



Wandsworth Bereavement Service

Trustees Annual Report and Unaudited Financial Statements Year ended 31 March 2023

Charity registration - 1074904

Company number - 03628933

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Reference and administrative details

Charity number

1074904

Company number

03628933

Registered office

192 Lavender Hill
London
SW11 5TQ

Trustees

Stephen Balogh	Chairman (appointed as trustee on 23 February 2023, appointed as Company Secretary on 31 March 2023 and interim Chairman on 23 April 2023)
Tristan Feunteun	Chairman (resigned as Chairman and trustee on 20 April 2023)
Eleanor Christie	Company Secretary (resigned as Company Secretary and trustee on 9 February 2023)
Christina Best	(resigned on 24 February 2023)
James Caspian	(appointed on 24 November 2022 and resigned on 19 April 2023)
Tom Cross	(appointed on 24 November 2022 and resigned on 24 January 2023)
Prof. Colin Feltham	(appointed on 14 November 2022, resigned on 6 February 2023 and reappointed on 27 June 2023)
Diane Griffiths	(resigned on 24 November 2022)
Dr Samantha Cobb	(appointed on 11 May 2023)
Robert Alexander	(appointed on 25 February 2023)
Bernard Randall	(appointed on 25 February 2023)

Chief Executive Officer

Stuart Nevill	until 23 March 2023
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Manager / Service Director

Neil McQue	from 23 March 2023 to 3 April 2023
Tristan Tutt	from 26 June 2023

Director of Clinical Delivery

Claire Beadon	until 28 April 2022
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Independent examiners

Andy Nash Accounting & Consultancy
Units 24 & 25
Goodsheds Container Village
Hood Road
Barry
CF62 5QU

Principal bankers

Metro Bank Ltd.
4-8 St John's Rd
London
SW11 1PN

Chairman's report

It is my pleasure to present this Annual Report and Accounts, the first as Chair of the Board of Trustees. As relatively new appointees to Wandsworth Bereavement Service, I, my fellow Trustees and our Service Director Tristan Tutt are proud to be part of a long-standing organisation that provides such an important service to the residents of Wandsworth.

My first task in this report is to acknowledge the essential contributions made by those Trustees who departed during the year under review, or just after it. In alphabetical order, they are Christina Best, James Caspian, Eleanor Christie, Tom Cross, Tristan Feunteun and Diane Griffiths. (Not in this list is Colin Feltham, who also departed as a Trustee but I am glad to say subsequently rejoined in spring 2023.) In particular, on behalf of WBS I would like to thank my immediate predecessor Tristan Feunteun for his long service as Trustee and indeed as Chair of Trustees these last several years. Recognition of contributions also extends to long-standing Manager Claire Beadon, who was in the process of leaving WBS at the start of the period covered by this report, and to her successor Stuart Nevill, who in his year as CEO helped set in place a fresh strategy and made a number of structural changes necessary to safeguard the future of the Service.

The almost complete turnover in WBS Trustees and leadership that occurred in the early part of 2023 was one of two significant challenges faced by the Service these past 12 months, the other being the task of turning around its deteriorating finances. Whilst such wholesale change is relatively unusual and not normally to be countenanced in any organisation, I and the other newcomers did benefit greatly from the availability of our predecessors for explanation of context and for general advice, and we express our gratitude to them accordingly. This, together with our core counselling and staff establishment, helped secure an essential continuity in our front-line services during that period of major change.

This in turn leads me to another set of acknowledgments and thanks: to those core staff members, to our Supervisors and, of course, to our Counsellors, who together form the "power house" of the Service. It is their dedication, month in and month out, that is the true heart of what we do. As you will read later in this Annual Report, the feedback we consistently receive from clients of the Service speaks for itself of the professionalism, care and attention they experience. To these I would also like to emphasise our valued relationships with the training institutions through whom most of our counsellors come to WBS: University of Roehampton, Metanoia Institute, Regents London University, The Minister Centre, City and Islington College, Reaching Solutions Psychotherapy and Counselling Training (RSPCT), Richmond and Hillcroft Adult Community College, and Morely College. We are also open to forging other such relationships over time.

Before touching on harder matters, on behalf of the entire organisation I would like to thank those who have delivered financial support by means of grants and donations this past year. First amongst them is the NHS South West London ICB, which provides the largest part of our funding and to whom we offer our enduring thanks for their confidence in the value we provide to those who approach or are referred into the Service. We also offer our gratitude to the previous Mayor and Deputy Mayor of Wandsworth, Cllrs Jeremy Ambache and Sarmila Varatharaj, through whom WBS was nominated as the Mayor's Charity of the Year. As well as bringing a welcome financial contribution, it helped raise the profile of the Service and created opportunities for open reflection on the nature of bereavement in our community. Alongside these, we thank Wandsworth Crematorium, Howden Broking and Miles Trust for their great generosity during the year.

