

Report of the Trustees and unaudited Financial Statements  
for the year ended 31 March 2021  
for  
The Light House (Christian Care Ministry) Trust Limited

**Registered Company Number : 3236785 (England and Wales)**

**Registered Charity Number : 1064132**

## Contents

	Page
Legal and Administrative Details	3
Report of the Trustees	4 - 11
Independent Examiners Report	12
Statement of Financial Activities	13
Balance Sheet	14
Notes to Financial Statements	15

## LEGAL AND ADMINISTRATIVE DETAILS

**Registered Company Number:** 3236785 (England and Wales)

**Registered Charity number:** 1064132

**Registered Office:**

1A Argyll Street  
Coventry  
West Midlands  
CV2 4FJ

**Trustees:**

Mr J Banks (Chairman)  
Mr M Mason  
Mrs H Howell  
Mr A Howarth  
Mr J Rose

**Company Secretary:**

Mr M Mason

**Agency Manager:**

Mrs Julie Lancaster

**Independent Examiner:**

Gavin Kibble ACMA  
Mozaic Innovate Ltd  
1 Kineton Rd  
Coventry  
West Midlands  
CV2 3NR

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

The Trustees who are also directors of The Light House (Christian Care Ministry) Trust Limited for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources, including the income and expenditure of the charitable company for that year.

In preparing these financial statements the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the Charities SORP.
- Make judgements and estimates that are reasonable and prudent and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **OBJECTIVES AND ACTIVITIES**

#### **Objectives and aims**

The main object for which the company is established, as recorded in the Governing Document, is the advancement of the Christian faith.

The way in which the Charity achieves this object is:

1. Through restoring psychological, emotional, spiritual, and physical health
2. Through alleviating individual suffering and distress
3. Through improving the quality of human relationships

By provision of a personal counselling service.

#### **Main activities**

During the year under review the Charity has continued to realise these objectives through providing a counselling service for the advancement of health or saving of lives.

#### **Grant making**

No grants were made in the year under review.

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

### **FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

#### **Volunteers**

The charity would like to thank the Counselling Staff, Administrative Personnel, and all its volunteers (counsellors and administration) on behalf of the Trustees, for their commitment to making a difference in the lives of those who call on The Light House for its services.

#### **ACHIEVEMENTS AND PERFORMANCE**

Equivalent 2019-20 figures in brackets where available.

#### **New Clients**

During the year to 31 March 2021, 488 (409) new clients were referred to the Light House counselling services, of that number 347 (317) new clients progressed through Initial Assessment to counselling. The number of counselling sessions provided was 2,404 (2,512). The overall number of counselling sessions that the Agency was able to offer was 2,769 (3,111) which included initial assessment interviews, out of the number offered 365 (599) were either cancelled by clients due to a change in their availability or circumstances and then re-arranged or were due to clients not attending their appointment without letting the agency know beforehand. The Agency has worked hard throughout 2020/2021 to reduce the number of cancellations that are made at short notice and the non-attendance at sessions without any prior notification, and we are pleased that we have seen a significant drop in this number, particularly in what has been a challenging year due to Covid 19 and this in turn has enabled us to make the service more cost effective.

