

THE OLIVE TREE CENTRE TRUST (SOUTH EAST)

England & Wales · Charity number 1075617

Details

Other names	THE OLIVE TREE CENTRE
Status	Registered
Legal form	Other
Registered	1999-05-21
Register	View on the Charity Commission register

Contact

Address	Eastwood Baptist Church Rayleigh Road Leigh-On-Sea SS9 5PY
Phone	01702524346
Email	enquiries@olivetreecentre.org.uk
Website	www.olivetreecentre.org.uk

Activities

Objects: THE TRUSTEES SHALL HOLD THE TRUST FUND AND ITS INCOME UPON TRUST TO APPLY THEM FOR THE FOLLOWING OBJECTS WITH PARTICULAR INITIAL EMPHASIS IN THE SOUTH EAST ESSEX AREA:A) TO RELIEVE PERSONS IN NEED OF SPIRITUAL, EMOTIONAL AND PSYCHOLOGICAL SUPPORT BY THE PROVISION OF CHRISTIAN COUNSELLINGB) TO PROVIDE TRAINING FOR THOSE INVOLVED IN COUNSELLINGC) AND FOR SUCH OTHER CHARITABLE PURPOSES AS THE TRUSTEES SHALL FROM TIME TO TIME DETERMINE

Activities: Provides counselling, training, supervision.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

Geography

- **Area of benefit:** SOUTH EAST ESSEX
- Essex
- Southend-on-sea

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£25,354	£38,984	-	-
2024-07-31	£40,984	£33,921	-	-
2023-07-31	£39,743	£32,161	-	-
2022-07-31	£41,344	£31,528	-	-
2021-07-31	£37,816	£30,027	-	-

Trustees

Name	Role	Appointed
Helen Dart	Chair	2023-01-19
HAZEL EMMA DAVIES		2014-10-23
Jonathan Blake		2025-06-23
Linda Elizabeth Mcloughlin		2019-11-05
Rev Peter George Neale		2014-10-23

THE OLIVE TREE CENTRE TRUST (SOUTH EAST)

England & Wales - Charity number 1075617

Accounts

Hazel E. Dawns
26/10/25

Trustees-

Hazel Davies (Chair)
Peter Neale
Linda McLoughlin
Helen Dart
Miriam Schram
Jonathon Blake

Independent Examiner - Angela Winfield FIAB, FIAAP
40, Coniston, Eastwood, Southend on Sea, Essex, SS2 6SN

Manager - Carol Westerman
Assistant Manager and Bookkeeper - Carolyn Howard
Minute Taker - Ann Goddard

The Olive Tree Centre seeks to serve the community by providing low-cost personal therapy to individuals from all walks of life. Our counsellors are all practicing Christians, but the faith that sustains them will only be shared with their clients at the client's request. Our fees are modest and means-tested, and no client is ever turned away because they cannot afford to pay; funding obtained during the last financial year has enabled us to offer free counselling to any for whom payment presents a challenge.

The system of remote service delivery developed during the pandemic using both online platforms and the telephone has proved a great success, enabling us to reach clients living far beyond our two bases, at Eastwood Road Baptist Church near Rayleigh and Southend City Baptist in Southend-on-Sea. By remote service delivery we are also able to serve clients who are unable to leave their homes due to disability or psychological infirmity, together with clients who simply do not have the availability to attend in person during our surgery hours. For this reason, we have continued to offer it as an alternative to face-to-face counselling, which of course we are now able to offer; the office is regularly manned and the counselling rooms busy. In consequence, we are currently working with a higher number of clients, living in vastly differing circumstances and over a wider area, than ever before. The majority of clients request on-site counselling but a significant number still require remote therapy due to their circumstances and almost all would consider it as a fallback option.

Despite the fact that most of the service's business is now once again conducted face-to-face, we still convene trustee meetings remotely, although some meetings still are and will continue to be convened in person, in order to provide the optimum forum for relaxed discussion as well as a welcome for prospective trustees. We are pleased to inform you we now have two new trustees, Miriam and Jonathon - a little more about them later, but please feel free to get to know them after the service.

Here at the Olive Tree, we are blessed with a strong and committed team. Over the last four years during which I have been navigating my way through the

responsibilities of being chairperson, I continue to be deeply indebted to my fellow-trustees for their support and steer.

Linda can invariably be counted on for good common-sense advice drawn from her professional experience; she has facilitated Carol in the past with helping to interview for the role of assistant manager and she is always on hand to help out wherever needed.

Peter, with the sensitivity, understanding and people skills borne of a lifetime's ministry, provides much-needed balance to those of us with a more legalistic perspective. He has offered his time speaking on behalf of the Olive Tree Centre and often leads us in prayer at our various meetings.

Helen is blessing to the trustee board; always willing to help out where needed, she attends meetings regularly and is always upbeat and enthusiastic about any task assigned. She recently agreed to become one of the Olive Tree Centre signatories, enabling her to co-sign cheques when required.

Miriam is our most recent recruit; she is a friend of Linda's and attends the same church her. Mims (as she prefers to be known) has a wealth of experience and we look forward to getting to know her better.

Jonathon is the second of our new trustees; he was previously a church minister and is married to one of our volunteer counsellors, so we are fortunate to have the dream team! Jonathon is currently helping Helen with our crusade to register for online banking – a necessary development which has hitherto proven somewhat challenging.

Carolyn is our assistant manager, having taken the role on last September. Carolyn is also one of our volunteer counsellors and has quickly become an integral part of the Olive Tree Centre, adapting well to both roles.

Carol, our manager is currently in her seventeenth year working for the Olive Tree Centre. Carol is personally invested in our service; she cares passionately about every client and every counsellor. The office is her haven, where she can focus on her work and manage the responsibilities that fall on her. Carol is everybody's "go-to" person and whenever a problem arises, be it practical, monetary, or personal, it is Carol's job to sort it out – which she does.

