



# The Counselling Pastoral Trust

(A Charitable Company Limited by Guarantee)

Company No: 2848495

Registered Charity No: 1027526

Annual Report and Accounts 1st September 2020 to 31<sup>st</sup> August 2021



**Established in 1993, the Counselling Pastoral Trust is a grass-roots community-based counselling and training charity, with a growing national and international reputation for its work in helping individuals to breakthrough negative behaviours and recover from chronic stress/anxiety and depression.**



In July 2020, CPT moved from their Covent Garden offices to Hurlingham Studios at Putney Bridge. The offices were re-configured to provide a more accessible and flexible space.

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## Executive Summary

Counselling Pastoral Trust was formed to keep families together and give support for reconciliation in intimate relationships.

As we have lived through another year of the pandemic our work has become

**“Psychological therapy services are essential services that save lives.”**

more important than ever. Covid lockdowns and unpredictability resulted in unbearable distress and a pressing need to face problems, which, in many cases had been suppressed until Covid.

We relocated our offices in July 2020 to create a space that is accessible and flexible to meet clients where face to face is again possible, and continue with Schema Therapy Training.

We have seen psychotherapy playing a vital role in helping individuals address the psychological and behavioural health impacts of the COVID-19 pandemic. It has also been essential that our professional training programmes have continued throughout the pandemic, so that trainees graduate and enter the workforce in the UK as soon as feasible. These individuals are needed to ensure capacity to support the surge in need resulting from the

pandemic. We determined throughout the year that our services should continue to support the development of trainees, including ensuring sufficient access to quality supervision adapted for remote delivery. We also determined that our most senior and experienced practitioners needed to be maintained in role and where possible full time administrative support be added to help plan and deliver the right psychological responses now and into the future.

This is a time of shared suffering. There are few among us who is unaffected by the pandemic. At the end of what has been a very challenging year, we are keen to promote a message of hope that comes from healing relationships. Penetrating the isolation that is inherently so traumatising to human

**“This is a time of shared suffering. There are few among us who are unaffected by these extraordinary events.”**

beings, restores emotional connection and is curative.

Our staff and volunteers continue to feel privileged to support our clients' courage and determination as they make powerful changes in their lives, and that of their families.

## General information

<b>Company Number:</b>	2848495
<b>Charity Number:</b>	1027526
<b>Registered Office:</b>	Suite 24, Ground Floor Hurlingham Studios Ranelagh Gardens London SW6 3PA
<b>Trustees:</b>	M. Duckworth A. Sullivan R. Chandler L. Shortt C. Vasey J. Francis E. Ferris J. Sturt
<b>Bankers:</b>	National Westminster Bank plc Finsbury Square Branch
<b>Reporting Accountant:</b>	Simon Lewcock FCCA Windsor Lodge Millfield Road Hounslow Middlesex TW4 5PN

## Objectives and Achievements

Individuals who experience trauma as children do not just get over it. The consequences for physical and emotional health can last a lifetime.

CPT acts as an advocate for families, building awareness of how emotional connection and sharing insulates individual family members against depression, anxiety, addiction, poor relationships and many other problems in adulthood. Trauma produces profound helplessness in children. If the trauma is not addressed and children not permitted to express their overwhelming feelings, they will begin to shut down to survive. Later on, even if help becomes available, the growing adolescent/adult may not be able to take in care when it is offered, continuing instead to suffer in isolation. Even though, as grown-ups, some victims of early trauma go on to have families of their own, their emotions and relationships are dogged by reactive patterns of instability and dysregulation.

When one family member receives help there is a real opportunity to transform the lives and the futures of all family members. Close, meaningful relationships offer refuge and nurture for children, and stability and love for adults. Whenever relational bonds break down, the effects are distressing. The counselling and psychotherapy delivered by CPT is designed to help individuals steer away from patterns of relating and behaviours, which prevent them meeting each other's core emotional needs.

The charity sees 250+ individuals and families per week, aiding recovery from chronic mood and personality disorders, alcohol and substance abuse.

Our programmes are structured with a ripple effect so that those who have had change are

able to transfer this benefit to others in their families and community.

CPT operates from a site in Hurlingham Studios at Putney Bridge. CPT receives grants and financial support from larger charities, and companies as well as individual donations from beneficiaries of its programmes who want to ensure others can benefit from similar help.

It is widely known that although wealth does not insulate an individual from suffering, the challenges facing individuals with limited financial means who run into psychological or emotional difficulties can feel insurmountable because of the lack of resources and consistency of publicly funded services.



We are hugely grateful to grant-givers and friends who speak publicly and lend their support for CPT's work. Through its fundraising and volunteerism, CPT endeavours to keep its therapy affordable, delivering varying levels of bursary to > 70% of its clients.

The most common childhood mental disorders are anxiety disorders, depression, and attention deficit hyperactivity disorder (ADHD). Despite the proof that effective counselling and psychotherapy can relieve the suffering of the vast majority of those young people suffering from mental health problems, there remains across the UK, a shortage of trained professionals who can



work to provide the high-quality long-lasting services that are needed. NHS waiting lists range from months in and around London to approaching one year in other areas of the UK.