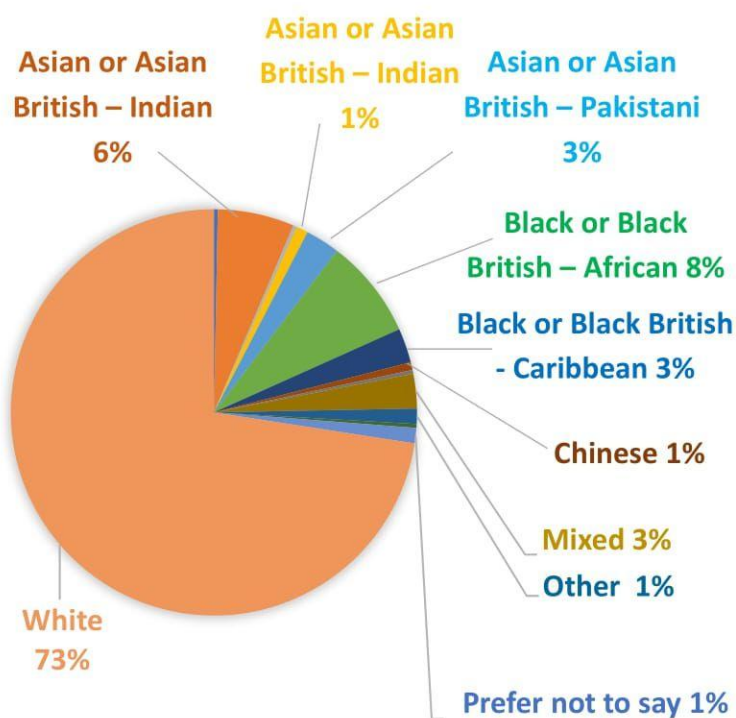
At the close of the financial year the permanent staff numbered 1 full-time Counsellor/Manager, 4 part-time Staff Counsellors, plus 2 part-time Staff Administrators, 1 part-time Fundraiser and a Cleaner. When one of the part-time staff counsellors retired at the end of 2019, we were able to recruit a replacement and an additional part time counsellor, which increased our counselling capacity. The staff were ably assisted by 27 volunteer counsellors, comprised of qualified counsellors and a number of students who were on placement with the agency as a requirement of their training provider, whilst studying for a counselling qualification. The Light House also had two administrative volunteers to provide the Staff Administrator with extra help in running a very busy office.

When the Covid Pandemic hit the UK in March 2020 and the country was put into lockdown in that month, the Light House had to close its doors for 3 weeks whilst new working policies and procedures were put into place to ensure that we could still offer a counselling service to our clients. We resumed counselling once more in mid-April and clients were offered counselling either via video link (Zoom) or by telephone, as we could no longer see them in person. The Light House maintained a small office presence throughout this time, but all of the counsellors apart from the Agency Manager were working from home. This way of working carried on until September 2020 when we were able to offer clients a return to in person counselling, this was greatly appreciated by those clients who did not want to have counselling via video link or by telephone, which was for a variety of reasons and had been waiting to see their counsellor in person. Risk assessments were undertaken to ensure that we had sufficient hygiene and safety protocols in place to ensure the safety of both client and counsellor. The opportunity for clients to receive counselling via video link or telephone has made our service more available and accessible to those clients who are not able to come in person and is a service that we will continue to provide into the future.

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

### FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021

#### Demographics



*Ethnicity of clients*

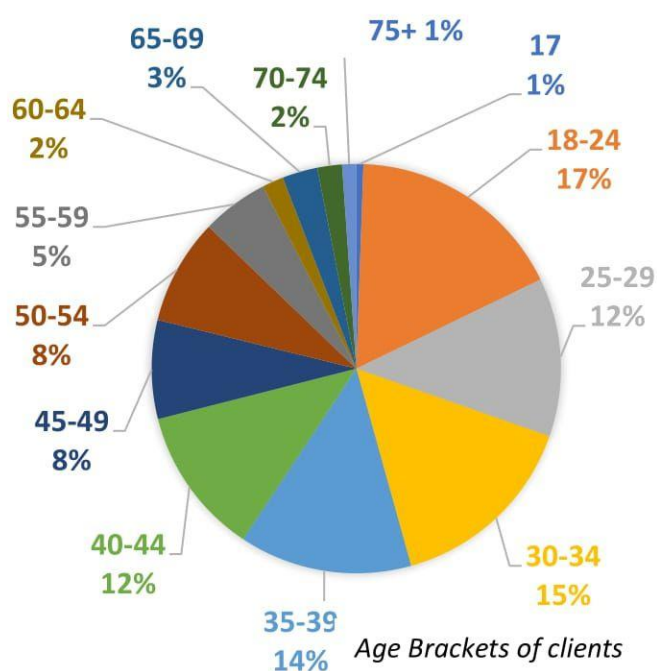
The Agency continues to work with all communities in the area, and although the majority of clients still fall into the 'White British' category, 27% of clients fall into other ethnic groups, which is an increase in other ethnicities from the previous year. 67% of our clients identified as female, the Agency was pleased that a large percentage of men are still referring for counselling and we will continue to work hard to see an increase in this demographic in the coming year.

