

REVISION LIMITED

REPORT OF THE TRUSTEES

For the year ended 31st December 2020

The Trustees present their report and financial statements for the year ended 31st December 2020.

Name of the Charity	ReVision Limited
Company number	2789040 (England and Wales)
Registered office	97 Brondesbury Road London NW6 6RY

Trustees

Trustees who served for all or part of 2020 are as follows:

Dave Williams	Co-opted 4 th March 2015 Elected 22 nd January 2016 Re-elected 25 th January 2019
Fiona Start	Co-opted 8 th March 2016 Elected 20 th January 2017 Re-elected 24 th January 2020
Juliet Lazarus	Co-opted 8 th March 2016 Elected 20 th January 2017 Re-elected 24 th January 2020
Eugenia Marna	Elected 19th January 2018 Retired 16th March 2020
Elena Lokteva	Co-opted 19th June 2018 Elected 25 th January 2019
Susan Hird	Co-opted 1 st July 2019 Elected 24 th January 2020

Trustees are proposed by the Management Committee at the Annual General Meeting (AGM) and elected by the membership. Trustees are either ReVision graduates with an intimate knowledge of the running of the organisation or are drawn from the wider community for specialist knowledge they possess in fields such as finance, marketing, legal issues etc.

Statement of Trustees' Responsibilities

The 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 for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and the apply them consistently;
- make judgment and estimates that are reasonable and prudent;

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REPORT OF THE TRUSTEES (continued)

For the year ended 31st December 2020

- state whether applicable Accounting Standards and Statements of Recommended Practice have been followed, subject to any departures disclosed and explained in the accounts:
and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees have overall responsibility for ensuring that the charity has appropriate systems of control, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any given time the financial position of the charity and to enable them to ensure that the financial statements comply with relevant regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for prevention of fraud and other irregularities.

Risk Management

A risk register is regularly reviewed by the Trustees. The register outlines a number of potential risks to the organisation in relation to their strategic impact and analyses them by their potential impact and likelihood of occurrence, lays out preparation and mitigation plans and highlights current actions which need to be taken.

Matters considered include keeping up student numbers, staff retention, recruitment and succession planning and future costs of premises etc as well as financial and legal compliance issues. These have all been the subject of detailed discussion at Trustee meetings as well as being recorded on the risk register.

Objectives and Activities (principal activity)

The objectives of the charity as specified in the Articles and Memorandum are to promote the preservation and protection of mental health, to advance education in mental health and related subjects and to relieve persons suffering from psychological, emotional or spiritual illness, dis-ease or distress.

This will be achieved in particular by providing and assisting in the provision of workshops, classes, seminars, training, groups and conferences for counsellors and psychotherapists and for the general public; by providing, and assisting in the provision of, counselling and psychotherapy for those suffering illness or distress, their families and those who may care for them, and by providing support and assistance to those engaged in the helping professions (including counsellors and psychotherapists)

ReVision is an Educational Charity and the principal activity is delivering a high-quality training in Integrative Transpersonal Counselling (BACP Accredited) and Psychotherapy (UKCP Accredited).

We also offer post-graduate courses in Clinical Supervision, Couple Counselling, Group Facilitation and a variety of short courses and workshops providing Continuous Professional Development opportunities for our own graduates and other suitably qualified practitioners.

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REPORT OF THE TRUSTEES (continued)

For the year ended 31st December 2020

Public Benefit

ReVision has continued to provide for public benefit through its educational and personal and professional development programme, including the bursary scheme for individuals who would not otherwise be able to access this opportunity. ReVision also provides a low-cost counselling service which is open to all members of the local and wider community to improve mental health and well-being. This service has become more and more necessary with the difficulties experienced in funding by other organisations in the mental health field leaving gaps in provision and the service has been expanding slowly over the last few years.

Status

The Charity is constituted as a non-profit educational company no. 02789040 and a charity no. 1068739 and is governed by the Memorandum of Association and Constitution as amended in January 2017.

Mission statement

ReVision aims to change people's quality of life – to catalyse psychological, social and spiritual transformation.

We accomplish this through combining clinical excellence and soulful care in our counselling and psychotherapy training, public courses and affordable counselling.