CPT believes that breaking down stigma requires individual and collective activity. It is estimated that, despite debilitating social, emotional and physical effects, over half of those experiencing moderate to severe emotional/mental illness do not seek professional help or other forms of medical treatment through their GP. To address this gap in necessary help, CPT is providing



Schema Therapy clinical training for professionals. CPT offers training via its **Schema Institute** and **CPT's Training School**.

In 2009, CPT established the **Schema Institute**, to train counsellors and psychotherapists/psychologists in individual, group and child and adolescent schema therapy. The training and certification programme is approved by the International Society for Schema Therapy (ISST).

Through the Institute, CPT provides Schema Therapy practitioner training to psychologists, psychotherapists and psychiatrists working in the NHS and private settings, determined to deliver effective help to so-called 'treatment failures,' i.e. individuals who have remained un-helped and sometimes made more hopeless by traditional methods of psychotherapy such as CBT or psychodynamic psychotherapy.

Significant numbers of those who come for psychological help and experience change, feel

secure and motivated to go on to train to help others. We depend on grants and the generosity of partners and our volunteers for this to be sustainable.

**CPT's Training School** trains professionals who are coming to counselling as a second career and those who use counselling skills in the course of their work. We train students from introductory (Level 2), intermediate (Levels 3 / 4) and advanced levels of counselling/psychotherapy practice (Levels 5 & 6). All individual one-to-one counselling, group work, couples therapy and family counselling at CPT is provided by therapists with a minimum of 4 years professional training in counselling. Volunteer therapists offering their services at CPT have obtained professional certification and are in supervised practice or supervised training for accreditation by the National Counselling Society (NCS) or BACP (British Association for Counselling and Psychotherapy), and the UKCP (United Kingdom Council for Psychotherapy). In partnership with other agencies, including churches, CPT encourages community involvement in supporting vulnerable individuals and families, and is a member of the Children & Young Peoples Mental Health Coalition.



**Children & Young People's  
Mental Health Coalition**



International Society of  
Schema Therapy

CPT (the Schema Institute) is a UK training centre, approved by the International Society for Schema Therapy (ISST) to provide Individual and Group Standard and Advanced, Child and Adolescent and Auxiliary Schema Therapy Certification training.

## Review of Activities



*CPT's Founder and Principal, Agnes Sullivan is a Consultant Counselling Psychologist (HCPC Registered) and an Advanced Certified Schema Therapist, Supervisor and Trainer who works to maintain standards of professional psychotherapy practice in*

*community settings by promoting the knowledge, training, supervision and adherence to a professional code of ethics.*

This has been a prolonged time of shared suffering. There are few among us who are unaffected by extraordinary events. Demonstrating empathy and appropriate self-disclosure in working together with clients helps all of us optimally manage this crisis. Paradoxically, as we strive to establish even better connections with our clients/patients during these difficult times, connecting with them has become even more complicated.

Use of online platforms such as Zoom, to deliver psychotherapy remotely was once a relatively unpopular mode of treatment delivery, however, has become the mainstay of psychotherapy and training practice during the pandemic. The learning curve has been steep for some, especially psychotherapists and some patients who are less comfortable or less experienced with technology. Fortunately, there is strong empirical support for online therapy.

CPT's mission is to establish accessible and effective psychological help, delivered from within the community so that effective counselling can be an everyday provision. CPT pioneers activities that are inclusive and reach those on the margins of society who have mental health problems.

Part of my role as CPT Principal whether psychotherapy or psychotherapy training is conducted in person or online, has been to ensure high quality treatment is made available to the broadest number of individuals and families.

I am proud to see that as a response to the pandemic, CPT's qualified professionals have increased their commitment, and have continued to volunteer thousands of hours in counselling and training provision each month to support our therapeutic activities of individual, group, family and couples therapy. Since CPT's operations moved online not a single client or training session has been missed.

### Assessment and Individual Therapy

Regardless of the nature of the presenting problem, all therapy begins with assessment. During the assessment, several measures are conducted to determine the severity of symptoms and pervasiveness of problems in a person's life. This year, CPT conducted over 104 assessment sessions.

Individual schema therapy is designed to meet specific emotional needs in an individual's life which, if they remain unmet, will continue to cause repetitive problems in his/her intimate relationships, job, social network and ability to be stable when with others, or alone.

### Impact of COVID-19 on risk profiles

Clinical judgements about the best method of delivery have been based on balanced individual assessment of the risks (including of COVID infection), and need taking into account the available measures to reduce risks. In addition, this has meant quite an adjustment for counselors and trainers and has taken focused effort and resource to plan and deliver remotely what previously would have indicated

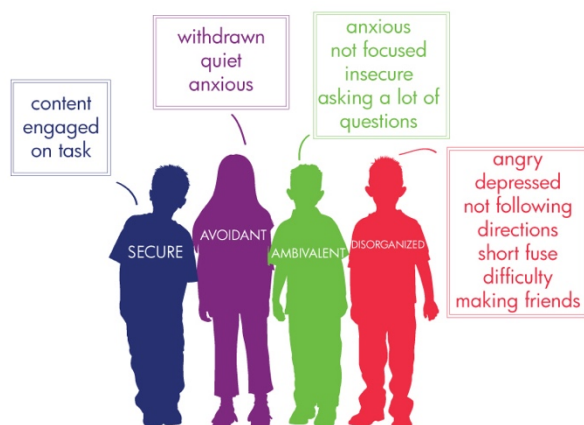
face to face psychotherapy in the room. Decisions about the method of delivery have been made in collaboration with service users, and where appropriate their families, with clear information being provided about safe options. Client preferences have been consistently recorded.