With respect to age grouping, nearly 17% (14%) were in the 18–25 age group, another slight increase from last year, which demonstrates that there are growing numbers of young people who are struggling with their mental health. The number of over 65's 7% (8%), with the remainder of clients 76% (78%) fall in the age range 26–64 years

#### Client needs being presented:

Mental Health Issues	48% (45%)
Relationships	24% (22%)
Trauma/Abuse	10% (14%)
Other	13% (14%)
Bereavement/Loss	5% (5%)

*(brackets - last years figures)*

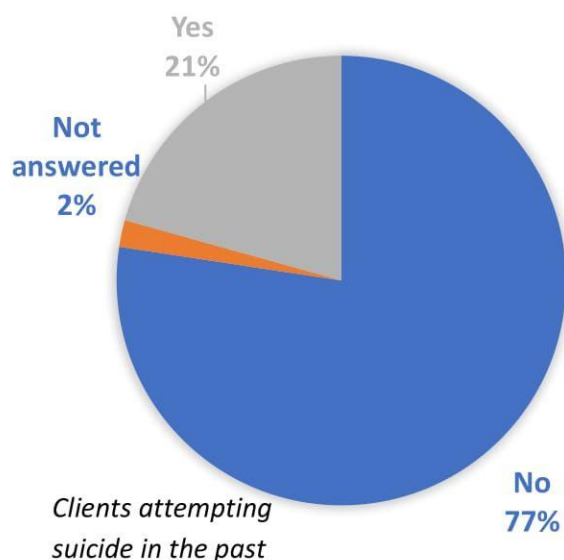
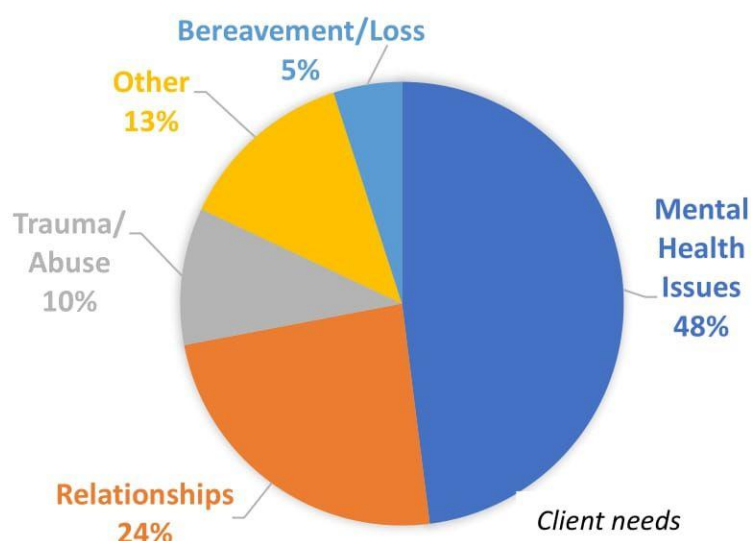


*Age Brackets of clients*

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

### FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021

There has been a slight increase in clients referring with mental health issues, which include anxiety, depression, stress and phobias, and the Agency also saw a slight fall in those who had experienced trauma and abuse. There was also an increase in the number of clients who had very complex issues, which were multi-layered and who would fall into more than one of the categories above.



In the last three quarters of the financial year to March 2021, 44% of the Agency's clients were not in work and only 10% of this number were actively looking for work. A large percentage of those who were unemployed were unable to work due to their poor mental health, with 21% of our clients having attempted suicide in the past with some of that number having made more than one attempt. 38% of the clients we saw had seriously considered it and 7% who were still feeling very suicidal. With these clients we took active steps to put in a Keeping Safe agreement and plan, which included other services they could contact for extra support.

The Covid Pandemic had impacted 46% of the clients that we saw in some way over this last financial year. We were successful in obtaining grant funding so that we could provide free or very low-cost counselling to those who had been affected by Covid 19.

#### Source of Referral

Health Service	53% (31%)	Friends/Relatives	13% (26%)
Been to Light House before	2% (15%)	Church Leader	4% (7%)
Website/Advert	3% (2%)	Voluntary Agency	6% (9%)
Social Services/Probation etc.	2% (2%)	Other	17% (9%)

