THE LEICESTER COUNSELLING CENTRE

England & Wales · Charity number 1064125

Details

Other names	LEICESTER COUNSELLING CENTRE
Status	Registered
Legal form	Charitable company
Company number	03407375
Registered	1997-08-27
Register	View on the Charity Commission register

Contact

Address	No 1 Lodge Victoria Park London Road Leicester Leics LE1 7RY
Phone	01162558801
Email	admin@leicscounselling.co.uk
Website	leicestercounsellingcentre.co.uk

Activities

Objects: (A) TO BENEFIT THE COMMUNITY IN PROMOTING THE PROTECTION AND PRESERVATION OF GOOD HEALTH AND WELL-BEING AND EDUCATION IN SUCH MATTERS(B) TO RELIEVE AND PREVENT SUFFERING CAUSED BY MENTAL OR PHYSICAL ILL-HEALTH OR BY SOCIAL OR ECONOMIC CIRCUMSTANCES BY PROVIDING AND DEVELOPING A CONFIDENTIAL COUNSELLING SERVICE, EDUCATION, TRAINING AND SUPPORT FOR COUNSELLING AND TO DEVELOP COUNSELLING RESOURCES AND IN ANY CHARITABLE MANNER WHICH THE TRUSTEES MAY FROM TIME TO TIME DETERMINE

Activities: Individual counselling for adults, aged 18 years and over, who are experiencing mental health, social and emotional difficulties that effect their everyday life. Service open to individuals across Leicester, Leicestershire and Rutland.

Classification

- **How:** Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** CITY AND COUNTY OF LEICESTERSHIRE
- Leicestershire
- Rutland

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£133,817	£125,329	-	-
2024-03-31	£113,033	£115,279	-	-
2023-03-31	£97,072	£87,933	-	-
2022-03-31	£83,607	£95,760	-	-
2021-03-31	£87,521	£87,517	-	-

Trustees

Name	Role	Appointed
Louise Wright	Chair	2025-08-11
Adrian Grant Sullivan		2024-06-10
David John Peet		2025-05-22
Kay Elizabeth Hoggett		2018-10-08
Martha Longdon		2024-12-12
Nora Meng		2025-06-23

Accounts

Charity registration number 1064125 (England and Wales)

Company registration number 03407375

THE LEICESTER COUNSELLING CENTRE

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

THE LEICESTER COUNSELLING CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	K Hoggett	
	L Hackett	
	S Joosub	
	A Sullivan	(Appointed 10 June 2024)
	M Longdon	(Appointed 12 December 2024)
	D Peet	(Appointed 22 May 2025)
	N Meng	(Appointed 23 June 2025)
	L Wright	(Appointed 11 August 2025)
Secretary	H Cooper	
Charity number	1064125	
Company number	03407375	
Registered office and principal address	No. 1 Lodge Victoria Park London Road Leicester LE1 7RY	
Independent examiner	Philip John Dymond Cheyettes Ltd 167 London Road Leicester LE2 1EG	

THE LEICESTER COUNSELLING CENTRE

CONTENTS

The trustees present their annual report and financial statements for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 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)" (issued in October 2019).

Objectives and activities

The charity was established to benefit the community, particularly Leicestershire and Rutland, by promoting the protection, preservation and education of good health.

Specifically, the charity seeks to relieve and prevent suffering caused by mental or physical ill-health, or by social or economic circumstances by providing and developing a confidential counselling service in addition to education, training and support for counselling as well as developing counselling resources in any charitable manner determined by the trustees.

The main aims for the year continued to be the provision of counselling based at the charity's central office at Victoria Park in Leicester together with the operation of satellites in the county whenever possible.

The trustees have considered the general guidance issued by the Charity Commission on public benefit and have ensured that the charity's programmes are undertaken in line with the charitable objects and aims as set out herein.

Achievements and performance

This year has seen service delivery increase by a third compared to the last reporting period, highlighting the success of several initiatives focused on expanding the service provision to meet growing demand for mental health support across Leicester, Leicestershire and Rutland. Extending the Centre's opening hours to a second evening per week has accommodated more counsellors and clients and made better use of existing resources to reach more individuals in need of support. The proactive recruitment of new assessors, supported by specific grant funds, has built a larger team of assessors. Together, this team offer significantly more assessment appointments each month, making support more readily accessible and enabling more individuals to access the waiting list. Tireless efforts to recruit and induct new volunteer counsellors has maintained a steady team of trainees and qualified practitioners, and the ongoing appeal of the qualified counsellor payment scheme has seen our qualified and experienced counsellors take on larger caseloads of some of the more complex presentations that we are now seeing accessing our service. A small stream of remote counselling has also continued, reaching individuals who face barriers to accessing in-person support. The commitment of the whole team means that 77% of our clients are engaged in weekly counselling support within 0-5 months of their initial assessment appointment; a standout achievement in the current mental health climate where wait times in equivalent services can exceed three years.

The Centre has maintained its excellent relationship with the City Council and again succeeded in achieving renewed funding following an in-depth Health Equity Audit, which is secured until June 2028. A second year of funding from NHS England's Getting Help in Neighbourhoods has also contributed to the achievements throughout this year.

Financial review

The attached financial statements demonstrate a level of reserves at the end of the year which the trustees consider to be sufficient to secure the funding of the Centre and enable client work to be completed, given that it is necessary to allow up to one year of counselling for each client. The Statement of Financial Activities shows net income of £8,488 (2024 - net expenditure of £2,246) and at 31st March 2025 the total reserves of the charity were £217,125 (2024 - £208,637).

The Leicester Counselling Centre is a long-standing charity with some established income sources. It benefits from a healthy level of unrestricted funds, which have accumulated gradually over a number of years. However, it is also somewhat dependent on a high-risk source of income from Leicester City Council, which may not be renewed in the future. The operational significance of its committed expenditure is also high, meaning that loss of income will have a significant impact on the Centre’s day to day activities. The Trustees have therefore introduced a formal Reserves Policy that currently designates £115,500 (approximately 9 months service delivery costs and staff redundancy) to mitigate exposure to the major risks. A further £25,000 has been designated for potential dilapidations work to the building in accordance with the requirements of the lessor, Leicester City Council.

At the end of the year, restricted funds were £nil (2024 - £20,000) and free reserves were £76,625 (2024 - £48,137). All such reserves are held for the furtherance of the charity's objects as set out in this report.

The principal sources of funds remained voluntary contributions donated by clients and local authority grants.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Plans for future periods

Recent recruitment onto the Board of Trustees brings a strong combined skills set, contributing ideas and expertise that are already informing service development. The Centre looks to build upon its partnership working to reach underrepresented groups within our current client base, including minority ethnic groups, men, and older adults. This forms part of a wider project to develop an Equality, Diversity and Inclusion Strategy, to cultivate a positive environment and become better aligned with the diverse needs of all those who engage with the Centre. Exploring ideas to diversify income, including strengthening donor communication and encouraging sustainable giving, will also be a key focus moving forward.

Structure, governance and management

The charity is a company limited by guarantee with no share capital, incorporated on 23 July 1997 and is governed by its Memorandum and Articles of Association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

K Hoggett	
A Priest	(Resigned 14 October 2024)
N Chauhan	(Resigned 14 October 2024)
L Hackett	
S Joosub	
V Purdy	(Resigned 10 February 2025)
A Sullivan	(Appointed 10 June 2024)
M Longdon	(Appointed 12 December 2024)
D Peet	(Appointed 22 May 2025)
N Meng	(Appointed 23 June 2025)
L Wright	(Appointed 11 August 2025)

The trustees are elected at the charity's Annual General Meeting. Trustees may also be co-opted by the Executive Committee during the year. No trustee may hold the same officer post for a continuous period of more than 6 years.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The business of the charity is managed by the Executive Committee which meets monthly or bimonthly, depending on matters arising, and is made up of the trustees of the charity.

The daily operation of the organisation is undertaken by trained volunteers together with paid members of staff. Specifically, the day to day running of the Centre is delegated to an on-site officer; this position was held by Hannah Cooper.

New trustees receive an induction pack which fully explains their responsibilities and obligations under charity and company law, a copy of the Memorandum and Articles of Association, details of the financial position of the charity, together with information about meetings they will be required to attend and the format of such meetings. In addition, training is made freely available by the charity to all new trustees and is provided by an external organisation.