## Group Work

### Attachment / Schema Groups

All groups including CPT's nine Attachment / Schema Groups moved online seamlessly and have continued online offering individuals a stable base and regular weekly group sessions in which members feel seen, heard and understood amidst tumultuous anxiety provoking events such as lockdown, family pressure, key-working demands and illness.

Attachment / Schema groups involve an integration of understanding of attachment needs, which underlie all human motivational systems, with Schema Therapy.



These groups transform hard-to-treat patterns of avoidance and anxious pre-occupation that undermine healing, into restorative and nurturing experiences. The positive outcomes measures are assertiveness, esteem,

openness, and flexibility, plus reduced depression, impulsivity and addiction. The groups have a focus of moving individuals from insecure to secure attachment, enhancing emotional regulation, reducing the distressing patterns of mood disturbances that disrupt the relationships of otherwise well-meaning individuals.

Each of CPT's interventions with individuals, group and families increase emotional capacity, build and access new resources and decrease the feeling of isolation. CPT's interventions have been shown to increase secure attachment which is linked to increased care-giving, affiliation, emotional intimacy, as well as improving motivation and goal-setting.

### Addiction Prevention / Recovery Groups



CPT's addiction treatment and prevention works with individuals to modify damaging coping responses that block healing. We support men and women from age 16 upwards, fostering connection and openness as antidotes to emptiness and shame.



## Helping the Helpers

Over the last eleven years, CPT and its funders have worked hard to develop programmes to provide specialist psychological support for individuals working in church ministry and their families supporting those whose vocation has led them to be with others at the hardest times of life.



## Psychoeducation groups 'Learning to Live, Learning to Love'



CPT's *Learning to Live, Learning to Love* curriculum creates understanding to unpack

the conflicts that arise in individual and family life. The 32 men and women who participated in groups experienced improvement in their anger management, intimacy, assertiveness, and lowered anxiety/depression.

*"This course has changed what I knew about relationships, of which I had no idea, and I've been able to apply it. I am beyond grateful!"*

**William, aged 37**



## Couple and Family Therapy

When we make sense of love, we can shape loving connections. Love calms and comforts the neurons in the brain. Our closest relationships are the regulators of physiological and emotional functioning. Couples therapy is about bonds, not bargains, or how contented we can be, it's about being emotionally accessible to one another. Change takes place through heightened emotions and a strong alliance. CPT's holds 'Hold Me Tight' workshops on Saturdays.

## Training

Under the professional leading of Dr. Agnes Sullivan, the Schema Institute conducts specialist professional development workshops in schema therapy, emotionally-focused couple and family therapy and self reflection/self practice for professionals working in a variety of clinical and forensic settings in the UK. In addition to this, CPT's Training School focuses on its Advanced Diploma in Counselling and the *Learning-to-Live, Learning-to-Love* curriculum, a psycho-educational course.

Skills acquisition and learning requires an environment which models the safety of the therapeutic relationship. As an essential part of learning, students explore their own philosophical, spiritual and moral values and examine the impact of these on practice. Training takes place in small groups, where considerable interaction with trainers facilitates the learning process. In addition, CPT provides placement opportunities for practitioners working with complex clients in individual and group settings.

## Impact of the Pandemic

Covid lockdowns and unpredictability resulted in unbearable distress and pressing need to face problems, which, in some cases had been 'on hold' until Covid. The focus was to meet the need as there were so many people presenting for therapy.

It has also been very important that psychological professional training programmes continue throughout the pandemic, so that trainees graduate and enter the workforce as soon as feasible. More than ever, these skilled individuals are needed to ensure capacity to support the surge in need resulting from the pandemic.

Since September 2020, CPT has been working online via zoom. There have been nine Mode/Attachment groups, two *Learning-to-Live, Learning-to-Love* groups, and one addiction group running. The Trustees determined that CPT through the Level 4 Diploma and also the work of Schema Therapy Institute London, should continue to support the development of trainees, including ensuring sufficient access to quality supervision. The Level 4 training has taken advantage of full Zoom functionality using breakout rooms for practice and feedback.

Trainees learn about the importance of supervision and clinical management of client work; we provide placement opportunities for applying theory in individual and group settings.

The CPT Advanced Diploma in Counselling Practice (NCS Accredited Level 4 equivalent, 450 g.l.h) had a cohort of 12 trainees. Learning via Zoom proved even more accessible in the online environment, with students locked down outside of London, able to participate. The online environment worked well to support some of the students, who as key workers, were able to access recorded lectures and skills sessions if, on occasion, they were unable to take planned leave to attend training. We successfully delivered 238 hours of professional counselling training through remote delivery.