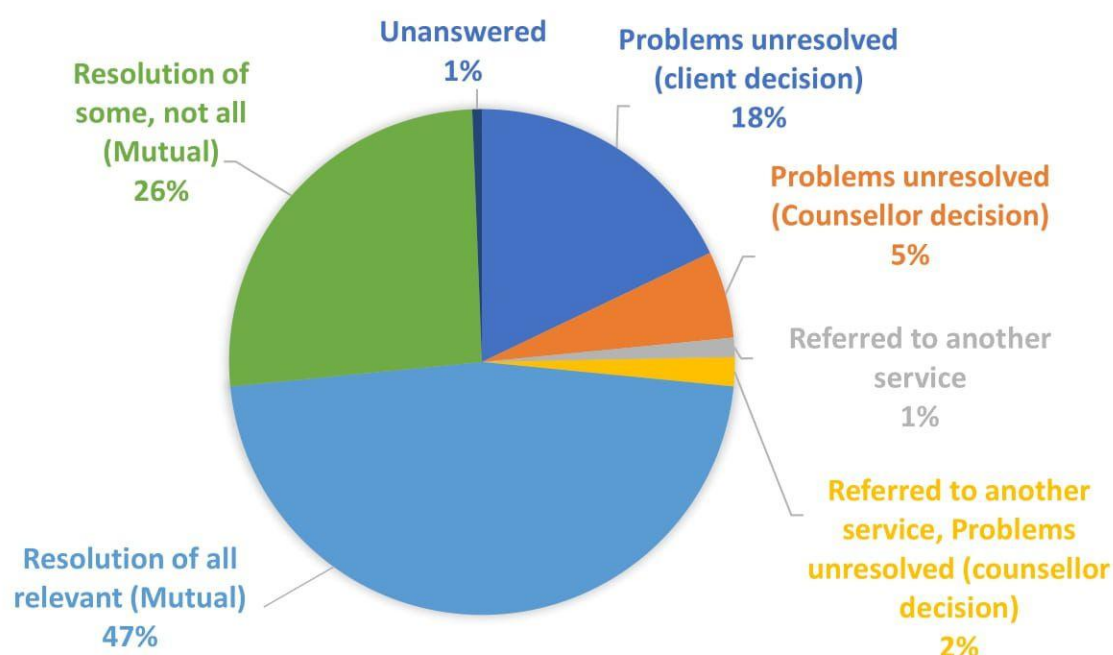
(brackets - last years figures)

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

### FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021

This year saw a large increase in the numbers being referred by the Health Service, with the NHS IAPT service signposting 36% of this number to Light House for counselling. This in part was due to the issues the clients were presenting with as not suitable for their service and their long waiting list. Here at Light House we aim to see clients within 2 weeks for their assessment interview and within 12 weeks of their assessment for counselling.

#### Public Benefit – What Difference do we make?



Based on questionnaires given to clients at the end of therapy, we can see that around (73%) (75%) of clients agree that some or all of their issues have been resolved as a result of the counselling they have received. Other more detailed questionnaires completed by clients both at the start and end of therapy over the past year indicate that clients have a rating of Moderate/Severe Mental Health before therapy saw a significant drop in their scoring on the PHQ9 from an average score of 13.5 pre-therapy 5.6 post-therapy and on the GAD7 assessment from an average of 11.1 pre-therapy to 4.2 post-therapy. Similar improvements have been found in other Mental Health rating system questionnaires, as used by the NHS.

Comments made by clients also reinforce the view that we are making a difference to people's lives through our counselling service. Recent quotes from clients are as follows:

*"Counselling has helped me to work through my thoughts and emotions when it was all too overwhelming to start with. I feel like I'm better equipped for the future but equally that I know where to go should I need support again. Keep doing what you're doing. If I was on the NHS list for support, I would still have another 4 months to wait before being seen. Being able to get in so early at the peak of things being bad was so important and has been a god send - thank you"*

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021

*"Having counselling sessions with The Light House definitely opened my eyes to realise how much I seriously needed it. Not only did I learn new perspectives on my issues / circumstances, I also reached a place where I am not only comfortable, but PEACEFUL about who I am as a human being."*

*"I was struggling with coping with a new disability, which affected my abilities to do everyday tasks, and coping with returning to work with disabilities. It helped me to express my thoughts and feelings around my father's death and personal life situation. All of these events happened close together which caused me to suffer severe bouts of depression and anxiety. It has given me time to reflect on my feelings of loss and helped me to go on a journey to help me move on and cope better."*

### Other Activities

We were unable to provide our in-house training that we do each year due to the pandemic and the restrictions regarding meeting in person. However, many of our counsellors and students accessed online training via Zoom, from various training providers, to maintain their continuing professional development (CPD) requirements for annual training hours, as set by their Professional Body.