As touched on earlier, it falls to me to present a financial year that I was part of for only its final six weeks. Of the two challenges I noted earlier, operational continuity was successfully achieved during the wholesale transition, albeit necessarily incurring a degree of external advisory and other one-off items. The second challenge is our financial situation, for which the prior year had already seen a deficit of £38K (more than double that of each of the previous two years) and, as a consequence, more rapid depletion of our reserves. Whilst the legacy of lockdowns and other pandemic-related impacts exacerbated it further, the underlying structural deficit was in any event becoming unsustainable and needed to be addressed urgently.

In conjunction with the then Trustees, previous CEO Stuart Nevill set in place a three-year strategy that was outlined in last year's Annual Report. During this past year, very significant foundational work has been undertaken to enable it, much of it behind the scenes. Fundamental to the vision are, on the one hand, modernised, efficient operations and, on the other hand, a higher profile within the community we serve that maximises the benefit we can bring, both through fair access in a variety of ways to those we might help in a time of need and through attracting broader financial support that makes it all possible.

Concrete actions taken during the year included a rationalisation of supervision capacity in line with a slight and temporary reduction in counsellor numbers whilst maintaining clinical effectiveness; changes

in staffing and operational roles; and preliminary work on introducing modern practice management and finance platforms together with associated process improvements. It is fair to say that during this operational transition service loading did dip a little for part of the year, especially with the need for near-term prudence in reducing our cost base towards a more sustainable footing. However, the option was preserved throughout for a net increase in capacity and utilisation as conditions might allow, and this was indeed the case by the end of the year and even more so in the current one.

Alongside operational management, a significant and highly successful emphasis was placed on attracting extra funding, already highlighted earlier in the rollcall of generous givers. In terms of service provision improvements, a distinct counselling service for children was re-established under the guidance of Isobel Grant, which was a key early aim. We thank Isobel for bringing her deep expertise to bear on shaping this exciting development.

By means of various actions and initiatives, much progress was made during the year towards reducing the structural deficit. Total income increased by over 16% (despite our main grant being pegged at the same level, so deteriorating in value after prevailing higher inflation) whilst underlying costs before exceptional items stayed flat. However, the exceptional items mentioned did contribute to an overall deficit of some £30K, depleting our reserves further and meaning that efforts towards income growth and cost containment must remain amongst our highest priorities, especially recognising the headwinds of inflationary pressures rendered worse by energy cost hikes. Some of our forward-looking initiatives are described in more detail below.

I finish by recognising and applauding my fellow newish WBS Trustees, Dominic Alexander, Dr Samantha Cobb, Professor Colin Feltham and Bernard Randall for their active participation in and support to WBS over the past several months. Between us, I feel we muster a wide range of clinical and professional experience that we readily place at the disposal of the Service Director and the Service generally. I add to this our collective appreciation for Service Director Tristan Tutt, who is bringing his wealth of experience to this new chapter in WBS's story.

In closing, I would like once more to thank all of the many people who hold WBS deep in their affections, whether having benefitted as clients, participating as counsellors, staff members, supervisors or trustees, or in various other ways providing invaluable financial or other support in the background. We all desire for the service to be on a secure footing so that it can continue our work for the community of Wandsworth. As part of this, we are actively renewing our relationship with Wandsworth Council and other important institutions in our area, and also developing our network of friends and supporters. Be sure to stay in touch, come and say hello or introduce yourself, and do bring your ideas with you, as many already are.



Stephen Balogh (Dec 15, 2023 16:25 GMT)

STEPHEN BALOGH

CHAIR OF TRUSTEES

Service Director's report

Upon joining Wandsworth Bereavement Service in June 2023, it was clear that the charity already had a very long and successful history. Over many years, it has provided 1,000's of vital sessions of counselling to the residents of Wandsworth who have turned to WBS for support during times of need. Through a strong and robust recruitment process of student counsellors the organisation has been able to attract many students to the service who have chosen WBS for their placement during their studies. We clearly have extremely good relationships and reputation with the local education providers and as a result enquires and applications for placement have exceeded available spaces.

