO AGM Report 2019

Independent Review of NWPBF

Implementing the recommendations of the Independent Review has been the primary focus during 2019. This has been a significant effort in both organizational and cultural change management. Of nineteen recommendations, two, (appointment of CEO and reduction of Trustees) had already been implemented. In the past nine months a further fifteen recommendations have been fully implemented. The remaining two recommendations are in the process of implementation and the Trustee Board has been regularly kept up to date with progress.

Leadership and Professionalisation Agenda

Over a number of years, the Charity has been generally functioning to a satisfactory standard on a day to day basis whilst securing a significant expansion to its estate, increasing capacity and capability. However, fundamental systems of governance and internal control required strengthening.

To rectify this the Fund has embarked on a process of professionalisation to key systems and processes to ensure that the Charity complies with principles of good governance. Critical to this is the appointment of a small management team with the skills, knowledge and/ or qualifications to deliver the requisite changes. This includes:

- A Director of Health and Wellbeing (P/T) to line-manage the clinicians and adapt our clinical offer to meet the current and future needs of our members
- A Senior Finance Officer (P/T) with the qualifications and experience in the public and private sector to ensure a more sophisticated approach to internal controls and financial management.
- An Operations Manager (P/T) who has demonstrated her ability to manage complex build projects and who has a critical understanding of the Funds' legacy issues.
- All employment opportunities are now advertised and subject to open competition
- A more rigorous approach is now being applied to the documentation of HR and finance processes and systems.
- Significant internal financial controls have been introduced
- A charity Risk Register has now been prepared
- The Trustees have agreed to change the legal status of the charity from unincorporated to incorporate limited by guarantee which is more reflective of its current operating status. This work is being progressed.

Decision Making and Relationships

The following changes have been introduced to make decision making slicker and better informed:

- As per the independent review the Trustees have agreed to the format of a performance dashboard that informs Trustees about key service information and user experience that will allow them to perform their scrutiny role.
- A decision- making template has been put in place that allows Trustees to make appropriate decisions based upon the relevant information.
- Where possible, papers are sent out to Trustees in advance of Trustee Board to enhance transparency and decision making.
- Positive relationships with the PTC have been prioritised including regular contact with the CEO and twice-yearly management meetings are scheduled.
- The CEO will now attend quarterly NARPO meetings to update and foster relationships.

NORTH WEST POLICE BENEVOLENT FUND

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

Profile and Marketing

In the context of its excellent facilities and offer, the profile of the NWPBF has suffered from a lack of exposure amongst its members, the Forces and Agencies it serves and within the wider police charity sector. It has operated largely below the radar by word of mouth. The following actions have been put in place to rectify this.

- The CEO regularly visits key opinion formers such as Chief Constables and PCC's to keep them abreast of our offer.
- A series of visits to St Michaels Lodge by key stakeholders has been initiated including hosting the Regional NW NPCC/ JOC on two occasions.
- Visits by the NCA, CTU and Titan
- Visits by North Wales Police
- In December 2019 we hosted the Regional Specials Meeting
- The Charity has now employed the services of a professional marketing company to rebrand its image and redesign its website (now in place).

Diversification of funding and Developing the Offer

Whilst the finances of the Charity are strong the Independent Report recommended that efforts should be made to broaden the funding streams which are too reliant on member donations. In an effort to achieve this the following actions are being pursued:

- A proactive/ preventative model has been developed to facilitate Forces/ Agencies making a donation to send staff to St Michaels Lodge for recharge. Formal agreements are in place with Cumbria and Cheshire and similar proposals are being considered by Lancashire, Merseyside and GMP.
- The CTU have agreed to send staff for recharge days by way of a donation. Similar proposals are being considered by NCA and Titan.
- All five NW Forces have formally agreed to make a donation to ensure that the Special Constabulary have a package of Health and Well being cover provided by NWPBF.
- There has been a significant increase in the use of our conference facilities that has attracted an increase in funding.

In summary 2019 has been a year of transformation which will need to be sustained. In recent years the size and capability of the charity has grown exponentially. As the NWPBF evolves and enhances its offer to members and clients, it is essential that the charity applies the principles of good governance in all aspects of how business is conducted. The NWPBF exists solely to serve and support its members and it is important that there is a high level of accountability on how members donations are spent.

I wish to express my gratitude to the Trustees, management team and all the staff at the BEN FUND for their support and all their efforts during 2019.

Jeremy Graham QPM, MA, BA(Hons)
CEO The BEN FUND

NORTH WEST POLICE BENEVOLENT FUND

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

Objectives and Activities

Membership & Donations

Following the formal separation in August 2015 between the NWPBF & the PTC / St. Georges Children's Fund, 2017 saw the formal opening of the Funds brand new state of the art facility here at St. Michaels Lodge. This report therefore provides an update on the first full year of operation from our new centre and will highlight the tremendous ongoing activities of our charity.