We are hoping that 2021/2022 will see a return to some of our more normal activities, such as speaking engagements, in-house training, and an Open Day, as restrictions lift.

### Fundraising activities

This financial year has been a particularly challenging one for Light House due to the Covid Pandemic, which had a large impact on the donations that we received from clients in support of our work, this was due in part that they were no longer able to come to the building, so there were no visual reminders for them regarding making a donation and for others it was related to their own personal circumstances, which included losing their employment, or being placed on furlough, which resulted in loss of income. It is hard to evaluate the impact of the pandemic on people's lives, but as previously mentioned just under half of our clients had been affected by it in some way. This situation was stressful for us as an Agency and also for our Fundraiser who was working tirelessly to seek funding, so that we were able to keep our doors open.

We were particularly grateful for several funders who gave us specific funding for Covid related issues. We received £8,000 from Heart of England Trust for our "Doing it Differently" project that enabled us to update our telephone and wi-fi system, which made more lines available for working with clients via Zoom or telephone and two new laptops that provided us with additional computer availability for Zoom. We also received £10,000 from Awards for All, that helped more clients access counselling for Covid related issues. In total we received £34,000 in grants that were for Covid specific funding. Many of the Grant Making Trusts were also affected by the pandemic and had less funds available to give out, which made the whole process of seeking funding more competitive and difficult.

We were one of the beneficiaries of the closure of the counselling charity, The Centre for Relational Care, a Warwick based charity, which ceased operating during 2020 and were grateful recipients of £5,000 towards our counselling work.

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

### **FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

We are also grateful for the five churches that support us on a regular basis and the six additional churches who gave us a one-off gift last year. The Nexus Institute of Creative Arts held a fundraising concert for us in appreciation of the support that we have provided to some of their students who required counselling help. We also have a small number of individual supporters who support our work financially on a regular basis. This is an area that our Fundraiser is working hard to develop, as without such people, we would not be able to provide a counselling service that is accessible to all.

The Light House continues to provide Counsellor Supervision for students on placement and for counsellors from other counselling charities across the Midlands region, and this provides income to support our work.

#### **Investment performance**

The charity holds no investments.

## **FINANCIAL REVIEW**

#### **Reserves policy**

The Light House principal funding sources are from donations and gifts, grants, and fees for clinical supervision for counsellors working both in our agency and in other charitable organisations.

Donations and gifts are dependent on the giving of individuals and churches, and therefore vary considerably from month to month. Likewise, clinical supervision sessions and resulting income also vary significantly over time. Income from grants from Trusts frequently takes a considerable time between an appeal being made and a grant being received. Additionally, the likely benefit from any such appeal is largely unclear in advance.

All of these factors combine to make the annual income uncertain.

Based on the need to carry reserves for unplanned building maintenance and the need for the Light House to meet its commitments to staff in the case of the Charity needing to Wind-Up, including notice period and legal redundancy payments, the Trustees have decided that a minimum reserves level of £40,000 minimum is prudent to safeguard the operation of the organisation. If reserves held rise above double this figure, then the Trustees will determine how the beneficiaries can benefit from this income and, for example, by reducing further fund-raising activities. Reserves will be held in the form of balances of cash held in bank accounts.

The actual level of reserves held is reported to Trustees along with actual income and cost information at Trustees' meetings. If reserves fall below the minimum agreed level, then the Trustees will discuss and take appropriate action.

Reserves fell below the minimum figure during the period concerned and appropriate action has been taken to address this.

#### **Future Developments**

The charity expects its current levels and range of activities to continue for the foreseeable future and will adapt as necessary to any changes in circumstances.

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing document**

The Light House (Christian Care Ministry) Trust Ltd is a charitable company. The Memorandum of Association establishes the objects and powers of the charitable company which is governed by the Articles of Association.

#### **Recruitment and appointment of new Trustees**

Trustees are appointed and elected in accordance with the Memorandum and Articles of Association. Details of the current Trustees are given on Page 4 of this report.

#### **Induction and training of new Trustees**

New Trustees are allowed an induction and training period to enable them to acclimatise to the way the charity operates. This may include attending meetings with existing Trustees and staff and taking part in the day-to-day operations of the charity, to facilitate a greater understanding of its objectives and activities.