This report has been prepared having taken advantage of the small companies exemption in the Companies Act 2006.

The trustees' report was approved by the Board of Trustees.

A Sullivan
Trustee
Dated: 29 September 2025

THE LEICESTER COUNSELLING CENTRE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE LEICESTER COUNSELLING CENTRE

I report to the trustees on my examination of the financial statements of The Leicester Counselling Centre (the charity) for the year ended 31 March 2025.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable 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 that in any material respect:

1 accounting records were not kept in respect of the charity as required by section 386 of the Companies Act 2006.

2 the financial statements do not accord with those records; or

3 the financial statements do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination; or

4 the financial statements 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 financial statements 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 financial statements to be reached.

Philip John Dymond
Cheyettes Ltd
167 London Road
Leicester
LE2 1EG

Dated: 29 September 2025

THE LEICESTER COUNSELLING CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Income and endowments from:							
Donations and legacies	**2**	129,412	-	129,412	89,920	20,000	109,920
Investments	**3**	2,185	-	2,185	2,189	-	2,189
Other income	**4**	2,220	-	2,220	924	-	924
Total income		133,817	-	133,817	93,033	20,000	113,033
Expenditure on:							
Charitable activities	**5**	105,329	20,000	125,329	95,279	20,000	115,279
Net income/(expenditure) for the year/ Net movement in funds		28,488	(20,000)	8,488	(2,246)	-	(2,246)
Fund balances brought forward		188,637	20,000	208,637	190,883	20,000	210,883
Fund balances carried forward		217,125	-	217,125	188,637	20,000	208,637

The statement of financial activities includes all gains and losses recognised in the year.

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

THE LEICESTER COUNSELLING CENTRE

BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	2025 £	2024 £	2024 £
Fixed assets					
Tangible assets	**10**		1,040		1,649
Current assets					
Debtors	**11**	11,926		9,185	
Cash at bank and in hand		209,084		202,298	
		221,010		211,483	
Creditors: amounts falling due within one year	**12**	(4,925)		(4,495)	
Net current assets			216,085		206,988
Total assets less current liabilities			217,125		208,637
Income funds					
Restricted funds	**14**		-		20,000
<u>Unrestricted funds</u>					
Designated funds	**15**	140,500		140,500	
General unrestricted funds		76,625		48,137	
			217,125		188,637
			217,125		208,637

BALANCE SHEET (CONTINUED)

AS AT 31 MARCH 2025

The charity is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2025. No member of the charity has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for ensuring that the charity 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 charity as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charity.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 29 September 2025

A Sullivan
Trustee

Company registration number 03407375

1 Accounting policies

Charity information

The Leicester Counselling Centre is a private company limited by guarantee incorporated in England and Wales. The registered office is No. 1 Lodge, Victoria Park, London Road, Leicester, LE1 7RY.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 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)" (issued in October 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Expenditure is included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

1 Accounting policies **(Continued)**

Charitable expenditure comprises those costs incurred by the charity on the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities, and those costs of an indirect nature necessary to support them based upon either time spent on the actual activities or usage.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings and equipment	10% to 33.33% per annum on cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 ‘Basic Financial Instruments’ and Section 12 ‘Other Financial Instruments Issues’ of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

1 Accounting policies **(Continued)**

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Donations and legacies

	Unrestricted funds	Restricted funds	Total 2025	Total 2024
	£	£	£	£
Donations and gifts	78,419	-	78,419	53,790
Grants receivable	50,993	-	50,993	56,130
	129,412	-	129,412	109,920
For the year ended 31 March 2024	89,920	20,000		109,920
Grants receivable for core activities				
Leicester City Council - main grant	32,609	-	32,609	19,508
NHS England - Getting Help in Neighbourhoods	-	-	-	20,000
Postcode Places Trust	18,384	-	18,384	16,622
	50,993	-	50,993	56,130

3 Investments

	Unrestricted funds	Unrestricted funds
	2025	2024
	£	£
Interest receivable	2,185	2,189

4 Other income

	Unrestricted funds	Unrestricted funds
	2025	2024
	£	£
Other income	2,220	924

5 Charitable activities

	2025	2024
	£	£
Provision of counselling, advisory and training services:		
Staff costs	67,838	65,154
Supervision and assessment fees	7,131	5,714
Qualified Counsellor Payment Scheme	9,926	5,875
Trainer & Workshop expenses	2,666	2,642
Travelling expenses	13	12
Support costs:		
Rent and rates	10,467	10,397
Insurance	1,167	1,407
Light and heat	5,957	5,334
Canteen and cleaning	4,287	4,202
Repairs and maintenance	1,091	1,336
Printing, postage and stationery	1,328	1,294
IT and Telephone	6,076	6,071
Legal and professional	538	493
Independent examiner's fees	1,398	1,338
Bank charges	723	685
General expenses	4,114	3,045
Depreciation and impairment	609	280
	125,329	115,279
Unrestricted funds	105,329	
Restricted funds	20,000	
	125,329	
Unrestricted funds		95,279
Restricted funds		20,000
		115,279

6 Net movement in funds

	2025	2024
	£	£
The net movement in funds is stated after charging/(crediting):		
Fees payable for the independent examination of the charity's financial statements	1,398	1,338
Depreciation of owned tangible fixed assets	609	280

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

8 Employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
Charitable activities and administration	3	3

Employment costs	**2025 £**	**2024 £**
Wages and salaries	65,664	63,368
Social security costs	296	-
Other pension costs	1,878	1,786
	67,838	65,154

There were no employees whose annual remuneration was more than £60,000.

9 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

10 Tangible fixed assets

	Fixtures, fittings and equipment
	£
Cost	
At 1 April 2024	22,717
At 31 March 2025	22,717
Depreciation and impairment	
At 1 April 2024	21,068
Depreciation charged in the year	609
At 31 March 2025	21,677
Carrying amount	
At 31 March 2025	1,040
At 31 March 2024	1,649

11 Debtors

	2025	2024
Amounts falling due within one year:	£	£
Prepayments and accrued income	11,926	9,185

12 Creditors: amounts falling due within one year

	2025	2024
	£	£
Other taxation and social security	2,251	1,905
Trade creditors	74	64
Accruals and deferred income	2,600	2,526
	4,925	4,495

13 Retirement benefit schemes

	2025	2024
Defined contribution schemes	£	£
Charge to profit or loss in respect of defined contribution schemes	1,878	1,786

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

14 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2024 £	Incoming resources £	Resources expended £	At 31 March 2025 £
NHS England - Getting Help in Neighbourhoods	20,000	-	(20,000)	-

Previous year:	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
NHS England - Getting Help in Neighbourhoods	20,000	20,000	(20,000)	20,000

The NHS England grant "Getting Help in Neighbourhoods" was provided to cover a proportion of the Counselling Lead's salary, together with contributing towards the qualified counsellor payment scheme, software to facilitate a small remote counselling provision and mental health awareness training for staff and volunteers.

15 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2024 £	Incoming resources £	Resources expended £	At 31 March 2025 £
Dilapidations fund	25,000	-	-	25,000
Operational reserves	115,500	-	-	115,500
General funds	48,137	133,817	(105,329)	76,625
	188,637	133,817	(105,329)	217,125

Previous year:	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
Dilapidations fund	25,000	-	-	25,000
Operational reserves	115,500	-	-	115,500
General funds	50,383	93,033	(95,279)	48,137
	190,883	93,033	(95,279)	188,637

16 Analysis of net assets between funds

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £
At 31 March 2025:			
Tangible assets	1,040	-	1,040
Current assets/(liabilities)	216,085	-	216,085
	217,125	-	217,125

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
At 31 March 2024:			
Tangible assets	1,649	-	1,649
Current assets/(liabilities)	186,988	20,000	206,988
	188,637	20,000	208,637

17 Operating lease commitments

Lessee

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2025 £	2024 £
Within one year	7,200	9,600
Between two and five years	-	7,200
	7,200	16,800

18 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).

