

**WESSEX COUNSELLING SERVICE**  
**FINANCIAL STATEMENTS**

**31 AUGUST 2020**

**Company Registration Number 03171892**  
**Charity Number 1056310**

# **WESSEX COUNSELLING SERVICE**

## **FINANCIAL STATEMENTS**

**YEAR ENDED 31 AUGUST 2020**

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# WESSEX COUNSELLING SERVICE

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY AND ITS ADVISORS

YEAR ENDED 31 AUGUST 2020

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**Charity Name** Wessex Counselling Service

**Company number** 03171892

**Charity number** 1056310

**Registered office and operational address** Fairfield House, King Street, Frome, Somerset, BA11 1BH

**Trustees** Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Mr AC Chapman	Chair
Dr C Ellis	
Mr JC Sledge	Finances
Mr A Perry	Secretary
Mrs SJ Tillard	
Ms SM Brennan	Resigned September 2019
Mr A Pullin	Appointed February 2020

**Key Management Personnel**

Chris Davies	Head of Clinical Services
Mike Keating	Head of Training
Penny Old	Office Manager

**Bankers** CAF Bank, 25 Kings Hill Avenue, Kings Hill, Kent, ME19 4TA  
National Westminster Bank

**Independent Examiners** Geoff Archer  
Bristol Community Accountants CIC  
The Park, Daventry Road, Bristol, BS4 1DQ

# **WESSEX COUNSELLING SERVICE**

## **TRUSTEES' ANNUAL REPORT**

### **YEAR ENDED 31 AUGUST 2020**

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#### **Wessex Counselling Service**

The Trustees present the Report and Accounts for the year ended 31 August 2020 which also comprises the Directors' Report required by the Companies Act 2006.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

#### **Legal Structure, Governance and Management**

The charity is constituted as a company limited by guarantee, registered under the Companies Acts and its governing document is a memorandum and Articles of Association under company legislation. Its certificate of incorporation is dated 13 March 1996 and the last amendment to the governing document is dated 29 September 1997.

The charity registered with the Charity Commission on 21 June 1996.

By operation of law, all trustees are directors under the Companies Act 2006 and all directors are trustees under Charities legislation and have responsibilities, as such, under both company and charity legislation. The trustees are all individuals.

#### **Method of Recruiting and Appointing New Charity Trustees**

Trustees are elected by the Members of the charity at the Annual General Meeting: there must be no more than 10 trustees who must all be members of the charitable company. When recruiting new trustees, the Board considers any specialist skills needed, considering either existing or new areas of operation when seeking potential new candidates who could fulfil certain roles. They would then be proposed, elected and appointed by the management committee.

#### **Organisational structure**

The Board of Trustees administers the charity. The trustees have examined the major strategic, business and operational risks that the charity faces and are satisfied that systems are in place to adequately mitigate these risks. .

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales

# **WESSEX COUNSELLING SERVICE**

## **TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 AUGUST 2020**

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### **Objectives, strategies and activities**

The principal purpose of the charity is promoting, for the public benefit, psychological and mental health. Wessex does this by providing counselling to those suffering from psychological or emotional illness or distress and by training people to be psychodynamic counsellors and psychodynamic psychotherapists.

### **Impact of COVID-19 Pandemic**

On the 13<sup>th</sup> March the trustees and management team agreed to temporarily suspended in person training and counselling at all our venues. After a short break in services, during which we arranged for additional training for all our counsellors and supervisors to enable them to offer counselling remotely, we reopen offering telephone and online counselling. Working remotely was not always possible for all our counsellors or clients as not everyone was able to find a confidential space for the sessions. From seeing 93 clients a week this dropped to 62. This reduction in the number of clients had a significant impact on our income but this was compounded as the fees we received from the clients dropped from an average of £28.87 per session to £19.70. This is because of the financial impact COVID-19 has had on our clients. During the first months of lock down we saw a steep decline in the number of referrals we received however from mid June we started seeing new clients and our client numbers are slowly increasing. We ended our financial year seeing 68 clients with an average fee of £21.30

Our training team worked hard over the easter break to ensure that we could deliver all our training courses remotely via Zoom. Due to the hard work and dedication of the team we have been able to run the courses successfully and were able to complete the academic year. The team also ensured that we have continued to meet the requirements of our accrediting bodies. We have been able to recruit applicants for our training courses and have a full complement of trainees starting in September 2020.