These students form the backbone of the charity and deliver the sessions predominately on a face-to-face basis at the offices on Lavender Hill. There are three consultation rooms in the building and counsellors work on a rota basis covering five days a week, Monday to Friday. Appointments are offered to clients throughout the week in the morning, afternoon, and evening. Clients are offered up to 12 sessions, which they attend on a weekly basis meaning most clients will have completed their sessions within a financial quarter. Although in the FY22/23 the rooms were not utilised at full capacity, by the time the most recent autumn 2023 intake of student counsellors are in place, our capacity utilisation is heading towards 70/75%, not far from our practical operational ceiling.



Tristan Tutt (Dec 15, 2023 15:26 GMT)

TRISTAN TUTT

SERVICE DIRECTOR

Trustees' annual report

The Board of Trustees, who are also directors of the Charity for the purposes of the Companies Act, and trustees for charity law purposes, submit their annual report and the financial statements of Wandsworth Bereavement Service for the year ended 31 March 2023.

The Board of Trustees confirms that the annual report and financial statements of the Charity comply with current statutory requirements, including the Charity Act 2011, as well as the requirements of the Charity's governing document and the provisions of the 'Charities SORP (FRS 102) - 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) second edition (effective 1 January 2019)', the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Companies Act 2006.

Aims and objectives

The objects of Wandsworth Bereavement Service (WBS) are to relieve persons in the London Borough of Wandsworth who are in need after suffering from bereavement or loss, or due to terminal illness, by the provision of a counselling and supportive service for such persons and to the dissemination of specialist knowledge and skills associated with bereavement loss.

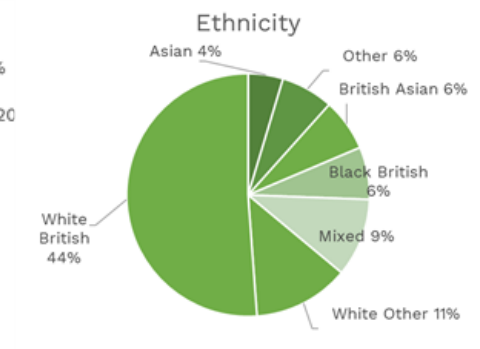
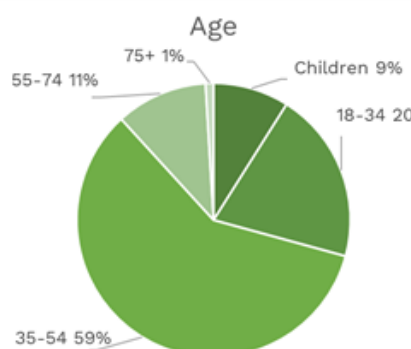
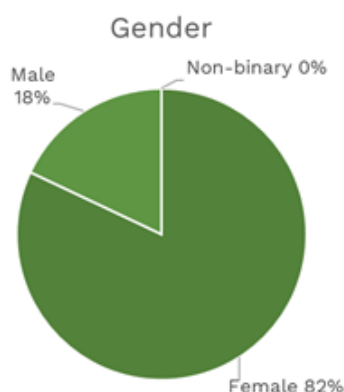
The trustees have referred to the Charity Commission's guidance on public benefit when reviewing the charity's objectives and activities, and when planning the activities outlined in this report.

What we did last year

Our work in numbers



Who we supported



Causes of death

- 75% of bereavements were due to cancer, heart, old age, or another long-term health condition.
- 14% of bereavements were due to a traumatic loss, such as murder, suicide, drug or alcohol related deaths, or an unexpected accident.
- 4% of bereavements were Covid-related.
- 1% of bereavements were due to stillbirth or miscarriage.

Client survey feedback

Bereavement counselling does not just help our clients to reconcile themselves with the loss of a loved one, it also helps them to rebuild their lives around their loss. After bereavement counselling, we surveyed our clients – this is what they said:

The impact of bereavement counselling

In the following figures from the consolidated survey results, the percentages represent the proportion of clients who ‘agreed’ or ‘strongly agreed’ with these statements (change from previous year in brackets):

- 76% said, they ‘felt happier and more at ease with themselves’.
- 66% (+6%) said they felt ‘more in control of their life again’.
- 62% (-4%) said they were ‘starting to enjoy their relationships with family and friends again’.
- 60% (-4%) said they felt ‘more confident in themselves again’.
- 61% (+6%) said they were ‘starting to enjoy life again’.
- 74% (+25%) said they were ‘better able to manage at work/have returned to work’.
- 58% (+23%) said they ‘visited their doctor less frequently’.