THE LEICESTER COUNSELLING CENTRE

England & Wales - Charity number 1064125

Accounts

Charity registration number 1064125

Company registration number 03407375 (England and Wales)

THE LEICESTER COUNSELLING CENTRE

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

THE LEICESTER COUNCELLING CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	K Hoggett	
	A Priest	
	N Chauhan	
	L Hackett	
	S Joosub	
	V Purdy	
	A Sullivan	(Appointed 10 June 2024)
Secretary	H Cooper	
Charity number	1064125	
Company number	03407375	
Registered office and principal address	No. 1 Lodge Victoria Park London Road Leicester LE1 7RY	
Independent examiner	Philip John Dymond FCCA Cheyettes Ltd 167 London Road Leicester LE2 1EG	

THE LEICESTER COUNSELLING CENTRE

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THE LEICESTER COUNSELLING CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2024

The trustees present their annual report and financial statements for the year ended 31 March 2024.

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Specifically, the charity seeks to relieve and prevent suffering caused by mental or physical ill-health, or by social or economic circumstances by providing and developing a confidential counselling service in addition to education, training and support for counselling as well as developing counselling resources in any charitable manner determined by the trustees.

The main aims for the year continued to be the provision of counselling based at the charity's central office at Victoria Park in Leicester together with the operation of satellites in the county whenever possible.

The trustees have considered the general guidance issued by the Charity Commission on public benefit and have ensured that the charity's programmes are undertaken in line with the charitable objects and aims as set out herein.

Achievements and performance

The Leicester Counselling Centre has had a positive year, building upon the success of last year in responding to the growing demand for its counselling service. It has achieved over 50% increase in service delivery from the previous year, which has been made possible by a successful effort to strengthen the volunteer team. This has included an ongoing commitment to recruiting new volunteers, both trainees on placement and qualified counsellors, and also through the expansion of the Qualified Counsellor Payment Scheme that remunerates qualified and experienced counsellors for increasing their caseload at the Centre. This has contributed to keeping expertise and experience within the volunteer team, and also enabled us to accommodate the growing complexity that we are noticing within the referrals being received. A small stream of remote counselling has also continued, having recognised the benefits of reaching those individuals who face barriers to accessing our City Centre premises. We are incredibly proud to have appointed one of the original founders of the Leicester Counselling Centre as our Patron this year, and warmly welcome back therapist, supervisor and well-known author, Michael Jacobs. The Centre has maintained an excellent relationship with the City Council, and we are delighted that our funding was renewed in 2023 and now runs until 2025. We were also grateful for a second grant of £20,000 from NHS England, Getting Help in Neighbourhoods – Mental Health Fund, which will contribute towards operations into 2025. This year we have also reestablished our partnership with Leicestershire Police Federation and are proud to be offering immediate short-term support to service personnel and their families across Leicester, Leicestershire and Rutland.

Financial review

The attached financial statements demonstrate a level of reserves at the end of the year which the trustees consider to be sufficient to secure the funding of the Centre and enable client work to be completed, given that it is necessary to allow up to one year of counselling for each client. The Statement of Financial Activities shows net expenditure of £2,246 (2023 - net income £9,139) and at 31st March 2024 the total reserves of the charity were £208,637 (2023 - £210,883).

The Leicester Counselling Centre is a long-standing charity with some established income sources. It benefits from a healthy level of unrestricted funds, which have accumulated gradually over a number of years. However, it is also somewhat dependent on a high-risk source of income from Leicester City Council, which may not be renewed in the future. The operational significance of its committed expenditure is also high, meaning that loss of income will have a significant impact on the Centre's day to day activities. The Trustees have therefore introduced a formal Reserves Policy that currently designates £115,500 (approximately 9 months service delivery costs and staff redundancy) to mitigate exposure to the major risks. A further £25,000 has been designated for potential dilapidations work to the building in accordance with the requirements of the lessor, Leicester City Council.

At the end of the year, restricted funds were £20,000 (2023 - £20,000) and free reserves were £48,137 (2023 - £50,383). All such reserves are held for the furtherance of the charity's objects as set out in this report.

The principal sources of funds remained voluntary contributions donated by clients and local authority grants.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Plans for future periods

Looking ahead, we remain committed to further expanding our service provision in line with rising demand. This will include recruiting additional assessors and volunteer counsellors, as well as making better use of our existing resources. We are currently exploring our options to open the centre on additional evenings per week, expanding from the one evening that we currently offer, eventually to four evenings per week. Not only will this accommodate additional counsellors, making more room space available, but it will also meet the needs of clients who may be in full time employment or have childcare or caring responsibilities that would otherwise present challenges to attending. We remain committed to making counselling available to all, including offering appointment times that promote and accommodate the continuation of everyday activities such as education or employment, and thus preventing mental health becoming a barrier to living full lives.

Structure, governance and management

The charity is a company limited by guarantee with no share capital, incorporated on 23 July 1997 and is governed by its Memorandum and Articles of Association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

M Anastasiades	(Resigned 12 February 2024)
K Hoggett	
A Priest	
N Chauhan	
L Hackett	
S Joosub	
V Purdy	
A Sullivan	(Appointed 10 June 2024)

The trustees are elected at the charity's Annual General Meeting. Trustees may also be co-opted by the Executive Committee during the year. No trustee may hold the same officer post for a continuous period of more than 6 years.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The business of the charity is managed by the Executive Committee which meets monthly or bimonthly, depending on matters arising, and is made up of the trustees of the charity.

The daily operation of the organisation is undertaken by trained volunteers together with paid members of staff. Specifically, the day to day running of the Centre is delegated to an on-site officer; this position was held by Hannah Cooper.

New trustees receive an induction pack which fully explains their responsibilities and obligations under charity and company law, a copy of the Memorandum and Articles of Association, details of the financial position of the charity, together with information about meetings they will be required to attend and the format of such meetings. In addition, training is made freely available by the charity to all new trustees and is provided by an external organisation.

This report has been prepared having taken advantage of the small companies exemption in the Companies Act 2006.

The trustees' report was approved by the Board of Trustees.

N Chauhan
Trustee
Dated: 17 September 2024

THE LEICESTER COUNSELLING CENTRE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE LEICESTER COUNSELLING CENTRE

I report to the trustees on my examination of the financial statements of The Leicester Counselling Centre (the charity) for the year ended 31 March 2024.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable 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 that in any material respect:

1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2 the financial statements do not accord with those records; or
3 the financial statements 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 financial statements 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 financial statements to be reached.

Philip John Dymond FCCA

Cheyettes Ltd
167 London Road
Leicester
LE2 1EG

Dated: 17 September 2024

THE LEICESTER COUNSELLING CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
<u>Income and endowments from:</u>							
Donations and legacies	**2**	73,298	36,622	109,920	75,721	20,000	95,721
Investments	**3**	2,189	-	2,189	780	-	780
Other income	**4**	924	-	924	571	-	571
Total income		76,411	36,622	113,033	77,072	20,000	97,072
<u>Expenditure on:</u>							
Charitable activities	**5**	78,657	36,622	115,279	87,933	-	87,933
Net (expenditure)/income for the year/ Net movement in funds		(2,246)	-	(2,246)	(10,861)	20,000	9,139
Fund balances brought forward		190,883	20,000	210,883	201,744	-	201,744
Fund balances carried forward		188,637	20,000	208,637	190,883	20,000	210,883

The statement of financial activities includes all gains and losses recognised in the year.

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

THE LEICESTER COUNSELLING CENTRE

BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	2024 £	2023 £	2023 £
Fixed assets					
Tangible assets	**10**		1,649		1,929
Current assets					
Debtors	**11**	9,185		6,787	
Cash at bank and in hand		202,298		204,418	
		211,483		211,205	
Creditors: amounts falling due within one year	**12**	(4,495)		(2,251)	
Net current assets			206,988		208,954
Total assets less current liabilities			208,637		210,883
Income funds					
Restricted funds	**14**		20,000		20,000
Unrestricted funds					
Designated funds	**15**	140,500		140,500	
General unrestricted funds		48,137		50,383	
			188,637		190,883
			208,637		210,883

BALANCE SHEET (CONTINUED)

AS AT 31 MARCH 2024

The charity is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024. No member of the charity has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for ensuring that the charity 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 charity as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charity.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 17 September 2024

N Chauhan
Trustee

Company registration number 03407375

1 Accounting policies

Charity information
The Leicester Counselling Centre is a private company limited by guarantee incorporated in England and Wales. The registered office is No. 1 Lodge, Victoria Park, London Road, Leicester, LE1 7RY.

