

HARMAN HOUSE COUNSELLING CENTRE

REGISTERED CHARITY NO 1060220



**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED
31 MARCH 2021**

Harman House Counselling Centre

3 Harman House, 341 Valence Avenue

DAGENHAM, RM8 3RA

Trustees' Annual Report for the year 2020-2021

Structure, Governance, Management

Members of the Management Committee:

Mr Frank Wiseman (Chair)

Mrs Enid Gear (Vice-Chair)

Mr Brian Charles

Mrs Audrey Charles

Mrs Gillian Feinson

Mrs Lisa Joseph

Mrs Jacqueline Smith

Ms Angela Dulwich

Manager of Harman House Counselling Centre: Mr Alan Ayriss

The governing document of Harman House Counselling Centre is its Constitution, adopted on 15 May 1996, and amended on 27 November 1996,

6 September 1998, 10 June 2001 and 1 July 2003.

Harman House Counselling Centre is part of the Family Care Association of Counselling Services and a member of the BACP.

Objectives and Activities

The charity's objects are to advance the Christian religion by the extension of the Church's healing ministry to provide a counselling service based at Harman House, Valence Avenue, Dagenham, and serving primarily the populations of the Boroughs of Barking & Dagenham, Havering and Redbridge.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit. Harman House Counselling Centre provides low cost counselling sessions for individuals from all sections of the community.

Achievements and Performance

During the year, Harman House Counselling Centre had 98 (264) referrals and provided 944 (1655) counselling sessions which were either attended by clients or provided by telephone. The figures in brackets relate to the previous financial year.

Most of our clients paid £10 per session. Our activities were somewhat curtailed by lockdown, but we were able to continue to provide counselling in a local school when this was open.

For the first half of the year some of our counsellors were able to provide telephone counselling, and in the second half of the year we were able to offer face to face counselling again, with reduced capacity due to social distancing measures and staggering of counselling session start times.

Financial Review

Funding Sources

During the year we received the quarterly allocation of interest from Family Care, and this totalled £5026 for the financial year. This grant is being used to provide subsidised sessions to unemployed and low-paid clients at £5 or £10 per session.

We were able to access the Government's JRS Grant from the autumn of 2020, to enable us to offer our staff flexible furlough. This amounted to £4585 over this period.

A number of gifts were also received from various sources. We are very grateful for this as it has been a difficult time for every organisation.

Reserves/Reserves Policy

Our reserves fund stood at £11568 at the end of the financial year. These funds were to cover any unforeseen costs which may arise, and during the year we found ourselves in the situation where our incomings had decreased but not our outgoings, particularly during the first half of the year when we were not able to apply for assistance under the original Government Furlough Scheme.

This has placed us in a difficult financial situation, and during the following financial year we have had to apply for further assistance from Family Care.

Manager's Report

During the past few months, a phrase has appeared in our everyday language. It is "The New Normal". I have been reflecting on this phrase as to what it means for Harman House.

Part of our philosophy is to help our clients breathe out fear and anxiety and breathe in courage and hope. All of us that work at Harman House now face the challenge of reducing our levels of fear and anxiety so that the old normal can return.

For 26 years, we have provided a safe and sacred space for all those who want to find this courage and hope to meet the challenges that being human brings to all of us. Facing these challenges is not new and as we begin to see more and more counsellors and clients return to the old normal back in the sanctuary of Harman House, the hope in me believes that we will soon continue our old normal way of being for all those that need our support.

Alan Ayris
Manager

Independent Examiner's Report on the Accounts Receipts and Payments Account

Report to the Management Committee of Harman House Counseling Centre on the accounts for the year ended 31 March 2021 set out on pages 7-10

Respective Responsibilities of Trustees and Examiner

The charity's trustees (the Management Committee) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43 (2) of the Charities Act 1993 ['The Act']) and that an independent examination is needed. It is my responsibility to:

- Examine the accounts (under section 43 (3)(a) of the Act);
 - Follow the procedures laid down in the General Directions given by the Charity Commissioner (under section 43 (7)(b) of the Act); and
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention (other than that disclosed overleaf) which gives me reasonable cause to believe that in any material respect the requirements

to keep accounting records in accordance with section 41 of the 1993 Act, and

to prepare accounts which accord with the accounting records and comply with the

accounting requirements of the Act have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed

Date

HARMAN HOUSE COUNSELLING CENTRE

RECEIPTS AND PAYMENTS ACCOUNT

For the year ended 31 March 2021

RECEIPTS	£	2019-2020	
Donations:			
Clients	10592	26942	
Churches	100	450	
Other	1261	432	27824
Grants		5026	8647
Contracts		6096	3875
Supervision Contribs		3975	3725
Retreat	-		2627
Sundries		88	415
Fees		75	165
Grant re stair lift	-		6890
JRS Furlough Grant		4585	
int		8	40
Total Receipts		31806	54208

PAYMENTS	£	£	
Counselling:			
Supervision	3930	4025	
Assessments	135	465	
Counsellors' Travel	219	2599	7089
Other:			
Salaries		27367	23297
Stationery		627	793
Electricity		862	3276
Telephone/internet		1141	1146
Cleaning		192	120
Postage		149	294
Insurance		1517	1436
Premises		790	826
Premises Development (stairlift)		95	9876
db		50	174
Subs		680	783
Equipment		25	44
Misc		14	205
counsellor welfare	-		528
Retreat	-		3404
Rates		1415	1066
Rent		3900	3900
Total Payments		43108	58257

Net Receipts/(Payments)	-11302	-4049
Cash Funds last year end	22870	26919
Cash Funds this year end	11568	22870

Harman House Counselling Centre

Statement of Assets and Liabilities at Year End

For the Year Ended 31 March 2021

Assets

Cash Funds:		11568
Savings Account	(Reserves)	9620
Current Account		1819
Cash In Hand		129

Total **11568**

Representing the balances on the following accounts:

Unrestricted Funds	11568
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Total **11568**

Signed: Deryk Bull

Date: 30.01.2022

Harman House Counselling Centre

Notes to the Accounts

For the Financial Year 2020-21

TRUSTEE REMUNERATION

Supervision and assessment fees were paid to the following members of the Management Committee:

Jacqueline Smith	£	525.00
Lisa Joseph	£	375.00
Frank Wiseman	£	600.00
Angela Dulwich	£	1,115.00

Travel expenses were paid to the following:

Angela Dulwich	£98.20
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Donations from Churches 2020-21



St Paul's Woodford Bridge

£100