Angela is our Independent Examiner, she has worked for the Olive Tree Centre for about eight years now; always on hand in the wings to keep an eye on our figures and provide financial advice, she attends trustee meetings to bring financial updates and a general steer where needed, and is a great asset to the Olive Tree Centre.

Debbie Gadd is our volunteer fundraiser; she has been instrumental over the years in obtaining funding for our projects and running costs. Debbie helped to secure three years' funding from Southend Council for our Assistant Manager's Salary and some of our supervision costs. This funding came to an end in March of this year so as always, she has been back into OTC to apply for funding, this time from the Essex Community Fund, so we would appreciate your prayers that

this application will be successful - thankfully most of Debbie's applications are met with favour.

Last but manifestly not least, we must acknowledge the debt the charity owes to our volunteer counsellors, who work tirelessly giving their time and skills to our clients for no return except the knowledge that they bring love and encouragement to hurting lives. Without their commitment, the Olive Tree Centre could not exist and all our aims and our administration would count for nothing.

Every member of this team is crucial to the running of the organisation and we have had to call on each of them on occasions; we are lucky to have such a strong team. However, we do continue to look for a volunteer receptionist, someone who could cover the office for the odd hour or two when needed. This role would be ideally suited to a local person: if anyone is interested or may know someone, please speak to Carol or Carolyn afterwards.

Eastwood continues to be the main hub of the Olive Tree Centre and we have a great relationship with Martin and the team here at EBC. We thank Martin for tonight bringing the word and the music - which thankfully this year (unlike last year) we haven't had to sing "A Capella"!

Our Southend base at the newly named "Southend City Baptist" is still running but now operating on more restricted hours; we hope to maintain a presence in Southend as it is easily accessible via public transport, enabling those unable to drive to access our service. →

In conclusion, it has proved a busy but productive year, with its fair share of challenges. I am proud to be a part of the Olive Tree Centre and to serve it in any way that I can. It has been a great privilege to have held the position of Chair for the last four years, and also a deeply rewarding experience. Never previously a "chair", I have coped thanks to Carol's unwavering guidance - whatever action the circumstances demanded, I have been able to count on Carol to talk me through it and point me in the right direction - as also the support I have received from my fellow trustees, whenever called on to contribute their skills. I trust and believe that my successor will learn as much from their time in office as I have, and also have as much fun! ^{H&D.} Welcome Helen Dart.

We are looking to the Lord for another good year, during which we will continue to serve the communities of Eastwood, Leigh on Sea and Southend and indeed far beyond, seeking to bring hope and healing into the lives of as many individuals as we are able to touch.

Hazel E. Davies
26.10.25

Hazel E. Davies

The Olive Tree Centre Trust (South East) Charity Number 1075617

Balance Sheet for the Financial Year 1st August 2024 to 31st July 2025

	31st July 2025	31st July 2024
Fixed Assets	500.00	500.00
Total Fixed Assets	500.00	500.00
Current Assets		
10001 General	59,828.40	73,513.66
10002 Petty Cash	188.73	133.44
10003 Reserve Account	0.00	0.00
10004 Debtors	210.00	210.00
	<u>60,227.13</u>	<u>73,857.10</u>
Liabilities		
90001 Creditors	0.00	0.00
90002 Provisions	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
Net Asset Surplus (Deficit)	<u>60,727.13</u>	<u>74,357.10</u>
Excess/ (Deficit) to date	-13,629.97	7,126.97
Starting Balances	74,357.10	67,230.13
Total Reserves	<u>60,727.13</u>	<u>74,357.10</u>
Represented By Funds		
Unrestricted	59,723.03	58,717.24
Designated		
Restricted	1,004.10	15,639.86
Endowment		
Total	<u>60,727.13</u>	<u>74,357.10</u>

Prepared and Checked By:

Angela Winfield 26/10/2025

Angela Winfield FIAB, AIAAP
Angela Winfield Bookkeeping Services

Hazel E. Dawson
26/10/2025

The Olive Tree Centre Trust (South East) Charity Number 1075617

Profit & Loss Account for the Financial Year 1st August 2024 to 31st July 2025

General - General Fund (Unrestricted) Fund Incoming resources & resources used

Receipts	31st July 2025	31st July 2024
Incoming resources from generated funds		
Voluntary Income		
Donations - Organisations	0.00	100.00
Donations - Individuals (NGA)	500.00	594.90
Donations - Individuals (GA)	0.00	280.00
Total Voluntary Income	<u>500.00</u>	<u>974.90</u>
Investment Income		
Investment Income	0.00	0.00
Bank Interest after tax	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
Incoming resources from charitable activities		
Counselling - Eastwood Baptist	22,088.60	22,175.00
Counselling Clarence Road	0.00	0.00
Counselling Supervision	1,720.00	1,975.00
Olive Tree Ball	0.00	0.00
Training Income	870.00	400.00
General Donation	55.00	0.00
Total Incoming resources from charitable	<u>24,733.60</u>	<u>24,550.00</u>
Other Incoming resources		
CIF Asst Manager & Supervision Grant	0.00	9,894.80
Awards for All Grant OTC ReDecoration	0.00	5,500.00
Leigh Town Council (Family Room Equipment)	0.00	0.00
Awards for All (Supervision & Part & Free Funding)	0.00	0.00
Fundraising - ROSCA Trust	0.00	0.00
Misc Income	120.00	63.95
Tax Reclaimed Gift Aid	0.00	0.00
Total Other incoming resources	<u>120.00</u>	<u>15,458.75</u>
Total Receipts	<u>25,353.60</u>	<u>40,983.65</u>
Payments		
Costs of generating funds		
Fundraising Costs	0.00	0.00
Volunteer Training	275.00	395.00
Hospitality	340.61	0.00
Volunteer Travel Exps	93.80	118.40
Group Supervision		0.00
Supervision	3,523.34	4,084.81
Staff Pay - Basic	21,023.13	21,002.93
Staff Christmas Exps	0.00	0.00
IT General	288.00	180.00
IT Website	181.20	152.40
IT Broadband	0.00	0.00
Data Protection	52.00	40.00
DBS's	52.40	38.00
Postage	26.80	37.30
Stationery	390.27	107.13
Telephones	1,004.97	829.74
Printing	0.00	272.10
Resources	5.26	0.00
Misc	161.61	224.00
Petty Cash	0.00	86.48
Rent - EBC	3,960.00	3,930.00
Rent - CRB	609.50	255.00
Gifts	12.50	0.00
Employers Liability Insurance	913.17	913.17
Accountant	686.00	923.00
Subscriptions - ACC	159.85	152.25
Subscriptions - SEEF & EA	100.00	100.00
Repairs & Maintenance	0.00	14.97
Restricted Funds OTC Decorating Awards for All	5,124.16	
	<u>38,983.57</u>	<u>33,856.68</u>
Excess of Incoming resources over resources used	-(13,629.97)	7,126.97
Brought Forward Balanace	74,357.10	67,230.13
	<u>60,727.13</u>	<u>74,357.10</u>