In September 2017 the Management Committee made an operational decision to raise donation rates for serving officers to £7.40 and for retired officers to £5. This was to provide the Fund with a secure financial basis to continue to enhance its services to members. That donation rate remained the same throughout 2019, the period covered within this report.

From this regular donation we manage all our activities as reported. As in previous years it remains a vital part of the Treasurers role to continue to monitor both the membership levels and the gratefully received donations from individuals and regular donors to ensure that our members continue to receive and the Fund to deliver the level of services expected.

Unlike in previous years and as has been reported at the committee meetings, Police Forces across the region started to increase the level of student intakes and this provided early indications of a reversal in the trend of the continued reduction in Police officer numbers. As will be commented on further in this report although the numbers of serving officer members to the Fund shows a slight decrease it is much less than reported in previous years. Thankfully any annual decrease in membership has been from the continued increase in our retired and retiring colleagues choosing to continue to donate to The Fund during their retirement. An important consideration for the Fund now is to ensure that those serving officers who do not donate to the Fund (approximately 25% across the region) are fully informed of the benefits of membership.

It is recognised that many officers have to make the difficult decision where, in times of financial restraint need to look at where they can cut back on their expenditure and some will still unfortunately choose to stop donating to the North West Police Benevolent Fund even though the actual savings are minimal. A challenge is to ensure we properly inform members of the serious detriment they may face should they consider withdrawing from the Fund. To that end I would ask that all Trustees continue to actively assist the Fund in encouraging those not donating or those seeking to leave The Fund, to continue to donate monthly to this charity through good use of information and marketing.

An important message to our members who, due to financial pressures may consider withdrawing from The Fund is to educate them that their donation is deducted from the gross pay total before tax is applied. Therefore there is tax relief on the £7.40 at the rate the member pays tax, the net result with regard to donations for a 20% tax payer, is that the actual savings if they choose not to donate is only £5.92 per month, and for a 40% tax payer, £4.44 per month. Pulling out of the North West Police Benevolent Fund only saves you the lower amount, not the actual deduction you see on your payslip due to the gift aid collection.

At the end of 2019 the total number of **donating serving officers** from the 5 Constituent Forces stood at **11,157**, which unfortunately was a reduction of 95 members from the 2017 year-end figure of 11,252. However as commented previously this is a much smaller annual decrease than in previous years, indicating the upturn in both Officer numbers and promotion of the Fund.

The following table provides a breakdown of membership details relating to serving officers per Force. However, unlike previous years I have not been able to calculate the % of membership per Force due some difficulties (due to changes in GDPR legislation) in obtaining the relevant information.

NORTH WEST POLICE BENEVOLENT FUND**TRUSTEES' REPORT (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2019****Serving Members**

Force	Members Dec 19	Increase/Decrease	Free Members Dec19
Cheshire	1434	65 (-4.34%)	83
GMP	4192	55 (-1.3%)	300
Merseyside	2335	35 (-1.48%)	197
Lancashire	2192	10 (+0.46%)	55
Cumbria	831	28 (-3.26%)	94
Total Members	10984	173 (-1.56%)	729

NCOA & Retired Donating Members

Force	Members Dec 19	Increase/Decrease
Cheshire	672	59 (+4.73%)
GMP	1053	61 (+5.79%)
Merseyside	1708	64 (+3.75%)
Lancashire	494	71 (+14.37%)
Cumbria	113	10 (+8.85%)
NCOA	442	56 (-11.24%)
Total Members	4688	209 (+4.67%)

Therefore, the total number of "Donating" Members at the end of 2019 was 15,672.

What has always been difficult to quantify in previous years is the numbers of non-donating members such as student officers who having agreed to become members receive the benefit of free membership in their first 12 months, and those officers who find themselves on nil pay through illness etc.

Although there was a concerted effort during 2019 to finally manage our own members' database with information directly supplied by Force Payroll departments this was still ongoing as we entered 2020 due to the consideration of a brand new purpose built members database together with ongoing issues regarding GDPR between the charity & Forces.

We did however manage to collate an end of year figure across all the 5 constituent Forces producing a total of 729 recorded non-donating members. It is hoped that with increased intake numbers across the Region this number will increase as Forces put into practice the allotted 20,000 National increase in Policing.

Police Treatment Centre

As has been previously reported (in the 2015 Trustees report) the separation from the PTC means we no longer provide information on our members using these facilities. However, there were still some cheque transactions (value of £20) made payable to retired Merseyside officers and although finally phased out, during 2019 there were still some cheques cleared under this heading.

NORTH WEST POLICE BENEVOLENT FUND**TRUSTEES' REPORT (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2019****St. Michaels Lodge & Out-Patient Physiotherapy**

As has been previously reported St. Michaels formally opened in September 2017 and therefore 2019 was the first full year of operating our services, with all the associated costings. I would hope the Trustees would join me in acknowledging that St. Michaels is now providing a very high-quality service to our members as a fully operating centre of excellence. Throughout 2019 the Fund has continued to provide such treatment here at St. Michaels and we continue to strive to increase its excellent provision of physiotherapy, psychological and wellbeing throughout the Region to all our members.

