

# RELATE (MILTON KEYNES)

England & Wales · Charity number 1018848

## Details

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**Other names** RELATE (MILTON KEYNES) MARRIAGE GUIDANCE, RELATE MK

**Status** Registered

**Legal form** Charitable company

**Company number** [02796665](#)

**Registered** 1993-03-17

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Relate  
47 Aylesbury Street  
Wolverton  
Milton Keynes  
MK12 5HX

**Phone** 01908310010

**Email** [manager@relatemk.org](mailto:manager@relatemk.org)

**Website** [www.relatemk.org](http://www.relatemk.org)

## Activities

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**Objects:** A) TO EDUCATE THE PUBLIC CONCERNING THE BENEFITS OF SECURE COUPLE RELATIONSHIP, MARRIAGE AND FAMILY LIFE IN ORDER TO IMPROVE THE EMOTIONAL SEXUAL AND SPIRITUAL WELL BEING OF INDIVIDUALS WHICH IS DERIVED FROM COMMITTED RELATIONSHIPS;B) TO PROMOTE RESEARCH INTO ALL ASPECTS OF COUPLE RELATIONSHIPS AND MARRIAGE AND TO MAKE THE RESULTS AVAILABLE TO THE PUBLIC;C) TO SEEK TO ENHANCE THE GOOD HEALTH BOTH MENTAL AND PHYSICAL OF ADULTS AND CHILDREN BY INCREASING PUBLIC AWARENESS OF THE BENEFIT OF COMMITTED COUPLE RELATIONSHIPS MARRIAGE AND FAMILY LIFE AND WORKING TO PREVENT POVERTY, HARDSHIP, AND DISTRESS CAUSED BY THE BREAKDOWN OF SUCH RELATIONSHIPS.

**Activities:** Principally engaged in supporting marriage and family life by providing couple and relationship counselling, family counselling, young peoples counselling, psychosexual therapy and relationship education and training programmes.

## Classification

- **How:** Provides Services
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

## Geography

- **Area of benefit:** IN PRACTICE MILTON KEYNES
- Milton Keynes

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£326,873	£270,715	-	-
2024-03-31	£308,792	£243,305	-	-
2023-03-31	£221,143	£221,497	-	-
2022-03-31	£218,263	£236,003	-	-
2021-03-31	£236,374	£231,853	-	-

## Trustees

Name	Role	Appointed
Bharatkumar Miangar		2020-02-05
Gintare Andrews		2024-12-19
Hazel May Moore		2024-03-07
Hilary Williams		2024-03-07
Jessica Annison		2024-09-05
Nicholas Lee Axtell		2024-03-07
Thomas Taylor		2024-12-19

**RELATE (MILTON KEYNES)**

England & Wales - Charity number 1018848

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# Accounts

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**REGISTERED COMPANY NUMBER: 02796665**  
**REGISTERED CHARITY NUMBER: 1018848**

**REPORT OF THE TRUSTEES AND  
DRAFT UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR  
ENDED 31 MARCH 2025  
FOR  
RELATE MILTON KEYNES**

**RELATE MILTON KEYNES**

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FOR THE YEAR ENDED 31 MARCH 2025**

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## **RELATE MILTON KEYNES**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of 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).

#### **OBJECTIVES AND ACTIVITIES**

##### **Principal Objectives and activities**

Relate Milton Keynes is an independent charity which supports clients through delivering relationship counselling for adult individuals, couples, young people and families as well as psychosexual therapy for couples and individuals, irrespective of gender orientation. Our couples service aims to use talking therapies to alleviate emotional stress caused by relationship problems. Our psychosexual therapy service offers help to individuals and couples facing personal or relationship difficulties in their sexual activities. In both cases, the help and support is available regardless of marital status, gender or orientation.

In the past year, we have seen a noticeable increase in the requirement for counselling services for children and young adults. The Child and Adolescent Mental Health service has continued to refer young people and families to Relate Milton Keynes for counselling and continued to provide funding support for the delivery of that counselling, benefitting young people who are experiencing difficulties as a result of parental separation or adjusting to changing family arrangements or new relationships. In addition, we have recently attracted funding from the NHS to provide counselling services in an earlier intervention which hopefully avoids the need for children and young people to be referred to CAMHS. As a result of this additional demand, Relate Milton Keynes has been actively growing the number of counsellors available for work with children and families.

Conscious of the cost-of-living challenges faced by many in the community it seeks to serve, Relate Milton Keynes has continued to provide bursary support to clients who would otherwise be unable to pay for its services. Benefitting from a significant increase in revenue from a charity shop linked to the charity, the Trustees will seek to extend the range of services available and to ensure that the services are available to all irrespective of individual financial circumstance,

## RELATE MILTON KEYNES

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

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#### OBJECTIVES AND ACTIVITIES (continued)

##### Principal Objectives and activities

The charity welcomes all who live or work in the unitary authority of Milton Keynes and makes its services available to all. The trustees, in reviewing service provision to the whole population of Milton Keynes have noted that the ratios of ethnic minorities using our services mirrors in large measure the ethnic diversity of Milton Keynes. In conjunction with the Relate national body, Relate Milton Keynes has adopted a policy in relation to equality, diversity and inclusion and is actively working to increase diversity and inclusion in all facets of the charity's operation.

#### ACHIEVEMENT AND PERFORMANCE

The overall sessions delivered by Relate Milton Keynes has increased by 16% to 3,692 sessions (2024: 3,174 sessions). This includes:

- Family counselling	475 sessions (2024: 631 sessions)
- Adult relationship counselling	2,329 sessions (2024: 2,265 sessions)
- Sex therapy	57 sessions (2024: 177 sessions)
- Young people's counselling	831 sessions (2024: 101 sessions)

The results of our outcomes survey for Relationship counselling clients revealed that:

- 100% (2024: 100%) rated their experience of Relate as 'very good' or 'good'
- 100% (2024: 100%) would recommend Relate to others

The surplus on the ordinary activities of Relate Milton Keynes during the year amounted to £56,158 (2024: surplus of £65,487). The principal funders during the year are as follows;

Client counselling and mediation income  
CNWL NHS re CAMHS  
Milton Keynes Council re CYP Wellbeing  
Income from trading activities

The total funds held by the Relate Milton Keynes as at 31 March 2025 was £337,067 (2024: £280,909).

#### FINANCIAL REVIEW

##### Reserves policy

The trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should generally be expended within 3 and 6 months. This amounts to a figure of between £61,519 and £123,038 in general funds. At this level, the trustees feel that they would be able to continue the current activities of the charity in the likely event of a significant drop in funding.

It would obviously be necessary to consider how the funding would be replaced or activities developed to compensate. At present the general reserves (excluding designated funds) which amount to £193,879 are above this band. The trustees will keep this policy under constant review.

The trustees are confident that Relate Milton Keynes is able to continue to meet its liabilities as they fall due for the foreseeable future and that the accounts should be prepared on a going concern basis.

## **RELATE MILTON KEYNES**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025**

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#### **FUTURE STRATEGY**

By supporting children, young people, families, parents, individuals, couples and organisations both through counselling and training, Relate Milton Keynes continues to take a holistic view of relationship support and is a leading early intervention, targeted, community based, front-line service provider in the city.

The trustees of Relate Milton Keynes intend to develop a rolling three-year strategic plan which will be informed by an extensive review of key services and delivery methods being undertaken by the national Relate organisation in consultation with its federated centres around England and Wales. Our key strategic goals, however remain:

1. To ensure the continuing delivery of Relate's core services through electronic communications to the population of Milton Keynes;
2. To make face-to-face counselling available to clients who need or prefer this form of service delivery;
3. To develop and find ongoing funding for the bursary scheme to make our services available to all, irrespective of ability to pay;
4. To build and enhance the skills of the counselling team through further recruitment and development training;
5. To ensure we maintain best practice in implementing our policy for equality, diversity and inclusion in all facets of the agency's functions.

In pursuance of those goals, the trustees have set aside funds to implement a bursary scheme for those unable to afford the full charge for our services. The scheme has proved successful and the trustees will continue to consider ways of extending it and making our services more widely available. We will also continue to seek and extend the scope of external funding for additional bursary services.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is a company limited by guarantee, as defined by the Companies Act 2006. Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. The total number of guarantors at 31st March 2025 was 28.

The word 'Limited' is omitted by license of the Secretary of State for Trade and Industry.

Relate Milton Keynes is an independent charity that is part of a Federation of Relate Charities, receiving training and overall policy decision from Relate Central Office.

## **RELATE MILTON KEYNES**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025**

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#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Executive Board**

The Executive Board should consist of a minimum of six and a maximum of eighteen Members, including the Chair, Vice Chair and Treasurer, who are elected at the Annual General Meeting. The remaining Executive Board Members are elected by the Members of the Centre at the Annual General Meeting and shall hold office for a year but shall be eligible for re-election. The chair's period of office shall be two years renewable to a maximum of eight years. The maximum period on the Executive shall also be eight consecutive years for all other Members. The Executive Board may also co-opt up to two people, whether members of the Centre or not, to join the Executive Board. Any co-opted Member of the Executive shall cease to be a co-opted Member if he/she becomes an elected Member. The Executive Board currently comprises the three officers plus three trustees elected at the Annual General Meeting (two other trustees elected at the Annual General Meeting having resigned in the course of the year.).

##### **Remuneration**

Relate Milton Keynes operates a remuneration policy whereby an annual percentage award is considered for all directly employed staff, from 1st April each year, and that the individual percentage be so calculated to include:

- a) Financial performance of the organisation as a whole; and
- b) Personal performance of the employee during the year under review.

Given the size of the organisation, the trustees do not believe that a set salary scale for each post is appropriate or beneficial. As a member of the Living Wages Foundation, Relate Milton Keynes ensures its payscales are in line with the annual recommended increases in the Living Wage.

The average employee headcount during the financial year was 14 (full-time equivalent was 5). No employees earned in excess of £60,000 and the total remuneration paid to the key management personnel during the year was £50,827.

During the period the trustees received no remuneration and no trustees claimed reimbursement of expenses in this financial year (2024: £nil).

##### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees have developed and continue to monitor a rolling three-year strategic plan and regularly review status reports highlighting potential risks and prioritising actions.

Internal risks are considered minimal by the implementation of financial procedures that are periodically reviewed to ensure they are working efficiently.

## RELATE MILTON KEYNES

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

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#### TRUSTEES' RESPONSIBILITIES STATEMENT

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. 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 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The charitable company's trustees consider that an audit is not required for this year (under section 144(2) of the Act) and that an independent examination is required.

**RELATE MILTON KEYNES**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2025**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

02796665

**Registered Charity number**

1018848

**Registered office**

47 Aylesbury Street  
Wolverton  
Milton Keynes  
MK12 5HX

**Trustees**

G Andrews

appointed 19 December 2024

J Annison

appointed 05 September 2024

D Aslam

resigned 19 December 2024

N Axtell

K E Lewington

resigned 19 December 2024

B Miangar

H Moore

V Patent

E S Pope

resigned 19 December 2024

K Smith

appointed 19 December 2024 resigned 07 April 2025

T Taylor

appointed 19 December 2024

C A Walsh

resigned 19 December 2024

H Williams

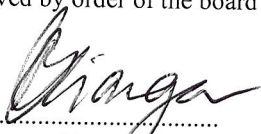
**Independent examiner**

Harris & Co (Accountants) Limited  
2 Pavilion Court  
600 Pavilion Drive  
Northampton  
NN4 7SL

Approved by order of the board of trustees on

18 Dec

2025 and signed on its behalf by:



.....  
B Miangar - Trustee

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RELATE MILTON KEYNES

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### Independent examiner's report to the trustees of Relate Milton Keynes ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

### Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Sarah Buswell FCA  
Harris and Co  
Chartered Accountants  
2 Pavilion Court  
600 Pavilion Drive  
Northampton  
NN4 7SL

Date: 18 December 2025

RELATE MILTON KEYNES

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations		71	-	71	275
<b>Charitable activities</b>					
Income from trading activities		65,028	-	65,028	54,388
Counselling income		153,168	-	153,168	155,546
Mediation income		4,355	-	4,355	6,239
Grants and contracts		-	97,000	97,000	87,200
Investment income	2	<u>7,251</u>	<u>-</u>	<u>7,251</u>	<u>5,144</u>
<b>Total</b>		<b>229,873</b>	<b>97,000</b>	<b>326,873</b>	<b>308,792</b>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Staff costs		167,612	23,721	191,333	167,265
Governance costs		1,172	-	1,172	790
Sundries		<u>77,291</u>	<u>919</u>	<u>78,210</u>	<u>75,250</u>
<b>Total</b>		<b>246,075</b>	<b>24,640</b>	<b>270,715</b>	<b>243,305</b>
<b>NET (EXPENDITURE)/INCOME</b>		<b>(16,202)</b>	<b>72,360</b>	<b>56,158</b>	<b>65,487</b>
<b>Transfers between funds</b>		<b>79,752</b>	<b>(79,752)</b>	<b>-</b>	<b>-</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>63,550</b>	<b>(7,392)</b>	<b>56,158</b>	<b>65,487</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>251,517</b>	<b>29,392</b>	<b>280,909</b>	<b>215,422</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>315,067</u></b>	<b><u>22,000</u></b>	<b><u>337,067</u></b>	<b><u>280,909</u></b>

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

RELATE MILTON KEYNES

BALANCE SHEET  
AT 31 MARCH 2025

	Note	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	7	21,350	-	21,350	23,256
Investments	8	<u>4</u>	<u>-</u>	<u>4</u>	<u>4</u>
		21,354	-	21,354	23,260
<b>CURRENT ASSETS</b>					
Stocks	9	50	-	50	50
Debtors	10	48,210	-	48,210	51,317
Prepayments and accrued income		3,575	-	3,575	10,541
Cash at bank and in hand		<u>259,874</u>	<u>23,377</u>	<u>283,251</u>	<u>216,877</u>
		311,709	23,377	335,086	278,785
<b>CREDITORS</b>					
Amounts falling due within one year	11	(17,996)	(1,377)	(19,373)	(21,136)
<b>NET CURRENT ASSETS</b>					
		<u>293,713</u>	<u>22,000</u>	<u>315,713</u>	<u>257,649</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>315,067</u>	<u>22,000</u>	<u>337,067</u>	<u>280,909</u>
<b>NET ASSETS</b>					
		<u>315,067</u>	<u>22,000</u>	<u>337,067</u>	<u>280,909</u>
<b>FUNDS</b>					
Unrestricted funds	12			315,067	251,517
Restricted funds				<u>22,000</u>	<u>29,392</u>
<b>TOTAL FUNDS</b>					
				<u>337,067</u>	<u>280,909</u>

The notes form part of these financial statements

**RELATE MILTON KEYNES**

**BALANCE SHEET - CONTINUED  
AT 31 MARCH 2025**

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The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 18 Dec 2025 and were signed on its behalf by:

  
.....  
B Miangar -Trustee

  
.....  
V Patent -Trustee

The notes form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

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**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value.