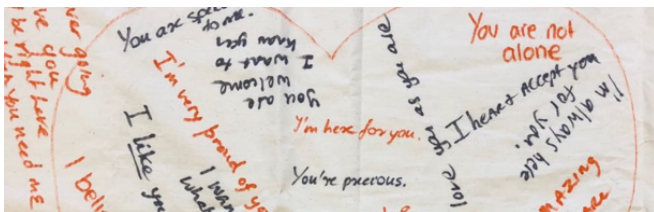


## Schema Therapy Certification Trainings Approved by the ISST

Approved by the International Society of Schema Therapy (ISST), CPT has created a centre of Excellence, with the Schema Institute, London the only centre in the UK / Europe, approved by the International Society (ISST) to provide four full certification programmes to Standard and Advanced levels. Dr. Sullivan holds the responsibility and demonstrated expertise in each of these disciplines and her energy has adapted and promoted each of these programmes to online accreditation and successful delivery this year:

- Individual Schema Therapy
- Group Schema Therapy
- Schema Therapy for Auxiliary Professionals
- Child/Adolescent Schema Therapy

Where prioritisation decisions are needed, training programmes that expand the workforce are prioritised. CPT's planned expansion of its other training programmes is continuing in order to maximise workforce capacity into future years. In an effort to extend the practice and effectiveness of Schema Therapy to a greater number and range of treatment settings in the UK, the Schema Institute was only the second centre worldwide to offer specialist auxiliary certification training in Schema Therapy for nurses, occupational therapists, social workers, probation officers and mental health teams.



Between September 2020 and August 2021 there were 16 days of Individual Schema Therapy Certification training with 12 people trained. There were 8 days of Auxiliary

Professional Schema Therapy Certification  
training with 5 people trained.

## Group Schema Therapy Certification Training

The data seems to suggest that, in some situations, schema therapy can work more swiftly in a group, or when group therapy is added to individual therapy.



Groups, in their nature of being like a family, can provide a strong re-parenting vehicle to effect change in individuals with personality disorders. Treatment dropout rates are far below other group treatment approaches. The group process seems to catalyse some aspects of the change process that may be slower in individual work. 12 trainees coming from primary, secondary and forensic mental health settings across the UK, completed Group Schema Therapy Certification training held at CPT this year.



## Community Work



During the early part of 2020, in Covent Garden, our focus had been to expand links to local funders, educational and care organisations. We established a relationship with the London Film School to provide short-term psychological services to students in crisis. This service has continued online, and been a significant resource for students, particularly those unable to return home to family and stability during lockdown. During 2021 CPT's contract with the London Film School has strengthened; throughout the year we have supported many students, enabling them to continue and/or finish their course.

## Relocation and Office Move

The circumstances of working through the initial months of the pandemic were hard to comprehend; isolation, loneliness, and the experiences of frightened, locked down communities. CPT moved its operations online.



In July 2020 we relocated away from the central zone, thereby reducing rent and travel costs, and improving access when lockdown eased. We moved from Covent Garden to Hurlingham Studios in SW6. Having proximity to excellent transport links we modified and built sound-proofed rooms, dividing the brightly furnished office space in Room 24 for use from the beginning of August 2020, one of which is Matthew's Room, for which we continue to appreciate the Matthew Elvidge Trust.

As lockdown has eased, we've been able to utilise this amazingly flexible and usable site. *Hold Me Tight* couples sessions on Saturdays are now held at Hurlingham Studios, as well as trainings, both of which have at times needed to be off-site. This has been easier all round and more cost-effective than hiring rooms. The move to Hurlingham Studios has allowed more space for in-house training, self-therapy, family and couple therapy and Level 4 training: a cohort of students graduated in July 2021. The focus has been on meeting the need, as so many people are presenting for therapy.

## Charity Log

This year, we have benefitted hugely from our purchase of Charitylog; a web service, contact management system, which provides a centralised place to keep all our data.

## Appreciation for Support and Funding

Our charity doesn't exist without the thoughtful, practical and tireless work of many people. There are too many of these to name. If you are reading this, you may be one of them. During this period, which was almost exclusively online, we would like to mention Kate Lumsden of The Fitton Trust, and Alexander Hoare of The Golden Bottle Trust, both of whom have been especially responsive at this time. Our friends, the people who share our heart for change, are so dear to us. I speak personally, and on behalf of all the volunteers and trustees of CPT, when I express my appreciation of Agnes Sullivan, whose sensitivity to the fine-tuned, non-negotiable elements of good clinical work are an inspiration to us all. I thank John Sturt for his guidance and expert advocacy, and Rachel Chandler for her sustained and timely effort.

## Legal Status and Organisation

The charity was incorporated on 27 August 1993 as a company limited by guarantee and not having a share capital, and is therefore governed by its Memorandum and Articles of Association. The liability of the members is limited to £1. The number of members with which the company is registered is two. Members have full power and discretion as to the admission or refusal of any person as a member.

Management is in the hands of a Board of Trustees, which meets three times a year. Minutes and proceedings of the Trustees are prepared for each meeting. The Board is made up of a composite of skills and consists of representatives from other Christian and professional counselling organisations, and others with an interest in the education and well-being of individuals and families.