1.1 Accounting convention
The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 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)” (issued in October 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern
At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds
Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income
Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure
Expenditure is included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

1 Accounting policies **(Continued)**

Charitable expenditure comprises those costs incurred by the charity on the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities, and those costs of an indirect nature necessary to support them based upon either time spent on the actual activities or usage.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings and equipment	10% to 33.33% per annum on cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 ‘Basic Financial Instruments’ and Section 12 ‘Other Financial Instruments Issues’ of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

1 Accounting policies **(Continued)**

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Donations and legacies

	Unrestricted funds	Restricted funds	Total 2024	Total 2023
	£	£	£	£
Donations and gifts	53,790	-	53,790	44,864
Grants receivable	19,508	36,622	56,130	50,857
	73,298	36,622	109,920	95,721
For the year ended 31 March 2023	75,721	20,000		95,721
Grants receivable for core activities				
Leicester City Council - main grant	19,508	-	19,508	25,857
NHS England - Getting Help in Neighbourhoods	-	20,000	20,000	20,000
Leicestershire & Rutland Community Foundation	-	-	-	5,000
Postcode Places Trust	-	16,622	16,622	-
	19,508	36,622	56,130	50,857

3 Investments

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Interest receivable	2,189	780

4 Other income

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Other income	924	571

5 Charitable activities

	2024	2023
	£	£
Provision of counselling, advisory and training services:		
Staff costs	65,154	48,180
Supervision and assessment fees	5,714	5,535
Qualified Counsellor Payment Scheme	5,875	2,790
Trainer & Workshop expenses	2,642	-
Travelling expenses	12	-
Support costs:		
Rent and rates	10,397	10,641
Insurance	1,407	1,373
Light and heat	5,334	2,802
Canteen and cleaning	4,202	3,858
Repairs and maintenance	1,336	467
Printing, postage and stationery	1,294	883
IT and Telephone	6,071	5,245
Legal and professional	493	413
Independent examiner's fees	1,338	1,278
Bank charges	685	569
General expenses	3,045	3,186
Depreciation and impairment	280	713
	115,279	87,933
Unrestricted funds	78,657	
Restricted funds	36,622	
	115,279	
Unrestricted funds		87,933
		87,933

6 Net movement in funds

	2024	2023
	£	£
The net movement in funds is stated after charging/(crediting):		
Depreciation of owned tangible fixed assets	280	713

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

8 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Charitable activities and administration	3	3

Employment costs	**2024 £**	**2023 £**
Wages and salaries	63,368	46,741
Other pension costs	1,786	1,336
	65,154	48,077

There were no employees whose annual remuneration was more than £60,000.

9 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

10 Tangible fixed assets

	Fixtures, fittings and equipment £
Cost	
At 1 April 2023	22,717
At 31 March 2024	22,717
Depreciation and impairment	
At 1 April 2023	20,788
Depreciation charged in the year	280
At 31 March 2024	21,068
Carrying amount	
At 31 March 2024	1,649
At 31 March 2023	1,929

11 Debtors

Amounts falling due within one year:	2024 £	2023 £
Prepayments and accrued income	9,185	6,787

12 Creditors: amounts falling due within one year

	2024 £	2023 £
Other taxation and social security	1,905	133
Trade creditors	64	73
Accruals and deferred income	2,526	2,045
	4,495	2,251

13 Retirement benefit schemes

Defined contribution schemes	2024 £	2023 £
Charge to profit or loss in respect of defined contribution schemes	1,786	1,336

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

14 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
NHS England - Getting Help in Neighbourhoods	20,000	20,000	(20,000)	20,000
Postcode Places Fund	-	16,622	(16,622)	-
	20,000	36,622	(36,622)	20,000

Previous year:	At 1 April 2022 £	Incoming resources £	Resources expended £	At 31 March 2023 £
NHS England - Getting Help in Neighbourhoods	-	20,000	-	20,000

14 Restricted funds **(Continued)**

The NHS England grant "Getting Help in Neighbourhoods" was provided to cover a proportion of the Counselling Lead's salary, together with contributing towards the qualified counsellor payment scheme, software to facilitate a small remote counselling provision and mental health awareness training for staff and volunteers.

The Postcode Places Trust grant was provided to part fund the counselling lead's salary over one year, to support the growth of the Leicester Counselling Centre's core service and meet the growing demand for mental health support across Leicester, Leicestershire and Rutland.

15 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2023	Incoming resources	Resources expended	Transfers	At 31 March 2024
	£	£	£	£	£
Dilapidations fund	25,000	-	-	-	25,000
Operational reserves	115,500	-	-	-	115,500
General funds	50,383	76,411	(78,657)	-	48,137
	190,883	76,411	(78,657)	-	188,637

Previous year:	At 1 April 2022	Incoming resources	Resources expended	Transfers	At 31 March 2023
	£	£	£	£	£
Dilapidations fund	25,000	-	-	-	25,000
Operational reserves	105,000	-	-	10,500	115,500
General funds	71,744	77,072	(87,933)	(10,500)	50,383
	201,744	77,072	87,933	-	190,883

16 Analysis of net assets between funds

	Unrestricted funds 2024	Restricted funds 2024	Total 2024
	£	£	£
At 31 March 2024:			
Tangible assets	1,649	-	1,649
Current assets/(liabilities)	186,988	20,000	206,988
	188,637	20,000	208,637

16 Analysis of net assets between funds (Continued)

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
At 31 March 2023:			
Tangible assets	1,929	-	1,929
Current assets/(liabilities)	188,954	20,000	208,954
	190,883	20,000	210,883

17 Operating lease commitments

Lessee

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2024 £	2023 £
Within one year	9,600	9,600
Between two and five years	7,200	16,800
	16,800	26,400

18 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

THE LEICESTER COUNSELLING CENTRE

England & Wales - Charity number 1064125

Accounts

Charity registration number 1064125

Company registration number 03407375 (England and Wales)

THE LEICESTER COUNSELLING CENTRE

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

THE LEICESTER COUNSELLING CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	M Anastasiades	
	K Hoggett	
	A Priest	
	N Chauhan	
	L Hackett	(Appointed 2 December 2022)
	S Joosub	(Appointed 2 December 2022)
	V Purdy	(Appointed 2 December 2022)
Secretary	H Cooper	
Charity number	1064125	
Company number	03407375	
Registered office and principal address	No. 1 Lodge Victoria Park London Road Leicester LE1 7RY	
Independent examiner	Philip John Dymond FCCA Cheyettes Ltd 167 London Road Leicester LE2 1EG	

THE LEICESTER COUNSELLING CENTRE

CONTENTS

THE LEICESTER COUNSELLING CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 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)” (issued in October 2019).

Objectives and activities

The charity was established to benefit the community, particularly Leicestershire and Rutland, by promoting the protection, preservation and education of good health.

Specifically, the charity seeks to relieve and prevent suffering caused by mental or physical ill-health, or by social or economic circumstances by providing and developing a confidential counselling service in addition to education, training and support for counselling as well as developing counselling resources in any charitable manner determined by the trustees.

The main aims for the year continued to be the provision of counselling based at the charity's central office at Victoria Park in Leicester together with the operation of satellites in the county whenever possible.

The trustees have considered the general guidance issued by the Charity Commission on public benefit and have ensured that the charity's programmes are undertaken in line with the charitable objects and aims as set out herein.

Achievements and performance

The Leicester Counselling Centre resumed its in-person counselling service in full this year, marking a return to its pre-pandemic service. A small stream of remote counselling has continued, having recognised the benefits in reaching those individuals who face barriers to accessing its City Centre premises. Staff and volunteers have returned to a familiar service delivery framework, but with key improvements as a result of new skills and resources learned throughout the pandemic. The Centre has maintained an excellent relationship with the City Council, and we are delighted that our funding was renewed in 2023 and now runs until 2025. We were also grateful for a grant of £5,000 from the Leicestershire and Rutland Community Foundation (Shire Community Fund) and a further grant of £20,000 from NHS England, Getting Help in Neighbourhoods – Mental Health Fund. These funding successes have supported a focus in the latter part of the year on rebuilding the service provision following the pandemic. Strengthening the volunteer team and recruiting an additional staff member has been the focus of the Executive Committee and Director, following her return from maternity leave in October 2022.