**Going concern**

The Trustees have performed a robust analysis of forecast future cash flows taking into account any potential impacts on the charity. This analysis also considers the effectiveness of available measures to assist in mitigating the impact. Based on these assessments and having regard to the resources available to the charity, the Trustees have concluded that they can continue to adopt the going concern basis in preparing the annual report and accounts.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified 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.

**Tangible fixed assets**

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

Freehold property	- Straight line over 50 years
Fixtures and fittings	- Straight line over 5 years

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow-moving items.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

RELATE MILTON KEYNES

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2025

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2. INVESTMENT INCOME

	2025	2024
	£	£
Investment income and interest	<u>7,251</u>	<u>5,144</u>

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2025	2024
	£	£
Depreciation - owned assets	<u>1,906</u>	<u>4,060</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

**Trustees' expenses**

No Trustees claimed reimbursement of expenses during the year ended 31 March 2025 (2024: £nil).

5. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2025	2024
Administrative	4	4
Counsellors	<u>10</u>	<u>10</u>
	<u>14</u>	<u>14</u>

No employees received emoluments in excess of £60,000 in either 2025 or 2024.

RELATE MILTON KEYNES

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2025

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations	275	-	275
<b>Charitable activities</b>			
Income from trading activities	54,388	-	54,388
Counselling income	155,546	-	155,546
Mediation income	6,239	-	6,239
Grants and contracts	57,200	30,000	87,200
Investment income	5,144	-	5,144
<b>Total</b>	<b>278,792</b>	<b>30,000</b>	<b>308,792</b>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Staff costs	166,750	515	167,265
Governance costs	790	-	790
Sundries	75,157	93	75,250
<b>Total</b>	<b>242,697</b>	<b>608</b>	<b>243,305</b>
<b>NET INCOME/(EXPENDITURE)</b>	<b>36,095</b>	<b>29,392</b>	<b>65,487</b>
<b>Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>	<b>36,095</b>	<b>29,392</b>	<b>65,487</b>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<b>215,422</b>	<b>-</b>	<b>215,422</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b><u>251,517</u></b>	<b><u>29,392</u></b>	<b><u>280,909</u></b>

**RELATE MILTON KEYNES**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2025**

**7. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1 April 2024	50,000	27,833	77,833
Additions during the year	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2025	<u>50,000</u>	<u>27,833</u>	<u>77,833</u>
<b>DEPRECIATION</b>			
At 1 April 2024	28,000	26,577	54,577
Charge for year	<u>1,000</u>	<u>906</u>	<u>1,906</u>
At 31 March 2025	<u>29,000</u>	<u>27,483</u>	<u>56,483</u>
<b>NET BOOK VALUE</b>			
At 31 March 2025	<u>21,000</u>	<u>350</u>	<u>21,350</u>
At 31 March 2024	<u>22,000</u>	<u>1,256</u>	<u>23,256</u>

**8. FIXED ASSET INVESTMENTS**

	Shares in group undertakings £
<b>MARKET VALUE</b>	
At 1 April 2024 and 31 March 2025	<u>4</u>
<b>NET BOOK VALUE</b>	
At 31 March 2025	<u>4</u>
At 31 March 2024	<u>4</u>

Relate Milton Keynes is the ultimate controlling party of MK Community Shop (Shenley) Limited, a registered company (Number 02798238). There were no assets invested outside the UK.

**9. STOCKS**

	2025 £	2024 £
Stocks	<u>50</u>	<u>50</u>

**10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2025 £	2024 £
Trade debtors	145	4,908
Other debtors	<u>48,065</u>	<u>46,409</u>
	<u>48,210</u>	<u>51,317</u>

RELATE MILTON KEYNES

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2025

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Trade creditors	7,600	3,723
Tax and social security	2,804	2,365
Other creditors	4	4
Accruals and deferred income	<u>8,965</u>	<u>15,044</u>
	<u>19,373</u>	<u>21,136</u>

12. MOVEMENT IN FUNDS

	At 1.4.24	Net movement in funds	Transfers between funds	At 31.3.25
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	140,533	(6,351)	59,697	193,879
Designated funds:				
Bursary fund	6,000	(5,025)	5,025	6,000
CYP	25,000	(2,920)	2,920	25,000
OU Challenge	-	-	15,000	15,000
Restructure costs	56,728	-	(6,046)	50,682
Fixed assets	<u>23,256</u>	<u>(1,906)</u>	<u>3,156</u>	<u>24,506</u>
	<u>251,517</u>	<u>(16,202)</u>	<u>79,752</u>	<u>315,067</u>
<b>Restricted funds</b>				
CAMHS	-	39,595	(25,245)	14,350
CYP - Wellbeing	<u>29,392</u>	<u>32,765</u>	<u>(54,507)</u>	<u>7,650</u>
	<u>29,392</u>	<u>72,360</u>	<u>(79,752)</u>	<u>22,000</u>
<b>TOTAL FUNDS</b>	<u>280,909</u>	<u>56,158</u>	<u>-</u>	<u>337,067</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	229,873	(236,224)	(6,351)
Designated funds:			
Bursary fund	-	(5,025)	(5,025)
CYP	-	(2,920)	(2,920)
Fixed assets	-	(1,906)	(1,906)
	<u>229,873</u>	<u>(246,075)</u>	<u>(16,202)</u>
<b>Restricted funds</b>			
CAMHS	50,000	(10,405)	39,595
CYP - Wellbeing	<u>47,000</u>	<u>(14,235)</u>	<u>32,765</u>
	<u>97,000</u>	<u>(24,640)</u>	<u>72,360</u>
<b>TOTAL FUNDS</b>	<u>326,873</u>	<u>(270,715)</u>	<u>56,158</u>

RELATE MILTON KEYNES

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2025

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.23	Net movement in funds	Transfers between funds	At 31.3.24
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	113,049	44,930	(17,446)	140,533
Designated funds:				
Bursary fund	6,000	(4,775)	4,775	6,000
CYP	-	-	25,000	25,000
Restructure costs	68,333	-	(11,605)	56,728
Fixed assets	28,040	(4,060)	(724)	23,256
	<u>215,422</u>	<u>36,095</u>	-	<u>251,517</u>
<b>Restricted funds</b>				
CYP – Wellbeing	-	29,392	-	29,392
	<u>-</u>	<u>29,392</u>	<u>-</u>	<u>29,392</u>
<b>TOTAL FUNDS</b>	<u>215,422</u>	<u>65,487</u>	<u>-</u>	<u>280,909</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	278,792	(233,862)	44,930
Designated funds:			
Bursary fund	-	(4,775)	(4,775)
Fixed assets	-	(4,060)	(4,060)
	<u>278,792</u>	<u>(242,697)</u>	<u>36,095</u>
<b>Restricted funds</b>			
CYP – Wellbeing	<u>30,000</u>	<u>(608)</u>	<u>29,392</u>
	<u>308,792</u>	<u>(243,305)</u>	<u>65,487</u>

**RELATE MILTON KEYNES**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2025**

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**13. RELATED PARTY DISCLOSURES**

The company received a covenant of £59,028 (2024 - £49,988) and a management charge of £6,000 (2024 - £4,400) from its subsidiary, MK Community Shop (Shenley) Limited. The balance at the year end due from MK Community Shop (Shenley) Limited was £47,377 (2024 - £46,409).

**14. ULTIMATE CONTROLLING PARTY**

The company is under the control of its members and as such there is no single controlling party. No one entity has ultimate control of the company.

**15. COMPANY LIMITED BY GUARANTEE**

The company is limited by guarantee and as a consequence each member's individual liability is limited to £1. There were 28 members as at 31 March 2025 (2024 - 29).

RELATE MILTON KEYNES

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2025

	2025 £	2024 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations</b>		
Fundraising and donations	71	275
<b>Investment income</b>		
Investment income and interest	7,251	5,144
<b>Charitable activities</b>		
Counselling income	153,168	155,546
Mediation income	4,355	6,239
Income from trading activities	65,028	54,388
Grants and contracts	<u>97,000</u>	<u>87,200</u>
	<u>319,551</u>	<u>303,373</u>
<b>Total incoming resources</b>	<b>326,873</b>	<b>308,792</b>
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	177,605	157,794
Social security	4,991	3,602
Pensions	8,737	5,869
Rates and water	286	245
Insurance	1,630	1,557
Light and heat	4,913	5,029
Telephone and internet	2,139	1,773
Sundries	2,056	1,869
Marketing and advertising	1,560	3,610
Bank charges and interest	3,189	3,078
Equipment and IT	9,913	10,001
Premises expenses	7,865	5,983
Staff and travel expenses	653	268
Accountancy	10,530	9,500
Bursaries	5,025	4,775
Supervision	6,260	6,245
Federation charges	14,677	13,796
Training charges	2,245	-
Self employed counsellor fees	3,363	3,461
Freehold property	1,000	1,000
Fixtures and fittings	<u>906</u>	<u>3,060</u>
	<b>269,543</b>	<b>242,515</b>

This page does not form part of the statutory financial statements

**RELATE MILTON KEYNES**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2025**

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	<b>2025</b>	2024
	<b>£</b>	£
<b>Governance costs</b>		
Accountancy and legal fees	<u>1,172</u>	<u>790</u>
<b>Total resources expended</b>	<b>270,715</b>	243,305
	<hr/>	<hr/>
<b>Net income/(expenditure)</b>	<u><b>56,158</b></u>	<u>65,487</u>

This page does not form part of the statutory financial statements



**RELATE (MILTON KEYNES)**

England & Wales - Charity number 1018848

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# Accounts

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**REGISTERED COMPANY NUMBER: 02796665**  
**REGISTERED CHARITY NUMBER: 1018848**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR  
ENDED 31 MARCH 2024  
FOR  
RELATE MILTON KEYNES**

**RELATE MILTON KEYNES**

**CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

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Detailed Statement of Financial Activities	18 to 19

## **RELATE MILTON KEYNES**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of 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).

#### **OBJECTIVES AND ACTIVITIES**

##### **Principal Objectives and activities**

Relate Milton Keynes is an independent charity which operates within a federation of charities affiliated to Relate, a national charitable organisation. The national organisation supports Relate Milton Keynes and other members of the federation by providing training for counsellors, advice and guidance in connection with marketing, human resources and professional services as well as monitoring for quality control purposes and the maintenance of professional standards.

Relate Milton Keynes shares the vision statement of Relate of a future in which healthy relationships are actively promoted as the heart of a thriving society.

Relate Milton Keynes supports clients through delivering relationship counselling for adult individuals, couples, young people and families as well as psychosexual therapy for couples and individuals, irrespective of gender orientation. Our couples service aims to use talking therapies to alleviate emotional stress caused by relationship problems. Our psychosexual therapy service offers help to individuals and couples facing personal or relationship difficulties in their sexual activities. In both cases, the help and support is available regardless of marital status, gender or orientation.

In the past year, we have seen a noticeable increase in the requirement for counselling services for children and young adults. The Child and Adolescent Mental Health service has continued to refer young people and families to Relate Milton Keynes for counselling and continued to provide funding support for the delivery of that counselling, benefitting young people who are experiencing difficulties as a result of parental separation or adjusting to changing family arrangements or new relationships. In addition, we have recently attracted funding from the NHS to provide counselling services in an earlier intervention which hopefully avoids the need for children and young people to be referred to CAMHS. As a result of this additional demand, Relate Milton Keynes has been actively growing the number of counsellors available for work with children and families.

The national charity, Relate, has this year published an ambitious and exciting new strategy which, among other things, seeks to extend the range of services provided to embrace relationship difficulties outside the home environment and to consider different channels through which the services could be provided, including telephone and social media services. Relate Milton Keynes supports the new strategic direction being taken by the national body and will seek to support it and implement new services and methodologies as they are developed and introduced on a national basis.

Conscious of the cost-of-living challenges faced by many in the community it seeks to serve, Relate Milton Keynes has continued to provide bursary support to clients who would otherwise be unable to pay for its services. Benefitting from a significant increase in revenue from a charity shop linked to the charity, the Trustees will seek to extend the range of services available and to ensure that the services are available to all irrespective of individual financial circumstance,

## RELATE MILTON KEYNES

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

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#### OBJECTIVES AND ACTIVITIES (continued)

##### Principal Objectives and activities

The charity welcomes all who live or work in the unitary authority of Milton Keynes and makes its services available to all. The trustees, in reviewing service provision to the whole population of Milton Keynes have noted that the ratios of ethnic minorities using our services mirrors in large measure the ethnic diversity of Milton Keynes. In conjunction with the Relate national body, Relate Milton Keynes has adopted a policy in relation to equality, diversity and inclusion and is actively working to increase diversity and inclusion in all facets of the charity's operation.

#### ACHIEVEMENT AND PERFORMANCE

The overall sessions delivered by Relate Milton Keynes has decreased by 8% to 3,174 sessions (2023: 2,933 sessions). This includes:

- Family counselling	631 sessions (2023: 640 sessions)
- Adult relationship counselling	2,265 sessions (2023: 2,023 sessions)
- Sex therapy	177 sessions (2023: 220 sessions)
- Young people's counselling	101 sessions (2023: 50 sessions)

The results of our outcomes survey for Relationship counselling clients revealed that:

- 100% (2023: 100%) rated their experience of Relate as 'very good' or 'good'
- 100% (2023: 100%) would recommend Relate to others

The surplus on the ordinary activities of Relate Milton Keynes during the year amounted to £65,487 (2023: deficit of £354). The principal funders during the year are as follows;

Client counselling and mediation income  
CAMHS  
CNWL NHS  
Income from trading activities

The total funds held by the Relate Milton Keynes as at 31 March 2024 was £280,909 (2023: £215,422).