The Chairman (elected by the Trustees) presides at Trustee meetings. Every matter is determined by a majority of the Trustees present at the meeting and voting on each question. In the case of equality of votes on any question, the person presiding as chairman of the meeting has a second (casting) vote.

The Board of Trustees is authorised to appoint new Trustees to fill vacancies arising through resignation or death of an existing Trustee. Appointment of Trustees is governed by the Memorandum and Articles of the charity.

reflected in this wording. The Trustees have proposed the following: "The Objects for which the Company is established are the provision of a change process through professional one-to-one counselling and group work for the advancement of Christian compassion and principles. We have no expectation that clients practise any form of faith or religious belief. We also emphasise that each volunteer makes commitments that are based on professional ethics, and a driving concern for client self-determination."

## Principal Aim and Objective

CPT's main object, as stated in the charity's Memorandum, is the maintenance, advancement and promotion of the Christian faith and the advancement of the education of the public. Trustees have a more comprehensive description of our work to be



## Accounts

### Trustees' responsibilities in respect of the accounts

The Trustees are required by UK law to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the company as at the end of the financial year and of the surplus or deficit of the company for that period.

The Trustees confirm that suitable accounting policies have been used and applied consistently and that reasonable and prudent judgments and estimates have been made in the preparation of the financial statements for the year ended 31 August 2021. The Trustees also confirm that applicable accounting standards have been followed and that the financial statements have been prepared on the going concern basis. The Trustees acknowledge their responsibility for keeping proper accounting records, for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Company's policy on reserves

The Trust established a reserves guideline thirteen years ago whereby the unrestricted funds not committed or invested in tangible assets ("the free reserves") should be set at six months' unrestricted expenditure. This amount currently equates to approximately £60,000. The trustees will be addressing the matter of increasing these Funds within the next two years to the level required by the above policy.

### Risk assessment by the Board

The Trustees continue to actively review the major risks that the charity faces on a regular basis. The Trust has established systems and procedures to mitigate these risks and periodically conduct system audits and risk assessments to ensure that these procedures continue to correspond with the needs of the charity.

Examples of specific risks include:

- Approach from more people in need of longer-term help with no/low income status (needing subsidised and sometimes free counselling).
- Having to vacate premises – for example, in the event of non-extension of lease or reasons outside of the Trust's control.
- Reduction in numbers of volunteers/ and or/ professionally trained staff due to relocation, changes in family circumstances or illness.

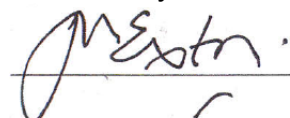
Although most of these risks materialised we worked to mitigate them during the course of this financial year.

### Form of this Report

This report has been prepared in accordance with the special provisions of the Companies Act 2006 relating to small companies, and in compliance with the Statement of Recommended Practice: Accounting and Reporting by Charities.

### Signed on behalf of the Board of Trustees

Michael Exton  
Secretary  
Date: 25 May 2022



## Accountants' reports to the Trustees

### On the unaudited financial statements of Counselling Pastoral Trust for the year ended 31 August 2021

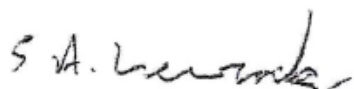
In accordance with the engagement letter dated 2 November 2012, and in order to assist you to fulfil your duties under the Companies Act 2006, I have compiled the financial statements of the company, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes, from the accounting records and information and explanations that you have given me.

This report is made to the company's trustees, as a body, in accordance with the terms of my engagement. My work has been undertaken so that I might compile the financial statements that I have been engaged to compile, report to the company's trustees that I have done so, and state those matters that I have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees, as a body, for my work or for this report.

I have carried out this engagement in accordance with technical guidance issued by the Association of Chartered Certified Accountants, and have complied with the ethical guidance laid down by the Association relating to members undertaking compilation of financial statements.

You have acknowledged on the balance sheet your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

I have not been instructed to carry out an audit of the financial statements. For this reason, I have not verified the accuracy or completeness either of the accounting records or of the information and explanations which you have given to me, and I do not, therefore, express any opinion on the financial statements.



SIMON LEWCOCK  
Chartered Certified Accountant  
Windsor Lodge  
Millfield Road  
Hounslow  
Middlesex  
TW4 5PN

### Statement required by Section 475(2) of the Companies Act 2006

The Trustees consider that the company is entitled, under the provisions of Section 477(1) of the Companies Act 2006, to exemption from the requirement to have an audit. No members have issued a notice under Section 476(1) requiring an audit.

The Trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Act, and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for the period then ended, in accordance with the requirements of Section 394, and which otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions of the Companies Act 2006 relating to small companies, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Trustees on 25th May 2022

and signed by:

, Trustee

Catherine Vasey  
J. E. Foster (COMPANY SECRETARY)  
Agnès Sullivan Trustee

## Notes to the Accounts

for the year ended 31 August 2021

### 1. Accounting Policies

#### 1.1 Basis of preparation of accounts

The accounts have been prepared under the historical cost convention and include the results of the charity's operations which are described in the Trustees' Report and all of which are continuing.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (the SORP 2015).