In order for the administrative team to work from home the trustees agreed we could invest in laptops and a new computer server which has enabled the team to work remotely. This has allowed new systems and procedures to be put into place to ensure the remote service continues to run smoothly.

As lock down ended in July, we decide that following all the government guidance we could start to offer a limited number of in person counselling sessions at all our venues. This is working however our priority throughout the pandemic has been the welfare and safety of our counsellors, staff, trainees and clients.

The trustees would like to acknowledge the hard work and dedication of everybody involved in Wessex Counselling which has enable the service to continue to offer counselling and training during the pandemic.

### **Counselling**

We provide both long and short term professional low cost psychodynamic counselling to clients aged 18 and above with a wide range of emotional problems in our premises in Bath, Bristol, Frome and the surrounding area. The counselling service is accredited by the British Association of Counselling and Psychotherapy.

# **WESSEX COUNSELLING SERVICE**

## **TRUSTEES' ANNUAL REPORT**

### **YEAR ENDED 31 AUGUST 2020**

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In March because of the Co-Vid 19 pandemic, it became clear that with the proposed lockdown we would not be able to continue to offer in person counselling. Despite the impact of CO-VID 19 we have remained committed to support people who cannot afford to pay our standard fees. To help people on benefits or low income we have continued to offer a scheme which allows clients to have up to six months counselling at £10 per session. This has helped 14 people to access counselling who previously would not have been able to afford it. We have supported an additional 16 clients who asked to reduce their counselling fees because of the impact of COVID-19. We have funded this from our reserves.

We also have a counselling bursary which has enabled three of our existing clients who face financial difficulties to apply for funding to help them cover the cost of their counselling which can be so vital when a client is experiencing financial difficulties.

The Key Centre scheme which we operate provides free time limited counselling to Frome residents on a low income who would not normally be able to afford counselling. We have now been running this scheme for more than nine years.

We continue to offer a discounted assessment fee to clients on low incomes.

#### **Training**

During the year we have offered a wide range of training opportunities including running three Introduction to Counselling Skills Course, an Intensive Foundation Course, a year long Foundation Course, a Diploma in Psychodynamic Counselling, and a Psychodynamic Psychotherapy Course. We also offered a series of successful continuing professional development workshops, some of them on Zoom, to our own graduate counsellors and other therapists. The courses are well supported, and we have applications from students prepared to travel considerable distance to undertake the trainings we offer.

Our Psychotherapy course is accredited by the British Psychoanalytic Council (BPC) and our Diploma course is accredited by both the British Psychoanalytical Council and the British Association of Counselling and Psychotherapy. This means that our training is rigorous, externally accredited and of the highest standards.

Each year in November we hold a graduation evening combined with our Annual General Meeting where the organisation comes together to review the year and celebrate with people who have successfully completed their course. This year we celebrated 28 people graduating from a variety of courses.

#### **Youth Space Project**

Youth Space continues to enjoy a collaborative relationship with Children In Need as we entered into the second year of the three year project. Like many others, in March the Youth Space Team and their clients faced the challenges of a sudden transition from in-person counselling to remote working. Understandably, some of our young people felt unable to make the move although others seemed to take it in their stride. Penny Old and Cathy Lyall, Youth Space's Project Lead, quickly got to grips with this new normal and this meant the service continued without interruption. Unfortunately, the change in working arrangements meant that we had to say goodbye to Georgina Ford, one of our more experienced counsellors. However, those of us who remained continued to see young people over zoom and telephone, and completed work with a number of clients.

During this period, referrals declined, and this can be understood in different ways. Many young people who seek our support find school difficult and so their anxiety was mitigated by being at home. However, we also recognized that for many young people being able to find a private space at home, both literally and metaphorically, was difficult and this also affected numbers seeking counselling.

# **WESSEX COUNSELLING SERVICE**

## **TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 AUGUST 2020**

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### **Staffing**

There have been some changes to our team during the year and we acknowledge our gratitude to the following people for the expertise, dedication and skills they have brought to the organisation. Although some of them are leaving roles within the organisation they are continuing to do other work for us for those who have left Wessex Counselling and we wish them well for the future.