#### FINANCIAL REVIEW

##### Reserves policy

The trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should generally be expended within 3 and 6 months. This amounts to a figure of between £59,811 and £119,623 in general funds. At this level, the trustees feel that they would be able to continue the current activities of the charity in the likely event of a significant drop in funding.

It would obviously be necessary to consider how the funding would be replaced or activities developed to compensate. At present the general reserves (excluding designated funds) which amount to £140,533 are above this band. The trustees will keep this policy under constant review.

The trustees are confident that Relate Milton Keynes is able to continue to meet its liabilities as they fall due for the foreseeable future and that the accounts should be prepared on a going concern basis.

## **RELATE MILTON KEYNES**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024**

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#### **FUTURE STRATEGY**

By supporting children, young people, families, parents, individuals, couples and organisations both through counselling and training, Relate Milton Keynes continues to take a holistic view of relationship support and is a leading early intervention, targeted, community based, front-line service provider in the city.

The trustees of Relate Milton Keynes intend to develop a rolling three-year strategic plan which will be informed by an extensive review of key services and delivery methods being undertaken by the national Relate organisation in consultation with its federated centres around England and Wales. Our key strategic goals, however remain:

1. To ensure the continuing delivery of Relate's core services through electronic communications to the population of Milton Keynes;
2. To make face-to-face counselling available to clients who need or prefer this form of service delivery;
3. To develop and find ongoing funding for the bursary scheme to make our services available to all, irrespective of ability to pay;
4. To build and enhance the skills of the counselling team through further recruitment and development training;
5. To ensure we maintain best practice in implementing our policy for equality, diversity and inclusion in all facets of the agency's functions.

In pursuance of those goals, the trustees have set aside funds to implement a bursary scheme for those unable to afford the full charge for our services. The scheme has proved successful and the trustees will continue to consider ways of extending it and making our services more widely available. We will also continue to seek and extend the scope of external funding for additional bursary services.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is a company limited by guarantee, as defined by the Companies Act 2006. Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. The total number of guarantees at 31st March 2024 was 29.

The word 'Limited' is omitted by license of the Secretary of State for Trade and Industry.

Relate Milton Keynes is an independent charity that is part of a Federation of Relate Charities, receiving training and overall policy decision from Relate Central Office.

## RELATE MILTON KEYNES

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

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#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Executive Board**

The Executive Board should consist of a minimum of six and a maximum of eighteen Members, including the Chair, Vice Chair and Treasurer, who are elected at the Annual General Meeting. The remaining Executive Board Members are elected by the Members of the Centre at the Annual General Meeting and shall hold office for a year but shall be eligible for re-election. The chair's period of office shall be two years renewable to a maximum of eight years. The maximum period on the Executive shall also be eight consecutive years for all other Members. The Executive Board may also co-opt up to two people, whether members of the Centre or not, to join the Executive Board. Any co-opted Member of the Executive shall cease to be a co-opted Member if he/she becomes an elected Member. The Executive Board currently comprises the three officers plus three trustees elected at the Annual General Meeting (two other trustees elected at the Annual General Meeting having resigned in the course of the year.).

##### **Remuneration**

Relate Milton Keynes operates a remuneration policy whereby an annual percentage award is considered for all directly employed staff, from 1st April each year, and that the individual percentage be so calculated to include:

- a) Financial performance of the organisation as a whole; and
- b) Personal performance of the employee during the year under review.

Given the size of the organisation, the trustees do not believe that a set salary scale for each post is appropriate or beneficial. As a member of the Living Wages Foundation, Relate Milton Keynes ensures its payscales are in line with the annual recommended increases in the Living Wage.

The average employee headcount during the financial year was 14 (full-time equivalent was 4). No employees earned in excess of £60,000 and the total remuneration paid to the key management personnel during the year was £46,305.

During the period the trustees received no remuneration and no trustees claimed reimbursement of expenses in this financial year (2023: £nil).

##### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees have developed and continue to monitor a rolling three-year strategic plan and regularly review status reports highlighting potential risks and prioritising actions.

Internal risks are considered minimal by the implementation of financial procedures that are periodically reviewed to ensure they are working efficiently.

## **RELATE MILTON KEYNES**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024**

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#### **TRUSTEES' RESPONSIBILITIES STATEMENT**

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. 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 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements<sup>1</sup>;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The charitable company's trustees consider that an audit is not required for this year (under section 144(2) of the Act) and that an independent examination is required.

**RELATE MILTON KEYNES**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2024**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

02796665

**Registered Charity number**

1018848

**Registered office**

47 Aylesbury Street  
Wolverton  
Milton Keynes  
MK12 5HX

**Trustees**

D Aslam	appointed 07 March 2024
N Axtell	appointed 07 March 2024
C Griffin	resigned 06 December 2023
K E Lewington	
B Miangar	
H Moore	appointed 07 March 2024
V Patent	appointed 14 September 2023
E S Pope	
M Rayner	resigned 19 July 2023
C A Walsh	
H Williams	appointed 07 March 2024

**Independent examiner**

Harris & Co (Accountants) Limited  
2 Pavilion Court  
600 Pavilion Drive  
Northampton  
NN4 7SL

Approved by order of the board of trustees on 5<sup>th</sup> September 2024 and signed on its behalf by:

.....  
B Miangar - Trustee

# INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RELATE MILTON KEYNES

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## **Independent examiner's report to the trustees of Relate Milton Keynes ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Sarah Buswell FCA  
Harris and Co  
Chartered Accountants  
2 Pavilion Court  
600 Pavilion Drive  
Northampton  
NN4 7SL

Date: 5<sup>th</sup> September 2024

**RELATE MILTON KEYNES**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations		275	-	275	51
<b>Charitable activities</b>					
Income from trading activities		54,388	-	54,388	18,315
Counselling income		155,546	-	155,546	142,762
Mediation income		6,239	-	6,239	2,040
Grants and contracts		57,200	30,000	87,200	56,332
Sundry income		-	-	-	150
Investment income	2	5,144	-	5,144	1,493
<b>Total</b>		<b>278,792</b>	<b>30,000</b>	<b>308,792</b>	<b>221,143</b>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Staff costs		166,750	515	167,265	146,784
Governance costs		790	-	790	324
Sundries		75,157	93	75,250	74,389
<b>Total</b>		<b>242,697</b>	<b>608</b>	<b>243,305</b>	<b>221,497</b>
<b>NET (EXPENDITURE)/INCOME</b>		<b>36,095</b>	<b>29,392</b>	<b>65,487</b>	<b>(354)</b>
<b>Transfers between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>36,095</b>	<b>29,392</b>	<b>65,487</b>	<b>(354)</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>215,422</b>	<b>-</b>	<b>215,422</b>	<b>215,776</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>251,517</u></b>	<b><u>29,392</u></b>	<b><u>280,909</u></b>	<b><u>215,422</u></b>

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

**RELATE MILTON KEYNES**

**BALANCE SHEET  
AT 31 MARCH 2024**

	Note	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	7	23,256	-	23,256	27,316
Investments	8	<u>4</u>	<u>-</u>	<u>4</u>	<u>4</u>
		23,260	-	23,260	27,320
<b>CURRENT ASSETS</b>					
Stocks	9	50	-	50	50
Debtors	10	51,317	-	51,317	23,277
Prepayments and accrued income		10,541	-	10,541	3,782
Cash at bank and in hand		<u>187,485</u>	<u>29,392</u>	<u>216,877</u>	<u>176,039</u>
		249,393	29,392	278,785	203,148
<b>CREDITORS</b>					
Amounts falling due within one year	11	<u>(21,136)</u>	<u>-</u>	<u>(21,136)</u>	<u>(15,046)</u>
<b>NET CURRENT ASSETS</b>		<u>228,257</u>	<u>29,392</u>	<u>257,649</u>	<u>188,102</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>251,517</u>	<u>29,392</u>	<u>280,909</u>	<u>215,422</u>
<b>NET ASSETS</b>		<u>251,517</u>	<u>29,392</u>	<u>280,909</u>	<u>215,422</u>
<b>FUNDS</b>					
Unrestricted funds	12			251,517	215,422
Restricted funds				<u>29,392</u>	<u>-</u>
<b>TOTAL FUNDS</b>				<u>280,909</u>	<u>215,422</u>

The notes form part of these financial statements

**RELATE MILTON KEYNES**

**BALANCE SHEET - CONTINUED  
AT 31 MARCH 2024**

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The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 5<sup>th</sup> September 2024 and were signed on its behalf by:

.....  
B Miangar -Trustee

.....  
C A Walsh -Trustee

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value.

**Going concern**

The Trustees have performed a robust analysis of forecast future cash flows taking into account any potential impacts on the charity. This analysis also considers the effectiveness of available measures to assist in mitigating the impact. Based on these assessments and having regard to the resources available to the charity, the Trustees have concluded that they can continue to adopt the going concern basis in preparing the annual report and accounts.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified 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.

**Tangible fixed assets**

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

Freehold property	- Straight line over 50 years
Fixtures and fittings	- Straight line over 5 years

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow-moving items.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**RELATE MILTON KEYNES**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2024**

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**2. INVESTMENT INCOME**

	<b>2024</b>	2023
	<b>£</b>	£
Investment income and interest	<u><b>5,144</b></u>	<u>1,493</u>

**3. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	<b>2024</b>	2023
	<b>£</b>	£
Depreciation - owned assets	<u><b>4,060</b></u>	<u>4,910</u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

**Trustees' expenses**

No Trustees claimed reimbursement of expenses during the year ended 31 March 2024 (2023: £nil).

**5. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	<b>2024</b>	2023
Administrative	<b>4</b>	3
Counsellors	<u><b>10</b></u>	<u>8</u>
	<u><b>14</b></u>	<u>11</u>

No employees received emoluments in excess of £60,000 in either 2024 or 2023.

RELATE MILTON KEYNES

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2024

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations	51	-	51
<b>Charitable activities</b>			
Income from trading activities	18,315	-	18,315
Counselling income	142,762	-	142,762
Mediation income	2,040	-	2,040
Grants and contracts	56,332	-	56,332
Sundry income	150	-	150
Investment income	<u>1,493</u>	<u>-</u>	<u>1,493</u>
<b>Total</b>	<b>221,143</b>	<b>-</b>	<b>221,143</b>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Staff costs	146,784	-	146,784
Governance costs	324	-	324
Sundries	<u>74,389</u>	<u>-</u>	<u>74,389</u>
<b>Total</b>	<b>221,497</b>	<b>-</b>	<b>221,497</b>
<b>NET INCOME/(EXPENDITURE)</b>	<b>(354)</b>	<b>-</b>	<b>(354)</b>
<b>Transfers between funds</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>	<b>(354)</b>	<b>-</b>	<b>(354)</b>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<b>215,776</b>	<b>-</b>	<b>215,776</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b><u>215,422</u></b>	<b><u>-</u></b>	<b><u>215,422</u></b>

**RELATE MILTON KEYNES**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2024**

**7. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1 April 2023	50,000	27,833	77,833
Additions during the year	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2024	<u>50,000</u>	<u>27,833</u>	<u>77,833</u>
<b>DEPRECIATION</b>			
At 1 April 2023	27,000	23,517	50,517
Charge for year	<u>1,000</u>	<u>3,060</u>	<u>4,060</u>
At 31 March 2024	<u>28,000</u>	<u>26,577</u>	<u>54,577</u>
<b>NET BOOK VALUE</b>			
At 31 March 2024	<u>22,000</u>	<u>1,256</u>	<u>23,256</u>
At 31 March 2023	<u>23,000</u>	<u>4,316</u>	<u>27,316</u>

**8. FIXED ASSET INVESTMENTS**

	Shares in group undertakings £
<b>MARKET VALUE</b>	
At 1 April 2023 and 31 March 2024	<u>4</u>
<b>NET BOOK VALUE</b>	
At 31 March 2024	<u>4</u>
At 31 March 2023	<u>4</u>

Relate Milton Keynes is the ultimate controlling party of MK Community Shop (Shenley) Limited, a registered company (Number 02798238). There were no assets invested outside the UK.

**9. STOCKS**

	2024 £	2023 £
Stocks	<u>50</u>	<u>50</u>

**10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2024 £	2023 £
Trade debtors	4,908	5,466
Other debtors	<u>46,409</u>	<u>17,811</u>
	<u>51,317</u>	<u>23,277</u>

RELATE MILTON KEYNES

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2024

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade creditors	3,723	3,278
Tax and social security	2,365	2,748
Other creditors	4	4
Accruals and deferred income	<u>15,044</u>	<u>9,016</u>
	<u>21,136</u>	<u>15,046</u>

12. MOVEMENT IN FUNDS

	At 1.4.23	Net movement in funds	Transfers between funds	At 31.3.24
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	113,049	44,930	(17,446)	140,533
Designated funds:				
Bursary fund	6,000	(4,775)	4,775	6,000
CYP	-	-	25,000	25,000
Restructure costs	68,333	-	(11,605)	56,728
Fixed assets	<u>28,040</u>	<u>(4,060)</u>	<u>(724)</u>	<u>23,256</u>
	<u>215,422</u>	<u>36,095</u>	<u>-</u>	<u>251,517</u>
<b>Restricted funds</b>				
CYP - Wellbeing	<u>-</u>	<u>29,392</u>	<u>-</u>	<u>29,392</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL FUNDS</b>	<u>215,422</u>	<u>65,487</u>	<u>-</u>	<u>280,909</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	278,792	(233,862)	44,930
Designated funds:			
Bursary fund	-	(4,775)	(4,775)
Fixed assets	<u>-</u>	<u>(4,060)</u>	<u>(4,060)</u>
	<u>278,792</u>	<u>(242,697)</u>	<u>36,095</u>
<b>Restricted funds</b>			
CYP - Wellbeing	<u>30,000</u>	<u>(608)</u>	<u>29,392</u>
	<u>30,000</u>	<u>(608)</u>	<u>29,392</u>
<b>TOTAL FUNDS</b>	<u>308,792</u>	<u>(243,305)</u>	<u>65,487</u>

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2024

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.22	Net movement in funds	Transfers between funds	At 31.3.23
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	141,018	10,191	(38,160)	113,049
Designated funds:				
Bursary fund	6,000	(5,635)	5,635	6,000
Restructure costs	35,398	-	32,935	68,333
Fixed assets	33,360	(4,910)	(410)	28,040
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL FUNDS</b>	<u>215,776</u>	<u>(354)</u>	<u>-</u>	<u>215,422</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	221,143	(210,952)	10,191
Designated funds:			
Bursary fund	-	(5,635)	(5,635)
Fixed assets	-	(4,910)	(4,910)
	<u>          </u>	<u>          </u>	<u>          </u>
	<u>221,143</u>	<u>(221,497)</u>	<u>(354)</u>

**13. RELATED PARTY DISCLOSURES**

The company received a covenant of £49,988 (2023 - £13,915) and a management charge of £4,400 (2023 - £4,400) from its subsidiary, MK Community Shop (Shenley) Limited. The balance at the year end due from MK Community Shop (Shenley) Limited was £46,409 (2023 - £17,210).