The quality of WBS bereavement counselling

- More than 97% (no change on prior year) of clients surveyed said ‘their counsellor respected and enabled them to express their thoughts and feelings’.
- 96% (no change) of clients said they would ‘suggest WBS to someone else who had a bereavement’.
- 87% (-4%) said that their initial contact with WBS was ‘helpful and efficient’, that the information they were given about bereavement counselling by WBS was helpful.
- More than 95% (+2%) said that ‘they felt understood by their counsellor’ and that their counsellor had ‘helped them to understand their feelings better and how their grief was affecting their lives’.
- 97% (+7%) said that their counselling ‘had helped them’.

Overall, the results of the surveys and the trends compared to the previous year were strongly positive. Tangible benefits indicated by these results include a reduction in recourse to primary care and an improvement in capacity for employment.

Where there were reductions in favourable ratings, these were relatively minor and within the natural range of the sample size. However, one set of survey results, those relating to the waiting time between referral and the start of counselling, did see a reduction in satisfaction. This was caused by a tactical change in the operational process to trigger the assessment step later in the waiting time, with the twin objectives of avoiding the disappointment of assessment being followed by an extended wait before actual counselling began, and the risk that the assessments themselves would be out of date by that time. In parallel with that tactical change, preparatory work was begun on efficiency moves that would reduce waiting times overall and provide for a degree of support during the wait, sensitive to individual client needs. Very significant improvements in waiting times are already evident in subsequent periods, which we expect to be reflected in improved survey ratings.

One of our clients writes ...

I would like to say a big thank you to my counsellor at Wandsworth Bereavement Service, as going was one of the best decisions I have made. It really has made a big difference to my life and ways of coping which I was finding difficult. My lovely mum died last year which was absolutely devastating and although as a family we had a shared grief I found it difficult to talk openly for fear of upsetting them. My counsellor was incredibly respectful, listened and showed great empathy. I initially found it very difficult and upsetting and was often anxious but as the sessions progressed I felt much lighter and was able to talk about the absolute love & joy of my mum. I'm still grieving and miss her but the good memories are stronger and make me smile. I really feel this is a result of talking through my feelings and emotions with an attentive and kind counsellor in a trusted environment. Thank you.

Looking ahead

As already mentioned, much groundwork has already been undertaken in support of the new strategy and many fruits are beginning to show.

Recognising the need to look more broadly at its sources of income than simple reliance on an NHS ICB contract (fundamental though it will always be), the Service has in recent times made significant steps towards diversification of its funding sources, and will need continue doing so in the future. Whilst bringing a number of challenges along the way, it has already borne considerable fruit in the development of new relationships with third-party organisations that share many of WBS's values, and thrown up other opportunities for income generation. We are also exercising due care on the cost side in providing the Service and looking at further cost-effectiveness benefits as we continue our practice management modernisation.

A further benefit of our new practice management platform is greater sophistication in our service benefit feedback mechanisms. This will improve our ability, taken as a whole, to demonstrate our overall degree of impact on people's lives and mental wellbeing. This in turn will provide potential funders and those wishing to donate to WBS a clearer picture of the "value add" of the Service, the difference it makes to people's lives, the positive impact on the local community and, in at least some cases, a materially reduced risk of needing recourse to primary health services later on.

In addition to seeking grants from generous funders, WBS is developing its public profile with supporters and donors, whether through sponsored events or other public activities. We are also planning to generate ancillary income by a number of diverse means, including the use of our counselling rooms out of hours by local, qualified counsellors looking for clinical space on a paid basis. And at the time of writing this report, we are discussing with Wandsworth Council various ways in which WBS's areas of expertise can be used to help respond to some of the wider social challenges faced within the Borough.

Finances will need to be a priority consideration throughout FY23/24 but by focusing on delivery and forming close partnerships locally these will work hand in hand to provide a stable base for the next stages of development of the Service.

Financial review

During the current financial year, the Charity incurred a deficit of £30,083 (2022: deficit of £38,107), decreasing total reserves at year end to £27,522 (2022: £57,605), of which £12,022 (2022: £57,605) were unrestricted in nature.

This two-year cumulative deficit of £68,190 has clearly depleted the Charity's reserves very substantially, requiring continued concerted action to restore the Charity to financial health. Building on the strategic work begun in 2023 to improve the Charity's finances, it is currently forecasting a deficit in 2024 at a significantly reduced level compared to those prior years. A partial restructuring of operations will yield some core cost savings, especially on a unit-cost basis when measured against the number of clients supported, and there is growing success in attracting grants and donations from a variety of sources. A finance action plan has been adopted by the Charity with a view to achieving a small surplus in 2025, partly enabled by the current two-year NHS ICB contract that already gives a degree of certainty of core income in that year, and thus enable the work of rebuilding reserves towards a sustainable level.

