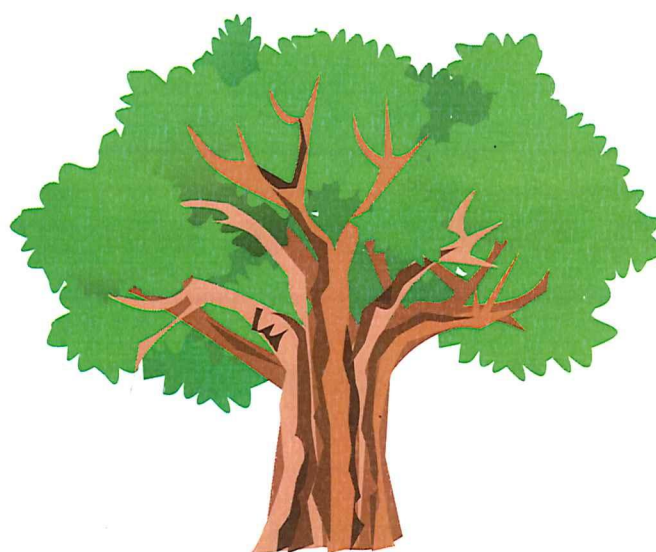


# **HARMAN HOUSE COUNSELLING CENTRE**

**REGISTERED CHARITY NO 1060220**



**ANNUAL REPORT AND ACCOUNTS  
FOR THE YEAR ENDED  
31 MARCH 2023**

# **Harman House Counselling Centre**

3 Harman House, 341 Valence Avenue

DAGENHAM, RM8 3RA

## **Trustees' Annual Report for the year 2022-2023**

### **Structure, Governance, Management**

#### **Members of the Management Committee:**

Mr Frank Wiseman (Chair)

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 105 (92) referrals and provided 1008 (1230) 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. Most of our counselling is face-to-face, but we still provide some telephone counselling. We are continuing to provide counselling in a local school.

Our referrals have increased this year. We are recruiting some more counsellors so that we are able to meet the needs of our clients and reduce our waiting list.

# Financial Review

## Funding Sources

During the year we received £1185 as the last quarterly grant from Family Care, and then £216,000, being the share of the assets of Family Care allocated for the use of Harman House Counselling Centre.

We have been grateful for the financial support and wise advice given to us by Family Care since the launch of Harman House Counselling Centre in 1995.

Family Care has enabled us to provide low cost counselling over many years, and we now have some reserves so that we can continue to fulfil our purpose.

## Reserves/Reserves Policy

Our reserves fund stood at £207,058 at the end of the financial year. These funds are intended to cover any shortfall in operating costs over the next few years, while we seek new sources of income to enable us to continue to offer low cost counselling.

The trustees have agreed that most of these funds will be invested in long term deposits to achieve an income from interest..

## Management Committee

It is with sadness that we report the passing of Brian Charles, who had been a member of the Management Committee for several years and had shown a keen interest in the work at Harman House.

Two members of our committee, Audrey Charles and Enid Gear have retired at the beginning of the year, and we are grateful to both of them for their support and encouragement.

Looking ahead, we are pleased that we have 2 new members to join us for the new financial year.



## Manager's Report

We are now recruiting some more trainee counsellors to reduce our waiting list and enable clients to be seen more promptly.

We continue to be encouraged by comments received from the clients Feedback Forms:

"I am very thankful to my counsellor. My well-being has improved a lot. Cannot thank her enough".

"Found my counsellor to be very caring and professional and easy to talk to. Would recommend to friends and family".

One of our Management Committee Members, Enid Gear, who was for many years the Vice Chair of Harman House Counselling Centre, has retired this year.

On a personal note, I want to thank Enid for saying 'yes' to me when I attended an interview at Harman House in August 1997. I am very grateful for the amazing support that Enid has given Harman House and myself for the past 26 years.

What an encouraging voice you have been Enid, for me and Harman House.

Thank You.

Alan Ayriss  
Manager



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

## Report to the Management Committee of Harman House Counselling Centre on the accounts for the year ended 31 March 2023, 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

30/01/2024

# Harman House Counselling Centre

## Statement of Assets and Liabilities at Year End

### For the Year Ended 31 March 2023

Cash Funds:		209700
Savings Account	(Reserves)	207058
Current Account		1654
Cash In Hand		988
<b>Total</b>		<b>209700</b>

Representing the balances on the following accounts:

Unrestricted Funds	209700
<b>Total</b>	<b>209700</b>

Signed:

Date:



# HARMAN HOUSE COUNSELLING CENTRE

## RECEIPTS AND PAYMENTS ACCOUNT

### For the year ended 31 March 2023

RECEIPTS	£	2021-22	
Donations:			
Clients	11730	14950	
Churches	500	300	
Other	67	12297	15250
Grants		217185	6099
Contracts		6360	5420
Supervision Contribs		3300	2900
Retreat		2287.5	430
Sundries		284	10
Fees		150	55
Family Care grant re Covid			17340
JRS Furlough Grant			7809
Rates Refund		1475	
int		436	2
<b>Total Receipts</b>		<b>243774</b>	<b>55315</b>
<b>PAYMENTS</b>	£	£	
Counselling:			
Supervision	4318	2880	
Counsellors' Travel	571	4889	3660
Other:			
Salaries		25668	25275
Stationery		559.77	281
Website		842	
Electricity		1590	1125
Telephone/internet		792	940
Cleaning		201	106
Postage		71	3
Insurance		1606	1527
Premises		726	992
Premises Development (stairlift)		0	435
DBS		115	311
Subs		759	682
Equipment		831	683
Misc		179	169
Retreat		2493	335
Rates		1475	1475
Rent		10740	9600
<b>Total Payments</b>		<b>53537</b>	<b>47599</b>
<b>Net Receipts/(Payments)</b>		<b>190237</b>	<b>7716</b>
Cash Funds last year end		19463	11568
Adjustment			179
Cash Funds this year end		209700	19463



# Harman House Counselling Centre

## Notes to the Accounts

### For the Financial Year 2022-3

#### TRUSTEE REMUNERATION

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

Jacqueline Smith	£ 272.50
Lisa Joseph	£ 775.00
Frank Wiseman	£ 1,000.00
Angela Dulwich	£ 195.00

Reimbursement of expenditure was paid to:

Gillian Feinson	£818.40
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## Donations from Churches 2022-23



St Paul's Woodford Bridge

£500