Prepared and Checked By:

Angela Winfield
 Angela Winfield FIAA, AIAAP
 Angela Winfield Bookkeeping Services

26/10/2025

Hazel E. Danks

26/10/2025



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

The Olive Tree Centre Trust (South East)

**On accounts for the year
ended**

31st July 2025

**Charity no
(if any)**

1075617

Set out on pages

One

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st July 2025.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.


**Independent
examiner's statement**

The charity's gross income achieved £25,353.60 and I am qualified to undertake the examination by being a qualified fellow of The International Association of Bookkeepers.

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: 

Date: 15th October 2025

Name: ANGELA WINFIELD

**Relevant professional
qualification(s) or body
(if any):**

FIAB – Fellow of The International Association of Bookkeepers
FIAAP – Fellow of The International Association of Accounting Professionals

Address:

40 Coniston
Eastwood, Southend on Sea
Essex. SS2 6SN

THE OLIVE TREE CENTRE TRUST (SOUTH EAST)

England & Wales - Charity number 1075617

Accounts

The Olive Tree Centre Trust (South East) Charity Number 1075617

Balance Sheet for the Financial Year 1st August 2023 to 31st July 2024

	31st July 2024	31st July 2023
Fixed Assets	500.00	500.00
Total Fixed Assets	500.00	500.00
Current Assets		
10001 General	73,449.46	66,547.04
10002 Petty Cash	133.44	-26.91
10003 Reserve Account	0.00	0.00
10004 Debtors	210.00	210.00
	<u>73,792.90</u>	<u>66,730.13</u>
Liabilities		
90001 Creditors	0.00	0.00
90002 Provisions	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
Net Asset Surplus (Deficit)	<u>74,292.90</u>	<u>67,230.13</u>
Excess/ (Deficit) to date	7,062.77	7,581.82
Starting Balances	67,230.13	59,648.31
Total Reserves	<u>74,292.90</u>	<u>67,230.13</u>
Represented By Funds		
Unrestricted	58,653.04	54,047.71
Designated		
Restricted	15,639.86	13,182.42
Endowment		
Total	<u>74,292.90</u>	<u>67,230.13</u>

Prepared and Checked By:

Angela Winfield 27/10/2024

Angela Winfield FIAB, AIAAP
Angela Winfield Bookkeeping Services

Hazel E. Sawyer 27/10/24

The Olive Tree Centre Trust (South East) Charity Number 1075617

Profit & Loss Account for the Financial Year 1st August 2023 to 31st July 2024

General - General Fund (Unrestricted) Fund Incoming resources & resources used

Receipts		31st July 2024	31st July 2023
Incoming resources from generated funds			
Voluntary Income			
Donations - Organisations		15,384.80	13,500.00
Donations - Individuals (NGA)		594.90	100.00
Donations - Individuals (GA)		280.00	480.00
Total Voluntary Income		<u>16,259.70</u>	<u>14,080.00</u>
Investment Income			
Investment Income		0.00	0.00
Bank Interest after tax		0.00	0.00
		<u>0.00</u>	<u>0.00</u>
Incoming resources from charitable activities			
Counselling - Eastwood Baptist		22,185.00	23,368.00
Counseling Clarence Road		0.00	0.00
Counselling Supervision		1,975.00	1,750.00
Olive Tree Ball		0.00	0.00
Training Income		400.00	545.00
General Donation		100.00	0.00
Total Incoming resources from charitable		<u>24,660.00</u>	<u>25,663.00</u>
Other incoming resources			
Essex Grant Community (Supervision)		0.00	0.00
Essex Community Foundation (Part or Free Funded Fees)		0.00	0.00
Leigh Town Council (Family Room Equipment)		0.00	0.00
Awards for All (Supervision & Part & Free Funding)		0.00	0.00
Fundraising - ROSCA Trust		0.00	0.00
Misc Income		63.95	0.00
Tax Reclaimed Gift Aid		0.00	0.00
Total Other incoming resources		<u>63.95</u>	<u>0.00</u>
Total Receipts		<u>40,983.65</u>	<u>39,743.00</u>
Payments			
Costs of generating funds			
Fundraising Costs		0.00	0.00
Volunteer Training		395.00	430.00
Hospitality		0.00	67.49
Volunteer Travel Exps		118.40	0.00
Group Superviion		0.00	0.00
Supervision		4,119.81	3,265.00
Staff Pay - Basic		20,672.93	18,711.80
Staff Christmas Exps		0.00	0.00
IT General		180.00	198.00
IT Website		152.40	163.20
IT Broadband		0.00	0.00
Data Protetion		40.00	40.00
DBS's		38.00	0.00
Postage		66.50	14.80
Stationery		107.13	331.10
Telephones		829.74	1,116.91
Printing		272.10	0.00
Resources		0.00	0.00
Misc		224.00	245.76
Petty Cash		27.98	114.09
Rent - EBC		3,930.00	3,600.00
Rent - CRB		643.50	2,143.49
Gifts		0.00	0.00
Employers Liability Insurance		913.17	738.54
Accountant		923.00	736.00
Subscriptions - ACC		152.25	145.00
Subscriptions - SEELEF & EA		100.00	100.00
Repairs & Maintenance		14.97	0.00
		<u>33,920.88</u>	<u>32,161.18</u>

Excess of Incoming resources over resources used
Brought Forward Balance

7,062.77
67,230.13

7,581.82
59,648.31

74,292.90

67,230.13

Prepared and Checked By:

Angela Winfield

27/10/2024

Angela Winfield FIAB, AIAAP
Angela Winfield Bookkeeping Services

Hazel E. Davies

27/10/24.