Reserves policy

It is the policy of the trustees to maintain unrestricted reserves, which are the free reserves of the charity, at a level which provides sufficient funds to cover management, administration and support costs should the charity be required to settle its liabilities.

Trustees have determined that the figure for unrestricted reserves equates to £40,000 and acknowledge that the current unrestricted reserves of £12,022 fall short of a comfortable cushion given the ongoing economic environment. However the large majority of the restricted reserves of £15,500 fall naturally under budgeted expenditure in the normal course, specifically clinical supervision. The trustees also note the gradually reducing monthly deficit that is being achieved by a combination of cost control and additional income arising from various sources.

Structure, governance and management

Governing Document

Wandsworth Bereavement Service is registered under the Companies Act 2006 as a company limited by guarantee and not having a share capital.

Wandsworth Bereavement Service is a registered Charity constituted as a limited company under its Memorandum and Articles of Association. The charity registration number is 1074904 (England and Wales) and the company registration number is 03628933 (England and Wales).

Recruitment and Appointment of Trustees

The Trustees are also the directors of Wandsworth Bereavement Service for the purpose of company law. WBS's Articles of Association require a minimum of three trustees and there is no maximum number. Directors meet on a regular basis. The board of trustees from time to time appoints an operational head (designated "Chief Executive Officer" until 23rd March 2023, "Manager" from 23rd March to 3rd April 2023 and "Service Director" from 26th June 2023), who manages all day-to-day operations of the charity and provides support and advice to trustees in respect of strategy and other matters.

The Chairman and Company Secretary of the charity were elected and re-appointed to their roles at the Annual General Meeting on 11th May 2022. There were numerous changes to the board of trustees in subsequent months, as listed in the Reference and administrative details section, including certain interim appointments. The Chairman and Company Secretary were elected and appointed to their roles at the Annual General Meeting on 27th June 2023.

The charity's Memorandum and Articles of Association state that there is no maximum length of service for directors and only the current directors can appoint new directors.

Trustees are committed to working in accordance with governance best practice, as issued by the Charity Commission. The operational head provides trustees with written reports during the year to ensure they are kept up to date with the activities of the charity. Trustees also review the portfolio of policies and procedures, prior to approving them for wider circulation and application.

The new board of trustees determined that the policies and procedures implemented during calendar year 2022 remained fit for purpose, and agreed a review cycle to begin in early 2024.

Risk management

Any major risks were identified by the board of trustees and Service Director, in particular those relating to the operation and finances of the charity. During the period of major changes to the composition of the board of trustees, it largely fell to the individual attentions of the incumbents of Chairman and operational head roles to manage and mitigate those risks.

Statement of Board of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and regulations. Company law requires the Trustees to prepare financial statements for each financial year. Under that law they are required to prepare the financial statements in accordance with UK Accounting Standards and applicable law (UK Generally Accepted Accounting Practice), including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland.

Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the excess of expenditure over income for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue its activities.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charitable company and to prevent and detect fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions. In addition, the Trustees confirm that they are happy that the content of the annual review on pages 4 to 13 of this document meets the requirements of both the Trustees' Annual Report under charity law and the Directors' Report under company law.

They also confirm that the financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the Charity's governing document, the Charities Act 2011, the 'Charities SORP (FRS 102) - 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) second edition (effective 1 January 2019)', the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Trustees confirm that:

- so far as each Trustee is aware, there is no relevant information of which the Charity's independent examiner is unaware; and,
- each Trustee has taken all the steps that they should have taken as a Trustee/Director in order to make themselves aware of any relevant independent examination information and to establish that the Charity's independent examiner is aware of that information.

Preparation of the report

This report has been prepared taking advantage of the small companies exemption of section 415A of the Companies Act 2006, and the exemptions available for smaller charities under the Statement of Recommended Practice.

This report was approved and authorised for issue by the Board of Trustees on 14 December 2023 and signed on its behalf by:

A handwritten signature in black ink that reads "Stephen Balogh". The signature is written in a cursive style with a horizontal line underneath.

Stephen Balogh (Dec 15, 2023 16:25 GMT)

STEPHEN BALOGH

CHAIRMAN

Independent examiner's report

I report to the Trustees on my examination of the accounts of Wandsworth Bereavement Service (charity number 1074904, company number 03628933) for the year ended 31 March 2023 which are set out on pages 17 to 26.

Respective responsibilities of trustees and examiner

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act'). The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ('the 2011 Act') nor under Part 16 of the 2006 Act, and that an independent examination is needed.

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, it is my responsibility to:

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

This report, including my statement, has been prepared for and only for the Charity's Trustees as a body. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body for my examination work, for this report, or for the statements I have made.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or,
- the accounts do not accord with those records; or,
- the accounts 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,
- the accounts 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 accounts to be reached.