For completion, we continue to operate our “out-patient” facilities in Merseyside at an entirely self-contained base at Green Lane, the home of Merseyside Police Federation whilst other regional services continue at Progress House, the GMP Police Federation facility, Cheshire Police Headquarters, Winsford in the Occupational Health building and finally with the Cumbria Federation Facility at Penrith, again another self-contained and purpose-built facility.

During 2019 the charity continued its ongoing agreement with both Cheshire and Merseyside whereby the respective Constabulary’s provide an annual donation to The Fund in lieu of a limited provision of our physiotherapy services at their in Force locations for non-donating officers and Police Staff. This I believe recognises our expertise whereby The Fund is the main provider of Physiotherapy treatment to Officers and Staff in lieu of the Force’s current Occupational Health provider.

Throughout 2019 our highly skilled team of physiotherapists including Christine Holmes, Debbie Fagan, Patrick Hoyte, Dean Matkin, Laura Kennedy, Kieran Charnock, Sean Fieldhouse, Ben Croad and Nina Walkingshaw have provided the necessary treatment to an ever-increasing number of members (and non-donating clients) from all Forces and we should recognise the continued positive feedback given for the fantastic service they provide to all the Funds’ clients.

I can report that during 2019 there were a total of **915 new clients** recorded as receiving physiotherapy treatment throughout the region at all our facilities. As there were a total of 784 clients recorded in 2018 this figure represents an **16.71% increase** on the previous year. There were also 68 clients whose treatment commenced in 2018 yet continued into 2019.

Throughout 2019 St. Michaels continued to provide both outpatient and in-patient treatment as well as enhancing our services with additional classes and treatment options. As St. Michaels is the main centre for officers based in Lancashire it should be recognised that the bulk of centre usage is through our out-patient option. I have not attempted to break down the usage of residential and non-residential patients using the St. Michaels facility due mainly to the difficulty we face in the capture of all relevant data. I am indebted to those members of staff and our I.T. providers who have assisted me in providing me with the following figures. It has highlighted that we will need to further enhance our databases to properly record and capture all necessary data from satellite facilities that will assist the trustee’s in future planning of services offered by the Fund. This is an ongoing project in conjunction with our I.T. providers.

Therefore, I can report the following breakdown of client usage relating to physiotherapy across the region.

St Michaels Lodge total = 411

Constabulary	Resident Serv/Ret	Outpatient	Total
Lancashire	12 / 3	273	288
GMP	21 / 6	6	33
Merseyside	25 / 8	0	33
Cheshire	26 / 8	0	34
Cumbria	10 / 1	0	11
NCOA/West Mids	12	0	12

NORTH WEST POLICE BENEVOLENT FUND**TRUSTEES' REPORT (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2019**

Satellite Locations total = 553

Constabulary	Members	Non-Members
Merseyside	151	38
Cumbria	64	-
Cheshire	193	23
GMP	84	-

All the satellite facilities have reported increases in usage.

Counselling Services

As reported in previous Trustee's reports the provision of counselling to our members continues to increase at a pace we are managing although we fully recognise the increasing demand for our services. We all recognise the media and public attention that is being placed on mental health with both National Charities and Government recognition and assistance. As the stigma of mental health lessens and the recognition of what services we can provide continues, many of our members have contacted us for help. There is, however, still a real issue amongst serving officers not only to speak about their issues but a real and genuine fear of suffering a detriment if such matters are brought to the attention of their employers. As a result, the charity continues to offer an entirely confidential Counselling service which operates on a self-referral basis only direct to the Counsellors to maintain that strict confidentiality. I can report that as we continued through 2019 this service was increasing in demand

With the assistance of our Counselling team I can report that during 2019 there were a total of **192 new clients** referred for counselling. This represented an increase on the previous year of 13 clients or an increase of 7.26%. In addition, there were also 8 clients whose cases were ongoing from 2018 into 2019. As can be seen in the table 138 clients were closed during 2019 with 54 clients continuing through into 2020.

The below figures correspond to "New" clients that were first registered for counselling (following application) between 01/01/2019 to 31/12/2019.