We aim to provide greater accessibility to counselling and psychotherapy by embracing difference and challenging oppression both within the ReVision community and in our relations with the public.

Membership

There are four categories of members:

- (i) Trainers, and
- (ii) Subscribing Graduate Members who will have full voting rights
- (iii) Students of ReVision, and
- (iii) Honorary Members, (and Graduates who are not subscribing Graduate Members), who will have the right to attend general meetings, the Annual Community Meeting and the Annual General Meeting and will not have any voting rights.

Volunteers

The organisation does not currently make use of volunteers.

Achievements and Performance

ReVision has successfully managed the challenges of Covid so far, although it has not been an easy ride.

REVISION LIMITED

REPORT OF THE TRUSTEES (continued)

For the year ended 31st December 2020

In spring 2020 it was already clear that interest in our training was at an all time high, and that interest continued, despite training having to move on-line completely from the end of March 2020 and throughout the whole of the 20/21 academic year. Thus despite the pandemic, plans continued for the autumn 2020 intake to run to run two cohorts of the foundation year, stage 1 – one in the usual weekend format and the other running every Tuesday in term time.

So in autumn 2020 we welcomed 33 students on to stage 1 in the two cohorts. There were 16 students in Stage 2; 7 in Stage 3; and 14 in Stage 4. That is a total of 70 students on the main training – a record for ReVision. Part one of the supervision training ran with 18 students. Transitions ran on-line with a total of 80 participants over seven courses during the year.

The challenges for all staff were tremendous, from the admin staff at the forefront of arranging changes to timetables and training and supporting the move on-line, to the training staff who quickly became proficient with the software and found new and creative ways of working via the internet. There was a great pressure on management and hopes for the two Directors to start the process of succession planning and reduce their hours were put on hold.

Financial Review

The figures show a surplus for the year of £25,050. The most significant element in this, a year where we budgeted to break even, was the high student numbers. ReVision was lucky in that although there were losses such as income from room hire, these were balanced out by some lower expenditure on, for instance, premises expenses and utilities. Reserves stand at over £130,000 at the end of the year.

Reserves and Investment Policy

The reserves policy was fully reviewed in early 2018 by the Trustees when it was agreed that the reserve should be adequate to fully cover all costs and commitments should unforeseen circumstances mean that organisational closure would be the most logical step for ReVision.

That sum has been assessed as between £70,000 and £75,000. This figure was confirmed again in 2020 as being appropriate. Reserves are kept in low-risk and accessible investments which are regularly reviewed.

Future Plans

The intake of students for 2021 looks like it will again be high, with the large stages 1 and 2 from 2020 feeding through into large stages 2 and 3 for 2021.

The management structure has been reviewed and by the end of 2021 it is hoped that more staff will have been brought in to manage the increased number of students and necessary future developments. A phased return to the building is being planned but we remain mindful of the fact that the pandemic is not over and such plans may be subject to change.

In this time of uncertainty, the high reserves level will allow the Trustees to make any necessary investments over the next year or so to improve organisational resilience without depleting the reserves below the agreed level.

REVISION LIMITED

REPORT OF THE TRUSTEES (continued)

For the year ended 31st December 2020

Approved on behalf of the Trustees by :

.....
Susan Hird
Trustee

.....
Elena Lokteva
Trustee

.....
Date

.....
Date

REVISION LIMITED
STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31st December 2020

	Note	Total 2020 £	Total 2019 £
Incoming resources			
<i>Incoming resources from charitable activities</i>			
Training		334,569	345,190
Counselling service		14,233	18,733
Community and membership		15,645	19,375
Total incoming resources	3	<u>364,447</u>	<u>383,298</u>
 Resources expended			
<i>Charitable activities</i>			
Training		299,419	324,498
Counselling service		16,660	19,573
Community and membership		17,607	16,879
Governance		5,711	5,571
Total resources expended	6	<u>339,397</u>	<u>366,521</u>
 Net incoming/(outgoing) resources		25,050	16,777
 Total funds brought forward		109,889	93,112
 Total funds carried forward		<u><u>134,939</u></u>	<u><u>109,889</u></u>