Financial review

The attached financial statements demonstrate a level of reserves at the end of the year which the trustees consider to be sufficient to secure the funding of the Centre and enable client work to be completed, given that it is necessary to allow up to one year of counselling for each client. The Statement of Financial Activities shows net income of £9,139 (2022 - net expenditure £12,153) and at 31st March 2023 the total reserves of the charity were £210,883 (2022 - £201,744).

The Leicester Counselling Centre is a long-standing charity with some established income sources. It benefits from a healthy level of unrestricted funds, which have accumulated gradually over a number of years. However, it is also somewhat dependent on a high-risk source of income from Leicester City Council, which may not be renewed in the future. The operational significance of its committed expenditure is also high, meaning that loss of income will have a significant impact on the Centre’s day to day activities. The Trustees have therefore introduced a formal Reserves Policy that currently designates £115,500 (approximately 9 months service delivery costs and staff redundancy) to mitigate exposure to the major risks. A further £25,000 has been designated for potential dilapidations work to the building in accordance with the requirements of the lessor, Leicester City Council.

At the end of the year, restricted funds were £20,000 (2022 - £nil) and free reserves were £50,383 (2022 - £71,744). All such reserves are held for the furtherance of the charity's objects as set out in this report.

The principal sources of funds remained voluntary contributions donated by clients and local authority grants.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Plans for future periods

The forthcoming year offers greater opportunity to expand the service provision after increasing the staff team to welcome a new Counselling Lead. This greater staff resource allows for additional volunteer recruitment, clinical support, and client assessment, as well as strategic priorities such as service development, partnerships, and networking.

We look to continue to expand the Qualified Counsellor Payment Scheme, encouraging qualified practitioners to remain with the Centre to accommodate and support the growing complexity of our core client base. Alongside our trainee counsellors on placement, the Centre benefits from a committed and cohesive team of professionals who maintain an excellent standard of service delivery.

Structure, governance and management

The charity is a company limited by guarantee with no share capital, incorporated on 23 July 1997 and is governed by its Memorandum and Articles of Association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

M Anastasiades	
A Crawley	(Resigned 13 March 2023)
K Hoggett	
A Priest	
G Ward	(Resigned 12 September 2022)
E Purcell	(Resigned 8 August 2022)
N Chauhan	
L Hackett	(Appointed 2 December 2022)
S Joosub	(Appointed 2 December 2022)
V Purdy	(Appointed 2 December 2022)

The trustees are elected at the charity's Annual General Meeting. Trustees may also be co-opted by the Executive Committee during the year. No trustee may hold the same officer post for a continuous period of more than 6 years.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The business of the charity is managed by the Executive Committee which meets monthly or bimonthly, depending on matters arising, and is made up of the trustees of the charity.

The daily operation of the organisation is undertaken by trained volunteers together with paid members of staff. Specifically, the day to day running of the Centre is delegated to an on-site officer; this position was held by Hannah Cooper.

New trustees receive an induction pack which fully explains their responsibilities and obligations under charity and company law, a copy of the Memorandum and Articles of Association, details of the financial position of the charity, together with information about meetings they will be required to attend and the format of such meetings. In addition, training is made freely available by the charity to all new trustees and is provided by an external organisation.

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

This report has been prepared having taken advantage of the small companies exemption in the Companies Act 2006.

The trustees' report was approved by the Board of Trustees.

N Chauhan
Trustee
Dated: 19 October 2023

THE LEICESTER COUNSELLING CENTRE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE LEICESTER COUNSELLING CENTRE

I report to the trustees on my examination of the financial statements of The Leicester Counselling Centre (the charity) for the year ended 31 March 2023.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable 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 that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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 financial statements to be reached.

Philip John Dymond FCCA

Cheyettes Ltd
167 London Road
Leicester
LE2 1EG

Dated: 19 October 2023

THE LEICESTER COUNSELLING CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £
Income and endowments from:					
Donations and legacies	**2**	75,721	20,000	95,721	82,942
Investments	**3**	780	-	780	665
Other income	**4**	571	-	571	-
Total income		77,072	20,000	97,072	83,607
Expenditure on:					
Charitable activities	**5**	87,933	-	87,933	95,760
Net (expenditure)/income for the year/ Net movement in funds		(10,861)	20,000	9,139	(12,153)
Fund balances brought forward		201,744	-	201,744	213,897
Fund balances carried forward		190,883	20,000	210,883	201,744

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

THE LEICESTER COUNSELLING CENTRE

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	2023 £	2022 £	2022 £
Fixed assets					
Tangible assets	**9**		1,929		2,642
Current assets					
Debtors	**10**	6,787		5,804	
Cash at bank and in hand		204,418		199,017	
		211,205		204,821	
Creditors: amounts falling due within one year	**11**	(2,251)		(5,719)	
Net current assets			208,954		199,102
Total assets less current liabilities			210,883		201,744
Income funds					
Restricted funds	**12**		20,000		-
Unrestricted funds					
Designated funds	**13**	140,500		130,000	
General unrestricted funds		50,383		71,744	
			190,883		201,744
			210,883		201,744

THE LEICESTER COUNSELLING CENTRE

BALANCE SHEET (CONTINUED)

AS AT 31 MARCH 2023

The charity is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023. No member of the charity has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for ensuring that the charity 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 charity as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charity.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 19 October 2023

N Chauhan
Trustee

Company registration number 03407375

1 Accounting policies

Charity information

The Leicester Counselling Centre is a private company limited by guarantee incorporated in England and Wales. The registered office is No. 1 Lodge, Victoria Park, London Road, Leicester, LE1 7RY.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 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)” (issued in October 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Expenditure is included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

1 Accounting policies **(Continued)**

Charitable expenditure comprises those costs incurred by the charity on the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities, and those costs of an indirect nature necessary to support them based upon either time spent on the actual activities or usage.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings and equipment	10% to 33.33% per annum on cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 ‘Basic Financial Instruments’ and Section 12 ‘Other Financial Instruments Issues’ of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

1 Accounting policies **(Continued)**

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Donations and legacies

	Unrestricted funds	Restricted funds	Total 2023	Total 2022
	£	£	£	£
Donations and gifts	44,864	-	44,864	36,779
Grants receivable	30,857	20,000	50,857	46,163
	75,721	20,000	95,721	82,942
For the year ended 31 March 2022	82,942	-		82,942
Donations and gifts				
Client contributions	34,597	-	34,597	26,271
LPF Trusts	10,200	-	10,200	10,200
Other	67	-	67	308
	44,864	-	44,864	36,779
Grants receivable for core activities				
Leicester City Council - main grant	25,857	-	25,857	25,857
Clinical Commissioning Group Leicester	-	-	-	20,000
NHS England - Getting Help in Neighbourhoods	-	20,000	20,000	-
Leicestershire & Rutland Community Foundation	5,000	-	5,000	-
Other	-	-	-	306
	30,857	20,000	50,857	46,163

3 Investments

	Unrestricted funds 2023	Unrestricted funds 2022
	£	£
Interest receivable	780	665

4 Other income

	Unrestricted funds 2023	Total 2022
	£	£
Other income	571	-

5 Charitable activities

	2023	2022
	£	£
Provision of counselling, advisory and training services:		
Staff costs	48,180	58,726
Supervision and assessment fees	5,535	8,002
Support costs:		
Rent and rates	10,641	10,191
Insurance	1,373	1,629
Light and heat	2,802	2,856
Canteen and cleaning	3,858	1,665
Repairs and maintenance	467	1,296
Printing, postage and stationery	883	706
IT and Telephone	5,245	4,040
Legal and professional	413	378
Independent examiner's fees	1,278	1,224
Bank charges	569	519
General expenses	3,186	3,723
Qualified Counsellor Payment Scheme	2,790	-
Depreciation and impairment	713	805
	87,933	95,760
Unrestricted funds	87,933	
	87,933	
Unrestricted funds		95,760
		95,760

6 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

7 Employees

Number of employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Charitable activities and administration	3	3

Employment costs	2023 £	2022 £
Wages and salaries	46,741	55,962
Social security costs	-	262
Other pension costs	1,336	1,631
Staff recruitment costs	103	871
	48,180	58,726

There were no employees whose annual remuneration was £60,000 or more.