Cathy Lyall Resigned as Youth Space Project Lead  
Collette Drury as Pre Clinical Course Lead  
Georgina Ford as an Adult and Youth Counsellor  
Diane O'Callaghan Supervisor  
and  
Jane Spencer Supervisor

### **Fund Raising Donations and Bursary Funding**

During this extraordinary year we have raised money from sponsorship of our supporters to run the Bath Half Marathon. Although the mass run was cancelled runners completed their own run on their own course. We are very grateful to them as this raised £1763.75 for our counselling bursary which supports client who experience financial difficulties and would have to end their counselling without financial help with their fees.

Our trainee and associate counsellors generously gave 1173 voluntary counselling hours over the year. This represents a financial benefit to Wessex of £13,490 for which we are extremely grateful. It is important to recognise that without the support of the local community and our counsellors we would not be able to continue offering low cost counselling. We are grateful for the support we have received from Frome Relief in Sickness charity who have helped us fund counselling for local people in Frome. We would like to acknowledge our gratitude to the following people and organisations who have contributed time and or money to Wessex Counselling.

### **Wessex Counselling Service**

NatWest Bank  
Lawrence Fairfield  
DAG Design  
Staff, Counsellors and Supporters of Wessex Counselling

### **Counselling Bursary Fund**

Frome Relief in Sickness  
Trustees, Staff and supporters of Wessex Counselling

### **You-th Space**

Children in Need  
Staff and Supporters of Wessex Counselling

### **Benefit for the public**

Wessex Counselling was set up to provide affordable low-cost counselling to people in Bristol, Frome and the surrounding area and in conjunction with this to train psychodynamic counsellors and psychotherapists. By running a vibrant training service, we can subsidise the counselling we offer. With the Key Centre project, we are able to offer short to medium term free counselling to people in Frome who would not normally be able to afford counselling. We can offer a limited number of places to people on low incomes to enable them to have six months counselling at the reduced rate of £10 per session. We continue to raise funds as well as allocating funds from our reserves in order

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## **TRUSTEES' ANNUAL REPORT**

### **YEAR ENDED 31 AUGUST 2020**

to subsidise the counselling we do to keep the service affordable and available to people in need. We also offer subsidised assessment sessions to prospective clients on a low income.

#### **British Psychoanalytic Council Membership**

As a membership organisation of the British Psychodynamic Council (BPC) we have a growing body of qualified psychodynamic counsellors and psychodynamic psychotherapists registered with the BPC through Wessex. With our recently qualified counsellors and psychotherapists becoming members we now have 55 members affiliated to Wessex. This body of members is important as we are committed to developing a community of registered psychodynamic counsellors and psychotherapists who work together to maintain professional standards and support our aim to provide professional low cost psychodynamic counselling. During the year members had the opportunity to attend a regular reading group.

#### **Friends of Wessex**

The organisation continues to be well supported by its body of Friends of Wessex Counselling. The Friends are kept up to date with news, events and job opportunities through newsletters which are sent out three times a year

#### **Results and Reserve Policy**

Despite the impact of the pandemic this has been a successful year for the counselling service as we continue to provide low-cost counselling to people in need and a well-regarded training programme. The result for the year shows a surplus of £16,359 against a surplus of £27,195 for 2019. The money held in our general fund stands at £131,254.

The trustees have developed a reserves policy based on the amount of money required to close Wessex Counselling over a six-month period and honour our commitments to our clients and counsellors in training. At the start of each financial year the organisation looks at its liabilities and obligations for the following year and calculates what funds are required these figures are then reviewed on a quarterly basis. We have calculated that £58,586 needs to be held in permanent reserve to cover this.

In 2019/20 the trustees focus on building reserves to be used for finding new premises for the service had to be changed as the Covid19 pandemic impacted on the service's finances. The impact on the financial year has meant that we have made a small surplus however the impact on the finances for 20/21 are going to be significant and the trustees are ring fencing £15,000 of the reserves to cover the projected loss in 2020/21.

#### **Funds received as agent or funds held as custodian trustee**

There are no assets, classes of assets or categories of assets held on behalf of other entities.

#### **Statement of responsibilities of the Management Committee**

The trustees who are also the charity trustees have prepared financial statements for the financial year, which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the net income or expenditure, of the charitable company for the year. In preparing those 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;



# WESSEX COUNSELLING SERVICE

## TRUSTEES' ANNUAL REPORT

### YEAR ENDED 31 AUGUST 2020

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- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees 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 any other irregularities.