Section A

Independent Examiner's Report

Report to the trustees

The Olive Tree Centre Trust (South East)

On accounts for the year
ended

31st July 2024

Charity no
(if any)

1075617

Set out on pages

One

remember to include the page numbers of additional sheets

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2024.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

The charity's gross income achieved £40,983.00 and I am qualified to undertake the examination by being a qualified fellow member of The International Association of Bookkeepers .

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination.

• ***

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.

Signed:

Date:

27th October 2024

Name:

ANGELA WINFIELD

Relevant professional
qualification(s) or body
(if any):

FIAB – Fellow of The International Association of Bookkeepers
FIAAP – Fellow of The International Association of Accounting
Professionals.

Address:

40 Coniston
Eastwood, Southend on Sea
Essex. SS2 6SN

Trustees-

Hazel Davies (Chair)
Peter Neale
Linda McLoughlin
Cara Japon
Helen Dart

Hazel E. Davies .
27/10/24.

Independent Examiner - Angela Winfield FIAB, FIAAP
40, Coniston, Eastwood, Southend on Sea, Essex, SS2 6SN

Manager - Carol Westerman
Assistant Manager and Bookkeeper - Carolyn Howard
Minute Taker - Ann Goddard

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The system of remote service delivery developed during the pandemic using both online platforms and the telephone has proved a great success, enabling us to reach clients living far beyond our two bases (at Eastwood Road Baptist Church near Rayleigh and Clarence Road Baptist Church in Southend-on-Sea) as also clients who are unable to leave their homes due to disability or psychological infirmity, together with clients who simply do not have the availability to attend in person during our surgery hours. For this reason we have continued to offer it as an alternative to face-to-face counselling, which of course we are now able to offer; the office is regularly manned and the counselling rooms busy once again. In consequence, we are currently working with a higher number of clients, living in vastly differing circumstances and over a wider area, than ever before. The majority of clients request on-site counselling but a significant number still require remote therapy due to their circumstances and almost all would consider it as a fallback option.

Despite the fact that most of the service's business is now once again conducted face-to-face, we still convene trustee meetings remotely, although some meetings still are and will continue to be convened in person, in order to provide the optimum forum for relaxed discussion as well as a welcome for prospective trustees. We are currently seeking to extend our trustee base and actively recruiting new trustees, and so welcome enquiries from any party with relevant experience who might be interested in taking on this role.

Here at the Olive Tree, we are blessed with a strong and committed team. Over the last three years that I have been navigating my way through the responsibilities of being the chairperson, I continue to be deeply indebted to my fellow-trustees for their support and steer.

We have sadly lost Cara, who resigned at the beginning of the year: we miss her.

Linda can invariably be counted on for good common-sense advice drawn from her professional experience; she recently facilitated Carol interviewing for the new role of office assistant as our assistant manager Christine has recently retired after nine years in office – more of that later.

Peter, with the sensitivity, understanding and people skills borne of a lifetime's ministry, provides much-needed balance to those of us with a more legalistic perspective. He has offered his time speaking on behalf of the Olive Tree Centre this last summer and often leads us in prayer at our various meetings.

Helen has always been a blessing to the trustee board; always willing to help out where needed, she attends meetings regularly and is always upbeat and enthusiastic about any task assigned. She recently agreed to become one of the Olive Tree Centre signatories enabling her to co-sign cheques when required. However, we have just learned that poor Helen has suffered a nasty fall and has had to be fitted with an artificial hip; we shall all be supporting her with prayer throughout her recovery and trusting she will soon recover her mobility.

Angela, is our Independent Examiner, she has worked for the Olive Tree Centre for about eight years now; always on hand in the wings to keep an eye on our figures and provide financial advice, she attends trustee meetings to bring financial updates and a general steer where needed and is a great asset to the Olive Tree Centre.

Sadly, Christine our Assistant Manager for the last nine years, has decided it is time to retire and spend more time at home with her husband Gareth. Carolyn, Christine's replacement, is our newest employee and started at the beginning of September. Carolyn is also one of our volunteer counsellors; she is fast becoming an integral part of the Olive Tree Centre and growing into her role.

Carol, our Manager is currently in her sixteenth year working for the Olive Tree Centre. Carol routinely works overtime, normally unpaid overtime, because she is personally invested in our service and cares passionately about every client and every counsellor. The office is her haven, where she can focus on her work and manage the responsibility that falls on her. Carol is everybody's "go-to" person and whenever a problem arises, be it practical, monetary, or personal, it is Carol's job to sort it out – which she does.

Debbie Gadd is our volunteer fundraiser; she has been instrumental over the years obtaining funding for our projects and running costs. Debbie helped to secure three years' funding from Southend Council for our Assistant Manager's Salary and our supervision costs. This will come to an end in March 2025, and so we all hope Debbie will do what she does best - continue to bless us with her time, fundraising and providing support in the office.

Last but manifestly not least, we must acknowledge the debt the charity owes to our volunteer counsellors, who work tirelessly giving their time and skills to our clients for no return except the knowledge that they bring love and

encouragement to hurting lives. Without their commitment, the Olive Tree Centre could not exist and all our aims and our administration would count for nothing.