Force	New Referrals year to 31/12/2019	On-going clients into 2020	Closed during year to 31/12/2019	Number of sessions to closed off	Referrals resulting into counselling
Cheshire	13	4	9	38	3
Cumbria	5	1	4	14	3
GMP	59	18	41	196	11
Lancashire	50	9	41	186	14
Merseyside	57	20	37	140	8
NCA	1	0	1	4	0
Retired (All Forces)	7	2	5	17	2
Totals	192	54	138	595	41

Of those clients who were reported as being first registered in 2017/18 and continuing into 2019 they are broken down as:-

3 for Merseyside from 2017/2018**2 for GMP from 2018****2 for Lancashire from 2018****1 for NCA from 2018**

NORTH WEST POLICE BENEVOLENT FUND**TRUSTEES' REPORT (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2019****Wellbeing**

During 2019 our Wellbeing programmes have continued to be developed and delivered to provide an effective proactive service to our members and forces. We have secured agreements with Cheshire Constabulary and Cumbria Constabulary for a fixed amount of money to provide wellbeing programmes for their officers and staff. Lancashire Constabulary and GMP also use our Wellbeing programmes for specific members.

Holistic treatments continue to be popular and we have trained our staff in a number of new techniques including hypnotherapy and updated our treatment rooms. This is also a good source of income for members who wish to pay for additional treatments.

Achievements and Performance**Death Benefits**

The Fund continues to make an award of £5,000 as a Death Benefit Grant to “serving donating members” which although we recognise is no substitute for the loss of a loved one, it is a timely payment to assist in the ever-increasing costs involved. The Fund will make every effort to make this payment within 48hrs of notification.

Sadly, I must report that during 2019 there were 7 recorded deaths of serving members each of whose named beneficiaries received the agreed death benefit.

Financial Assistance

In the year covered by this report, there were a total of 24 applications to the Fund which were presented at the monthly management committee meetings for Trustee’s to decide upon.

I can provide the following breakdown of those applications: -

Force	Total number of Applications	Refused	Withdrawn
GMP	7	1	0
Lancashire	2	0	0
Cheshire	5	3	0
Merseyside	8	0	1
Cumbria	2	0	0
NCA	0	0	0
Total	24	4	1

Force	Loans	Grants
GMP	4	2
Lancashire	1	1
Cheshire	0	2
Merseyside	4	3
Cumbria	0	2
Total	9	10

From the audited accounts, I can report that all recorded loans were given to serving officers.

The amount in loans for the period of this report amounted to - £11,893

The amount in Grants made to serving officers amounted to - £8,464

The amount in Grants made to retired officers amounted to - £5,100

NORTH WEST POLICE BENEVOLENT FUND

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

Lodges

At the end of 2019 "The Fund" continued its ownership of 13 Lodges for use by its members, their families and dependants. Four (4) lodges are located at South Lakeland Village near Carnforth, Lancashire and nine (9) lodges at White Cross Bay near Windermere, Cumbria. These lodges are available, circumstances permitting, free of charge for convalescence and respite purposes, for members and their immediate family in need of rest and recuperation. There has been a gradual increase in the use of our Lodges in respect of respite due to the ever-increasing cases of mental health issues and the constant demands placed on serving officers in policing their communities. The Fund continues to see a real term increase in the reported cases of stress/anxiety & other mental health issues suffered by our members. It is recognised that as part of good management practice a clinical intervention of providing a respite break (as well as the wellbeing provisions at St. Michaels) can assist those officers and family members in preventing further harm or sick leave taking place as a result. The Fund also offers to members those lodges that are not being used for convalescence/respite purposes for short breaks. A charge is made to cover cleaning and general upkeep of the Lodges which is invested back into the charity. Convalescence/Respite breaks are generally booked up to a maximum four-day period.

During 2019 the lodges were used a total of **261 times for convalescence/respite breaks**. This was an increase on the previous year's total of 251. If nothing else, this is still clear evidence to the Trustees that a significant number of our members still need to have a facility offering them a safe & secure environment that they can go to convalesce or get away from the pressures of work/life. It will be an ongoing matter for the relevant Trustee committee to continue to monitor both usage and associated costings for the provisions of the Lodges to our members.

The Trustee's should also take note of the numbers of "paid bookings" at both sites as the revenue is used to offset the running costs of the upkeep of the Lodges. Although the total cost to the Fund is generally an operational loss, a balance has to be struck in the provision of Lodges as a safe & secure place for our members to attend irrespective of reason. It is not always possible that the provisions of St. Michaels can accommodate every eventuality that a member requires, especially where that members health & wellbeing requires family members to be with them. With regards to revenue I can report that during the period of this report there were a total of 725 "paid bookings" which when broken down further amounted to 575 at White Cross Bay and 150 at South Lakeland Village. This is a reduction on paid bookings of almost 7%.

The Fund continues to improve our facilities for Convalescence with the increased maintenance and replacement of bathrooms/kitchens and decking at both Carnforth and White Cross Bay. It will be of note within the auditor's report of an increased expenditure on maintenance due to the requirement of a large expenditure on 4 of the Lodges. This is solely due to those Lodges having been purchased at the same time and the renovation of decking etc being required in the same financial year to maintain the high level of quality. The committees' thanks must go in no small way to our employee Mr Paul Kelly and those that we have subcontracted at Harrops Cleaning Services, who have kept up their commitment to the Fund in their attending and presentation of the Lodges for our members.