#### **Organisational structure**

The charity is headed by its Trustees who are ultimately responsible for its operations. They are supported by additional staff who fulfil both direct and administrative roles.

#### **Related parties**

There are no related parties other than the Trustees.

#### **Risk management**

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The Trustees believe that the charity has fully met its obligations in this area.

THE TRUSTEES DECLARE THAT THEY HAVE APPROVED THE TRUSTEES' REPORT ABOVE.

Signed on behalf of the charities Trustees



Mr Martin Mason

Date: 01/12/2021



Mr James Rose

Date: 29/11/2021

## **Independent examiner's report to the Trustees of the Light House (Christian Care Ministry) Trust Limited**

I report on the accounts for the year ended 31 March 2021 which are set out on pages 12 to 19

### **Respective responsibilities of the Trustees and the examiner**

The charity's Trustees (who are also the Directors for the purposes of company law) are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioner section 145 (5) (b) of the 2011 Act; and
- state whether particular matters have come to my attention.

### **Basis of Independent Examiner's Statement**

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

### **Independent examiner's statement**

In connection with my examination, no matters have come to my attention:

- (1) which give me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with Sections 386 and 287 of the Companies Act 2006; or
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of Section 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



---

Gavin Kibble ACMA  
Mozaic Innovate Ltd  
1 Kineton Road, Coventry,  
CV2 3NR  
30<sup>th</sup> September 2021

**Statement of Financial Activities for the year ended 31 March 2021**

				2021	2020
	Note	Unrestricted funds	Restricted funds	Total funds	Total funds
		£	£	£	£
<b>Incoming Resources</b>					
Donations and Legacies	2	47,533	-	47,533	59,310
Grants		31,230	33,320	64,550	34,230
Activities for generating funds	3	11,908	-	11,908	14,855
Sundry income		669	-	669	174
Investment income	4	63	-	63	63
<b>Total Incoming Resources</b>		<b>91,403</b>	<b>33,320</b>	<b>124,723</b>	<b>108,632</b>
<b>Resources Expended</b>					
<b>Charitable activities</b>					
Cost of Fundraising	5	12,489	-	12,489	-
Direct charitable activities	6	81,780	19,795	101,575	98,989
<b>Total Resources Expended</b>		<b>94,269</b>	<b>19,795</b>	<b>114,064</b>	<b>98,989</b>
<b>Net Incoming/(Outgoing) Resources Before Revaluation of Fixed Assets</b>		<b>(2,866)</b>	<b>13,525</b>	<b>10,659</b>	<b>9,643</b>
Gain on the revaluation of fixed assets	10	-	-	-	60,000
<b>Net Incoming/(Outgoing) Resources Before Revaluation of Fixed Assets</b>		<b>(2,866)</b>	<b>13,525</b>	<b>10,659</b>	<b>69,643</b>
Transfers between funds		7,563	(7,563)	-	-
<b>Net Incoming/(Outgoing) Resources</b>		<b>4,697</b>	<b>5,962</b>	<b>10,659</b>	<b>69,643</b>
Total funds brought forward	14	45,993	131,783	177,776	108,133
<b>Total funds carried forward</b>	<b>14</b>	<b>50,690</b>	<b>137,745</b>	<b>188,435</b>	<b>177,776</b>

The notes on pages 14 to 19 form part of these financial statements.

**Balance Sheet as at 31<sup>st</sup> March 2021**

		2021 £	2020 £
<b>Fixed Assets</b>			
Tangible assets	10	133,545	129,160
<b>Current Assets</b>			
Debtors	11	277	1,054
Cash in hand		115	34
Cash at bank		54,555	47,966
Undeposited receipts		3,443	700
		<u>58,390</u>	<u>49,754</u>
<b>Creditors</b>			
Amounts falling due within one year	12	(3,500)	(1,138)
<b>Net Current Assets</b>		<b>54,890</b>	<b>48,616</b>
<b>Net Assets</b>		<b>188,435</b>	<b>177,776</b>
<b>Funds</b>	14		
Unrestricted funds		50,690	45,993
Restricted funds		77,745	71,783
Revaluation reserve		60,000	60,000
<b>Total Funds</b>		<b>188,435</b>	<b>177,776</b>

The notes on pages 14 to 19 form part of these financial statements.

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2021.