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Eastwood continues to be the main hub of the Olive Tree Centre. On 15th July the Trustees met with Martin the minister and discussed various items including the redecoration of the Counselling Centre - Carol will elaborate on this topic in her Report. We were united in the assurance that was the Olive Tree Centre and Eastwood Road Baptist Church are a great asset to each other and a blessing to all those who use the building.

Our Southend base at Clarence Road Baptist Church is still running but now operating more restricted hours, due to the problems the church has experienced with maintenance of the building. Once again, Carol will provide more details on this matter in her report.

In conclusion, it has proved a busy but productive year, with its fair share of challenges. I am proud to be a part of the Olive Tree Centre and to serve it in any way that I can. We are looking to the Lord for another good year, during which we will continue to serve the communities of Eastwood, Southend-on-Sea and indeed far beyond, seeking to bring hope and healing into the lives of as many individuals as we are able to touch.

Hazel E. Davies
13.10.24

THE OLIVE TREE CENTRE TRUST (SOUTH EAST)

England & Wales - Charity number 1075617

Accounts

The Olive Tree Centre Trust (South East) Charity Number 1075617

Angela E. Davies
29/10/23

Balance Sheet for the Financial Year 1st August 2022 to 31st July 2023

	31st July 2023	31st July 2022
Fixed Assets	500.00	500.00
Total Fixed Assets	500.00	500.00
Current Assets		
10001 General	66,547.04	58,885.29
10002 Petty Cash	-26.91	53.02
10003 Reserve Account	0.00	0.00
10004 Debtors	210.00	210.00
	<u>66,730.13</u>	<u>59,148.31</u>
Liabilities		
90001 Creditors	0.00	0.00
90002 Provisions	0.00	0.00
	0.00	0.00
Net Asset Surplus (Deficit)	<u>67,230.13</u>	<u>59,648.31</u>
Excess/ (Deficit) to date	7,581.82	9,816.50
Starting Balances	59,648.31	49,831.81
Total Reserves	<u>67,230.13</u>	<u>59,648.31</u>
Represented By Funds		
Unrestricted	54,047.71	45,508.65
Designated		
Restricted	13,182.42	14,139.66
Endowment		
Total	<u>67,230.13</u>	<u>59,648.31</u>

Prepared and Checked By:

Angela Winfield 29/10/2023

Angela Winfield FIAB, AIAAP
Angela Winfield Bookkeeping Services

The Olive Tree Centre Trust (South East) Charity Number 1075617

Profit & Loss Account for the Financial Year 1st August 2022 to 31st July 2023

Hayel E. Dawes
29/10/23.

General - General Fund (Unrestricted) Fund Incoming resources & resources used

Receipts	31st July 2023	31st July 2022
Incoming resources from generated funds		
Voluntary Income		
Donations - Organisations	13,500.00	14,534.60
Donations - Individuals (NGA)	100.00	25.00
Donations - Individuals (GA)	480.00	480.00
Total Voluntary Income	<u>14,080.00</u>	<u>15,039.60</u>
Investment Income		
Investment Income	0.00	0.00
Bank interest after tax	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
Incoming resources from charitable activities		
Counselling - Eastwood Baptist	23,368.00	23,605.00
Counseling Clarence Road	0.00	0.00
Counselling Supervision	1,750.00	1,322.60
Olive Tree Ball	0.00	0.00
Training Income	545.00	600.00
General Donation	0.00	0.00
Total Incoming resources from charitable	<u>25,663.00</u>	<u>25,527.60</u>
Other Incoming resources		
Essex Grant Community (Supervision)	0.00	0.00
Essex Community Foundation (Part or Free Funded Fees)	0.00	0.00
Leigh Town Council (Family Room Equipment)	0.00	0.00
Awards for All (Supervision & Part & Free Funding)	0.00	0.00
Fundraising - ROSCA Trust	0.00	0.00
Misc Income	0.00	386.75
Tax Reclaimed Gift Aid	0.00	390.37
Total Other incoming resources	<u>0.00</u>	<u>777.12</u>
Total Receipts	<u>39,743.00</u>	<u>41,344.22</u>
Payments		
Costs of generating funds		
Fundraising Costs	0.00	0.00
Volunteer Training	430.00	350.00
Hospitality	67.49	0.00
Volunteer Travel Exps	0.00	0.00
Group Supervision	0.00	0.00
Supervision	3,266.00	3,123.75
Staff Pay - Basic	18,711.80	19,051.76
Staff Christmas Exps	0.00	255.00
IT General	198.00	265.69
IT Website	163.20	149.40
IT Broadband	0.00	0.00
Data Protection	40.00	40.00
DBS's	0.00	12.00
Postage	14.80	39.11
Stationery	331.10	143.31
Telephones	1,116.91	866.44
Printing	0.00	0.00
Resources	0.00	64.16
Misc	245.76	-85.78
Petty Cash	114.09	26.00
Rent - EBC	3,600.00	2,700.00
Rent - CRB	2,143.49	2,420.00
Gifts	0.00	0.00
Employers Liability Insurance	738.54	977.11
Accountant	736.00	820.00
Subscriptions - ACC	145.00	190.00
Subscriptions - SEELEF & EA	100.00	100.00
Repairs & Maintenance	0.00	19.97
	<u>32,161.18</u>	<u>31,627.92</u>
Excess of Incoming resources over resources used	7,581.82	9,816.60
Brought Forward Balance	59,648.31	49,831.81
	<u>67,230.13</u>	<u>69,648.31</u>

Prepared and Checked By:

Angela Winfield

29/10/2023.

Angela Winfield FIAA, AIAAP
Angela Winfield Bookkeeping Services



Section A Independent Examiner's Report

Report to the trustees

The Olive Tree Centre Trust (South East)

On accounts for the year ended

31st July 2023

**Charity no
(if any)**

1075617

Set out on pages

One

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2023

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income achieved £39,743.00 and I am qualified to undertake the examination by being a qualified member of The International Association of Bookkeepers

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination.