Investment policy

Our Investment objective is to have a balance between capital growth and income which, over the long run, will endeavour to maintain the real value of the assets.

Investment Strategy

The investment objective is to be achieved by investment in a balanced portfolio, which can include equities, fixed interest securities and cash, with a medium risk profile. Exposure to "alternative investments" such as hedge funds, structured investments and property funds will also be permissible.

NORTH WEST POLICE BENEVOLENT FUND

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

Financial Review

In order to monitor progress, UBS Wealth Management (UK) Ltd. provide regular valuation reports (monthly) to correspond with the Charity's year end as well as providing regular updates based on current and regularly changing market issues. During 2019, the Fund continued to receive monthly reports and updates regarding the fluctuating markets. Figures showing the capital performance and a range of indices including the FT All Share Index will be included within these valuation reports.

During 2019 as part of the recommendations of professionalising the Fund we moved from a Treasurer to a Finance Manager. One of the considerations of the outgoing Treasurer during 2019 was to periodically consider whether there is a need to revise the Investment Policy Statement which is held with UBS Wealth Management (UK) Ltd.

How our Investment Portfolio performed during the period of this report will be fully explained by our fund manager, Andrew Elliot. I am pleased to report that although there was sudden loss in the value of our investments at the end of 2018 due to the fluctuating and volatile markets, our portfolio has rallied during 2019 to bring us back to where we were initially.

A quick overview is detailed below:

USB Portfolio Summary @ 31.12.2019	
	Total
	£
Opening Valuation	681,098
Investment Purchases	273,258
Investment Sales Sales	(272,466)
Unrealised gains/losses	39,082
Realised gains/losses	21,361
Closing Valuation	742,333

The aim is to continue with UBS and although the markets have been very difficult of late, we hope for positive returns in the following year.

Future Plans

Some of the future plans of the Fund are detailed within the C.E.O. report. I am very positive that the future of the Fund is both promising and exciting as we endeavour to expand our range of services to members including looking at how we may also expand our membership to include Special Constables and North Wales Police.

Implementing the recommendations of the Independent Review has been the primary focus during 2019. This has been a significant effort in both organizational and cultural change. Wherever possible the future plans of the Fund have been considered and the bullet points for consideration moving forward include: -

- Change of legal service to an incorporated charitable company (limited by guarantee)
- Investment in a bespoke data base to enhance membership information and improve performance reporting.
- Continued development of the 'Wellbeing Offer' to member Forces police staff and specials
- Improved gym facilities and a Yoga lodge at St Michaels
- Continued development of a new website to raise the profile of the charity
- Service user consultation re: weighting and prioritisation of investment for future service provision

NORTH WEST POLICE BENEVOLENT FUND

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

Statement of trustees' responsibilities

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial 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 year.

In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees' report was approved by the Board of Trustees.

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Mr A Rhodes - Chair of Trustees

Dated:

NORTH WEST POLICE BENEVOLENT FUND

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF NORTH WEST POLICE BENEVOLENT FUND

Opinion

We have audited the financial statements of North West Police Benevolent Fund (the 'charity') for the year ended 31 December 2019 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2019 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

NORTH WEST POLICE BENEVOLENT FUND

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF NORTH WEST POLICE BENEVOLENT FUND

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Other matter

Your attention is drawn to the fact that the charity has prepared financial statements 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)" (as amended) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

This has been done in order for the financial statements to provide a true and fair view in accordance with current Generally Accepted Accounting Practice.

NORTH WEST POLICE BENEVOLENT FUND

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF NORTH WEST POLICE BENEVOLENT FUND

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Mrs D D Lea FCA, FCCA (Senior Statutory Auditor)

For and on behalf of Morris & Co

Chartered Accountants

Chester House, Lloyd Drive

Cheshire Oaks Business Park

Ellesmere Port

Cheshire, CH65 9HQ

.....

Date:

Morris & Co is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under of section 1212 of the Companies Act 2006")

NORTH WEST POLICE BENEVOLENT FUND**STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT****FOR THE YEAR ENDED 31 DECEMBER 2019**

		Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £	Unrestricted funds 2018 £	Restricted funds 2018 £	Total 2018 £
	Notes						
Income from:							
Donations and legacies	3	63,545	-	63,545	40,527	5,251	45,778
Charitable activities	4	1,449,976	-	1,449,976	1,378,416	-	1,378,416
Physiotherapy and Wellbeing Donations	5	57,500	-	57,500	50,000	-	50,000
Investments	6	29,454	-	29,454	24,967	-	24,967
Total income		1,600,475	-	1,600,475	1,493,910	5,251	1,499,161
Expenditure on:							
Charitable activities	7	1,585,318	20,251	1,605,569	1,151,401	15,000	1,166,401
Net gains/(losses) on investments	11	60,443	-	60,443	(69,115)	-	(69,115)
Net movement in funds		75,600	(20,251)	55,349	273,394	(9,749)	263,645
Fund balances at 1 January 2019		7,212,868	20,251	7,233,119	6,939,475	30,000	6,969,475
Fund balances at 31 December 2019		7,288,468	-	7,288,468	7,212,869	20,251	7,233,120