**14. ULTIMATE CONTROLLING PARTY**

The company is under the control of its members and as such there is no single controlling party. No one entity has ultimate control of the company.

**15. COMPANY LIMITED BY GUARANTEE**

The company is limited by guarantee and as a consequence each member's individual liability is limited to £1. There were 29 members as at 31 March 2024 (2023 - 25).

**RELATE MILTON KEYNES****DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2024**

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	2024	2023
	£	£
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations</b>		
Fundraising and donations	275	51
<b>Investment income</b>		
Investment income and interest	5,144	1,493
<b>Other income</b>		
Sundry income	-	150
<b>Charitable activities</b>		
Counselling income	155,546	142,762
Mediation income	6,239	2,040
Income from trading activities	54,388	18,315
Grants and contracts	<u>87,200</u>	<u>56,332</u>
	<b>303,373</b>	<b>219,449</b>
<b>Total incoming resources</b>	<b>308,792</b>	<b>221,143</b>
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	157,794	136,880
Social security	3,602	3,490
Pensions	5,869	6,414
Rates and water	245	192
Insurance	1,557	1,892
Light and heat	5,029	5,343
Telephone and internet	1,773	1,794
Sundries	1,869	1,146
Marketing and advertising	3,610	2,476
Bank charges and interest	3,078	2,869
Equipment and IT	10,001	10,642
Premises expenses	5,983	5,915
Staff and travel expenses	268	275
Accountancy	9,500	9,120
Bursaries	4,775	5,635
Supervision	6,245	8,172
Federation charges	13,796	12,757
Related training charges	-	120
Mediation expenses	3,461	1,131
Freehold property	1,000	1,000
Fixtures and fittings	<u>3,060</u>	<u>3,910</u>
	<b>242,516</b>	<b>221,173</b>

This page does not form part of the statutory financial statements

**RELATE MILTON KEYNES**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2024**

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	<b>2024</b>	2023
	<b>£</b>	£
<b>Governance costs</b>		
Accountancy and legal fees	<u>790</u>	<u>324</u>
<b>Total resources expended</b>	<b>243,305</b>	221,497
	<hr/>	<hr/>
<b>Net income/(expenditure)</b>	<u><b>65,487</b></u>	<u>(354)</u>

This page does not form part of the statutory financial statements

**RELATE (MILTON KEYNES)**

England & Wales - Charity number 1018848

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# Accounts

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**REGISTERED COMPANY NUMBER: 02796665**  
**REGISTERED CHARITY NUMBER: 1018848**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR  
ENDED 31 MARCH 2023  
FOR  
RELATE MILTON KEYNES**

**RELATE MILTON KEYNES**

**CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

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## RELATE MILTON KEYNES

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of 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).

#### OBJECTIVES AND ACTIVITIES

##### Principal Objectives and activities

Relate Milton Keynes is an independent charity which operates within a federation of charities affiliated to Relate, a national charitable organisation. The national organisation supports Relate Milton Keynes and other members of the federation by providing training for counsellors, advice and guidance in connection with marketing, human resources and professional services as well as monitoring for quality control purposes and the maintenance of professional standards.

Relate Milton Keynes shares the vision statement of Relate of a future in which healthy relationships are actively promoted as the heart of a thriving society.

Relate Milton Keynes supports clients through delivering relationship counselling for adult individuals, couples, young people and families as well as psychosexual therapy for couples and individuals, irrespective of gender orientation. The aim of our Couples services is to alleviate emotional distress caused by relationship problems assisting clients through talking therapy to resolve the problems or, if that is not possible, to exit the relationship in a sensible and practical way. Our Couples services are available to all couples, regardless of marital status or gender. Working with families and young people, we aim to reduce the emotional cost of family breakdowns, particularly for young people to enable them to reach their full potential despite the inevitable stresses and problems within a family. Feedback from our clients continues to report that they experience positive impacts from our services, which result in fewer separations, happier, safer family relationships and more intimate love lives. This can be reflected in reduced absenteeism from workplaces or schools and a reduction in general health problems.

The Child and Adolescent Mental Health service has continued to refer young people and families to Relate Milton Keynes for counselling and continued to provide funding support for the delivery of that counselling, benefitting young people who are experiencing difficulties as a result of parental separation or adjusting to changing family arrangements or new relationships. The charity, in common with the national organisation has identified an increasing need for counselling among children and young people. We have therefore increased and continue to seek to increase the number of our counsellors trained in assisting this group and looking at ways in which the service can be delivered.

Our psychosexual therapy service offers help to individuals and couples facing personal or relationship difficulties in their sexual activities.

The year to 31 March 2023 could fairly be regarded as a year of recovery after the effects of the Covid pandemic which forced radical changes to the way in which our administration operated and the way in which our services were delivered. In particular, where our core service has always been based on the concept of face-to-face counselling services with clients attending our centre in Wolverton for counselling, the restrictions imposed during the pandemic saw a major change with virtually all services being delivered remotely via video links. That trend has continued despite the relaxation of the Covid restrictions and Relate Milton Keynes, together with Relate nationally and other Relate centres forming part of the national federation are actively considering how best to provide services in future and the effect this will have on our requirements for staff and premises.

The staff and trustees of Relate Milton Keynes are acutely conscious of the cost of our services, particularly at a time when high inflation is causing many families financial problems. The trustees have set aside funds to operate a bursary scheme which allows the delivery of services at a reduced rate for those in genuine financial difficulty. The charity will continue to offer this bursary assistance and continues to seek other sources of funding to enable it to reduce the cost to as many people as possible.

Relate Milton Keynes has also supported and adopted a far-reaching brand review undertaken by the national body and is actively promoting the new brand and its catch-phrase “*We can Relate*” in the Milton Keynes area.

## RELATE MILTON KEYNES

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

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#### OBJECTIVES AND ACTIVITIES (continued)

##### Principal Objectives and activities

The charity welcomes all who live or work in the unitary authority of Milton Keynes and makes its services available to all. The trustees, in reviewing service provision to the whole population of Milton Keynes have noted that the ratios of ethnic minorities using our services mirrors in large measure the ethnic diversity of Milton Keynes. In conjunction with the Relate national body, Relate Milton Keynes has adopted a policy in relation to equality, diversity and inclusion and is actively working to increase diversity and inclusion in all facets of the charity's operation.

#### ACHIEVEMENT AND PERFORMANCE

The overall sessions delivered by Relate Milton Keynes has decreased by 13% to 2,933 sessions (2022: 3,369 sessions). This includes:

- |                                  |                                       |
|----------------------------------|---------------------------------------|
| - Family counselling             | 640 sessions (2022: 963 sessions)     |
| - Adult relationship counselling | 2,023 sessions (2022: 1,938 sessions) |
| - Sex therapy                    | 220 sessions (2022: 347 sessions)     |
| - Young people's counselling     | 50 sessions (2022: 121 sessions)      |

The results of our outcomes survey for Relationship counselling clients revealed that:

- 100% (2022: 100%) rated their experience of Relate as 'very good' or 'good'
- 100% (2022: 100%) would recommend Relate to others

The deficit on the ordinary activities of Relate Milton Keynes during the year amounted to £354 (2022: deficit of £17,740). The principal funders during the year are as follows;

Client counselling income  
CAMHS  
Income from trading activities

The total funds held by the Relate Milton Keynes as at 31 March 2023 was £215,422 (2022: £215,776).

#### FINANCIAL REVIEW

##### Reserves policy

The trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should generally be expended within 3 and 6 months. This amounts to a figure of between £47,027 and £94,053 in general funds. At this level, the trustees feel that they would be able to continue the current activities of the charity in the likely event of a significant drop in funding.

It would obviously be necessary to consider how the funding would be replaced or activities developed to compensate. At present the general reserves (excluding designated funds) which amount to £113,049 are above this band. The trustees will keep this policy under constant review.

The trustees are confident that Relate Milton Keynes is able to continue to meet its liabilities as they fall due for the foreseeable future and that the accounts should be prepared on a going concern basis.

## **RELATE MILTON KEYNES**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023**

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#### **FUTURE STRATEGY**

By supporting children, young people, families, parents, individuals, couples and organisations both through counselling and training, Relate Milton Keynes continues to take a holistic view of relationship support and is a leading early intervention, targeted, community based, front-line service provider in the city.

The trustees of Relate Milton Keynes intend to develop a rolling three-year strategic plan which will be informed by an extensive review of key services and delivery methods being undertaken by the national Relate organisation in consultation with its federated centres around England and Wales. Our key strategic goals, however remain:

1. To ensure the continuing delivery of Relate's core services through electronic communications to the population of Milton Keynes;
2. To make face-to-face counselling available to clients who need or prefer this form of service delivery;
3. To develop and find ongoing funding for the bursary scheme to make our services available to all, irrespective of ability to pay;
4. To build and enhance the skills of the counselling team through further recruitment and development training;
5. To ensure we maintain best practice in implementing our policy for equality, diversity and inclusion in all facets of the agency's functions.

In pursuance of those goals, the trustees have set aside funds to implement a bursary scheme for those unable to afford the full charge for our services. The scheme has proved successful and the trustees will continue to consider ways of extending it and making our services more widely available. We will also continue to seek and extend the scope of external funding for additional bursary services.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is a company limited by guarantee, as defined by the Companies Act 2006. Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. The total number of guarantees at 31st March 2023 was 25.

The word 'Limited' is omitted by license of the Secretary of State for Trade and Industry.

Relate Milton Keynes is an independent charity that is part of a Federation of Relate Charities, receiving training and overall policy decision from Relate Central Office.

## **RELATE MILTON KEYNES**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023**

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#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Executive Board**

The Executive Board should consist of a minimum of six and a maximum of eighteen Members, including the Chair, Vice Chair and Treasurer, who are elected at the Annual General Meeting. The remaining Executive Board Members are elected by the Members of the Centre at the Annual General Meeting and shall hold office for a year but shall be eligible for re-election. The chair's period of office shall be two years renewable to a maximum of eight years. The maximum period on the Executive shall also be eight consecutive years for all other Members. The Executive Board may also co-opt up to two people, whether members of the Centre or not, to join the Executive Board. Any co-opted Member of the Executive shall cease to be a co-opted Member if he/she becomes an elected Member. The Executive Board currently comprises the three officers plus three trustees elected at the Annual General Meeting (two other trustees elected at the Annual General Meeting having resigned in the course of the year.).

##### **Remuneration**

Relate Milton Keynes operates a remuneration policy whereby an annual percentage award is considered for all directly employed staff, from 1st April each year, and that the individual percentage be so calculated to include:

- a) Financial performance of the organisation as a whole; and
- b) Personal performance of the employee during the year under review.

Given the size of the organisation, the trustees do not believe that a set salary scale for each post is appropriate or beneficial. As a member of the Living Wages Foundation, Relate Milton Keynes ensures its payscales are in line with the annual recommended increases in the Living Wage.

The average employee headcount during the financial year was 11 (full-time equivalent was 4). No employees earned in excess of £60,000 and the total remuneration paid to the key management personnel during the year was £44,555.

During the period the trustees received no remuneration and no trustees claimed reimbursement of expenses in this financial year (2022: £nil).

##### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees have developed and continue to monitor a rolling three-year strategic plan and regularly review status reports highlighting potential risks and prioritising actions.

Internal risks are considered minimal by the implementation of financial procedures that are periodically reviewed to ensure they are working efficiently.

## RELATE MILTON KEYNES

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

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#### TRUSTEES' RESPONSIBILITIES STATEMENT

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. 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 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements<sup>1</sup>;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The charitable company's trustees consider that an audit is not required for this year (under section 144(2) of the Act) and that an independent examination is required.