ANDREW PHILIP NASH ACA

MEMBER OF THE INSTITUTE OF CHARTERED ACCOUNTANTS IN ENGLAND AND WALES – 2461833

DATED: 15 DECEMBER 2023

Andy Nash Accounting & Consultancy Ltd
Units 24 & 25
Goodsheds Container Village
Hood Road
Barry
CF62 5QU

Statement of financial activities**Incorporating the Income and Expenditure Account & Statement of Realised Gains and Losses**

For the year ended 31 March 2023

		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		Year ended 31 Mar 2023	Year ended 31 Mar 2023	Year ended 31 Mar 2023	Year ended 31 Mar 2022
	Notes	£	£	£	£
Income from:					
Donations & legacies	3	15,879	17,500	33,379	6,765
Charitable activities	4	107,600	-	107,600	114,458
Investments		9	-	9	26
Total income		123,488	17,500	140,988	121,249
Expenditure on:					
Charitable activities	5	169,071	2,000	171,071	159,356
Total expenditure		169,071	2,000	171,071	159,356
Net income/(expenditure)		(45,583)	15,500	(30,083)	(38,107)
Reconciliation of funds:					
Total funds brought forward	9 & 10	57,605	-	57,605	95,712
Total funds carried forward	9 & 10	12,022	15,500	27,522	57,605

The notes on pages 19 to 26 form part of the financial statements.

Balance sheet

As at 31 March 2023

			Total 31 Mar 2023	Total 31 Mar 2022
	Notes	£	£	£
Current assets:				
Debtors & prepayments	7	1,405		59
Short term investments		-		56,991
Cash at bank and in hand		32,323		6,629
		33,728		63,679
Creditors:				
Amounts falling due within one year	8	(6,206)		(6,074)
Net current assets/(liabilities)			27,522	57,605
Net assets/(liabilities)			27,522	57,605
The funds of the charity:				
Restricted funds	9 & 10		15,500	-
Unrestricted funds	9 & 10		12,022	57,605
Total charity funds			27,522	57,605

The notes on pages 19 to 26 form part of the financial statements.

The financial statements have been prepared in accordance with section 415A of the Companies Act 2006 relating to small companies and FRS 102 Section 1A.

The charitable company is entitled to exemption from audit under section 477 of the Companies Act 2006 for the year ended 31 March 2023, and the members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2023 under section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

They were approved and authorised for issue by the Board of Trustees on 14 December 2023 and signed on their behalf by:

STEPHEN BALOGH

CHAIRMAN

Notes to the financial statements

1. Accounting policies

Basis of preparation of the financial statements

The financial statements have been prepared in accordance with 'Charities SORP (FRS 102) - 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) second edition (effective 1 January 2019)', the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), including Update Bulletin 1, and the Companies Act 2006.

The effect of any event relating to the year ended 31 March 2023, which occurred before the date of approval of the financial statements by the Board of Trustees, has been included in the financial statements to the extent required to show a true and fair view of the state of affairs at 31 March 2023 and the results for the year ended on that date.

The functional currency of the Charity is GBP and amounts in the financial statements are rounded to the nearest pound.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Using the exemption available to smaller charities the Board of Trustees has chosen not to include a Statement of Cash Flows within the financial statements.

Going concern

The financial statements have been prepared on the going concern basis as the Board of Trustees is confident that future reserves and future income is more than sufficient to meet current commitments. Strategic work began in 2023 to improve the Charity's finances, with a partial restructuring of operations yielding cost savings. A finance action plan has been adopted by the Charity with a view to achieving a small surplus in 2025. There are no material uncertainties that impact this assessment, and the ongoing economic turbulence has had no material impact on this assessment.

Legal status

Wandsworth Bereavement Service is a charitable company registered in England & Wales and meets the definition of a public benefit entity. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £10 per member. The registered address is 192 Lavender Hill, London, SW11 5TQ.

Fund Accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds that are to be used in accordance with specific restrictions imposed by donors or that have been raised by the Charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in note 9 of the financial statements.

Income

Income is recognised when the Charity has entitlement to the funds, any performance indicators attached to the item(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

Donations are recognised in full in the Statement of Financial Activities when entitled, receipt is probable and when the amount can be quantified with reasonable accuracy. Gift aid receivable is included when claimable. Client contributions are classed as donations as they are entirely voluntary and do not impact access to service.

1. Accounting policies (continued from previous page)

Income (continued from previous page)

Grant income is credited to the Statement of Financial Activities when received or receivable whichever is earlier, unless the grant relates to a future period, in which case it is deferred.