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

NORTH WEST POLICE BENEVOLENT FUND**BALANCE SHEET****AS AT 31 DECEMBER 2019**

	Notes	2019		2018	
		£	£	£	£
Fixed assets					
Tangible assets	12		5,604,443		5,796,833
Investments	13		742,333		681,098
			<u>6,346,776</u>		<u>6,477,931</u>
Current assets					
Debtors	14	344,715		456,689	
Cash at bank and in hand		765,645		561,367	
		<u>1,110,360</u>		<u>1,018,056</u>	
Creditors: amounts falling due within one year	16	<u>(66,867)</u>		<u>(140,658)</u>	
Net current assets			1,043,493		877,398
Total assets less current liabilities			<u>7,390,269</u>		<u>7,355,329</u>
Provisions for liabilities	17		<u>(101,801)</u>		<u>(122,209)</u>
Net assets			<u><u>7,288,468</u></u>		<u><u>7,233,120</u></u>
Income funds					
Restricted funds			-		20,251
Unrestricted funds			7,288,468		7,212,869
			<u>7,288,468</u>		<u>7,233,120</u>

The financial statements were approved by the Trustees on

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Mr A Rhodes - Chair of Trustees

NORTH WEST POLICE BENEVOLENT FUND**STATEMENT OF CASH FLOWS****FOR THE YEAR ENDED 31 DECEMBER 2019**

	Notes	2019 £	£	2018 £	£
Cash flows from operating activities					
Cash generated from operations	20		158,576		539,017
Investing activities					
Purchase of tangible fixed assets		(4,320)		(162,709)	
Purchase of investments		(273,258)		(183,129)	
Proceeds on disposal of investments		293,826		194,072	
Investment income		29,454		24,967	
Net cash generated from/(used in) investing activities			45,702		(126,799)
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			204,278		412,218
Cash and cash equivalents at beginning of year			561,367		149,149
Cash and cash equivalents at end of year			765,645		561,367

NORTH WEST POLICE BENEVOLENT FUND

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

Charity information

The charity is governed by the terms set out in the Fund's rule book as adopted in 2011 which formalised and regulated the activities of the Fund and its Trustees. Copies of the rules are available on request from the Secretary to the Fund.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's rule book, the Charities Act 2011 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include investments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustees have considered the impact of COVID-19 in reaching this conclusion. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

NORTH WEST POLICE BENEVOLENT FUND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

(Continued)

1.5 Expenditure

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

Costs of generating funds relate to the promotional work undertaken in the year to enhance the charity's standing.

Costs of charitable activities include expenditure at the three main sites of the charity including convalescence and grant provision for officers in need.

Governance costs comprise all costs involving the public accountability of the charity and its compliance, regulation and good practice.

Support costs have been allocated on the assumption that they arise in proportion to direct expenditure of the charitable activity.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	1% reducing balance
Licensed land and buildings	4% straight line
Fixtures and fittings	20% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

NORTH WEST POLICE BENEVOLENT FUND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

(Continued)

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Provisions

Provisions are recognised when the charity has a legal or constructive present obligation as a result of a past event, it is probable that the charity will be required to settle that obligation and a reliable estimate can be made of the amount of the obligation.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at the reporting end date, taking into account the risks and uncertainties surrounding the obligation.

1.12 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

NORTH WEST POLICE BENEVOLENT FUND**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2019****2 Critical accounting estimates and judgements**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Unrestricted funds	Restricted funds	Total
	2019	2018	2018	2018
	£	£	£	£
Donations and gifts	63,545	40,527	-	40,527
Legacies receivable	-	-	5,251	5,251
	<u>63,545</u>	<u>40,527</u>	<u>5,251</u>	<u>45,778</u>
	<u><u>63,545</u></u>	<u><u>40,527</u></u>	<u><u>5,251</u></u>	<u><u>45,778</u></u>

All income from donations was unrestricted in 2019.

4 Charitable activities

	2019	2018
	£	£
Member Donations	1,269,060	1,213,337
St Michaels	30,133	29,066
Lodges	150,783	136,013
	<u>1,449,976</u>	<u>1,378,416</u>
	<u><u>1,449,976</u></u>	<u><u>1,378,416</u></u>

All income from charitable activities was unrestricted in 2019.