**RELATE MILTON KEYNES**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2023**

---

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

02796665

**Registered Charity number**

1018848

**Registered office**

47 Aylesbury Street  
Wolverton  
Milton Keynes  
MK12 5HX

**Trustees**

C Griffin	appointed 14 July 2022
R Connor	resigned 08 June 2022
A Davidson	resigned 14 December 2022
K E Lewington	
B Miangar	
E S Pope	
M Rayner	resigned 19 July 2023
C A Walsh	

**Independent examiner**

Harris & Co (Accountants) Limited  
2 Pavilion Court  
600 Pavilion Drive  
Northampton  
NN4 7SL

Approved by order of the board of trustees on 22 November 2023 and signed on its behalf by:

.....  
K E Lewington - Trustee

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RELATE MILTON KEYNES**

---

### **Independent examiner's report to the trustees of Relate Milton Keynes ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Sarah Buswell FCA  
Harris and Co  
Chartered Accountants  
2 Pavilion Court  
600 Pavilion Drive  
Northampton  
NN4 7SL

Date: 22 November 2023

**RELATE MILTON KEYNES**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations		51	-	51	1,416
<b>Charitable activities</b>					
Income from trading activities		18,315	-	18,315	1,387
Counselling income		142,762	-	142,762	138,307
Mediation income		2,040	-	2,040	2,790
Grants and contracts		56,332	-	56,332	73,878
Sundry income		150	-	150	-
Investment income	2	1,493	-	1,493	485
<b>Total</b>		<b>221,143</b>	<b>-</b>	<b>221,143</b>	<b>218,263</b>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Staff costs		146,784	-	146,784	162,511
Governance costs		324	-	324	1,125
Sundries		74,389	-	74,389	72,367
<b>Total</b>		<b>221,497</b>	<b>-</b>	<b>221,497</b>	<b>236,003</b>
<b>NET (EXPENDITURE)/INCOME</b>		<b>(354)</b>	<b>-</b>	<b>(354)</b>	<b>(17,740)</b>
<b>Transfers between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>(354)</b>	<b>-</b>	<b>(354)</b>	<b>(17,740)</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>215,776</b>	<b>-</b>	<b>215,776</b>	<b>233,516</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>215,422</b>	<b>-</b>	<b>215,422</b>	<b>215,776</b>

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

**RELATE MILTON KEYNES**

**BALANCE SHEET  
AT 31 MARCH 2023**

	Note	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	7	27,316	-	27,316	32,207
Investments	8	<u>4</u>	<u>-</u>	<u>4</u>	<u>4</u>
		27,320	-	27,320	32,211
<b>CURRENT ASSETS</b>					
Stocks	9	50	-	50	50
Debtors	10	23,277	-	23,277	15,740
Prepayments and accrued income		3,782	-	3,782	10,836
Cash at bank and in hand		<u>176,039</u>	<u>-</u>	<u>176,039</u>	<u>167,547</u>
		203,148	-	203,148	194,173
<b>CREDITORS</b>					
Amounts falling due within one year	11	<u>(15,046)</u>	<u>-</u>	<u>(15,046)</u>	<u>(10,608)</u>
<b>NET CURRENT ASSETS</b>		<u>188,102</u>	<u>-</u>	<u>188,102</u>	<u>183,565</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>215,422</u>	<u>-</u>	<u>215,422</u>	<u>215,776</u>
<b>NET ASSETS</b>		<u>215,422</u>	<u>-</u>	<u>215,422</u>	<u>215,776</u>
<b>FUNDS</b>					
Unrestricted funds	12			215,422	215,776
Restricted funds				-	-
<b>TOTAL FUNDS</b>				<u>215,422</u>	<u>215,776</u>

The notes form part of these financial statements

**RELATE MILTON KEYNES**

**BALANCE SHEET - CONTINUED  
AT 31 MARCH 2023**

---

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 22 November 2023 and were signed on its behalf by:

.....  
K E Lewington -Trustee

.....  
C A Walsh -Trustee

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value.

**Going concern**

The Trustees have performed a robust analysis of forecast future cash flows taking into account any potential impacts on the charity. This analysis also considers the effectiveness of available measures to assist in mitigating the impact. Based on these assessments and having regard to the resources available to the charity, the Trustees have concluded that they can continue to adopt the going concern basis in preparing the annual report and accounts.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified 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.

**Tangible fixed assets**

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

Freehold property	- Straight line over 50 years
Fixtures and fittings	- Straight line over 5 years

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow-moving items.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**RELATE MILTON KEYNES**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2023**

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**2. INVESTMENT INCOME**

	<b>2023</b>	2022
	<b>£</b>	£
Investment income and interest	<u><b>1,493</b></u>	<u>485</u>

**3. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	<b>2023</b>	2022
	<b>£</b>	£
Depreciation - owned assets	<u><b>4,910</b></u>	<u>4,797</u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2023.

**Trustees' expenses**

No Trustees claimed reimbursement of expenses during the year ended 31 March 2023 (2022: £nil).

**5. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	<b>2023</b>	2022
Administrative	<b>3</b>	3
Counsellors	<u><b>8</b></u>	<u>8</u>
	<u><b>11</b></u>	<u>11</u>

No employees received emoluments in excess of £60,000 in either 2023 or 2022.

RELATE MILTON KEYNES

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2023

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations	1,416	-	1,416
<b>Charitable activities</b>			
Income from trading activities	1,387	-	1,387
Counselling income	138,307	-	138,307
Mediation income	2,790	-	2,790
Grants and contracts	73,878	-	73,878
Investment income	<u>485</u>	<u>-</u>	<u>485</u>
<b>Total</b>	<b>218,263</b>	<b>-</b>	<b>218,263</b>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Staff costs	162,511	-	162,511
Governance costs	1,125	-	1,125
Sundries	<u>72,367</u>	<u>-</u>	<u>72,367</u>
<b>Total</b>	<b>236,003</b>	<b>-</b>	<b>236,003</b>
<b>NET INCOME/(EXPENDITURE)</b>	<b>(17,740)</b>	<b>-</b>	<b>(17,740)</b>
<b>Transfers between funds</b>	<u>115</u>	<u>(115)</u>	<u>-</u>
<b>Net movement in funds</b>	<b>(17,625)</b>	<b>(115)</b>	<b>(17,740)</b>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<b>233,401</b>	<b>115</b>	<b>233,516</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b><u>215,776</u></b>	<b><u>-</u></b>	<b><u>215,776</u></b>

**RELATE MILTON KEYNES**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2023**

**7. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1 April 2022	50,000	27,814	77,814
Additions during the year	<u>-</u>	<u>19</u>	<u>19</u>
At 31 March 2023	<u>50,000</u>	<u>27,833</u>	<u>77,833</u>
<b>DEPRECIATION</b>			
At 1 April 2022	26,000	19,607	45,607
Charge for year	<u>1,000</u>	<u>3,910</u>	<u>4,910</u>
At 31 March 2023	<u>27,000</u>	<u>23,517</u>	<u>50,517</u>
<b>NET BOOK VALUE</b>			
At 31 March 2023	<u>23,000</u>	<u>4,316</u>	<u>27,316</u>
At 31 March 2022	<u>24,000</u>	<u>8,207</u>	<u>32,207</u>

**8. FIXED ASSET INVESTMENTS**

	Shares in group undertakings £
<b>MARKET VALUE</b>	
At 1 April 2022 and 31 March 2023	<u>4</u>
<b>NET BOOK VALUE</b>	
At 31 March 2023	<u>4</u>
At 31 March 2022	<u>4</u>

Relate Milton Keynes is the ultimate controlling party of MK Community Shop (Shenley) Limited, a registered company (Number 02798238). There were no assets invested outside the UK.

**9. STOCKS**

	2023 £	2022 £
Stocks	<u>50</u>	<u>50</u>

**10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023 £	2022 £
Trade debtors	5,466	529
Other debtors	<u>17,811</u>	<u>15,211</u>
	<u>23,277</u>	<u>15,740</u>

RELATE MILTON KEYNES

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2023

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade creditors	3,278	2,105
Tax and social security	2,748	-
Other creditors	4	4
Accruals and deferred income	<u>9,016</u>	<u>8,499</u>
	<u>15,046</u>	<u>10,608</u>

12. MOVEMENT IN FUNDS

	At 1.4.22	Net movement in funds	Transfers between funds	At 31.3.23
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	141,018	10,191	(38,160)	113,049
Designated funds:				
Bursary fund	6,000	(5,635)	5,635	6,000
Restructure costs	35,398	-	32,935	68,333
Fixed assets	<u>33,360</u>	<u>(4,910)</u>	<u>(410)</u>	<u>28,040</u>
<b>TOTAL FUNDS</b>	<u>215,776</u>	<u>(354)</u>	<u>-</u>	<u>215,422</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	221,143	(210,952)	10,191
Designated funds:			
Bursary fund	-	(5,635)	(5,635)
Fixed assets	<u>-</u>	<u>(4,910)</u>	<u>(4,910)</u>
	<u>221,143</u>	<u>(221,497)</u>	<u>(354)</u>

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2023

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.21	Net movement in funds	Transfers between funds	At 31.3.22
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	150,899	(9,098)	(783)	141,018
Designated funds:				
Bursary fund	6,000	(3,845)	3,845	6,000
Restructure costs	40,191	-	(4,793)	35,398
Fixed assets	36,311	(4,797)	1,846	33,360
	<u>233,401</u>	<u>(17,740)</u>	<u>115</u>	<u>215,776</u>
<b>Restricted funds</b>				
Milton Keynes Community Foundation	115	-	(115)	-
	<u>115</u>	<u>-</u>	<u>(115)</u>	<u>-</u>
<b>TOTAL FUNDS</b>	<u>233,516</u>	<u>(17,740)</u>	<u>-</u>	<u>215,776</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	218,263	(227,361)	(9,098)
Designated funds:			
Bursary fund	-	(3,845)	(3,845)
Fixed assets	-	(4,797)	(4,797)
	<u>218,263</u>	<u>(236,003)</u>	<u>(17,740)</u>

**13. RELATED PARTY DISCLOSURES**

The company received a covenant of £13,915 (2022 - £1,387) and a management charge of £4,400 (2022 - £nil) from its subsidiary, MK Community Shop (Shenley) Limited. The balance at the year end due from MK Community Shop (Shenley) Limited was £17,210 (2022 - £12,647).

**14. ULTIMATE CONTROLLING PARTY**

The company is under the control of its members and as such there is no single controlling party. No one entity has ultimate control of the company.

**15. COMPANY LIMITED BY GUARANTEE**

The company is limited by guarantee and as a consequence each member's individual liability is limited to £1. There were 25 members as at 31 March 2023 (2022 - 25).

**RELATE MILTON KEYNES****DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2023**

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	<b>2023</b>	2022
	<b>£</b>	£
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations</b>		
Fundraising and donations	<b>51</b>	1,416
<b>Investment income</b>		
Investment income and interest	<b>1,493</b>	485
<b>Other income</b>		
Sundry income	<b>150</b>	-
<b>Charitable activities</b>		
Counselling income	<b>142,762</b>	138,307
Mediation income	<b>2,040</b>	2,790
Income from trading activities	<b>18,315</b>	1,387
Grants and contracts	<b><u>56,332</u></b>	<u>73,878</u>
	<b><u>219,449</u></b>	<u>216,362</u>
<b>Total incoming resources</b>	<b>221,143</b>	218,263
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	<b>136,880</b>	151,246
Social security	<b>3,490</b>	4,844
Pensions	<b>6,414</b>	6,421
Rates and water	<b>192</b>	185
Insurance	<b>1,892</b>	1,148
Light and heat	<b>5,343</b>	1,603
Telephone and internet	<b>1,794</b>	1,907
Sundries	<b>3,622</b>	(233)
Bank charges and interest	<b>2,869</b>	2,786
Equipment and IT	<b>10,642</b>	12,280
Premises expenses	<b>5,915</b>	3,583
Staff and travel expenses	<b>275</b>	530
Accountancy	<b>9,120</b>	8,740
Bursaries	<b>5,635</b>	3,845
Supervision	<b>8,172</b>	11,710
Federation charges	<b>12,757</b>	12,260
Related training charges	<b>120</b>	5,426
Mediation expenses	<b>1,131</b>	1,800
Freehold property	<b>1,000</b>	1,000
Fixtures and fittings	<b><u>3,910</u></b>	<u>3,797</u>
	<b>221,173</b>	234,878

This page does not form part of the statutory financial statements

**RELATE MILTON KEYNES**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2023**

---

	<b>2023</b>	2022
	<b>£</b>	£
<b>Governance costs</b>		
Accountancy and legal fees	<u>324</u>	<u>1,125</u>
<b>Total resources expended</b>	<b>221,497</b>	236,003
	<hr/>	<hr/>
<b>Net income/(expenditure)</b>	<u><b>(354)</b></u>	<u>(17,740)</u>

This page does not form part of the statutory financial statements

**RELATE (MILTON KEYNES)**

England & Wales - Charity number 1018848

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# Accounts

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**REGISTERED COMPANY NUMBER: 02796665**  
**REGISTERED CHARITY NUMBER: 1018848**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR  
ENDED 31 MARCH 2022  
FOR  
RELATE MILTON KEYNES**

**RELATE MILTON KEYNES**

**CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

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## **RELATE MILTON KEYNES**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

---

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of 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).

#### **OBJECTIVES AND ACTIVITIES**

##### **Principal Objectives and activities**

Relate Milton Keynes is an independent charity which operates within a federation of charities affiliated to Relate, a national charitable organisation. The national organisation supports Relate Milton Keynes and other members of the federation by providing training for counsellors, advice and guidance in connection with marketing, human resources and professional services as well as monitoring for quality control purposes and the maintenance of professional standards.

Relate Milton Keynes shares the vision statement of Relate of a future in which healthy relationships are actively promoted as the heart of a thriving society.

Relate Milton Keynes supports clients through delivering relationship counselling for adult individuals, couples, young people and families as well as psychosexual therapy for couples and individuals, irrespective of gender orientation. The aim of our couples services is to alleviate emotional distress caused by relationship problems and to reduce the financial cost of relationship breakdowns in the unitary authority of Milton Keynes. Working with families and young people, we aim to reduce the emotional cost of family breakdowns, particularly for young people to enable them to reach their full potential despite the inevitable stresses and problems within a family. Feedback from our clients continues to report that they experience positive impacts from our services, which result in fewer separations, happier, safer family relationships and more intimate love lives. This is reflected in reduced absenteeism from workplaces or schools and a reduction in general health problems.

Relate Milton Keynes continued to provide counselling for young people and families through a contract with the Child and Adolescent Mental Health service; therefore, benefitting young people who are experiencing difficulties as a result of parental separation or adjusting to new family arrangements or other relationships. The charity, in common with the national organisation has identified an increasing need for counselling among children and young people. We are therefore seeking to increase the number of our counsellors trained in assisting this group and looking at ways in which the service can be delivered.

It has been a challenging year for the charity. Our core service has always been based on the concept of face-to-face counselling services with clients attending our centre in Wolverton for counselling. The restrictions imposed during the Covid pandemic and the need to ensure the safety of our counsellors and clients meant that it was no longer possible to deliver the services in that way during the financial year. The administrative office was also closed for a substantial part of the year. We had, however, transitioned our work to remote working using the Zoom platform and were able to continue to deliver services in that way throughout the year, although this required significant changes in the method of operation. There has also been a noticeable reduction in demand for our services which continue to operate below the levels which we expected prior to the Covid pandemic. We consider that the change to largely remote services is likely to continue for the foreseeable future, and are actively considering how this will affect our requirements for premises and staff.

The charity welcomes all who live or work in the unitary authority of Milton Keynes and makes its services available to all. The trustees, in reviewing service provision to the whole population of Milton Keynes have noted that the ratios of ethnic minorities using our services mirrors in large measure the ethnic diversity of Milton Keynes. In conjunction with the Relate national body, Relate Milton Keynes has adopted a policy in relation to equality, diversity and inclusion and is actively working to increase diversity and inclusion in all facets of the charity's operation.