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.

Signed:

Angela Winfield

Date:

29th October 2023

Name:

Angela Winfield

Relevant professional qualification(s) or body (if any):

FIAB – The International Association of Bookkeepers
FIAAP – The International Association of Accounting Professionals

Address:

40 Coniston

Eastwood

Southend-on-Sea. Essex. SS2 6SN

Trustees-

Hazel Davies (Chair)
Peter Neale
Linda McLoughlin
Cara Japon
Helen Dart

Hazel E. Davies

28.10.23.

Independent Examiner - Angela Winfield FIAB, FIAAP
40, Coniston, Eastwood, Southend on Sea, Essex, SS2 6SN

Manager - Carol Westerman
Assistant Manager and Bookkeeper - Christine Evans
Minute taker - Ann Goddard

The Olive Tree Centre seeks to serve the community by providing low-cost personal therapy to individuals from all walks of life. Our counsellors are all practicing Christians, but the faith that sustains them will only be shared with their clients at the client's request. Our fees are modest and means-tested, and no client is ever turned away because they cannot afford to pay; funding obtained during the last financial year has enabled us to offer free counselling to any for whom payment presents a challenge.

The system of remote service delivery developed during the pandemic using both online platforms and the telephone has proved a great success, enabling us to reach clients living far beyond our two bases (at Eastwood Road Baptist Church near Rayleigh and Clarence Road Baptist Church in Southend-on-Sea) as also clients who are unable to leave their homes due to disability or psychological infirmity, together with clients who simply do not have the availability to attend in person during our surgery hours. For this reason we have continued to offer it as an alternative to face-to-face counselling, which of course we are now able to offer; the office is regularly manned and the counselling rooms busy once again. In consequence, we are currently working with a higher number of clients, living in vastly differing circumstances and over a wider area, than ever before. The majority of clients request on-site counselling but a significant number still require remote therapy due to their circumstances and almost all would consider it as a fallback option.

Despite the fact that most of the service's business is now once again conducted face-to-face, we still convene trustee meetings remotely, although some meetings still are and will continue to be convened in person, in order to provide the optimum forum for relaxed discussion as well as a welcome for prospective trustees. We are currently seeking to extend our trustee base and actively recruiting new trustees, and so welcome enquiries from any party with the relevant experience who might be interested in taking on this role. In the last year we have been delighted to have Helen Dart join us as a new trustee and she has already made a significant contribution to our activities, having taken responsibility for organizing the charity's 25th anniversary celebrations.

Both our two managers are now back working on site and only need to work from home when circumstances render attendance at the office impossible; the I.T. equipment purchased during the pandemic provides them with this option. The domestic circumstances of our Assistant Manager have obliged her to work part-time from home for periods recently when otherwise she would have been obliged to take an extended leave of absence. Our fundraiser Debbie Gadd has excelled herself as ever and succeeded in securing us additional funding, which together with the income from our client work has kept the Olive Tree Centre more than stable financially. Angela our Independent Examiner has provided further details.

Here at the Olive Tree we are blessed with a strong and committed team. Over the last two years, whilst I have been navigating my way through the responsibilities of chairperson for the first time, I have been deeply indebted to my fellow-trustees for their support and steer. I have already mentioned the contribution Helen has made since joining us; Cara also has proved invaluable, having a real gift with policies – Cara recently drafted our updated Sickness Policy single-handed – and always showing willing to turn out in person to support events, such as the Mental Health Week campaign in Southend. Linda can invariably be counted on for good common sense advice drawn from her professional experience and Peter, with the sensitivity, understanding and people skills borne of a lifetime's ministry, provides much-needed balance to those of us with a more legalistic perspective. Angela, our Independent Examiner, is always on hand in the wings to keep an eye on our figures and provide financial advice. But I am equally indebted to our two managers: Christine has been prevented by health problems from getting to the office in person on many occasions over the last year but has never failed to provide vital figures for the reconciliations albeit remotely and Carol – Carol routinely works overtime, normally unpaid overtime, because she is personally invested in our service and cares passionately about every client and every counsellor. The office is her haven, where she can focus on her work and manage the responsibility that falls on her. Carol is everybody's "go-to" person and whenever a problem arises, be it practical, monetary, or personal, it is Carol's job to sort it out – which she does. Every member of this team is crucial to the running of the organisation and we have had to call on each of them on occasions; we are lucky to have them with us and - in addition to the new trustees I have already mentioned- all we need to make our crew complete, now that the office is manned and humming once again, is a part-time volunteer office receptionist. If you know anyone who might be interested in the opportunity, please encourage them to get in touch!

Our Southend base at Clarence Road Baptist Church is still running but now operating more restricted hours, due to the problems the church has experienced with its roof; Carol will provide more detail on this matter in her report.

In just over a month we shall be celebrating our 25th anniversary, an important milestone for a small charity and a celebration of all we have achieved over the years. For more details about the festivities planned and information about booking places, please contact our trustee Helen Dart, the main contact for this event, although bookings can also be made via the office. I am proud to be a part of the Olive Tree Centre and to serve it in any way that I can. We are

looking to the Lord for another good year, during which we will continue to serve the communities of Eastwood, Southend-on-Sea and indeed far beyond, seeking to bring hope and healing into the lives of as many individuals as we are able to touch.

Hazel E. Davies
28.10.23

THE OLIVE TREE CENTRE TRUST (SOUTH EAST)

England & Wales - Charity number 1075617

Accounts

Trustees
Hazel Davies (Chair)
Keith Maynard
Peter Neale
Linda McLoughlin
Cara Japon

Hazel E. Davies
30/10/22.