8 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

9 Tangible fixed assets

	Fixtures, fittings and equipment £
Cost	
At 1 April 2022	22,717
At 31 March 2023	22,717
Depreciation and impairment	
At 1 April 2022	20,075
Depreciation charged in the year	713
At 31 March 2023	20,788
Carrying amount	
At 31 March 2023	1,929
At 31 March 2022	2,642

10 Debtors

Amounts falling due within one year:	2023 £	2022 £
Prepayments and accrued income	6,787	5,804

11 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	133	3,546
Trade creditors	73	89
Accruals and deferred income	2,045	2,084
	2,251	5,719

12 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds		Movement in funds	
	Incoming resources	Balance at 1 April 2022	Incoming resources	Balance at 31 March 2023
	£	£	£	£
NHS England - Getting Help in Neighbourhoods	-	-	20,000	20,000

The NHS England grant "Getting Help in Neighbourhoods" was provided to cover a proportion of the Counselling Lead's salary, together with contributing towards the qualified counsellor payment scheme, software to facilitate a small remote counselling provision and mental health awareness training for staff and volunteers.

13 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2021	Transfers	Balance at 1 April 2022	Transfers	Balance at 31 March 2023
	£	£	£	£	£
Dilapidations fund	2,000	23,000	25,000	-	25,000
Operational reserves	73,000	32,000	105,000	10,500	115,500
	75,000	55,000	130,000	10,500	140,500

14 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £
Fund balances at 31 March 2023 are represented by:				
Tangible assets	1,929	-	1,929	2,642
Current assets/(liabilities)	188,954	20,000	208,954	199,102
	190,883	20,000	210,883	201,744

15 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023 £	2022 £
Within one year	9,600	9,600
Between two and five years	16,800	26,400
	26,400	36,000

16 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

Accounts

Charity registration number 1064125

Company registration number 03407375 (England and Wales)

THE LEICESTER COUNSELLING CENTRE

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

THE LEICESTER COUNSELLING CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	M Anastasiades	
	A Crawley	
	K Hoggett	
	A Priest	
	G Ward	
	E Purcell	
	N Chauhan	(Appointed 1 February 2022)
Secretary	H Cooper	
Charity number	1064125	
Company number	03407375	
Registered office and principal address	No. 1 Lodge Victoria Park London Road Leicester LE1 7RY	
Independent examiner	Philip John Dymond FCCA Cheyettes Ltd 167 London Road Leicester LE2 1EG	

THE LEICESTER COUNSELLING CENTRE

CONTENTS

THE LEICESTER COUNSELLING CENTRE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their annual report and financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 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)” (issued in October 2019).

Objectives and activities
The charity was established to benefit the community, particularly Leicestershire and Rutland, by promoting the protection, preservation and education of good health.

Specifically, the charity seeks to relieve and prevent suffering caused by mental or physical ill-health, or by social or economic circumstances by providing and developing a confidential counselling service in addition to education, training and support for counselling as well as developing counselling resources in any charitable manner determined by the trustees.

The main aims for the year continued to be the provision of counselling based at the charity's central office at Victoria Park in Leicester together with the operation of satellites in the county whenever possible.

The trustees have considered the general guidance issued by the Charity Commission on public benefit and have ensured that the charity's programmes are undertaken in line with the charitable objects and aims as set out herein.

Achievements and performance
In the first half of the financial year, the Leicester Counselling Centre continued to deliver its services solely through remote provision, in light of Government restrictions imposed throughout the Covid-19 pandemic and mindful of the safety of our volunteers and clients. We have continued to operate under a robust framework to ensure professional and ethical practice. From September 2021 we returned to providing face to face services at our premises in Victoria Park, whilst continuing to offer a remote service as necessary. We have been able to successfully balance running these two streams of work in circumstances that remain challenging. The Centre has maintained good relationships with the City Council and we are delighted that our current funding runs until 2023. We are also grateful for a grant of £20,000 from the Leicester Clinical commissioning Group to assist with Covid recovery. Our partnership with the Leicestershire Police Federation also continues to be a great success and we are experiencing increased demand with a larger number of referrals for police personnel and their families.

Financial review
The attached financial statements demonstrate a level of reserves at the end of the year which the trustees consider to be sufficient to secure the funding of the Centre and enable client work to be completed, given that it is necessary to allow up to one year of counselling for each client. The Statement of Financial Activities shows net expenditure of £12,153 (2021 - net income £4) and at 31st March 2022 the total reserves of the charity were £201,744 (2021 - £213,897).

The Leicester Counselling Centre is a long-standing charity with some established income sources. It benefits from a healthy level of unrestricted funds, which have accumulated gradually over a number of years. However, it is also somewhat dependent on a high-risk source of income from Leicester City Council, which may not be renewed in the future. The operational significance of its committed expenditure is also high, meaning that loss of income will have a significant impact on the Centre’s day to day activities. The Trustees have therefore introduced a formal Reserves Policy that currently designates £105,000 (approximately 9 months service delivery costs and staff redundancy) to mitigate exposure to the major risks. A further £25,000 has been designated for potential dilapidations work to the building in accordance with the requirements of the lessor, Leicester City Council.

At the end of the year, free reserves were therefore £71,744 (2021 - £138,897). All such reserves are held for the furtherance of the charity's objects as set out in this report.

The principal sources of funds remained voluntary contributions donated by clients and local authority grants.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Plans for future periods

The forthcoming year requires a focus on re-establishing face to face services, developing new ways of working when greater safety can be assured at the Centre. The Executive Committee have committed to the continued provision of a remote service stream; recognising that it offers options to those hard-to-reach communities who may face barriers to travelling into the city centre to receive a face-to-face service.

Despite this unexpected period of change, operational and strategic plans that were previously being considered will be reviewed once the full financial impact of this period of remote working is known. The computerisation of the Centre’s administrative systems is a now a priority and will be implemented alongside our return to the Lodge.

Structure, governance and management

The charity is a company limited by guarantee with no share capital, incorporated on 23 July 1997 and is governed by its Memorandum and Articles of Association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

M Anastasiades	
A Crawley	
K Hoggett	
A Priest	
L Taylor	(Resigned 30 March 2022)
G Ward	
E Purcell	
N Chauhan	(Appointed 1 February 2022)

The trustees are elected at the charity's Annual General Meeting. Trustees may also be co-opted by the Executive Committee during the year. No trustee may hold the same officer post for a continuous period of more than 6 years.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The business of the charity is managed by the Executive Committee which meets monthly or bimonthly, depending on matters arising, and is made up of the trustees of the charity.

The daily operation of the organisation is undertaken by trained volunteers together with paid members of staff. Specifically, the day to day running of the Centre is delegated to an on-site officer; this position was held by Hannah Cooper..

New trustees receive an induction pack which fully explains their responsibilities and obligations under charity and company law, a copy of the Memorandum and Articles of Association, details of the financial position of the charity, together with information about meetings they will be required to attend and the format of such meetings. In addition, training is made freely available by the charity to all new trustees and is provided by an external organisation.

This report has been prepared having taken advantage of the small companies exemption in the Companies Act 2006.

The trustees' report was approved by the Board of Trustees.

N Chauhan
Trustee
Dated: 17 January 2023

THE LEICESTER COUNSELLING CENTRE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE LEICESTER COUNSELLING CENTRE

I report to the trustees on my examination of the financial statements of The Leicester Counselling Centre (the charity) for the year ended 31 March 2022.

Responsibilities and basis of report
As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable 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 that in any material respect:

1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2 the financial statements do not accord with those records; or
3 the financial statements 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 financial statements 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 financial statements to be reached.