Income from charitable activities and other trading activities is credited to the Statement of Financial Activities when received or receivable whichever is earlier, unless it relates to a specific future period or event, in which case it is deferred, except for tickets sales and bar revenue which are recognised on a cash basis.

Expenditure and irrecoverable VAT

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities.

Indirect costs, including governance costs, which cannot be directly attributed to activities, are allocated between activities proportionate to the direct costs incurred in those activities.

Irrecoverable VAT is charged against the category of expenditure for which it was incurred.

Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their residual value, over their useful life, on a straight-line basis. The useful life used is:

Computer equipment	3 years
Office equipment	4 years

Cash at bank and in hand

Cash at bank and in hand includes cash in hand, deposits with banks and funds that are readily convertible into cash at, or close to, their carrying values, but are not held for investment purposes.

Debtors and prepayments

Trade and other debtors are recognised at the settlement amount after any trade discount is applied. Prepayments are valued at the amount prepaid net of any trade discounts due.

Creditors and accruals

Creditors are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party, and the amount due to settle the obligation can be measured or estimated reliably.

Pensions

The Charity operates a defined contribution pension scheme which is administered by an external independent pension provider. Contributions are recognised in the Statement of Financial Activities as they fall due.

Financial instruments

Basic financial instruments are measured at amortised cost other than investments which are measured at fair value.

1. Accounting policies (continued from previous page)

Critical estimates and judgements

In preparing financial statements it is necessary to make certain judgements, estimates and assumptions that affect the amounts recognised in the financial statements. The treatment of tangible fixed assets is sensitive to changes in useful economic lives and residual values of assets. In the view of the Trustees in applying the accounting policies adopted, no judgements were required that have a significant effect on the amounts recognised in the financial statements nor do any estimates or assumptions made carry a significant risk of material adjustment in the next financial year.

Short term investments

Short term investments includes funds that are held on short term deposit for investment purposes with Scottish Widows and earn interest only.

2. Comparative statement of financial activities

		Unrestricted Funds Year ended 31 Mar 2022 £	Restricted Funds Year ended 31 Mar 2022 £	Total Funds Year ended 31 Mar 2022 £
	Notes			
Income from:				
Donations & legacies	3	2,765	4,000	6,765
Charitable activities	4	114,458	-	114,458
Investments		26	-	26
Total income		117,249	4,000	121,249
Expenditure on:				
Charitable activities	5	155,356	4,000	159,356
Total expenditure		155,356	4,000	159,356
Net income/(expenditure)		(38,107)	-	(38,107)
Reconciliation of funds:				
Total funds brought forward	9 & 10	95,712	-	95,712
Total funds carried forward	9 & 10	57,605	-	57,605

3. Income from donations and legacies

	Unrestricted Funds Year ended 31 Mar 2023 £	Restricted Funds Year ended 31 Mar 2023 £	Total Funds Year ended 31 Mar 2023 £
Donations	3,879	15,000	18,879
Grants	12,000	2,500	14,500
	15,879	17,500	33,379

	Unrestricted Funds Year ended 31 Mar 2022 £	Restricted Funds Year ended 31 Mar 2022 £	Total Funds Year ended 31 Mar 2022 £
Donations	2,765	-	2,765
Grants	-	4,000	4,000
	2,765	4,000	6,765

4. Income from charitable activities

	Unrestricted Funds Year ended 31 Mar 2023 £	Restricted Funds Year ended 31 Mar 2023 £	Total Funds Year ended 31 Mar 2023 £
Wandsworth CCG	102,128	-	102,128
Supervision, training & other fees	5,472	-	5,472
	107,600	-	107,600

	Unrestricted Funds Year ended 31 Mar 2022 £	Restricted Funds Year ended 31 Mar 2022 £	Total Funds Year ended 31 Mar 2022 £
Wandsworth CCG	102,128	-	102,128
Supervision, training & other fees	12,330	-	12,330
	114,458	-	114,458

5. Total expenditure

	Unrestricted Funds Year ended 31 Mar 2023 £	Restricted Funds Year ended 31 Mar 2023 £	Total Funds Year ended 31 Mar 2023 £
Staff costs	93,615	-	93,615
Supervision and training	18,940	2,000	20,940
Other staff costs	8,023	-	8,023
Premises	25,110	-	25,110
Administration	9,271	-	9,271
Governance	14,112	-	14,112
	169,071	2,000	171,071

	Unrestricted Funds Year ended 31 Mar 2022 £	Restricted Funds Year ended 31 Mar 2022 £	Total Funds Year ended 31 Mar 2022 £
Staff costs	94,151	-	94,151
Supervision and training	22,266	4,000	26,266
Premises	30,100	-	30,100
Administration	5,829	-	5,829
Governance	3,010	-	3,010
	155,356	4,000	159,356

Indirect costs, including governance costs, which cannot be directly attributed to activities, are allocated between activities proportionate to the direct costs incurred in those activities.