The trustees confirm that to the best of their knowledge there is no information relevant to the independent examination of which the examiners are unaware. The trustees also confirm that they have taken all necessary steps to ensure that they themselves are aware of all relevant examination information and that this information has been communicated to the examiners.

#### **Independent examiners**

Geoff Archer of Bristol Community Accountants CIC was appointed as the charitable company's independent examiner during the year.

Approved by the trustees on 08 Feb 2021..... and signed on its behalf by

l f

Alexander Chapman - Chair

# WESSEX COUNSELLING SERVICE

## INDEPENDENT EXAMINERS REPORT

YEAR ENDED 31 AUGUST 2020

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I report on the accounts of the company for the year ended 31st August 2020 which are set out on pages 9 to 17.

### 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.



Geoff Archer  
Bristol Community Accountants CIC  
The Park  
Daventry Road  
Knowle Bristol BS4 1DQ

Date: 15 Feb 2021

# WESSEX COUNSELLING SERVICE

## STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)

YEAR ENDED 31 AUGUST 2020

		Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
	Note	£	£	£	£
<b>Incoming and Endowments from:</b>					
Donations and legacies	3	5,000	11,219	16,219	18,346
Charitable activities	4	219,496	-	219,496	208,495
Other trading activities	5	705	-	705	7,660
Investments	6	207	-	207	152
<b>Total Income</b>		<b>225,408</b>	<b>11,219</b>	<b>236,627</b>	<b>234,653</b>
<b>Expenditure On:</b>					
Raising funds	7	64	-	64	-
Charitable activities	8	210,017	9,228	219,245	206,049
Other	9	959	-	959	1,409
<b>Total Expenditure</b>		<b>211,040</b>	<b>9,228</b>	<b>220,268</b>	<b>207,458</b>
<b>Net income</b>		<b>14,368</b>	<b>1,991</b>	<b>16,359</b>	<b>27,195</b>
Gross transfers between funds		9,897	(9,897)	-	-
<b>Net movement in funds</b>		<b>24,265</b>	<b>(7,906)</b>	<b>16,359</b>	<b>27,195</b>
<b>Total funds brought forward</b>		<b>106,989</b>	<b>20,710</b>	<b>127,699</b>	<b>100,504</b>
<b>Total funds carried forward</b>		<b>131,254</b>	<b>12,804</b>	<b>144,058</b>	<b>127,699</b>

All of the activities of the charity are classed as continuing

The notes on pages 11 to 17 form part of these financial statements

As required by paragraph 4.67 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

Details of the allocation of 2019 total funds between unrestricted and restricted are shown in note 19

# WESSEX COUNSELLING SERVICE

## BALANCE SHEET

YEAR ENDED 31 AUGUST 2020

		2020	2019
	Note	£	£
<b>Fixed assets</b>			
Tangible fixed assets	16	3,513	3,094
<b>Current assets</b>			
Debtors	13	2,107	3,386
Cash at bank and in hand		198,102	200,150
<i>Total current assets</i>		200,209	203,536
<b>Creditors : Amounts falling due within one year</b>	14	(59,664)	(78,931)
<i>Net current assets or liabilities</i>		140,545	124,605
<b>Total net assets or liabilities</b>		144,058	127,699
<b>The Funds of the Charity</b>	17		
Restricted funds		12,804	20,710
Unrestricted funds		131,254	106,989
		144,058	127,699

The directors are satisfied that the company is entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies' regime and in accordance with FRS102 SORP.

These financial statements were approved by the trustees on and are signed on their behalf by:



Dr Christopher Ellis. 08 Feb 2021  
Director



Alexander Chapman. 08 Feb 2021  
Director

**The notes on pages 11 to 17 form part of these financial statements**

# WESSEX COUNSELLING SERVICE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2020

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### 1 Basis of Preparation

- a) These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (issued on 16 July 2014), as amended by Update Bulletin 2 published in October 2018, effective for accounting periods beginning on or after 1 January 2019, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

- b) The accounts have been prepared on the assumption that the charitable company is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charitable company's ability to continue as a going concern.
- c) The charity meets the definition of a public benefit entity as defined by FRS 102.