REVISION LIMITED
STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2019

	Notes	2019 £	2019 £	2018 £	2018 £
Fixed assets					
Tangible fixed assets	11		1,765		2,353
Current assets					
Debtors	12	137,614		118,542	
Cash at bank and in hand		<u>259,943</u>		<u>217,104</u>	
		397,557		335,646	
Creditors					
Amount falling due within one year	13	<u>(264,383)</u>		<u>(228,110)</u>	
Net current assets/(liabilities)			133,174		107,536
Total assets less current liabilities			<u>134,939</u>		<u>109,889</u>
Funds					
Unrestricted			134,939		109,889
Designated			<u>-</u>		<u>-</u>
			<u>134,939</u>		<u>109,889</u>

REVISION LIMITED
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st December 2020

1. Limited Liability

Revision Ltd is a company limited by guarantee. The Memorandum of the Association restricts the liability of members on winding up to £10. In the case of winding up none of the accumulated fund is distributed to members but shall be given or transferred to some other charitable institution having similar objectives.

2. Accounting Policies

The financial statements have been prepared under the historical costs convention and in accordance with applicable accounting standards and comply with Charities SORP.

(a) Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:

Furniture, Fixtures & Fittings	25% on straight-line basis
Computer & Equipments	25% on straight-line basis

(b) Incoming resources

Income is accounted for on an accruals basis. Its recognised in the statement of financial activities when entitlement has passed to the charity and the amount is measurable. Any incoming resources received that relate to future periods are deferred on the balance sheet.

(c) Resources expended

Resources expended are accounted for on an accruals basis. Expenditure is allocated to activity categories based on the amount attributed to the activity in the year.

(d) Allocation of costs

Charitable activity costs comprises those costs that contribute directly to an activity and are allocated to the relevant activity.

Support costs comprise those costs that are necessary to deliver an activity but in themselves do not produce or deliver an activity. Support costs are allocated to activities based on the direct salary costs of the activity compared with total activity salary costs.

(e) Funds

Restricted funds are funds received for specific conditions set by donors as to how they may be used. The charity did not received any restricted funds during the year.

General funds are those funds made available for the charity's general objects. All funds received during the year were general funds.

REVISION LIMITED
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st December 2020

3. Incoming resources from charitable activities

	Training	Counselling service	Community & membership	Total 2020	Total 2019
	£	£	£	£	£
Training, workshop & publication	334,569	-	-	334,569	345,190
Counselling services	-	14,233	-	14,233	18,733
Community, membership & events	-	-	15,497	15,497	18,178
Donations and other	-	-	148	148	1,197
	334,569	14,233	15,645	364,447	383,298

4. Total resources expended	Training	Counselling services	Community & membership	Governance	Support costs	Total 2020	Total 2019
	£	£	£	£	£	£	£
Staff costs	42,328	1,532	1,684	555	19,757	65,856	64,257
Revision training	153,467	10,208	11,743	-	-	175,418	203,932
Premises costs	19,841	1,117	789	617	8,504	30,868	42,035
Marketing, PR, subs & events	6,400	272	299	-	-	6,971	11,548
Insurance	3,196	180	127	344	1,125	4,972	4,870
Depreciation	540	23	25	-	-	588	784
Administration	33,868	1,888	1,357	3,673	13,938	54,724	39,095
Total	259,640	15,220	16,024	5,189	43,324	339,397	366,521
Allocation of support costs	39,779	1,440	1,583	522	(43,324)	-	
Total	299,419	16,660	17,607	5,711	-	339,397	

5. Support costs	Training	Counselling service	Community & membership	Governance	Total 2020	Total 2019
	£	£	£	£	£	£
Staff Salaries	18,139	657	722	238	19,756	19,277
Premises	7,809	283	311	102	8,505	11,225
Insurance	1,033	37	41	14	1,125	1,123
Administration	12,798	463	509	168	13,938	9,323
Total	39,779	1,440	1,583	522	43,324	40,948