Independent Examiner - Angela Winfield FIAB, FIAAP
40, Coniston, Eastwood, Southend on Sea, Essex, SS2 6SN

Manager - Carol Westerman
Assistant Manager and Bookkeeper - Christine Evans
Minute taker - Ann Goddard

The Olive Tree Centre seeks to serve the community by providing low-cost personal therapy to individuals from all walks of life. Our counsellors are all practicing Christians, but the faith that sustains them will only be shared with their clients at the client's request. Our fees are modest and means-tested and no client is ever turned away because they cannot afford to pay; during the last year we are grateful to have secured funding that has enabled us to offer free counselling to any for whom payment presents a challenge.

Following the pandemic we have continued to deliver services remotely to all who requested it, using both online platforms and the telephone. This departure has proved a great success, enabling us to reach clients living at a distance from our two bases (at Eastwood Road Baptist Church near Rayleigh and Clarence Road Baptist Church in Southend-on-Sea) that would prevent them from making the journey, as also clients who are unable to leave their homes due to disability or psychological infirmity prohibiting travel, or clients who simply do not have the availability to attend in person during our surgery hours. We are currently working with a higher number of clients, living in vastly differing circumstances and over a wider area, than ever before. We are of course now once again able to offer clients face to face counselling but many continue to opt for remote therapy for a variety of reasons and we intend to continue delivering our service by both means in order to try and meet the needs of all the individuals who come to us.

In addition, we are now convening trustee meetings remotely, although some meetings still are and will continue to be convened in person, in order to provide the optimum forum for relaxed discussion as well as a welcome for prospective trustees. We are currently seeking to extend our trustee base and actively recruiting new trustees, and so should welcome enquiries from any party with the relevant experience who might be interested in taking on the role.

The additional I.T. equipment we purchased during the pandemic provides the facility for our two managers to work from home when circumstances render attendance at the office impossible and due to her domestic commitments our Assistant Manager has recently needed to call on this facility for a short period, a far preferable alternative to taking leave of absence. Our phenomenally productive fundraiser Debbie Gadd has once again succeeded in securing us additional funding, which

together with the income from our client work has kept the Olive Tree Centre more than stable financially. Angela our Independent Examiner will provide further details.

The trustees, the management committee and our two staff members work closely together as a team and share responsibilities equally; we believe the quality of the service we offer our clients depends on mutual respect for all colleagues and our priority is to maintain good working relationships and open communication. The organisation's efficient running will reflect our common values and we all need each other to achieve this objective.

1 Corinthians 12, 21-22, reads: "As it is, there are many parts, but one body. The eye cannot say to the hand, "I don't need you!" And the head cannot say to the feet, "I don't need you!" On the contrary, those parts of the body that seem to be weaker are indispensable." Our trustees provide essential steerage, whilst a heavy burden of responsibility is carried by our two managers, who together form the lynchpin of the organisation. Without our team of counsellors, who give their time and skills for free to meet the needs of clients, this charity could not exist, but on occasions our greatest need is for an humble receptionist whose services will enable counselling to continue uninterrupted and ensure effective service delivery. We thank God for the provision of every team member who has contributed towards the Olive Tree Centre's achievements over the last year and we pray for that provision to continue.

In December 2023 we shall be celebrating our 25th anniversary, an important milestone for a small charity and evidence of the success and stability we have established over the years. By next September, we shall be planning how best to celebrate this important event. I am proud to be a part of the Olive Tree Centre and to serve it in any way that I can. We are looking to the Lord for another good year, during which we will continue to serve the community of Eastwood, Southend-on-Sea and indeed far beyond, seeking to bring hope and healing into the lives of as many individuals as we are able to touch.

Hazel E. Davies
30.9.22

The Olive Tree Centre Trust (South East) Charity Number 1075617

Balance Sheet for the Financial Year 1st August 2021 to 31st July 2022

	31st July 2022	31st July 2021
Fixed Assets	500.00	500.00
Total Fixed Assets	500.00	500.00
Current Assets		
10001 General	58,885.29	49,173.46
10002 Petty Cash	53.02	-51.65
10003 Reserve Account	0.00	0.00
10004 Debtors	210.00	210.00
	<u>59,148.31</u>	<u>49,331.81</u>
Liabilities		
90001 Creditors	0.00	0.00
90002 Provisions	0.00	0.00
	0.00	0.00
Net Asset Surplus (Deficit)	<u>59,648.31</u>	<u>49,831.81</u>
Excess/ (Deficit) to date	9,816.30	7,788.55
Starting Balances	49,831.81	42,043.26
Total Reserves	<u>59,648.11</u>	<u>49,831.81</u>
Represented By Funds		
Unrestricted	45,508.65	47,879.23
Designated		
Restricted	14,139.66	1,952.58
Endowment		
Total	<u>59,648.31</u>	<u>49,831.81</u>

Prepared and Checked By:

Angela Winfield

30/10/2022

Angela Winfield FIAB, AIAAP
Angela Winfield Bookkeeping Services

Harriet E. Davies
30/10/22.