The charity has taken advantage of the exemption in Financial Reporting Standard No.102 from the requirement to produce a cash flow statement on the grounds that it qualifies as a small company.

#### 1.2 Tangible fixed assets for use by the charity and depreciation

Tangible fixed assets for use by the charity are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures and fittings	25% on reducing balance
Computer equipment	25% on reducing balance

#### 1.3 Income

Voluntary income and donations are accounted for as received by the charity. Income from fundraising ventures is shown gross, with the associated costs included in fundraising costs. No permanent endowments have been received in the period.

#### 1.4 Value added tax

Value added tax is not recoverable by the charity and, as such, is included in the relevant costs in the Statement of Financial Activities.

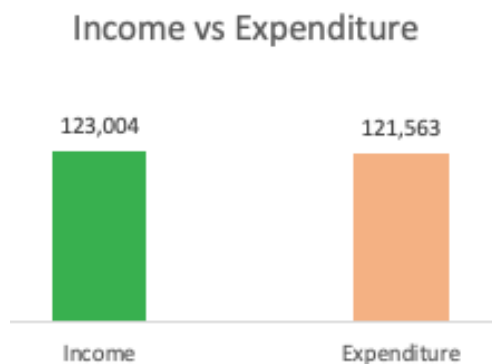
#### 1.5 Fundraising costs

Fundraising expenditure comprises costs incurred in inducing people and organisations to contribute financially to the charity's work. This includes the cost of advertising for donations.

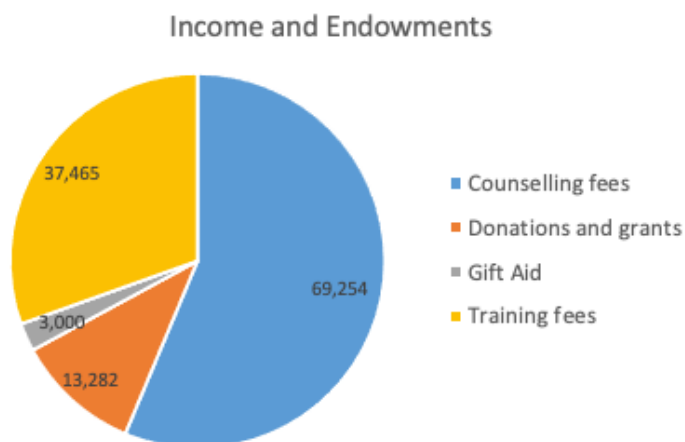
#### 1.6 Governance costs

Expenditure on governance costs includes a percentage of relevant categories of expenditure, such as salary costs, travel and office costs.

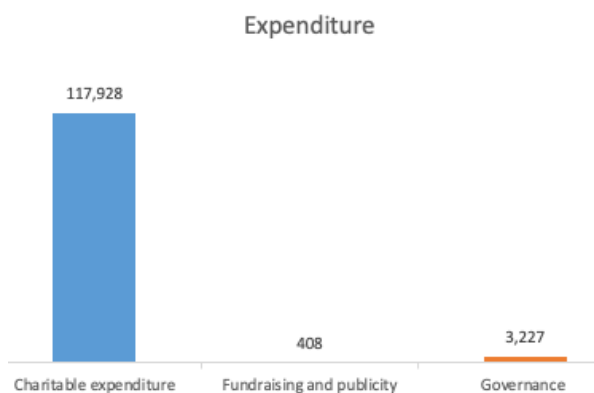
## 2021 Income and Expenditure Summary



**2021 Income of £123,004 compared to expenditure of £121,563**



**Approximately 56% of total 2021 income was from Counselling fees, followed by Donations and Grants, Gift Aid, and Training Fees**



**Almost all expenditure was Charitable Expenditure, which is comprised of the administration costs of running the charity**



## **Appendix: 1 Sept 2020 to 31 Aug 2021 Accounts**

### **COUNSELLING PASTORAL TRUST**

(A charitable company limited by guarantee)

### **REPORTS AND ACCOUNTS Year ended 31 August 2021**

**Company No: 2848495**

**Registered Charity No: 1027526**

**COUNSELLING PASTORAL TRUST**  
(A charitable company limited by guarantee)

**Reports and Accounts 2021**

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**COUNSELLING PASTORAL TRUST**

(A charitable company limited by guarantee)

**ACCOUNTANT'S REPORT TO THE TRUSTEES**

**On the unaudited financial statements of Counselling Pastoral Trust for the year ended 31 August 2021.**

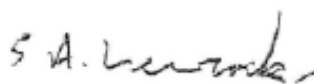
In accordance with the engagement letter dated 2 November 2012, and in order to assist you fulfil your duties under the Companies Act 2006, I have compiled the financial statements of the company, which comprise the Statement of Financial Activities, the Balance Sheet and related notes, from the accounting records and information and explanations that you have given me

This report is made to the company's trustees, as a body, in accordance with the terms of my engagement. My work has been undertaken so that I might compile the financial statements that I have been engaged to compile, report to the company's trustees that I have done so, and state those matters that I have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's trustees, as a body, for my work or for this report.