### 2 Accounting Policies

- a) Income from donations is included in income when these are receivable, except as follows:

- i) When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods.
- ii) When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-conditions have been met.

- b) Expenditure is recognised in the period in which it is incurred. Expenditure includes attributable VAT which cannot be recovered.

- c) Expenditure is allocated where the costs relate directly to that activity. Support costs have been allocated on the basis of the resources used on the particular activity.

- d) Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Office equipment - 25% straight line

Furniture - 10% straight line

- e) Unrestricted funds are available to spend on activities that further any of the purposes of the charitable company. Designated funds are unrestricted funds of the charitable company which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charitable company's work or for specific projects being undertaken by the charitable company.

- f) The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

- g) The charitable company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charitable company in an independently administered fund. Pension costs charged in the financial statements represent the contribution payable by the charitable company during the year.

**WESSEX COUNSELLING SERVICE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 AUGUST 2020**

**Income and Endowments From:**

<b>3 Donations and Legacies</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2020</b>	<b>Total Funds 2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Donations from individuals	5,000	-	5,000	442
You-th Space bursary	-	9,455	9,455	11,955
Counselling bursary	-	1,764	1,764	2,824
Training bursary	-	-	-	3,125
	<u>5,000</u>	<u>11,219</u>	<u>16,219</u>	<u>18,346</u>
<b>4 Charitable Activities</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2020</b>	<b>Total Funds 2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Counselling fees	83,039	-	83,039	75,212
Training fees	123,768	-	123,768	133,283
Subscriptions	12,689	-	12,689	-
	<u>219,496</u>	<u>-</u>	<u>219,496</u>	<u>208,495</u>
<b>5 Other Trading Activities</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2020</b>	<b>Total Funds 2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Other miscellaneous income	705	-	705	7,660
	<u>705</u>	<u>-</u>	<u>705</u>	<u>7,660</u>
<b>6 Investment Income</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2020</b>	<b>Total Funds 2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Interest receivable on bank deposits	207	-	207	152
	<u>207</u>	<u>-</u>	<u>207</u>	<u>152</u>

**WESSEX COUNSELLING SERVICE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
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**Expenditure on:**

**7 Raising Funds**

<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2020 £</b>	<b>Total Funds 2019 £</b>
64	-	64	-

**8 Charitable Activities**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2020 £</b>	<b>Total Funds 2019 £</b>
Salaries -You-th Space	-	1,560	1,560	1,300
Salaries -Training	23,104	-	23,104	15,248
Salaries -Counselling	6,116	387	6,503	6,861
Salaries - General	36,385	700	37,085	38,615
General Costs - You-th Space	(184)	4,815	4,631	5,458
General Costs - Key Centre	-	-	-	300
General Costs - Training	74,107	1,353	75,460	74,718
General Costs - Counselling	34,184	-	34,184	30,931
General Costs - Street Project	-	413	413	180
General Costs	35,224	-	35,224	32,372
Depreciation	1,081	-	1,081	66
	210,017	9,228	219,245	206,049

**9 Other**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2020 £</b>	<b>Total Funds 2019 £</b>
Independent Examiner's fee & accounts	959	-	959	1,409
	959	-	959	1,409

**WESSEX COUNSELLING SERVICE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 AUGUST 2020**

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**10 Net incoming resources for the year**

This is stated after charging:

	2020 £	2019 £
Depreciation of owned fixed assets	1,081	66
Independent Examiner's Fees	959	998
	<u>1,081</u>	<u>998</u>

**11 Staff costs and numbers**

The aggregate payroll costs were:

	2020 £	2019 £
Wages and Salaries	67,359	61,414
Social Security Costs	-	-
Pension Costs	893	610
	<u>68,252</u>	<u>62,024</u>

No employee received emoluments of more than £60,000 (2019: £Nil)

The average monthly head count was 7 staff (2019: 6)

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2019: £nil) neither were they reimbursed expenses during the year (2019: £nil). No charity trustee received payment for professional or other services supplied to the charity (2019: £nil).

Total employee benefits paid to key management personnel during the year were £43,192 (2019: 31,846)

There were no other related party transactions during the year.