An analysis of staff costs can be found in note 6.

Governance costs consists of the following:

	Total Year ended 31 Mar 2023 £	Total Year ended 31 Mar 2022 £
Independent examination	660	1,098
Insurance	1,062	1,801
Legal fees	12,082	-
Bank charges	308	111
	14,112	3,010

6. Staff costs

	Total Year ended 31 Mar 2023 £	Total Year ended 31 Mar 2022 £
Gross salaries	89,934	90,936
Employer's NIC	2,209	2,472
Employer's pension	1,472	743
	93,615	94,151

The average headcount during the period was 4 persons (2022: 5 persons).

No employee received employee benefits of more than £60,000 (2022: Nil).

The total employee benefits paid to key management personnel during the year was £44,656 (2022: £49,858).

7. Debtors and prepayments

	Total 31 Mar 2023 £	Total 31 Mar 2022 £
Prepayments	887	59
HMRC control account	518	-
	1,405	59

8. Creditors: amounts falling due within one year

	Total 31 Mar 2023 £	Total 31 Mar 2022 £
Accounts Payable	2,643	-
Accruals	2,198	3,403
Wages Payable - Payroll	986	-
HMRC control account	-	2,402
Pension control account	379	269
	6,206	6,074

9. Analysis of charity funds

	Balance brought forward Year ended 31 Mar 2023 £	Income for the period Year ended 31 Mar 2023 £	Expenditure in the period Year ended 31 Mar 2023 £	Transfers between funds Year ended 31 Mar 2023 £	Balance carried forward Year ended 31 Mar 2023 £
Restricted funds					
Clinical supervision	-	15,000	-	-	15,000
Miles Trust - increase supervision capacity	-	2,000	(2,000)	-	-
Miles Trust - premises costs	-	500	-	-	500
Restricted funds	-	17,500	(2,000)	-	15,500
Unrestricted funds	57,605	123,488	(169,071)	-	12,022
Total funds	57,605	140,988	(171,071)	-	27,522

Clinical supervision

The Charity received funds to provide clinical supervision to volunteer counsellors.

Miles Trust - increase supervision capacity

The Charity received funds to increase supervision capacity/frequency.

Miles Trust - premises costs

The Charity received funds towards redecorating costs.

	Balance brought forward Year ended 31 Mar 2022 £	Income for the period Year ended 31 Mar 2022 £	Expenditure in the period Year ended 31 Mar 2022 £	Transfers between funds Year ended 31 Mar 2022 £	Balance carried forward Year ended 31 Mar 2022 £
Restricted funds					
Clinical supervision	-	4,000	(4,000)	-	-
Restricted funds	-	4,000	(4,000)	-	-
Unrestricted funds	95,712	117,249	(155,356)	-	57,605
Total funds	95,712	121,249	(159,356)	-	57,605

10. Analysis of net assets

	Unrestricted Funds Year ended 31 Mar 2023 £	Restricted Funds Year ended 31 Mar 2023 £	Total Funds Year ended 31 Mar 2023 £
Current assets	18,228	15,500	33,728
Current liabilities	(6,206)	-	(6,206)
	12,022	15,500	27,522

	Unrestricted Funds Year ended 31 Mar 2022 £	Restricted Funds Year ended 31 Mar 2022 £	Total Funds Year ended 31 Mar 2022 £
Current assets	63,679	-	63,679
Current liabilities	(6,074)	-	(6,074)
	57,605	-	57,605

11. Other financial commitments

On 31 March 2023, the Charity had annual future minimum lease payments under a non-cancellable operating lease for the office premises as set out below:

	Total 31 Mar 2023 £	Total 31 Mar 2022 £
Within one year	14,603	19,470
Within two to five years	-	14,603

12. Trustee remuneration

During the year, no Trustee received any remuneration (2022: £Nil). No members of the Board of Trustees received reimbursement of expenses (2022: £Nil).

13. Related party transactions

During the year there were no related party transactions (2022: £Nil).

14. Post balance sheet event

An employment tribunal has been commenced against the Charity. It is in receipt of legal advice that this action can be challenged. It is not possible at the time of this report to estimate the financial impact should it be successful, but it is covered by the Charity's insurers.