I have carried out this engagement in accordance with the technical guidance issued by the Association of Chartered Certified Accountants, and have complied with the ethical guidance laid down by the Association relating to members undertaking compilation of financial statements.

You have acknowledged on the Balance Sheet your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

I have not been instructed to carry out an audit of the financial statements. For this reason, I have not verified the accuracy or completeness either of the accounting records or of the information and explanations which you have given to me, and I do not, therefore, express any opinion on the financial statements.



S.A. Lewcock FCCA  
Windsor Lodge  
Millfield Road  
Hounslow  
Middlesex TW4 5PN

25th May 2022

**COUNSELLING PASTORAL TRUST**  
(a charitable company limited by guarantee)  
**Balance Sheet as at 31 August 2021**

	Note	2021 £	2020 £
<b>FIXED ASSETS</b>			
Tangible Fixed Assets for charity's use	6	6,054	3,865
<b>CURRENT ASSETS</b>			
Debtors	7	13,125	7,523
Cash at Bank and in Hand		59,243	18,096
		<u>72,368</u>	<u>25,619</u>
<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
Creditors and accruals	8	<u>2,278</u>	<u>4,781</u>
<b>NET CURRENT ASSETS</b>		70,090	20,838
<b>CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR</b>			
Loan		(50,000)	0
<b>TOTAL ASSETS</b>		<u><b>26,144</b></u>	<u><b>24,703</b></u>
<b>CAPITAL AND RESERVES</b>			
Capital	9	0	0
Income and Expenditure Account			
Restricted Funds	10	10,136	10,136
Unrestricted Funds	10	16,008	14,567
		<u><b>26,144</b></u>	<u><b>24,703</b></u>

**STATEMENT REQUIRED BY SECTION 475(2) OF THE COMPANIES ACT 2006**

The Trustees consider that the company is entitled, under the provisions of Section 477(1) of the Companies Act 2006, to exemption from the requirement to have an audit. No members have issued a notice under Section 476(1) requiring an audit.

The Trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Act, and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for the period then ended, in accordance with the requirements of Section 394, and which otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions of the Companies Act 2006 relating to small companies, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Trustees on *25th May 2022*

and signed by: \_\_\_\_\_, Trustee

*Catherine Vasey*  
*Qu-Ester (COMPANY SECRETARY)*  
*Agnes Sullivan Trustee*

**COUNSELLING PASTORAL TRUST**  
(a company limited by guarantee)  
**Statement of Financial Activities**  
**For the year ended 31 August 2021**

		<b>Restricted Funds</b>	<b>Unrestricted Funds</b>	<b>Total Funds 2021</b>	<b>Total Funds 2020</b>
	<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income and Endowments</b>					
Counselling fees		0	69,254	69,254	71,169
Donations and grants		0	13,282	13,282	13,709
Gift Aid		0	3,000	3,000	2,869
Training fees		0	37,465	37,465	44,149
Interest		0	3	3	1
<b>Total income</b>		<b>0</b>	<b>123,004</b>	<b>123,004</b>	<b>131,897</b>
<b>Expenditure</b>					
Charitable expenditure	2	0	117,928	117,928	129,016
Fundraising and publicity	3	0	408	408	933
Governance	4	0	3,227	3,227	3,714
<b>Total expenditure</b>		<b>0</b>	<b>121,563</b>	<b>121,563</b>	<b>133,663</b>
<b>Net income / (expenditure) for the year</b>		<b>0</b>	<b>1,441</b>	<b>1,441</b>	<b>(1,766)</b>
Balance brought forward at 1 September 2020		10,136	14,567	24,703	26,469
<b>Balance carried forward at 31 August 2021</b>		<b>10,136</b>	<b>16,008</b>	<b>26,144</b>	<b>24,703</b>



**COUNSELLING PASTORAL TRUST**

(a charitable company limited by guarantee)

**NOTES TO THE ACCOUNTS**

**for the year ended 31 August 2021 (continued)**

**1. Accounting Policies**

**1.1 Basis of preparation of accounts**

The accounts have been prepared under the historical cost convention and include the results of the charity's operations which are described in the Trustees' Report and all of which are continuing.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (the SORP 2015).

The charity has taken advantage of the exemption in Financial Reporting Standard No. 102 from the requirement to produce a cash flow statement on the grounds that it qualifies as a small company.

**1.2 Tangible fixed assets for use by the charity and depreciation**

Tangible fixed assets for use by the charity are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures and fittings	25% on reducing balance
Computer equipment	25% on reducing balance

**1.3 Income**

Voluntary income and donations are accounted for as received by the charity. Income from fundraising ventures is shown gross, with associated costs included in fundraising costs. No permanent endowments have been received in the period.

**1.4 Value added tax**

Value added tax is not recoverable by the charity and, as such, is included in the relevant costs in the Statement of Financial Activities.

**1.5 Fundraising costs**

Fundraising expenditure comprises costs incurred in inducing people and organisations to contribute financially to the charity's work. This includes the cost of advertising for donations.

**1.6 Governance costs**

Expenditure on governance costs includes a percentage of relevant categories of expenditure, such as salary costs, travel and office costs.