**12 Taxation**

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

**13 Debtors**

	2020 £	2019 £
Trade debtors	2,107	2,655
Other debtors	-	731
	<u>2,107</u>	<u>3,386</u>

**14 Creditors**

	2020 £	2019 £
Trade creditors	5,408	13,366
Deferred income	53,297	64,606
Accruals	959	959
	<u>59,664</u>	<u>78,931</u>



**WESSEX COUNSELLING SERVICE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 AUGUST 2020**

**15 Company limited by guarantee**

The company is limited by guarantee and as such has no issued share capital. In the event of the company being wound up the liability of the members is limited to £1 each.

**16 Tangible fixed assets**

	<b>Furniture &amp; Equipment £</b>	<b>Total £</b>
<b>Cost</b>		
At 1 September 2019	25,280	25,280
Additions	1,500	1,500
At 31 August 2020	<u>26,780</u>	<u>26,780</u>
<b>Depreciation</b>		
At 1 September 2019	22,186	22,186
Charge for the year	1,081	1,081
At 31 August 2020	<u>23,267</u>	<u>23,267</u>
<b>Net book value</b>		
At 31 August 2020	<u>3,513</u>	<u>3,513</u>
At 31 August 2019	<u>3,094</u>	<u>3,094</u>

**17 Movement in funds**

	<b>At 01-Sep 2019 £</b>	<b>Incoming resources £</b>	<b>Outgoing resources £</b>	<b>Transfers £</b>	<b>At 31-Aug 2020 £</b>
<b>Restricted funds</b>					
Street Project	1,158	-	(413)	(210)	535
Counselling Bursary	4,575	1,764	-	(450)	5,889
Key Centre	631	-	-	-	631
Training Bursary	5,109	-	-	-	5,109
You-th Space	9,237	-	-	(9,237)	-
Children In Need	-	9,455	(8,815)	-	640
	<u>20,710</u>	<u>11,219</u>	<u>(9,228)</u>	<u>(9,897)</u>	<u>12,804</u>
<b>Unrestricted Funds</b>					
General fund	106,989	225,408	(211,014)	660	122,043
You-th Space (Designated)	-	-	(26)	9,237	9,211
<b>Total funds</b>	<u>127,699</u>	<u>236,627</u>	<u>(220,268)</u>	<u>-</u>	<u>144,058</u>

**Note regarding fund transfers**

The You-th Space fund was recorded as restricted in the prior year accounts. However the funds have no restriction, they have been internally allocated to the You-th Space project. The other transfers relate to the allocation of non-direct costs.

**WESSEX COUNSELLING SERVICE**  
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**Purpose of restricted funds (continued)**

Children In Need	This money has been raised from local organisations and Children in Need to provide a short term counselling service to young people between 15-18.
Street Project	This money was donated anonymously to Wessex to provide free short term counselling to people who would not be able to otherwise afford counselling.
Counselling Bursary	Money raised to support our counselling clients who experience financial problems and would not be able to continue their counselling without the bursary supporting them.
Key Centre	This was funding donated to Wessex to provide free short term counselling to people living in The Mount area in Frome who would not otherwise be able to afford counselling.
Training Bursary	Money donated to help our trainees who maybe experiencing financial difficulties. The latest donation of £3000 was given to us to help trainees but the trustees have not yet agreed how it should be

**18 Analysis of net assets between funds**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2020 £</b>
Tangible fixed assets	3,513	-	3,513
Current assets	187,405	12,804	200,209
Current liabilities	(59,664)	-	(59,664)
	<u>131,254</u>	<u>12,804</u>	<u>144,058</u>

**WESSEX COUNSELLING SERVICE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
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**19 Analysis of charitable funds - previous year, as required by paragraph 4.2. of the SORP**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Incoming and Endowments from:</b>			
Donations and legacies	442	17,904	18,346
Charitable activities	208,495	-	208,495
Other Trading activities	4,660	3,000	7,660
Investments	152	-	152
<b>Total income</b>	<b>213,749</b>	<b>20,904</b>	<b>234,653</b>
<b>Expenditure On:</b>			
Raising Funds	-	-	-
Charitable activities	196,551	9,498	206,049
Other	1,409	-	1,409
<b>Total expenditure</b>	<b>197,960</b>	<b>9,498</b>	<b>207,458</b>
<b>Net Income</b>	<b>15,789</b>	<b>11,406</b>	<b>27,195</b>
<b>Net movement in funds</b>	<b>15,789</b>	<b>11,406</b>	<b>27,195</b>
Transfer between funds	-	-	-
<b>Total funds brought forward</b>	<b>91,200</b>	<b>9,304</b>	<b>100,504</b>
<b>Total funds carried forward</b>	<b>106,989</b>	<b>20,710</b>	<b>127,699</b>