## RELATE MILTON KEYNES

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

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#### ACHIEVEMENT AND PERFORMANCE

The overall sessions delivered by Relate Milton Keynes has increased by 11% to 3,369 sessions (2021: 3,035 sessions). This includes:

- |                                  |                                       |
|----------------------------------|---------------------------------------|
| - Family counselling             | 963 sessions (2021: 907 sessions)     |
| - Adult relationship counselling | 1,938 sessions (2021: 1,831 sessions) |
| - Sex therapy                    | 347 sessions (2021: 167 sessions)     |
| - Young people's counselling     | 121 sessions (2021: 130 sessions)     |

The results of our outcomes survey for Relationship counselling clients revealed that:

100% (2021: 100%) rated their experience of Relate as 'very good' or 'good'

100% (2021: 100%) would recommend Relate to others

The deficit on the ordinary activities of Relate Milton Keynes during the year amounted to £17,740 (2021: surplus of £4,521). The principal funders during the year are as follows;

Client counselling income

CAMHS

NHS

Income from trading activities

The total funds held by the Relate Milton Keynes as at 31 March 2022 was £215,776 (2021: £233,516).

#### FINANCIAL REVIEW

##### Reserves policy

The trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should generally be expended within 3 and 6 months. This amounts to a figure of between £45,892 and £91,785 in general funds. At this level, the trustees feel that they would be able to continue the current activities of the charity in the likely event of a significant drop in funding.

It would obviously be necessary to consider how the funding would be replaced or activities developed to compensate. At present the general reserves (excluding designated funds) which amount to £141,018 are comfortably above this band. The trustees will keep this policy under constant review.

The trustees are confident that Relate Milton Keynes is able to continue to meet its liabilities as they fall due for the foreseeable future and that the accounts should be prepared on a going concern basis.

## **RELATE MILTON KEYNES**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

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#### **FUTURE STRATEGY**

By supporting children, young people, families, parents, individuals, couples and organisations both through counselling and training, Relate Milton Keynes continues to take a holistic view of relationship support and is a leading early intervention, targeted, community based, front-line service provider in the city.

The trustees of Relate Milton Keynes intend to develop a further rolling three-year strategic plan which will be informed by a rebranding exercise being rolled out by the national Relate organisation. Our key strategic goals, however remain:

1. To ensure the continuing delivery of Relate's core services through electronic communications to the population of Milton Keynes;
2. To make face-to-face counselling available to clients who need or prefer this form of service delivery;
3. To develop and find ongoing funding for the bursary scheme to make our services available to all, irrespective of ability to pay;
4. To build and enhance the skills of the counselling team through further recruitment and development training;
5. To ensure we maintain best practice in implementing our policy for equality, diversity and inclusion in all facets of the agency's functions.

In pursuance of those goals, the trustees have set aside funds to implement a bursary scheme for those unable to afford the full charge for our services. The scheme has proved successful and the trustees will continue to consider ways of extending it and making our services more widely available. We will also continue to seek and extend the scope of external funding for additional bursary services.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is a company limited by guarantee, as defined by the Companies Act 2006. Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. The total number of guarantees at 31st March 2022 was 25.

The word 'Limited' is omitted by license of the Secretary of State for Trade and Industry.

Relate Milton Keynes is an independent charity that is part of a Federation of Relate Charities, receiving training and overall policy decision from Relate Central Office.

## **RELATE MILTON KEYNES**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

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#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Executive Board**

The Executive Board should consist of a minimum of six and a maximum of eighteen Members, including the Chair, Vice Chair and Treasurer, who are elected at the Annual General Meeting. The remaining Executive Board Members are elected by the Members of the Centre at the Annual General Meeting and shall hold office for a year but shall be eligible for re-election. The chair's period of office shall be two years renewable to a maximum of eight years. The maximum period on the Executive shall also be eight consecutive years for all other Members. The Executive Board may also co-opt up to two people, whether members of the Centre or not, to join the Executive Board. Any co-opted Member of the Executive shall cease to be a co-opted Member if he/she becomes an elected Member. The Executive Board currently comprises the three officers plus three trustees elected at the Annual General Meeting (two other trustees elected at the Annual General Meeting having resigned in the course of the year.).

##### **Remuneration**

Relate Milton Keynes operates a remuneration policy whereby an annual percentage award is considered for all directly employed staff, from 1st April each year, and that the individual percentage be so calculated to include:

- a) Financial performance of the organisation as a whole; and
- b) Personal performance of the employee during the year under review.

Given the size of the organisation, the trustees do not believe that a set salary scale for each post is appropriate or beneficial. As a member of the Living Wages Foundation, Relate Milton Keynes ensures its payscales are in line with the annual recommended increases in the Living Wage.

The average employee headcount during the financial year was 11 (full-time equivalent was 4). No employees earned in excess of £60,000 and the total remuneration paid to the key management personnel during the year was £42,913.

During the period the trustees received no remuneration and no trustees claimed reimbursement of expenses in this financial year (2021: £6 – one trustee).

##### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees have developed and continue to monitor a rolling three-year strategic plan and regularly review status reports highlighting potential risks and prioritising actions.

Internal risks are considered minimal by the implementation of financial procedures that are periodically reviewed to ensure they are working efficiently.

## **RELATE MILTON KEYNES**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

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#### **TRUSTEES' RESPONSIBILITIES STATEMENT**

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. 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 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements<sup>1</sup>;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The charitable company's trustees consider that an audit is not required for this year (under section 144(2) of the Act) and that an independent examination is required.

**RELATE MILTON KEYNES**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2022**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

02796665

**Registered Charity number**

1018848

**Registered office**

47 Aylesbury Street  
Wolverton  
Milton Keynes  
MK12 5HX

**Trustees**

C Griffin	appointed 14 July 2022
R Connor	resigned 08 June 2022
A Davidson	
K E Lewington	
B Miangar	
E S Pope	appointed 01 December 2021
M Rayner	
S Sawyer	resigned 28 April 2021
C A Walsh	

**Independent examiner**

Harris & Co (Accountants) Limited  
2 Pavilion Court  
600 Pavilion Drive  
Northampton  
NN4 7SL

Approved by order of the board of trustees on 14 December 2022 and signed on its behalf by:

.....  
K E Lewington - Trustee

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RELATE MILTON KEYNES**

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### **Independent examiner's report to the trustees of Relate Milton Keynes ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Sarah Buswell FCA  
Harris and Co  
Chartered Accountants  
2 Pavilion Court  
600 Pavilion Drive  
Northampton  
NN4 7SL

Date: 20 December 2022

**RELATE MILTON KEYNES**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations		1,416	-	1,416	436
<b>Charitable activities</b>					
Income from trading activities		1,387	-	1,387	3,496
Counselling income		138,307	-	138,307	116,134
Mediation income		2,790	-	2,790	5,842
Grants and contracts		73,878	-	73,878	109,935
Investment income	2	485	-	485	531
<b>Total</b>		<b>218,263</b>	<b>-</b>	<b>218,263</b>	<b>236,374</b>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Staff costs		162,511	-	162,511	165,988
Governance costs		1,125	-	1,125	1,303
Sundries		72,367	-	72,367	64,562
<b>Total</b>		<b>236,003</b>	<b>-</b>	<b>236,003</b>	<b>231,853</b>
<b>NET (EXPENDITURE)/INCOME</b>		<b>(17,740)</b>	<b>-</b>	<b>(17,740)</b>	<b>4,521</b>
<b>Transfers between funds</b>		<b>115</b>	<b>(115)</b>	<b>-</b>	<b>-</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>(17,625)</b>	<b>(115)</b>	<b>(17,740)</b>	<b>4,521</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>233,401</b>	<b>115</b>	<b>233,516</b>	<b>228,995</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>215,776</b>	<b>-</b>	<b>215,776</b>	<b>233,516</b>

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

**RELATE MILTON KEYNES**

**BALANCE SHEET  
AT 31 MARCH 2022**

	Note	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	7	32,207	-	32,207	35,850
Investments	8	<u>4</u>	<u>-</u>	<u>4</u>	<u>4</u>
		32,211	-	32,211	35,854
<b>CURRENT ASSETS</b>					
Stocks	9	50	-	50	50
Debtors	10	15,740	-	15,740	29,700
Prepayments and accrued income		10,836	-	10,836	5,001
Cash at bank and in hand		<u>167,547</u>	<u>-</u>	<u>167,547</u>	<u>188,253</u>
		194,173	-	194,173	223,004
<b>CREDITORS</b>					
Amounts falling due within one year	11	<u>(10,608)</u>	<u>-</u>	<u>(10,608)</u>	<u>(25,342)</u>
<b>NET CURRENT ASSETS</b>		<u>183,565</u>	<u>-</u>	<u>183,565</u>	<u>197,662</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>215,776</u>	<u>-</u>	<u>215,776</u>	<u>233,516</u>
<b>NET ASSETS</b>		<u>215,776</u>	<u>-</u>	<u>215,776</u>	<u>233,516</u>
<b>FUNDS</b>					
Unrestricted funds	12			215,776	233,401
Restricted funds				<u>-</u>	<u>115</u>
<b>TOTAL FUNDS</b>				<u>215,776</u>	<u>233,516</u>

The notes form part of these financial statements

**RELATE MILTON KEYNES**

**BALANCE SHEET - CONTINUED  
AT 31 MARCH 2022**

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The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 14 December 2022 and were signed on its behalf by:

.....  
K E Lewington -Trustee

.....  
M Rayner -Trustee

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value.

**Going concern and Covid-19**

In response to the Covid-19 pandemic, the Trustees have performed a robust analysis of forecast future cash flows taking into account any potential impacts on the charity of any possible future scenarios arising from the impact of Covid-19. This analysis also considers the effectiveness of available measures to assist in mitigating the impact. Based on these assessments and having regard to the resources available to the charity, the Trustees have concluded that there is no material uncertainty arising from the Covid-19 pandemic and that they can continue to adopt the going concern basis in preparing the annual report and accounts.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified 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.

**Tangible fixed assets**

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

Freehold property	- Straight line over 50 years
Fixtures and fittings	- Straight line over 5 years

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow-moving items.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**RELATE MILTON KEYNES**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2022**

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**2. INVESTMENT INCOME**

	<b>2022</b>	2021
	<b>£</b>	£
Investment income and interest	<u><b>485</b></u>	<u>531</u>

**3. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	<b>2022</b>	2021
	<b>£</b>	£
Depreciation - owned assets	<u><b>4,797</b></u>	<u>4,676</u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

**Trustees' expenses**

No Trustees claimed reimbursement of expenses during the year ended 31 March 2022 (2021: £6 – one trustee).

**5. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	<b>2022</b>	2021
Administrative	<b>3</b>	5
Counsellors	<u><b>8</b></u>	<u>13</u>
	<u><b>11</b></u>	<u>18</u>

No employees received emoluments in excess of £60,000 in either 2022 or 2021.

RELATE MILTON KEYNES

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2022

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations	436	-	436
<b>Charitable activities</b>			
Income from trading activities	3,496	-	3,496
Counselling income	116,134	-	116,134
Mediation income	5,842	-	5,842
Grants and contracts	89,935	20,000	109,935
Investment income	531	-	531
<b>Total</b>	<b>216,374</b>	<b>20,000</b>	<b>236,374</b>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Staff costs	165,988	-	165,988
Governance costs	1,303	-	1,303
Sundries	54,677	9,885	64,562
<b>Total</b>	<b>221,968</b>	<b>9,885</b>	<b>231,853</b>
<b>NET INCOME/(EXPENDITURE)</b>	<b>(5,594)</b>	<b>10,115</b>	<b>4,521</b>
<b>Transfers between funds</b>	<b>10,000</b>	<b>(10,000)</b>	<b>-</b>
<b>Net movement in funds</b>	<b>4,406</b>	<b>115</b>	<b>4,521</b>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<b>228,995</b>	<b>-</b>	<b>228,995</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>233,401</b>	<b>115</b>	<b>233,516</b>

**RELATE MILTON KEYNES**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2022**

**7. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1 April 2021	50,000	26,660	76,660
Additions during the year	<u>-</u>	<u>1,154</u>	<u>1,154</u>
At 31 March 2022	<u>50,000</u>	<u>27,814</u>	<u>77,814</u>
<b>DEPRECIATION</b>			
At 1 April 2021	25,000	15,810	40,810
Charge for year	<u>1,000</u>	<u>3,797</u>	<u>4,797</u>
At 31 March 2022	<u>26,000</u>	<u>19,607</u>	<u>45,607</u>
<b>NET BOOK VALUE</b>			
At 31 March 2022	<u>24,000</u>	<u>8,207</u>	<u>32,207</u>
At 31 March 2021	<u>25,000</u>	<u>10,850</u>	<u>35,850</u>

**8. FIXED ASSET INVESTMENTS**

	Shares in group undertakings £
<b>MARKET VALUE</b>	
At 1 April 2021 and 31 March 2022	<u>4</u>
<b>NET BOOK VALUE</b>	
At 31 March 2022	<u>4</u>
At 31 March 2021	<u>4</u>

Relate Milton Keynes is the ultimate controlling party of MK Community Shop (Shenley) Limited, a registered company (Number 02798238). There were no assets invested outside the UK.