**COUNSELLING PASTORAL TRUST**

(a charitable company limited by guarantee)

**NOTES TO THE ACCOUNTS****for the year ended 31 August 2021 (continued)****2. Charitable Expenditure**

	<b>Restricted</b>	<b>Unrestricted</b>	<b>2021 Total</b>	<b>2020 Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Administration	0	2,646	2,646	940
Bank charges & interest	0	1,762	1,762	1,778
Catering	0	67	67	2,783
Cleaning	0	985	985	0
Counselling & Lecturer	0	53,776	53,776	53,635
Consultancy	0	2,050	2,050	0
Depreciation of equipment	0	2,018	2,018	1,289
Equipment leases	0	0	0	0
Insurance	0	701	701	919
I.T. & website costs	0	12,967	12,967	5,019
Literature & materials	0	0	0	190
Maintenance & repairs	0	2,190	2,190	2,714
Printing and stationery	0	1,884	1,884	3,602
Rent and rates	0	24,498	24,498	42,195
Subscriptions	0	5,933	5,933	4,655
Telephone	0	4,183	4,183	4,541
Travel & accommodation	0	486	486	3,738
Utilities	0	1,782	1,782	1,018
	<b>0</b>	<b>117,928</b>	<b>117,928</b>	<b>129,016</b>

**3. Fundraising & Publicity**

Administration	0	57	57	20
I.T. & website costs	0	279	279	147
Equipment leases	0	0	0	0
Marketing expenses	0	0	0	601
Printing and stationery	0	29	29	119
Telephone & office supplies	0	43	43	46
	<b>0</b>	<b>408</b>	<b>408</b>	<b>933</b>

**4. Governance**

Accountant's fees & expenses	0	900	900	800
Administration	0	143	143	50
Catering	0	4	4	147
Equipment leases	0	0	0	0
I.T.	0	697	697	202
Insurance	0	701	701	919
Printing and stationery	0	29	29	119
Rent & rates	0	628	628	1,082
Telephone & office supplies	0	86	86	92
Travel & accommodation	0	39	39	303
	<b>0</b>	<b>3,227</b>	<b>3,227</b>	<b>3,714</b>

**COUNSELLING PASTORAL TRUST**  
(a charitable company limited by guarantee)  
**NOTES TO THE ACCOUNTS**  
for the year ended 31 August 2021 (Continued)

**5. Staff Costs**

The company has the services of 15 part and full time volunteer counsellors and 1 full time volunteer administrator. The value of their services is estimated at approximately £450,000.

**6. Tangible Fixed Assets**

	<b>Fixtures &amp; Fittings £</b>	<b>Computer Equipment £</b>	<b>Total £</b>
<b>Cost</b>			
at 1 September 2020	6,466	24,838	31,304
Additions	1,797	2,410	4,207
Disposals	0	0	0
at 31 August 2021	<u>8,263</u>	<u>27,248</u>	<u>35,511</u>
<b>Depreciation</b>			
at 1 September 2020	6,254	21,185	27,439
Charge for the year	502	1,516	2,018
Disposals	-	-	-
at 31 August 2021	<u>6,756</u>	<u>22,701</u>	<u>29,457</u>
<b>Net Book Value</b>			
at 31 August 2021	<u>1,507</u>	<u>4,547</u>	<u>6,054</u>
at 31 August 2020	<u>212</u>	<u>3,653</u>	<u>3,865</u>

**7. Debtors**

	<b>2021 £</b>	<b>2020 £</b>
Gift Aid	5,862	2,862
Rent Deposit	3,500	3,500
Prepaid expenses	3,763	1,161
	<u>13,125</u>	<u>7,523</u>

**8. Creditors: amounts falling due within one year**

	<b>2021 £</b>	<b>2020 £</b>
Credit card account	328	1,413
Accrued expenses	1,950	3,368
	<u>2,278</u>	<u>4,781</u>

**9. Capital**

The company is a company limited by guarantee with the liability of each member limited by £1.

**COUNSELLING PASTORAL TRUST**  
(a charitable company limited by guarantee)  
**NOTES TO THE ACCOUNTS**  
for the year ended 31 August 2021 (Continued)

10.	Funds		Balances 1 Sep 2020 £	Income and Endowments £	Expenditure £	Balances 31 Aug 2021 £
	<b>Restricted Funds</b>	<b>Provided by</b>				
	To provide psychological and emotional support to families on low or no income who are suffering from trauma and neglect.	AXIS	4,515	0	0	4,515
	To support the training of therapists to work with children and adolescents.	Masonic Charitable Fund	845	0	0	845
	For specialist psychological help and psychotherapy with Anglican Clergy and their family	The Henry Smith	3,908	0	0	3,908
	Reduction in harmful coping behaviours such as alcohol and drug abuse, and the increase in well-being of City workers and young adults who live or work near the City of London.	The Vintners	868	0	0	868
			<b>10,136</b>	<b>0</b>	<b>0</b>	<b>10,136</b>
	<b>Unrestricted Funds</b>					
	General Fund		14,567	123,004	121,563	16,008
			<b>14,567</b>	<b>123,004</b>	<b>121,563</b>	<b>16,008</b>