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**Parties involved with this document**

Document processed	Party + Fingerprint
Sun, 7th Feb 2021 19:37:07 UTC	Mr Alexander Thomas Chapman - Signer (1a2d81afaeaf8482c7c429536b193f8f)
Mon, 8th Feb 2021 10:03:31 UTC	Dr Christopher John Ellis - Signer (22a0681822e727b67822f9890b03d4bc)
Mon, 15th Feb 2021 10:04:32 UTC	Geoff Archer - Signer (e74ec5674f9028a353f1389c616cd41b)

**Audit history log**

Date	Action
Mon, 15th Feb 2021 10:04:32 UTC	The envelope has been signed by all parties. (86.163.14.41)
Mon, 15th Feb 2021 10:04:32 UTC	Geoff Archer signed the envelope. (86.163.14.41)
Mon, 15th Feb 2021 9:52:56 UTC	Geoff Archer viewed the envelope. (86.163.14.41)
Sun, 14th Feb 2021 12:48:12 UTC	Document emailed to party email (3.10.225.80)
Sun, 14th Feb 2021 12:48:01 UTC	Sent Geoff Archer a reminder to sign the envelope. (3.8.173.210)
Sun, 14th Feb 2021 12:48:01 UTC	The active signer will be automatically reminded. (3.8.173.210)
Mon, 8th Feb 2021 10:03:31 UTC	Document emailed to party email (35.176.77.191)
Mon, 8th Feb 2021 10:03:31 UTC	Sent the envelope to Geoff Archer for signing. (88.107.161.89)
Mon, 8th Feb 2021 10:03:31 UTC	Dr Christopher John Ellis signed the envelope. (88.107.161.89)
Mon, 8th Feb 2021 9:56:28 UTC	Dr Christopher John Ellis viewed the envelope. (88.107.161.89)
Sun, 7th Feb 2021 19:37:08 UTC	Document emailed to party email (3.10.235.6)
Sun, 7th Feb 2021 19:37:07 UTC	Sent the envelope to Dr Christopher John Ellis for signing. (49.224.251.235)
Sun, 7th Feb 2021 19:37:07 UTC	Mr Alexander Thomas Chapman signed the envelope. (49.224.251.235)
Sun, 7th Feb 2021 19:31:53 UTC	Mr Alexander Thomas Chapman viewed the envelope. (49.224.251.235)
Sun, 7th Feb 2021 12:49:02 UTC	Document emailed to party email (18.133.189.133)
Sun, 7th Feb 2021 12:49:01 UTC	Sent Mr Alexander Thomas Chapman a reminder to sign the envelope. (3.8.173.210)

Sun, 7th Feb 2021 12:49:01 UTC	The active signer will be automatically reminded. (3.8.173.210)
Sun, 31st Jan 2021 12:49:35 UTC	Document emailed to party email (18.134.137.81)
Sun, 31st Jan 2021 12:49:23 UTC	Sent the envelope to Mr Alexander Thomas Chapman for signing. (35.177.199.231)
Sun, 31st Jan 2021 12:49:23 UTC	Envelope has been set to automatically remind the active signer every 7 day(s). (35.177.199.231)
Sun, 31st Jan 2021 12:49:23 UTC	Geoff Archer has been assigned to this envelope. (35.177.199.231)
Sun, 31st Jan 2021 12:49:23 UTC	Dr Christopher John Ellis has been assigned to this envelope. (35.177.199.231)
Sun, 31st Jan 2021 12:49:23 UTC	Mr Alexander Thomas Chapman has been assigned to this envelope. (35.177.199.231)
Sun, 31st Jan 2021 12:49:23 UTC	Envelope generated. (35.177.199.231)
Sun, 31st Jan 2021 12:49:23 UTC	Document generated with fingerprint c99c8400a1722ad1d746bf90ba1b64a7. (35.177.199.231)
Sun, 31st Jan 2021 12:49:22 UTC	Envelope generated with fingerprint 589968fa6271c31d67d43cd5a5169632 (52.56.255.147)