6. Analysis of total resources expended

	Activities undertaken directly	Support costs	Depreciation	Total 2020	Total 2019
	£	£	£	£	£
Training	259,100	39,779	540	299,419	324,498
Counselling services	15,197	1,440	23	16,660	19,573
Community and membership	15,999	1,583	25	17,607	16,879
Governance	5,189	522	-	5,711	5,571
	295,485	43,324	588	339,397	366,521

REVISION LIMITED
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st December 2020

7. Total resources expended

This is stated after charging:

	2020	2019
	£	£
Depreciation	588	784
Accountants fee	2,040	1,920
	<u>2,040</u>	<u>1,920</u>

8. Employee information

	2020	2019
	£	£
Staff salaries	56,251	55,400
Social security costs	701	780
Pension	1,626	1,394
Freelance staff	7,277	6,962
	<u>65,855</u>	<u>64,536</u>

Average number of employees during the year: **2020** 2019

Charitable activities 4 4

9. Taxation

Due to the organisation's charitable status, no corporation tax arose on the incoming resources less resources expended for the year ended 31st December 2020; (2019: nil).

10. Trustees

There were no reimbursements made to the trustees for expenses incurred in carrying out the organisation's activities (2019: £272).

REVISION LIMITED
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st December 2020

11. Tangible fixed assets		Total	
		£	
Cost			
1 January 2020		25,827	
Additions		-	
31 December 2020		<u>25,827</u>	
Depreciation			
1 January 2020		23,474	
Charge for the year		588	
31 December 2020		<u>24,062</u>	
Net book value			
31 December 2020		<u>1,765</u>	
31 December 2019		<u>2,353</u>	
12. Debtors		2020	2019
		£	£
Trade Debtors		121,735	103,122
Prepayments		9,754	9,295
Other debtors		6,125	6,125
		<u>137,614</u>	<u>118,542</u>
13. Creditors - amounts falling due within one year		2020	2019
		£	£
Trade creditors		679	10,796
Deferred income		236,811	195,911
Fees received in advance		7,057	18,404
Other taxes and social security		555	663
Pension		305	296
Accruals & other creditors		18,976	2,040
		<u>264,383</u>	<u>228,110</u>
14. Analysis of net assets		2020	2019
		£	£
Net current assets		133,174	107,536
Fixed assets		1,765	2,353
General Funds		<u>134,939</u>	<u>109,889</u>
15. Analysis of funds		2020	2019
	Unrestricted	Designated	
	£	£	£
Opening balance	109,889	-	93,112
Net incoming/(outgoing resources)	25,050	-	16,777
Closing balance	<u>134,939</u>	<u>-</u>	<u>109,889</u>
16. Capital commitments			
At 31st December 2020 there were no capital commitments (2019 - nil).			

REVISION LIMITED
Year ended 31st December 2020

**ACCOUNTANTS' REPORT TO THE MEMBERS ON THE
UNAUDITED FINANCIAL STATEMENTS OF REVISION LIMITED**

In order to assist you to fulfil your duties under the Companies Act 2006, we have compiled the financial statements of the company which comprise the statement of financial activities, the statement of financial position and the related notes from the accounting records and information and explanations you have given to us.

This report is made to the company's Committee Members who are the directors of Revision Limited for the purpose of company law and who also act as Trustees for the charitable activities of Revision Limited and are responsible for the preparation of financial statements.

Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the company's members that we have done so and state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members for our work or for this report.

We have carried out this engagement in accordance with guidance issued by the Association of Chartered Certified Accountants and have complied with the ethical guidance laid down by the Association relating to members undertaking the compilation of financial statements. You have acknowledged on statement of financial position for the year ended 31 December 2020 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006.

You consider that an audit is not required for this period (under s43(2) of the Charities Act 1993, as amended by s28 of the Charities Act 2006) and we have not therefore been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and consequently no opinion is given as to whether the accounts present and true and fair view and the report is limited to those matters set out in the statement below.

In the course of our examination, no matter has come to our attention:

1. which gives us reasonable cause to believe that, in any material respect, the requirements to keep accounting records in accordance with s41 Charities Act 1993, and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have not been met; or
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

James Reeves & Company
Chartered Certified Accountants
11 Church Crescent
London N3 1BE

Dated: 14 September 2021