**9. STOCKS**

	2022 £	2021 £
Stocks	<u>50</u>	<u>50</u>

**10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022 £	2021 £
Trade debtors	529	16,228
Other debtors	<u>15,211</u>	<u>13,472</u>
	<u>15,740</u>	<u>29,700</u>

RELATE MILTON KEYNES

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2022

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	2,105	2,301
Tax and social security	-	2,335
Other creditors	4	4
Accruals and deferred income	<u>8,499</u>	<u>20,702</u>
	<u>10,608</u>	<u>25,342</u>

12. MOVEMENT IN FUNDS

	At 1.4.21	Net movement in funds	Transfers between funds	At 31.3.22
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	150,899	(9,098)	(783)	141,018
Designated funds:				
Bursary fund	6,000	(3,845)	3,845	6,000
Restructure costs	40,191	-	(4,793)	35,398
Fixed assets	<u>36,311</u>	<u>(4,797)</u>	<u>1,846</u>	<u>33,360</u>
	<u>233,401</u>	<u>(17,740)</u>	<u>115</u>	<u>215,776</u>
<b>Restricted funds</b>				
Milton Keynes Community Foundation	<u>115</u>	-	<u>(115)</u>	-
	<u>115</u>	-	<u>(115)</u>	-
<b>TOTAL FUNDS</b>	<u>233,516</u>	<u>(17,740)</u>	<u>-</u>	<u>215,776</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	218,263	(227,361)	(9,098)
Designated funds:			
Bursary fund	-	(3,845)	(3,845)
Fixed assets	-	<u>(4,797)</u>	<u>(4,797)</u>
	<u>218,263</u>	<u>(236,003)</u>	<u>(17,740)</u>

RELATE MILTON KEYNES

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2022

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.20	Net movement in funds	Transfers between funds	At 31.3.21
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	142,724	(263)	8,438	150,899
Designated funds:				
Bursary fund	6,000	(655)	655	6,000
Restructure costs	40,417	-	(226)	40,191
Fixed assets	<u>39,854</u>	<u>(4,676)</u>	<u>1,133</u>	<u>36,311</u>
	<u>228,995</u>	<u>(5,594)</u>	<u>10,000</u>	<u>233,401</u>
<b>Restricted funds</b>				
Big Lottery Fund	-	10,000	(10,000)	-
Milton Keynes Community Foundation	<u>-</u>	<u>115</u>	<u>-</u>	<u>115</u>
	<u>-</u>	<u>10,115</u>	<u>(10,000)</u>	<u>115</u>
<b>TOTAL FUNDS</b>	<u>228,995</u>	<u>4,521</u>	<u>-</u>	<u>233,516</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	216,374	(216,637)	(263)
Designated funds:			
Bursary fund	-	(655)	(655)
Fixed assets	<u>-</u>	<u>(4,676)</u>	<u>(4,676)</u>
	216,374	(221,968)	(5,594)
<b>Restricted funds</b>			
Big Lottery Fund	10,000	-	10,000
Milton Keynes Community Foundation	<u>10,000</u>	<u>(9,885)</u>	<u>115</u>
	<u>20,000</u>	<u>(9,885)</u>	<u>10,115</u>
<b>TOTAL FUNDS</b>	<u>236,374</u>	<u>(231,853)</u>	<u>4,521</u>

**13. RELATED PARTY DISCLOSURES**

The company received a covenant of £1,387 (2021 - £3,496) and a management charge of £nil (2021 - £nil) from its subsidiary, MK Community Shop (Shenley) Limited. The balance at the year end due from MK Community Shop (Shenley) Limited was £12,647 (2021 - £12,142).

**14. ULTIMATE CONTROLLING PARTY**

The company is under the control of its members and as such there is no single controlling party. No one entity has ultimate control of the company.

**15. COMPANY LIMITED BY GUARANTEE**

The company is limited by guarantee and as a consequence each member's individual liability is limited to £1. There were 25 members as at 31 March 2022 (2021 - 26).

**RELATE MILTON KEYNES****DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2022**

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	2022 £	2021 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations</b>		
Fundraising and donations	1,416	436
<b>Investment income</b>		
Investment income and interest	485	531
<b>Charitable activities</b>		
Counselling income	138,307	116,134
Mediation income	2,790	5,842
Income from trading activities	1,387	3,496
Grants and contracts	<u>73,878</u>	<u>109,935</u>
	<u>216,362</u>	<u>235,407</u>
<b>Total incoming resources</b>	<b>218,263</b>	<b>236,374</b>
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	151,246	154,506
Redundancy payments	-	530
Social security	4,844	3,847
Pensions	6,421	7,105
Rates and water	185	188
Insurance	1,148	1,451
Light and heat	1,603	1,982
Telephone and internet	1,907	2,797
Sundries	(233)	1,008
Bank charges and interest	2,786	2,007
Equipment and IT	12,280	10,747
Premises expenses	3,583	2,301
Staff and travel expenses	530	568
Accountancy	8,740	8,970
Bursaries	3,845	10,540
Supervision	11,710	2,800
Federation charges	12,260	9,591
Related training charges	5,426	1,750
Mediation expenses	1,800	3,186
Freehold property	1,000	1,000
Fixtures and fittings	<u>3,797</u>	<u>3,676</u>
	<u>234,878</u>	<u>230,550</u>

This page does not form part of the statutory financial statements

**RELATE MILTON KEYNES**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2022**

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	<b>2022</b>	2021
	<b>£</b>	£
<b>Governance costs</b>		
Accountancy and legal fees	<u>1,125</u>	<u>1,303</u>
<b>Total resources expended</b>	<b>236,003</b>	231,853
	<hr/>	<hr/>
<b>Net income/(expenditure)</b>	<u><b>(17,740)</b></u>	<u>4,521</u>

This page does not form part of the statutory financial statements

**RELATE (MILTON KEYNES)**

England & Wales - Charity number 1018848

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# Accounts

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**REGISTERED COMPANY NUMBER: 02796665**  
**REGISTERED CHARITY NUMBER: 1018848**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR  
ENDED 31 MARCH 2021  
FOR  
RELATE MILTON KEYNES**

Keens Shay Keens Limited  
Chartered Accountants  
2nd Floor Exchange Building  
16 St Cuthberts Street  
Bedford  
Bedfordshire  
MK40 3JG

**RELATE MILTON KEYNES**

**CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

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## **RELATE MILTON KEYNES**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of 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).

#### **OBJECTIVES AND ACTIVITIES**

##### **Principal Objectives and activities**

Relate Milton Keynes is an independent charity which operates within a federation of charities affiliated to Relate, a national charitable organisation. The national organisation supports Relate Milton Keynes and other members of the federation by providing training for counsellors, advice and guidance in connection with marketing, human resources and professional services as well as monitoring for quality control purposes and the maintenance of professional standards.

Relate Milton Keynes shares the vision statement of Relate of a future in which healthy relationships are actively promoted as the heart of a thriving society.

Relate Milton Keynes supports clients through delivering relationship counselling for adult individuals, couples, young people and families as well as psychosexual therapy for couples and individuals, irrespective of gender orientation. The aim of our couples services is to alleviate emotional distress caused by relationship problems and to reduce the financial cost of relationship breakdowns in the unitary authority of Milton Keynes. Working with families and young people, we aim to reduce the emotional cost of family breakdowns, particularly for young people to enable them to reach their full potential despite the inevitable stresses and problems within a family. Feedback from our clients continues to report that they experience positive impacts from our services, which result in fewer separations, happier, safer family relationships and more intimate love lives. This is reflected in reduced absenteeism from workplaces or schools and a reduction in general health problems.

Relate Milton Keynes continued to provide counselling for young people and families through a contract with the Child and Adolescent Mental Health service; therefore, benefitting young people who are experiencing difficulties as a result of parental separation or adjusting to new family arrangements or other relationships. The trustees continue to actively consider ways of re-opening the provision of services to schools which were terminated as a result of reductions in the relevant schools' budgets. It is hoped that this can be achieved by identifying other possible funding opportunities, but that task has been made more difficult in the past year by the need to find additional funding to support our ongoing services.

At the start of the financial year, the charity was faced with an unprecedented situation in that, as a result of the introduction of the government's lockdown measures it became impossible to deliver our services, all of which depend on the counsellor and the clients being in close proximity in face-to-face counselling sessions. As a result of those measures, the charity was forced to stop providing face-to-face counselling services and closed for a short period. One counsellor and two administrative staff were furloughed under the government's job retention scheme. The remaining body of counsellors retrained to enable them to deliver remote counselling by telephone or on the Zoom platform, and counselling services were resumed by the end of April. We have now succeeded in having all of our counsellors retrained and are able to offer as many hours of counselling as we were pre-Covid, but, like other Relate centres around England we have found that the demand for services has reduced. Since re-introducing remote services, we have continued to operate at about 75% of the level expected in previous years.

We consider it likely that the reduction in demand was linked to the reduction in household incomes as a result of redundancies and furloughed working during the pandemic. We were able to alleviate this as a result of a substantial grant from the National Lottery Fund and a generous and substantial grant from the Milton Keynes Community Foundation which enabled us to extend our offer of services at a reduced fee which we had previously introduced by drawing on the charity's own reserves.

The charity welcomes all who live or work in the unitary authority of Milton Keynes and makes its services available to all. The trustees, in reviewing service provision to the whole population of Milton Keynes have noted that the ratios of ethnic minorities using our services mirrors in large measure the ethnic diversity of Milton Keynes. In conjunction with the Relate national body, Relate Milton Keynes has adopted a policy in relation to equality, diversity and inclusion and is actively working to increase diversity and inclusion in all facets of the charity's operation.

## RELATE MILTON KEYNES

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

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#### **OBJECTIVES AND ACTIVITIES (continued)**

##### **Principal Objectives and activities (continued)**

The charity welcomes all who live or work in the unitary authority of Milton Keynes and makes its services available to all. The trustees, in reviewing service provision to the whole population of Milton Keynes have noted that the ratios of ethnic minorities using our services mirrors in large measure the ethnic diversity of Milton Keynes. In conjunction with the Relate national body, Relate Milton Keynes has adopted a policy in relation to equality, diversity and inclusion and is actively working to increase diversity and inclusion in all facets of the charity's operation.

Relate Milton Keynes is an independent charity which operates within a federation of charities affiliated to Relate, a national charitable organisation. The national organisation supports Relate Milton Keynes and other members of the federation by providing training for counsellors, advice and guidance in connection with marketing, human resources and professional services as well as monitoring for quality control purposes and the maintenance of professional standards.

#### **ACHIEVEMENT AND PERFORMANCE**

The overall sessions delivered by Relate Milton Keynes has decreased by 6.4% to 3,035 sessions (2020: 3,242 sessions). This includes:

- Family counselling	907 sessions (2020: 681 sessions)
- Adult relationship counselling	1,831 sessions (2020: 2,170 sessions)
- Sex therapy	167 sessions (2020: 254 sessions)
- Young people's counselling	130 sessions (2020: 137 sessions)

The results of our outcomes survey for Relationship counselling clients revealed that:

- 100% (2020: 100%) rated their experience of Relate as 'very good' or 'good'
- 100% (2020: 100%) would recommend Relate to others

The surplus on the ordinary activities of Relate Milton Keynes during the year amounted to £4,521 (2020: deficit of £24,378). The principal funders during the year are as follows;

Big Lottery Fund  
Client counselling income  
CAMHS  
Milton Keynes Community Foundation  
NHS  
Income from trading activities

The total funds held by the Relate Milton Keynes as at 31 March 2021 was £233,516 (2020: £228,995).

#### **FINANCIAL REVIEW**

##### **Reserves policy**

The trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should generally be expended within 3 and 6 months. This amounts to a figure of between £54,323 and £108,646 in general funds. At this level, the trustees feel that they would be able to continue the current activities of the charity in the likely event of a significant drop in funding.

It would obviously be necessary to consider how the funding would be replaced or activities developed to compensate. At present the general reserves (excluding designated funds) which amount to £150,899 are comfortably above this band. The trustees will keep this policy under constant review.

The trustees are confident that Relate Milton Keynes is able to continue to meet its liabilities as they fall due for the foreseeable future and that the accounts should be prepared on a going concern basis.

## **RELATE MILTON KEYNES**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

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#### **FUTURE STRATEGY**

By supporting children, young people, families, parents, individuals, couples and organisations both through counselling and training, Relate Milton Keynes continues to take a holistic view of relationship support and is a leading early intervention, targeted, community based, front-line service provider in the city.

The trustees of Relate Milton Keynes continue to monitor and develop a rolling three-year strategic plan. Our agreed strategic goals are:

- 1 To ensure the continuing delivery of Relate's core services through electronic communications to the population of Milton Keynes;
- 2 To keep under review the desirable return to face-to-face counselling, taking into account governmental restrictions and the health and wellbeing of our clients, counsellors and staff;
- 3 To develop and find ongoing funding for the bursary scheme to make our services available to all, irrespective of ability to pay;
- 4 To build and enhance the skills of the counselling team;
- 5 To ensure we maintain best practice in implementing our policy for equality, diversity and inclusion in all facets of the agency's functions.

In pursuance of those goals, the trustees have set aside funds to implement a bursary scheme for those unable to afford the full charge for our services. The scheme has proved successful and the trustees will continue to consider ways of extending it and making our services more widely available. We will also continue to seek and extend the scope of external funding for additional bursary services.

We have recruited new counsellors to the team and are engaging in ongoing professional training through Relate National and other bodies to supplement the skills of the existing team, particularly in relation to young people and family counselling.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is a company limited by guarantee, as defined by the Companies Act 2006. Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. The total number of guarantees at 31st March 2021 was 26.

The word 'Limited' is omitted by license of the Secretary of State for Trade and Industry.

Relate Milton Keynes is an independent charity that is part of a Federation of Relate Charities, receiving training and overall policy decision from Relate Central Office.

## **RELATE MILTON KEYNES**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

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#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Executive Board**

The Executive Board should consist of a minimum of six and a maximum of eighteen Members, including the Chair, Vice Chair and Treasurer, who are elected at the Annual General Meeting. The remaining Executive Board Members are elected by the Members of the Centre at the Annual General Meeting and shall hold office for a year but shall be eligible for re-election. The chair's period of office shall be two years renewable to a maximum of eight years. The maximum period on the Executive shall also be eight consecutive years for all other Members. The Executive Board may also co-opt up to two people, whether members of the Centre or not, to join the Executive Board. Any co-opted Member of the Executive shall cease to be a co-opted Member if he/she becomes an elected Member. The Executive Board currently comprises the three officers plus three trustees elected at the Annual General Meeting (two other trustees elected at the Annual General Meeting having resigned in the course of the year.).

##### **Remuneration**

Relate Milton Keynes operates a remuneration policy whereby an annual percentage award is considered for all directly employed staff, from 1st April each year, and that the individual percentage be so calculated to include:

- a) Financial performance of the organisation as a whole; and
- b) Personal performance of the employee during the year under review.

Given the size of the organisation, the trustees do not believe that a set salary scale for each post is appropriate or beneficial. As a member of the Living Wages Foundation, Relate Milton Keynes ensures its payscales are in line with the annual recommended increases in the Living Wage.

The average employee headcount during the financial year was 18 (full-time equivalent was 5). No employees earned in excess of £60,000 and the total remuneration paid to the key management personnel during the year was £44,634.

During the period the trustees received no remuneration and one trustee claimed reimbursement of expenses of £6 in this financial year (2020: £nil).

##### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees have developed and continue to monitor a rolling three-year strategic plan and regularly review status reports highlighting potential risks and prioritising actions.