NORTH WEST POLICE BENEVOLENT FUND**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2019****5 Physiotherapy and Wellbeing Donations**

	Unrestricted funds	Total
	2019	2018
	£	£
Merseyside constabulary	12,500	25,000
Cheshire constabulary	25,000	25,000
Cumbria wellbeing donations	20,000	-
	<u>57,500</u>	<u>50,000</u>
Total	<u><u>57,500</u></u>	<u><u>50,000</u></u>

6 Investments

	Unrestricted funds	Unrestricted funds
	2019	2018
	£	£
Income from listed investments	25,415	22,008
Interest receivable	4,039	2,959
	<u>29,454</u>	<u>24,967</u>
	<u><u>29,454</u></u>	<u><u>24,967</u></u>

NORTH WEST POLICE BENEVOLENT FUND**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2019****7 Charitable activities**

	St Michaels	White Cross Bay	South Lakeland	Total 2019	Total 2018
	2019	2019	2019		
	£	£	£	£	£
Management salary and expenses	122,340	-	-	122,340	-
Operational staff salary and expenses	259,426	-	16,126	275,552	212,814
Depreciation and impairment	104,796	57,628	34,286	196,710	87,877
Furnishings and maintenance	64,718	82,540	20,200	167,458	117,708
Services and insurance	73,454	109,912	30,792	214,158	182,926
Physiotherapy staff	251,082	-	-	251,082	244,317
Physiotherapy supplies	7,696	-	-	7,696	11,562
Catering supplies	22,999	-	-	22,999	21,198
Administration costs	16,603	-	-	16,603	8,034
Land rental fees	-	-	-	-	2,000
Counselling and wellbeing services	119,087	-	-	119,087	77,569
Cleaning	5,342	11,379	-	16,721	26,516
	<u>1,047,543</u>	<u>261,459</u>	<u>101,404</u>	<u>1,410,406</u>	<u>992,521</u>
Grant funding of activities (see note)	50,424	-	-	50,424	72,579
Share of support costs (see note 8)	104,780	24,951	9,677	139,408	91,834
Share of governance costs (see note 8)	3,991	966	374	5,331	9,467
	<u>1,206,738</u>	<u>287,376</u>	<u>111,455</u>	<u>1,605,569</u>	<u>1,166,401</u>
Analysis by fund					
Unrestricted funds	1,186,487	287,376	111,455	1,585,318	1,151,401
Restricted funds	20,251	-	-	20,251	15,000
	<u>1,206,738</u>	<u>287,376</u>	<u>111,455</u>	<u>1,605,569</u>	<u>1,166,401</u>
For the year ended 31 December 2018					
Unrestricted funds	873,723	211,265	66,413		1,151,401
Restricted funds	15,000	-	-		15,000
	<u>888,723</u>	<u>211,265</u>	<u>66,413</u>		<u>1,166,401</u>

NORTH WEST POLICE BENEVOLENT FUND**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2019****8 Support costs**

	Support costs	Governance costs	2019 Support costs	Governance costs	2018
	£	£	£	£	£
Committee expenses	1,835	-	1,835	5,116	5,116
Secretary honoraria	1,550	-	1,550	3,000	3,000
Employment and training costs	-	-	-	15,676	15,676
Combined insurance	17,013	-	17,013	13,754	13,754
Legal and professional	93,824	-	93,824	49,469	49,469
Bad debts	25,186	-	25,186	4,819	4,819
Audit fees	-	5,331	5,331	-	6,300
Accountancy	-	-	-	-	3,167
	<u>139,408</u>	<u>5,331</u>	<u>144,739</u>	<u>91,834</u>	<u>101,301</u>
Analysed between					
Charitable activities	<u>139,408</u>	<u>5,331</u>	<u>144,739</u>	<u>91,834</u>	<u>101,301</u>

Governance costs includes payments to the auditors of £6,300 including VAT (2018- £6,300 including VAT) for audit fees.

9 Trustees

Trustees are reimbursed for non material expenses incurred on charity business.

10 Employees**Number of employees**

The average monthly number of employees during the year was:

	2019 Number	2018 Number
	31	27
Wages and salaries	656,367	468,991
Social security costs	59,527	29,267
Pension costs	9,498	4,816
	<u>725,392</u>	<u>503,074</u>

Included within the Social Security costs for 2019 is a total of £8,561 (2018 - £6,119) recovered in respect of statutory maternity pay.

NORTH WEST POLICE BENEVOLENT FUND**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2019****11 Net gains/(losses) on investments**

	Unrestricted funds	Unrestricted funds
	2019	2018
	£	£
Revaluation of investments	39,082	(79,365)
Gain/(loss) on sale of investments	21,361	10,250
	<u>60,443</u>	<u>(69,115)</u>