Philip John Dymond FCCA

Cheyettes Ltd
167 London Road
Leicester
LE2 1EG

Dated: 19 January 2023

THE LEICESTER COUNSELLING CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Income and endowments from:			
Donations and legacies	**2**	82,942	86,456
Investments	**3**	665	765
Other income	**4**	-	300
Total income		83,607	87,521
Expenditure on:			
Charitable activities	**5**	95,760	87,517
Net (expenditure)/income for the year/ Net movement in funds		(12,153)	4
Fund balances brought forward		213,897	213,893
Fund balances carried forward		201,744	213,897

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

THE LEICESTER COUNSELLING CENTRE

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	2022 £	2021 £	2021 £
Fixed assets					
Tangible assets	**8**		2,642		3,447
Current assets					
Debtors	**9**	5,804		7,402	
Cash at bank and in hand		199,017		208,403	
		204,821		215,805	
Creditors: amounts falling due within one year	**10**	(5,719)		(5,355)	
Net current assets			199,102		210,450
Total assets less current liabilities			201,744		213,897
Income funds					
Unrestricted funds					
Designated funds	**11**	130,000		75,000	
General unrestricted funds		71,744		138,897	
			201,744		213,897
			201,744		213,897

The charity is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022. No member of the charity has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for ensuring that the charity 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 charity as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charity.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 17 January 2023

N Chauhan
Trustee

Company registration number 03407375

1 Accounting policies

Charity information

The Leicester Counselling Centre is a private company limited by guarantee incorporated in England and Wales. The registered office is No. 1 Lodge, Victoria Park, London Road, Leicester, LE1 7RY.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 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)” (issued in October 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Expenditure is included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

1 Accounting policies **(Continued)**

Charitable expenditure comprises those costs incurred by the charity on the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities, and those costs of an indirect nature necessary to support them based upon either time spent on the actual activities or usage.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings and equipment	10% to 33.33% per annum on cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 ‘Basic Financial Instruments’ and Section 12 ‘Other Financial Instruments Issues’ of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

1 Accounting policies **(Continued)**

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Donations and legacies

	2022	2021
	£	**£**
Donations and gifts	36,779	40,553
Grants receivable	46,163	45,903
	82,942	86,456

Donations and gifts		
Client contributions	26,271	25,914
LPF Trusts	10,200	10,200
LCFC Ltd	-	4,200
Other	308	239
	36,779	40,553

Grants receivable for core activities		
Leicester City Council - main grant	25,857	25,857
Leicester City Council - Discretionary Business/Local Restrictions grants	-	15,000
Leicestershire and Rutland Community Foundation	-	4,477
Clinical Commissioning Group Leicester	20,000	-
Other	306	569
	46,163	45,903

3 Investments

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Interest receivable	665	765

4 Other income

	Total	Unrestricted funds
	2022	2021
	£	£
Other income	-	300

5 Charitable activities

	2022	2021
	£	£
Provision of counselling, advisory and training services:		
Staff costs	58,726	54,326
Supervision and assessment fees	8,002	7,104
Support costs:		
Rent and rates	10,191	10,075
Insurance	1,629	2,174
Light and heat	2,856	1,978
Cleaning	1,665	1,233
Repairs and maintenance	1,296	1,214
Printing, postage and stationery	706	656
IT and Telephone	4,040	3,308
Legal and professional	378	360
Independent examiner's fees	1,224	1,194
Bank charges	519	323
General expenses	3,723	2,629
Depreciation and impairment	805	943
	95,760	87,517

6 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

One trustee was reimbursed £16 for telephone expenses during the year (2021 - none).

7 Employees

Number of employees
The average monthly number of employees during the year was:

	2022 Number	2021 Number
Charitable activities and administration	3	2

Employment costs	2022 £	2021 £
Wages and salaries	55,962	52,012
Social security costs	262	759
Other pension costs	1,631	1,555
Staff recruitment costs	871	-
	58,726	54,326

There were no employees whose annual remuneration was £60,000 or more.

8 Tangible fixed assets

	Fixtures, fittings and equipment £
Cost	
At 1 April 2021	22,717
At 31 March 2022	22,717
Depreciation and impairment	
At 1 April 2021	19,270
Depreciation charged in the year	805
At 31 March 2022	20,075
Carrying amount	
At 31 March 2022	2,642
At 31 March 2021	3,447

9 Debtors

Amounts falling due within one year:	2022 £	2021 £
Prepayments and accrued income	5,804	7,402

10 Creditors: amounts falling due within one year

	2022	2021
	£	£
Other taxation and social security	3,546	3,395
Trade creditors	89	66
Accruals and deferred income	2,084	1,894
	5,719	5,355

11 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

		Movement in funds			
	Balance at 1 April 2020	Incoming resources	Balance at 1 April 2021	Transfers	Balance at 31 March 2022
	£	£	£	£	£
Dilapidations fund	2,000	-	2,000	23,000	25,000
Operational reserves	73,000	-	73,000	32,000	105,000
	75,000	-	75,000	55,000	130,000

12 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2022	2021
	£	£
Within one year	9,600	-
Between two and five years	26,400	-
	36,000	-

13 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

THE LEICESTER COUNSELLING CENTRE

England & Wales - Charity number 1064125

Accounts

Charity Registration No. 1064125

Company Registration No. 03407375 (England and Wales)

THE LEICESTER COUNSELLING CENTRE

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

THE LEICESTER COUNSELLING CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	M Anastasiades A Crawley K Hoggett A Priest L Taylor G Ward E Purcell
Secretary	H Cooper
Charity number	1064125
Company number	03407375
Registered office and principal address	No. 1 Lodge Victoria Park London Road Leicester LE1 7RY
Independent examiner	Philip John Dymond FCCA Cheyettes Ltd 167 London Road Leicester LE2 1EG

THE LEICESTER COUNSELLING CENTRE

CONTENTS

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 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)” (issued in October 2019).

Objectives and activities

The charity was established to benefit the community, particularly Leicestershire and Rutland, by promoting the protection, preservation and education of good health.

Specifically, the charity seeks to relieve and prevent suffering caused by mental or physical ill-health, or by social or economic circumstances by providing and developing a confidential counselling service in addition to education, training and support for counselling as well as developing counselling resources in any charitable manner determined by the trustees.

The main aims for the year continued to be the provision of counselling based at the charity's central office at Victoria Park in Leicester together with the operation of satellites in the county whenever possible.

The trustees have considered the general guidance issued by the Charity Commission on public benefit and have ensured that the charity's programmes are undertaken in line with the charitable objects and aims as set out herein.

Achievements and performance

The Leicester Counselling Centre has continued to deliver remote support services in response to Government restrictions imposed throughout the Covid-19 pandemic. Whilst this was only anticipated to be a short-term arrangement, a robust framework was developed to ensure that professional and ethical practice could be maintained should restrictions continue longer-term as they have done. It has been an extremely challenging year, but staff and volunteers have adapted and shown incredible resourcefulness, ensuring that support has been reliably available at a time of increasing need for the community of Leicester, Leicestershire, and Rutland.

The need for our services has increased and we have used this period to focus on better managing waiting lists so that support is available in a timely way, with many referrals waiting just 2-3 weeks to begin their weekly counselling sessions. We have adapted our recruitment process to welcome a number of new volunteer counsellors, including conducting online interviews and inductions in preparation for beginning clinical practice remotely. Additional in-house support has been provided, as well as maintaining support form external clinical supervisors, including daily informal zoom support sessions and a volunteer buddy scheme, to remain connected as a team whilst working from our individual homes.

The Centre has maintained good relationships with the City Council and we are delighted that our funding has been extended until 2023, on the basis of developing the Centre’s connections with the Live Well Service to provide some short-term wellbeing support to their client group. The partnership with the Leicestershire Police Federation also continues to be a great success and we are experiencing increased demand with a larger number of referrals for police personnel and their families.

As a result of our remote service delivery, we have experienced a reduction in income through client donations, however we have worked hard to attract smaller grant funds to make up for this shortfall. We are grateful to Leicestershire and Rutland Foundation Trust for their support, as well as The Vichai Srivaddhanaprabha Foundation (Leicester City Football Club Gift of a Wish Campaign). We were also delighted to receive personal thanks and appreciation from the Lord Lieutenant, Mike Kapur OBE, in recognition of the outstanding effort made by the team in response to the coronavirus pandemic. We have focussed on raising our public profile, not just for prospective clients but also for our supporters, and have developed and launched a dynamic and contemporary website to reflect the responsiveness of the Centre over the past year.

Financial review

The attached financial statements demonstrate a level of reserves at the end of the year which the trustees consider to be sufficient to secure the funding of the Centre and enable client work to be completed, given that it is necessary to allow up to one year of counselling for each client. The Statement of Financial Activities shows net income of £4 (2020 - net expenditure £3,991) and at 31st March 2021 the total reserves of the charity were £213,897 (2020 - £213,893).