The major risks during the financial period are the difficulties in providing the charity's usual full range of services during the Covid-19 pandemic and the resultant loss of income. This has been alleviated by the availability of grant income in the financial year in question, which the trustees will seek to renew or replace in the current financial period.

Internal risks are considered minimal by the implementation of financial procedures that are periodically reviewed to ensure they are working efficiently.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Company number**

02796665

##### **Registered Charity number**

1018848

**RELATE MILTON KEYNES**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered office**

47 Aylesbury Street  
Wolverton  
Milton Keynes  
MK12 5HX

**Trustees**

R Connor

A Davidson

D Della-Ventura

resigned 22 September 2020

K E Lewington

B Miangar

M Rayner

S Sawyer

resigned 28 April 2021

C A Walsh

**Independent examiner**

Charles Little FCA

Keens Shay Keens Limited

Chartered Accountants

2nd Floor Exchange Building

16 St Cuthberts Street

Bedford

Bedfordshire

MK40 3JG

Approved by order of the board of trustees on 16 September 2021 and signed on its behalf by:

.....  
K E Lewington - Trustee

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RELATE MILTON KEYNES**

---

### **Independent examiner's report to the trustees of Relate Milton Keynes ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Charles Little FCA  
Keens Shay Keens Limited  
Chartered Accountants  
2nd Floor Exchange Building  
16 St Cuthberts Street  
Bedford  
Bedfordshire  
MK40 3JG

Date: 30 September 2021

**RELATE MILTON KEYNES**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations		436	-	436	235
<b>Charitable activities</b>					
Income from trading activities		3,496	-	3,496	5,074
Counselling income		116,134	-	116,134	140,595
Mediation income		5,842	-	5,842	11,206
Grants and contracts		89,935	20,000	109,935	49,025
Investment income	2	531	-	531	1,601
<b>Total</b>		<b>216,374</b>	<b>20,000</b>	<b>236,374</b>	<b>207,736</b>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Staff costs		165,988	-	165,988	164,509
Governance costs		1,303	-	1,303	1,596
Sundries		54,677	9,885	64,562	66,009
<b>Total</b>		<b>221,968</b>	<b>9,885</b>	<b>231,853</b>	<b>232,114</b>
<b>NET (EXPENDITURE)/INCOME</b>		<b>(5,594)</b>	<b>10,115</b>	<b>4,521</b>	<b>(24,378)</b>
<b>Transfers between funds</b>		<b>10,000</b>	<b>(10,000)</b>	<b>-</b>	<b>-</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>4,406</b>	<b>115</b>	<b>4,521</b>	<b>(24,378)</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>228,995</b>	<b>-</b>	<b>228,995</b>	<b>253,373</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>233,401</b>	<b>115</b>	<b>233,516</b>	<b>228,995</b>

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

**RELATE MILTON KEYNES**

**BALANCE SHEET  
AT 31 MARCH 2021**

	Note	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	7	35,850	-	35,850	39,854
Investments	8	<u>4</u>	<u>-</u>	<u>4</u>	<u>4</u>
		35,854	-	35,854	39,858
<b>CURRENT ASSETS</b>					
Stocks	9	50	-	50	50
Debtors	10	29,700	-	29,700	49,074
Prepayments and accrued income		5,001	-	5,001	5,088
Cash at bank and in hand		<u>188,138</u>	<u>115</u>	<u>188,253</u>	<u>188,615</u>
		222,889	115	223,004	242,827
<b>CREDITORS</b>					
Amounts falling due within one year	11	<u>(25,342)</u>	<u>-</u>	<u>(25,342)</u>	<u>(53,690)</u>
<b>NET CURRENT ASSETS</b>		<u>197,547</u>	<u>115</u>	<u>197,662</u>	<u>189,137</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>233,401</u>	<u>115</u>	<u>233,516</u>	<u>228,995</u>
<b>NET ASSETS</b>		<u>233,401</u>	<u>115</u>	<u>233,516</u>	<u>228,995</u>
<b>FUNDS</b>					
Unrestricted funds	12			233,401	228,995
Restricted funds				<u>115</u>	<u>-</u>
<b>TOTAL FUNDS</b>				<u>233,516</u>	<u>228,995</u>

The notes form part of these financial statements

**RELATE MILTON KEYNES**

**BALANCE SHEET - CONTINUED  
AT 31 MARCH 2021**

---

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 16 September 2021 and were signed on its behalf by:

.....  
K E Lewington -Trustee

.....  
M Rayner -Trustee

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value.

**Going concern and Covid-19**

In response to the Covid-19 pandemic, the Trustees have performed a robust analysis of forecast future cash flows taking into account any potential impacts on the charity of any possible future scenarios arising from the impact of Covid-19. This analysis also considers the effectiveness of available measures to assist in mitigating the impact. Based on these assessments and having regard to the resources available to the charity, the Trustees have concluded that there is no material uncertainty arising from the Covid-19 pandemic and that they can continue to adopt the going concern basis in preparing the annual report and accounts.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified 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.

**Tangible fixed assets**

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

Freehold property	- Straight line over 125 years
Fixtures and fittings	- Straight line over 5 years

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow-moving items.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

## RELATE MILTON KEYNES

### NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2021

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#### Coronavirus Job Retention Scheme

The Coronavirus Job Retention Scheme (CJRS) is a government wage support measure. It is designed to protect jobs in the wake of the economic impacts of the COVID-19 pandemic, and to support employers to continue paying wages. The CJRS allows employers to reclaim up to 80% of the wage costs of 'furloughed employees,' being those directly impacted by the pandemic, up to a cap of £2,500 per month per employee.

#### 2. INVESTMENT INCOME

	2021	2020
	£	£
Investment income and interest	<u>531</u>	<u>1,601</u>

#### 3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021	2020
	£	£
Depreciation - owned assets	<u>4,676</u>	<u>4,005</u>

#### 4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

##### Trustees' expenses

One Trustee claimed reimbursement of expenses of £6 during the year ended 31 March 2021 (2020: £nil).

#### 5. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2021	2020
Administrative	5	5
Counsellors	<u>13</u>	<u>13</u>
	<u>18</u>	<u>18</u>

No employees received emoluments in excess of £60,000 in either 2021 or 2020.

RELATE MILTON KEYNES

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2021

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations	235	-	235
<b>Charitable activities</b>			
Income from trading activities	5,074	-	5,074
Counselling income	140,595	-	140,595
Mediation income	11,206	-	11,206
Grants and contracts	49,025	-	49,025
Investment income	<u>1,601</u>	<u>-</u>	<u>1,601</u>
<b>Total</b>	<b>207,736</b>	<b>-</b>	<b>207,736</b>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Staff costs	164,509	-	164,509
Governance costs	1,596	-	1,596
Sundries	<u>66,009</u>	<u>-</u>	<u>66,009</u>
<b>Total</b>	<b>232,114</b>	<b>-</b>	<b>232,114</b>
<b>NET INCOME/(EXPENDITURE)</b>	<b>(24,378)</b>	<b>-</b>	<b>(24,378)</b>
<b>Transfers between funds</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>	<b>(24,378)</b>	<b>-</b>	<b>(24,378)</b>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<b>253,373</b>	<b>-</b>	<b>253,373</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b><u>228,995</u></b>	<b><u>-</u></b>	<b><u>228,995</u></b>

**RELATE MILTON KEYNES**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2021**

**7. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1 April 2020	50,000	25,988	75,988
Additions during the year	<u>-</u>	<u>672</u>	<u>672</u>
At 31 March 2021	<u>50,000</u>	<u>26,660</u>	<u>76,660</u>
<b>DEPRECIATION</b>			
At 1 April 2020	24,000	12,134	36,134
Charge for year	<u>1,000</u>	<u>3,676</u>	<u>4,676</u>
At 31 March 2021	<u>25,000</u>	<u>15,810</u>	<u>40,810</u>
<b>NET BOOK VALUE</b>			
At 31 March 2021	<u>25,000</u>	<u>10,850</u>	<u>35,850</u>
At 31 March 2020	<u>26,000</u>	<u>13,854</u>	<u>39,854</u>

**8. FIXED ASSET INVESTMENTS**

	Shares in group undertakings £
<b>MARKET VALUE</b>	
At 1 April 2020 and 31 March 2021	<u>4</u>
<b>NET BOOK VALUE</b>	
At 31 March 2021	<u>4</u>
At 31 March 2020	<u>4</u>

Relate Milton Keynes is the ultimate controlling party of MK Community Shop (Shenley) Limited, a registered company (Number 02798238). There were no assets invested outside the UK.

**9. STOCKS**

	2021 £	2020 £
Stocks	<u>50</u>	<u>50</u>

**10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021 £	2020 £
Trade debtors	16,228	44,000
Other debtors	<u>13,472</u>	<u>5,074</u>
	<u>29,700</u>	<u>49,074</u>

RELATE MILTON KEYNES

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2021

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade creditors	2,301	3,309
Tax and social security	2,335	-
Other creditors	4	4
Accruals and deferred income	<u>20,702</u>	<u>50,377</u>
	<u>25,342</u>	<u>53,690</u>

12. MOVEMENT IN FUNDS

	At 1.4.20	Net movement in funds	Transfers between funds	At 31.3.21
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	142,724	(263)	8,438	150,899
Designated funds:				
Bursary fund	6,000	(655)	655	6,000
Restructure costs	40,417	-	(226)	40,191
Fixed assets	<u>39,854</u>	<u>(4,676)</u>	<u>1,133</u>	<u>36,311</u>
	<u>228,995</u>	<u>(5,594)</u>	<u>10,000</u>	<u>233,401</u>
<b>Restricted funds</b>				
Big Lottery Fund	-	10,000	(10,000)	-
Milton Keynes Community Foundation	<u>-</u>	<u>115</u>	<u>-</u>	<u>115</u>
	<u>-</u>	<u>10,115</u>	<u>(10,000)</u>	<u>115</u>
<b>TOTAL FUNDS</b>	<u>228,995</u>	<u>4,521</u>	<u>-</u>	<u>233,516</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	216,374	(216,637)	(263)
Designated funds:			
Bursary fund	-	(655)	(655)
Fixed assets	<u>-</u>	<u>(4,676)</u>	<u>(4,676)</u>
	<u>216,374</u>	<u>(221,968)</u>	<u>(5,594)</u>
<b>Restricted funds</b>			
Big Lottery Fund	10,000	-	10,000
Milton Keynes Community Foundation	<u>10,000</u>	<u>(9,885)</u>	<u>115</u>
	<u>20,000</u>	<u>(9,885)</u>	<u>10,115</u>
<b>TOTAL FUNDS</b>	<u>236,374</u>	<u>(231,853)</u>	<u>4,521</u>

RELATE MILTON KEYNES

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2021

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.19	Net movement in funds	Transfers between funds	At 31.3.20
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	164,972	(14,271)	(7,977)	142,724
Designated funds:				
Bursary fund	6,000	(6,102)	6,102	6,000
Restructure costs	48,982	-	(8,565)	40,417
Fixed assets	33,419	(4,005)	10,440	39,854
	253,373	(24,378)	-	228,995
<b>TOTAL FUNDS</b>	<b>253,373</b>	<b>(24,378)</b>	<b>-</b>	<b>228,995</b>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	207,736	(222,007)	(14,271)
Designated funds:			
Bursary fund	-	(6,102)	(6,102)
Fixed assets	-	(4,005)	(4,005)
	207,736	(232,114)	(24,378)
<b>TOTAL FUNDS</b>	<b>207,736</b>	<b>(232,114)</b>	<b>(24,378)</b>

13. RELATED PARTY DISCLOSURES

The company received a covenant of £3,496 (2020 - £1,074) and a management charge of £nil (2020 - £4,000) from its subsidiary, MK Community Shop (Shenley) Limited. The balance at the year end due from MK Community Shop (Shenley) Limited was £12,142 (2020 - £5,074).

14. ULTIMATE CONTROLLING PARTY

The company is under the control of its members and as such there is no single controlling party. No one entity has ultimate control of the company.

15. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and as a consequence each member's individual liability is limited to £1. There were 26 members as at 31 March 2021 (2020 - 35).

**RELATE MILTON KEYNES****DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2021**

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	<b>2021</b>	2020
	<b>£</b>	£
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations</b>		
Fundraising and donations	<b>436</b>	235
<b>Investment income</b>		
Investment income and interest	<b>531</b>	1,601
<b>Charitable activities</b>		
Counselling income	<b>116,134</b>	140,595
Mediation income	<b>5,842</b>	11,206
Income from trading activities	<b>3,496</b>	5,074
Grants and contracts	<b><u>109,935</u></b>	<u>49,025</u>
	<b><u>235,407</u></b>	<u>205,900</u>
<b>Total incoming resources</b>	<b>236,374</b>	207,736
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	<b>154,506</b>	153,009
Redundancy payments	<b>530</b>	-
Social security	<b>3,847</b>	4,537
Pensions	<b>7,105</b>	6,963
Rates and water	<b>188</b>	282
Insurance	<b>1,451</b>	1,289
Light and heat	<b>1,982</b>	1,963
Telephone and internet	<b>2,797</b>	2,028
Sundries	<b>1,008</b>	2,920
Bank charges and interest	<b>2,007</b>	2,954
Equipment and IT	<b>10,747</b>	9,064
Premises expenses	<b>2,301</b>	3,610
Staff and travel expenses	<b>568</b>	942
Accountancy	<b>8,970</b>	8,510
Bursaries	<b>10,540</b>	6,102
Supervision	<b>2,800</b>	2,705
Federation charges	<b>9,591</b>	9,449
Related training charges	<b>1,750</b>	3,605
Mediation expenses	<b>3,186</b>	6,581
Freehold property	<b>1,000</b>	1,000
Fixtures and fittings	<b><u>3,676</u></b>	<u>3,005</u>
	<b>230,550</b>	230,518

This page does not form part of the statutory financial statements

**RELATE MILTON KEYNES**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2021**

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	<b>2021</b>	2020
	<b>£</b>	£
<b>Governance costs</b>		
Accountancy and legal fees	<u>1,303</u>	<u>1,596</u>
<b>Total resources expended</b>	<b>231,853</b>	232,114
	<hr/>	<hr/>
<b>Net income/(expenditure)</b>	<u><b>4,521</b></u>	<u>(24,378)</u>

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