12 Tangible fixed assets

	Freehold land and buildings	Licensed land and buildings	Fixtures and fittings	Total
	£	£	£	£
Cost				
At 1 January 2019	4,051,333	2,058,825	373,242	6,483,400
Additions	-	-	4,320	4,320
	<u>4,051,333</u>	<u>2,058,825</u>	<u>377,562</u>	<u>6,487,720</u>
Depreciation and impairment				
At 1 January 2019	166,931	492,738	26,898	686,567
Depreciation charged in the year	38,844	82,353	75,513	196,710
	<u>205,775</u>	<u>575,091</u>	<u>102,411</u>	<u>883,277</u>
Carrying amount				
At 31 December 2019	<u>3,845,558</u>	<u>1,483,734</u>	<u>275,151</u>	<u>5,604,443</u>
At 31 December 2018	<u>3,884,403</u>	<u>1,566,086</u>	<u>346,344</u>	<u>5,796,833</u>

NORTH WEST POLICE BENEVOLENT FUND**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2019****13 Fixed asset investments**

	Listed investments £
Cost or valuation	
At 1 January 2019	681,098
Additions	273,258
Valuation changes	60,443
Disposals	(272,466)
	<hr/>
At 31 December 2019	742,333
	<hr/>
Carrying amount	
At 31 December 2019	742,333
	<hr/> <hr/>
At 31 December 2018	681,098
	<hr/> <hr/>

14 Debtors

		2019 £	2018 £
Member loans	15	106,680	154,412
Member donations		206,764	237,701
Other debtors		6,001	5,736
Prepayments and accrued income		25,270	58,840
		<hr/>	<hr/>
		344,715	456,689
		<hr/> <hr/>	<hr/> <hr/>

NORTH WEST POLICE BENEVOLENT FUND**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2019****15 Member Loans**

	2019	2018
	£	£
Balance at 1 January 2019	199,085	229,294
Loans granted during the year	11,893	33,800
Repayments in the year	(59,438)	(59,190)
Increase in bad debt provision	-	-
Loans written off	(186)	(4,819)
	<u>151,354</u>	<u>199,085</u>
Total loans outstanding		
Bad debt provision	(44,674)	(44,674)
	<u>106,680</u>	<u>154,411</u>

Included within total loans outstanding is an amount of £115,993 due in more than one year. (2018 - £149,373).

16 Creditors: amounts falling due within one year

	2019	2018
	£	£
Other creditors	33,957	109,266
Accruals and deferred income	32,910	31,392
	<u>66,867</u>	<u>140,658</u>

17 Provisions for liabilities

	2019	2018
	£	£
Provision for VAT	101,801	122,209
	<u>101,801</u>	<u>122,209</u>

Movements on provisions:

	Provision for VAT £
At 1 January 2019	122,209
Reduction in the year	(20,408)
	<u>101,801</u>
At 31 December 2019	<u>101,801</u>

NORTH WEST POLICE BENEVOLENT FUND**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2019****18 Analysis of net assets between funds**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £	Unrestricted funds 2018 £	Restricted funds 2018 £	Total 2018 £
Fund balances at 31 December 2019 are represented by:						
Tangible assets	5,604,443	-	5,604,443	5,796,833	-	5,796,833
Investments	742,333	-	742,333	681,098	-	681,098
Current assets/(liabilities)	1,038,242	5,251	1,043,493	857,147	20,251	877,398
Provisions	(101,801)	-	(101,801)	(122,209)	-	(122,209)
	<u>7,283,217</u>	<u>5,251</u>	<u>7,288,468</u>	<u>7,212,869</u>	<u>20,251</u>	<u>7,233,120</u>

19 Related party transactions

There were no disclosable related party transactions during the year (2018 - none).

20 Movement in funds

	At 1.1.19 £	Incoming resources £	Outgoing resources £	Net movement £	At 31.12.19 £
Unrestricted funds					
Unrestricted income fund	7,212,868	1,660,918	(1,585,318)	75,600	7,288,468
	<u>7,212,868</u>	<u>1,660,918</u>	<u>(1,585,318)</u>	<u>75,600</u>	<u>7,288,468</u>
Restricted funds					
PMAS	15,000	-	(15,000)	(15,000)	-
In memory Fiona & Nicola	5,251	-	(5,251)	(5,251)	-
	<u>20,251</u>	<u>-</u>	<u>(20,251)</u>	<u>(20,251)</u>	<u>-</u>
TOTAL FUNDS	<u>7,233,119</u>	<u>1,660,918</u>	<u>(1,605,569)</u>	<u>55,349</u>	<u>7,288,468</u>

NORTH WEST POLICE BENEVOLENT FUND**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2019**

21 Cash generated from operations	2019	2018
	£	£
Surplus for the year	55,349	263,645
Adjustments for:		
Investment income recognised in statement of financial activities	(29,454)	(24,967)
Gain on disposal of investments	(21,361)	(10,250)
Unrealised fair value gains and losses on investments	(60,443)	69,115
Depreciation and impairment of tangible fixed assets	196,710	87,877
Movements in working capital:		
Decrease in debtors	111,974	105,708
(Decrease)/increase in creditors	(73,791)	62,680
Increase in provisions	(20,408)	(14,791)
Cash generated from operations	<u>158,576</u>	<u>539,017</u>