The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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 01/12/20 and were signed on its behalf by:

James Rose - Trustee  \_\_\_\_\_

Martin Mason – Trustee  \_\_\_\_\_

## Notes to the Financial Statements for the year ended 31<sup>st</sup> March 2021

### 1: Accounting Policies

#### Basis of preparing the financial statements

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards for Smaller Entities published on 16/07/14, and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102). Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

#### Company Limited by Guarantee

The charity is a Company Limited by Guarantee with no share capital. The directors of the company are named on page 4. In the event that the company is wound up, the liability in respect of the guarantee is limited to £1 per director of the company.

#### Incoming resources and resources expended

All incoming resources are included in the Statement of Financial Activities when the charitable company is legally entitled to the income and the amount can be quantified with reasonable accuracy. Expenditure is accounted for on an accruals and prepayments basis and has been classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

#### Fund accounting

Unrestricted funds can be used in accordance with the charity's objectives at the discretion of the Trustees.

Restricted funds can only be used for the particular purposes specified by the donor or when funds are raised for particular restricted purposes.

#### Hire purchase and leasing commitments

Rentals paid under operating under operating leases are charged to the Statement of the Financial Activities on a straight line basis over the period of the lease.

#### Tangible fixed assets

No depreciation is charged on freehold property or freehold land. During the prior year the charity adopted a policy to revalue its property at market value. The 2020 valuation of the freehold property was made by the Trustees, on an open market value for existing use basis. Depreciation on fixtures and fittings is charged at 20% per annum on the straight line basis.

#### Winding up of the trust

In early 1996 the Trustees took a decision to change the legal status of the Charity from a Trust to a Company Limited by Guarantee. This Company was registered on the 12th August 1996 and the agreements relating to the premises were drawn up in its name. There were delays in obtaining Charity Commission registration for the Company however and consequently the Trust has continued to operate as before. On 31st March 1998 the Trustees executed a Supplementary Deed which wound up the Trust and passed all its operations and assets to the Charitable Company which will continue the Charity's operations henceforth.

**Notes to the Financial Statements for the year ended 31<sup>st</sup> March 2021 (continued)****2. Donations and Legacies**

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Donations and Gifts	44,327	-	44,327	47,245
Legacies	400	-	400	6,072
Gift Aid	2,806	-	2,806	5,993
	<b>47,533</b>	<b>-</b>	<b>47,533</b>	<b>59,310</b>

**3. Activities for Generating Funds**

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Sale of materials	-	-	-	41
Courses and seminars	-	-	-	290
Registration Fees	5,350	-	5,350	-
Room Rental	120	-	120	4,580
Work for other organisations	6,438	-	6,438	9,944
	<b>11,908</b>	<b>-</b>	<b>11,908</b>	<b>14,855</b>

**4. Investment Income**

	2021	2020
	£	£
Deposit account interest	63	63

**5. Cost of Fundraising**

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
Salaries	12,489	-	12,489	-
	<b>12,489</b>	<b>-</b>	<b>12,489</b>	<b>-</b>

**Notes to the Financial Statements for the year ended 31<sup>st</sup> March 2021 (continued)****6. Direct Charitable Expenses**

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
			£	£
Salaries	65,769	6,592	72,361	76,082
Counselling subcontracted	-	4,473	4,473	-
Membership Fees	915	-	915	988
Supervision and Training	3,582	-	3,582	4,258
Catering	287	100	387	482
Volunteer Expenses	1,495	-	1,495	758
Insurance	1,424	-	1,424	1,422
Repairs and Maintenance	145	-	145	6,116
Utilities	-	2,454	2,454	2,378
DBS Applications	50	-	50	39
Rates and Water	865	169	1,034	982
Office and Admin Costs	2,509	109	2,618	3,912
Telephone and Internet	1,590	937	2,527	-
IT	851	1,830	2,681	-
H&S	86	2,035	2,121	-
Professional Fees	98	-	98	-
Sundry Costs	1,108	-	1,108	665
Bank Charges	706	-	706	607
Depreciation of Fixed Assets	-	1,096	1,096	-
Independent examiners fees	300	-	300	300
	<u>81,780</u>	<u>19,795</u>	<u>101,575</u>	<u>98,989</u>

**7. Trustees' Remuneration and Benefits****8. Net Incoming/ (Outgoing) Resources**

	2021	2020
	£	£
Net incoming resources are stated after charging :		
Other operating leases	<u>936</u>	<u>936</u>

**9: Staff Costs**

	2021	2020
	£	£
Staff costs during the year were :		
Wages and Salaries	84,462	75,865
Staff pensions	<u>388</u>	<u>217</u>
	<u>84,850</u>	<u>76,082</u>

The average monthly headcount was 9 staff (2020 : 8 staff) and the average monthly full-time equivalent employees (including part-time staff) was 4 (2020 : 4 staff). No staff were paid at a higher rate than £60,000 per annum during the year or the previous year.