The Leicester Counselling Centre is a long-standing charity with some established income sources. It benefits from a healthy level of unrestricted funds, which have accumulated gradually over a number of years. However, it is also somewhat dependent on a high-risk source of income from Leicester City Council, which may not be renewed in the future. The operational significance of its committed expenditure is also high, meaning that loss of income will have a significant impact on the Centre’s day to day activities. The Trustees have therefore introduced a formal Reserves Policy that currently restricts £73,000 (approximately 9 months service delivery costs and staff redundancy) to mitigate exposure to the major risks. A further £2,000 has been restricted for potential dilapidations work to the building in accordance with the requirements of the lessor, Leicester City Council.

At the end of the year, free reserves were therefore £138,897 (2020 - £138,893). All such reserves are held for the furtherance of the charity's objects as set out in this report.

The principal sources of funds remained voluntary contributions donated by clients and local authority grants.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Plans for future periods

The forthcoming year requires a focus on re-establishing face to face services, developing new ways of working when greater safety can be assured at the Centre. The Executive Committee have committed to the continued provision of a remote service stream; recognising that it offers options to those hard-to-reach communities who may face barriers to travelling into the city centre to receive a face-to-face service.

Despite this unexpected period of change, operational and strategic plans that were previously being considered will be reviewed once the full financial impact of this period of remote working is known. The computerisation of the Centre’s administrative systems is a now a priority and will be implemented alongside our return to the Lodge.

Structure, governance and management

The charity is a company limited by guarantee with no share capital, incorporated on 23 July 1997 and is governed by its Memorandum and Articles of Association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

M Anastasiades
A Crawley
K Hoggett
A Priest
P Robertson (Resigned 12 October 2020)
L Taylor
G Ward
E Purcell

The trustees are elected at the charity's Annual General Meeting. Trustees may also be co-opted by the Executive Committee during the year. No trustee may hold the same officer post for a continuous period of more than 6 years.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The business of the charity is managed by the Executive Committee which meets monthly or bimonthly, depending on matters arising, and is made up of the trustees of the charity.

The daily operation of the organisation is undertaken by trained volunteers together with paid members of staff. Specifically, the day to day running of the Centre is delegated to an on-site officer; this position was held by Fauna Gill until April 2019 when she was replaced by Hannah Cooper..

New trustees receive an induction pack which fully explains their responsibilities and obligations under charity and company law, a copy of the Memorandum and Articles of Association, details of the financial position of the charity, together with information about meetings they will be required to attend and the format of such meetings. In addition, training is made freely available by the charity to all new trustees and is provided by an external organisation.

This report has been prepared having taken advantage of the small companies exemption in the Companies Act 2006.

The trustees' report was approved by the Board of Trustees.

L Taylor
Trustee
Dated: 14 July 2021

THE LEICESTER COUNSELLING CENTRE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE LEICESTER COUNSELLING CENTRE

I report to the trustees on my examination of the financial statements of The Leicester Counselling Centre (the charity) for the year ended 31 March 2021.

Responsibilities and basis of report
As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable 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 that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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 financial statements to be reached.

Philip John Dymond FCCA

Cheyettes Ltd
167 London Road
Leicester
LE2 1EG

Dated: 22 July 2021

THE LEICESTER COUNSELLING CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	**Unrestricted funds 2021 £**	Unrestricted funds 2020 £
Income and endowments from:			
Donations and legacies	**2**	86,456	90,638
Investments	**3**	765	-
Other income	**4**	300	6,884
Total income		87,521	97,522
Expenditure on:			
Charitable activities	**5**	87,517	101,513
Net income/(expenditure) for the year/ Net movement in funds		4	(3,991)
Fund balances at 1 April 2020		213,893	217,884
Fund balances at 31 March 2021		213,897	213,893

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

THE LEICESTER COUNSELLING CENTRE

BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	2021 £	2020 £	2020 £
Fixed assets					
Tangible assets	**8**		3,447		4,389
Current assets					
Debtors	**9**	7,402		9,175	
Cash at bank and in hand		208,403		202,654	
		215,805		211,829	
Creditors: amounts falling due within one year	**10**	(5,355)		(2,325)	
Net current assets			210,450		209,504
Total assets less current liabilities			213,897		213,893
Income funds					
<u>Unrestricted funds</u>					
Designated funds	**11**	75,000		75,000	
General unrestricted funds		138,897		138,893	
			213,897		213,893
			213,897		213,893

The charity is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2021. No member of the charity has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for ensuring that the charity 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 charity as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charity.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 14 July 2021

L Taylor
Trustee

Company Registration No. 03407375

1 Accounting policies

Charity information

The Leicester Counselling Centre is a private company limited by guarantee incorporated in England and Wales. The registered office is No. 1 Lodge, Victoria Park, London Road, Leicester, LE1 7RY.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 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)” (issued in October 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1 Accounting policies **(Continued)**

1.5 Expenditure

Expenditure is included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Charitable expenditure comprises those costs incurred by the charity on the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities, and those costs of an indirect nature necessary to support them based upon either time spent on the actual activities or usage.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings and equipment	10% to 33.33% per annum on cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 ‘Basic Financial Instruments’ and Section 12 ‘Other Financial Instruments Issues’ of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

1 Accounting policies **(Continued)**

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Donations and legacies

	2021	2020
	£	£
Donations and gifts	40,553	61,510
Grants receivable	45,903	29,128
	86,456	90,638

Donations and gifts		
Client contributions	25,914	46,862
LPF Trusts	10,200	11,050
LCFC Ltd	4,200	-
Other	239	3,598
	40,553	61,510

Grants receivable for core activities		
Leicester City Council - main grant	25,857	25,857
West Clinical Commissioning Group	-	3,271
Leicester City Council - Discretionary Business/Local Restrictions grants	15,000	-
Leicestershire and Rutland Community Foundation	4,477	-
Other	569	-
	45,903	29,128

3 Investments

	Unrestricted funds	Total
	2021	2020
	£	£
Interest receivable	765	-

4 Other income

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Other income	300	6,884

5 Charitable activities

	2021	2020
	£	£
Provision of counselling, advisory and training services:		
Staff costs	54,326	55,892
Supervision and assessment fees	7,104	6,285
Travelling expenses	-	13
Support costs:		
Rent and rates	10,075	10,592
Insurance	2,174	2,045
Light and heat	1,978	3,225
Cleaning	1,233	3,089
Repairs and maintenance	1,214	8,791
Printing, postage and stationery	656	2,423
IT and Telephone	3,308	2,996
Legal and professional	360	390
Independent examiner's fees	1,194	1,170
Bank charges	323	550
General expenses	2,629	2,903
Depreciation and impairment	943	1,149
	87,517	101,513

6 Trustees

None of the trustees (or any persons connected with them) received any remuneration, benefits or expenses from the charity during the year.

7 Employees

Number of employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Charitable activities and administration	2	2

Employment costs	2021 £	2020 £
Wages and salaries	52,012	52,777
Social security costs	759	1,664
Other pension costs	1,555	1,451
	54,326	55,892

There were no employees whose annual remuneration was £60,000 or more.

8 Tangible fixed assets

	Fixtures, fittings and equipment £
Cost	
At 1 April 2020	22,717
At 31 March 2021	22,717
Depreciation and impairment	
At 1 April 2020	18,327
Depreciation charged in the year	943
At 31 March 2021	19,270
Carrying amount	
At 31 March 2021	3,447
At 31 March 2020	4,389

9 Debtors

Amounts falling due within one year:	2021 £	2020 £
Prepayments and accrued income	7,402	9,175

10 Creditors: amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	3,395	-
Trade creditors	66	86
Accruals and deferred income	1,894	2,239
	5,355	2,325

11 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

				Movement in funds	
	Balance at 1 April 2019	Transfers	Balance at 1 April 2020	Incoming resources	Balance at 31 March 2021
	£	£	£	£	£
Dilapidations fund	25,000	(23,000)	2,000	-	2,000
Operational reserves	-	73,000	73,000	-	73,000
	25,000	50,000	75,000	-	75,000

12 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2021 £	2020 £
Within one year	-	9,600

13 Related party transactions

There were no reportable related party transactions during the current year. In the year ended 31st March 2020, K Hoggett and A. Priest, who are trustees of the charity, were paid a total of £700 between them for assessment and LPFTwork.