No Trustee received remuneration or benefits in relation to their services as a Trustee to the charity. The charity operates a defined contribution pension scheme.

**Notes to the Financial Statements for the year ended 31<sup>st</sup> March 2021 (continued)****10. Tangible Fixed Assets**

	Fixtures and Fittings £	Land and Buildings £	Total Buildings
<b>Cost</b>			
As at 1st April 2020	-	129,160	129,160
Additions	5,482	-	5,482
As at 31st March 2021	5,482	129,160	134,642
<b>Depreciation</b>			
As at 1st April 2020	-	-	-
Charge for the year	1,096	-	1,096
As at 31st March 2021	1,096	-	1,096
<b>Net Book Value as at 1st April 2020</b>	-	<b>129,160</b>	<b>129,160</b>
<b>Net Book Value as at 31st March 2021</b>	<b>4,385</b>	<b>129,160</b>	<b>133,545</b>

**11. Debtors : Amounts Falling Due Within One year**

	2021 £	2020 £
Trade Debtors	277	1,482

**12. Creditors : Amounts Falling Due Within One year**

	2021 £	2020 £
Taxation, social security and pension	1,474	1,077
Other creditors	2,025	300
	<b>3,500</b>	<b>1,377</b>

**13. Analysis of Net Assets Between Funds**

	Unrestricted funds £	Restricted funds £	Revaluation reserve £	2021 Total funds £	2020 Total funds £
Fixed assets	-	73,545	60,000	133,545	129,160
Current assets	54,190	4,200	-	58,390	49,754
Current liabilities	(3,500)	-	-	(3,500)	(1,138)
<b>Net assets</b>	<b>50,690</b>	<b>77,745</b>	<b>60,000</b>	<b>188,435</b>	<b>177,776</b>

**Notes to the Financial Statements for the year ended 31<sup>st</sup> March 2021 (continued)**

<b>14. Movement of Funds</b>	Balance as at 1/4/2020 £	Incoming Resources £	Resources Expended £	Transfers	Balance at 31/3/2021 £
<b>Restricted funds :</b>					
Premises fund	129,160	-	-	-	129,160
Core Costs Grant	2,623	-	(2,623)	-	-
National Lottery : Lets Talk	-	10,000	(10,065)	65	-
AFA : Covid Grant	-	10,000	(1,972)	(8,028)	-
Heart of England	-	8,000	(4,135)	520	4,385
Harry Payne	-	1,000	(1,000)	-	-
Hope Hub	-	4,320	-	(120)	4,200
<b>Total Restricted Grants</b>	<b>131,783</b>	<b>33,320</b>	<b>(19,795)</b>	<b>(7,563)</b>	<b>137,745</b>
<b>Unrestricted funds :</b>					
General fund	45,993	91,403	(94,269)	7,563	50,690
<b>Total funds</b>	<b>177,776</b>	<b>124,723</b>	<b>(114,064)</b>	<b>-</b>	<b>188,435</b>

**Description, Nature and Purpose of Restricted Funds**

- Premises Fund: Purchase of building to carry out operational activities of the trust
- Core Costs Grant: Went towards staff salaries, utilities & overheads
- National Lottery 'Let's Talk': Enabled us to see more clients by contracting hours to counsellors
- AFA Covid Grant: Provided extra safety equipment for Covid safety measures and supported clients struggling with Covid either financially, emotionally or work related.
- Heart of England: We were able to purchase a telephone system to enable more remote counselling and Wi-Fi in every room for video sessions, we also purchased two laptops to provide the video session in rooms that didn't have computers.
- Harry Payne: Went towards staff salaries.
- Hope Hub: This fund is restricted for clients that come via the Hope Hub in Coventry

**15. Related Party Transactions**

There were no related party transactions during the year (2020: nil).