The Olive Tree Centre Trust (South East) Charity Number 1075617

Profit & Loss Account for the Financial Year 1st August 2021 to 31st July 2022

General - General Fund (Unrestricted) Fund Incoming resources & resources used

Receipts	31st July 2022	31st July 2021
Incoming resources from generated funds		
Voluntary Income		
Donations - Organisations	14,534.60	10,000.00
Donations - Individuals (NGA)	25.00	100.00
Donations - Individuals (GA)	480.00	650.00
Total Voluntary Income	<u>15,039.60</u>	<u>10,750.00</u>
Investment Income		
Investment Income	0.00	0.00
Bank Interest after tax	0.00	47.47
	<u>0.00</u>	<u>47.47</u>
Incoming resources from charitable activities		
Counselling - Eastwood Baptist	23,605.00	25,573.50
Counselling Clarence Road	0.00	0.00
Counselling Supervision	1,322.50	0.00
Olive Tree Ball	0.00	0.00
Training Income	600.00	940.00
General Donation	0.00	0.00
Total Incoming resources from charit	<u>25,527.50</u>	<u>26,513.50</u>
Other Incoming resources		
Essex Grant Community (Supervision)	0.00	0.00
Essex Community Foundation (Part or Free Funded Fees)	0.00	0.00
Leigh Town Council (Family Room Equipment)	0.00	0.00
Awards for All (Supervision & Part & Free Funding)	0.00	0.00
Fundraising - ROSCA Trust	0.00	0.00
Misc Income	386.75	505.00
Tax Reclaimed Gift Aid	390.37	0.00
Total Other incoming resources	<u>777.12</u>	<u>505.00</u>
Total Receipts	<u>41,344.22</u>	<u>37,815.97</u>
Payments		
Costs of generating funds		
Fundraising Costs	0.00	0.00
Volunteer Training	350.00	250.00
Hospitality	0.00	16.50
Volunteer Travel Exps	0.00	21.00
Group Superviion	0.00	0.00
Supervision	3,123.75	3,235.00
Staff Pay - Basic	19,051.76	16,109.23
Staff Christmas Exps	255.00	0.00
IT General	265.69	29.40
IT Website	149.40	526.80
IT Broadband	0.00	0.00
Data Protetion	40.00	40.00
DBS's	12.00	52.00
Postage	39.11	80.42
Stationery	143.31	511.01
Telephones	866.44	907.44
Printing	0.00	0.00
Resources	64.16	0.00
Misc	-85.78	-58.00
Petty Cash	26.00	0.00
Rent - EBC	2,700.00	2,400.00
Rent - CRB	2,420.00	2,640.00
Gifts	0.00	0.00
Employers Liabillity Insurance	977.11	366.83
Accountant	820.00	404.02
Subscriptions - ACC	190.00	140.00
Subscriptions - SEELEF & EA	100.00	100.00

Repairs & Maintenance

19.97

1,994.94

31,527.92

29,766.59

Excess of Incoming resources over resources used
Brought Forward Balance

9,816.30

8,049.38

49,831.81

41,782.43

59,648.11

49,831.81

Prepared and Checked By:

Angela Winfield

30/10/2022

Angela Winfield FIAB, AIAAP

Angela Winfield Bookkeeping Services

Hazel E. Davies

30/10/22.



Section A

Independent Examiner's Report

Report to the trustees	THE OLIVE TREE TRUST (SOUTH EAST)		
On accounts for the year ended	31 st July 2022	Charity no (if any)	1075617
	Set out on pages		

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity The Olive Tree Centre Trust (South East) for the year ended 31/07/2022.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

The Olive Tree Centre Trust (South East) gross income exceeded £25,000 and I am qualified to undertake the examination by being a qualified fellow member of the International Association of Bookkeepers.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination.

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.

Signed:  **Date:** 2ND March 2023

Name: ANGELA WINFIELD

Relevant professional qualification(s) or body (if any): FIAB – Fellow of the International Association of Bookkeepers
FIAAP – Fellow of the International Association of Accounting Professionals

Address: 40 Coniston
Eastwood
Southend- on-Sea, Essex SS2 6SN

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A

THE OLIVE TREE CENTRE TRUST (SOUTH EAST)

England & Wales - Charity number 1075617

Accounts

Trustees
Hazel Davies (Chair)
Keith Maynard
Peter Neale
Linda McLoughlin
Cara Japon

Independent Examiner - Angela Winfield FIAB, FIAAP
40, Coniston, Eastwood, Southend on Sea, Essex, SS2 6SN

Manager - Carol Westerman
Assistant Manager and Bookkeeper - Christine Evans

The Olive Tree Centre seeks to serve the community by providing low-cost personal therapy to individuals from all walks of life. Our counsellors are all practicing Christians, but the faith that sustains them will only be shared with their clients at the client's request. Our fees are modest and means-tested and no client is ever turned away because they cannot afford to pay; during the last year we are grateful to have secured funding that has enabled us to offer free counselling to any affected by the pandemic for whom payment presents a challenge.

During the lockdowns we continued to deliver services remotely to all who requested it, using the *Zoom* platform and the telephone. This departure has in the long term proved a great success, enabling us to reach clients living at a distance from our two bases (at Eastwood Road Baptist Church near Rayleigh and Clarence Road Baptist Church in Southend-on-Sea) that would prevent them from making the journey in person, as also clients who are unable to leave their homes due to disability or psychological infirmity that makes travelling difficult. We are currently working with a higher number of clients, living in vastly differing circumstances and over a wider area, than ever before. We are of course now once again able to offer clients face to face counselling but many continue to opt for remote therapy for a variety of reasons and we intend to continue delivering our service by both routes in order to try and meet the needs of all the individuals who come to us.

In line with our development into remote service delivery we have replaced the office computer, upgrading the software, and issued our staff members with personal laptops, providing them with I.T. support to facilitate home working where appropriate. Our Management Committee is in the process of updating all our policies and procedures and we have introduced a new Remote Working Policy. We have finally succeeded in releasing an archived bank account and have now amalgamated all our finances in one account (please see our latest updated Accounts). Thanks to the unwearying efforts of our fundraiser Debbie Gadd on behalf of the Olive Tree Centre we have managed to secure additional funding in the last year, which has enabled us to offer free counselling to those unable to pay, covered our counsellors' supervision costs for the next twelvemonth, and has also made possible the technical improvements listed above.

We have had some changes on the trustee board. Three longstanding members have chosen to step down for personal reasons and although we have welcomed two new members to the board, they are still familiarising themselves with the role. For this reason the trustees, the Management Committee and our two staff members endeavour to work closely together as a team and to share responsibilities equally; we believe the quality of the service we offer our clients depends on mutual respect for all

colleagues and our current priority is to maintain good working relationships and open communication. The organisation's efficient running will reflect our common values and we all need each other to achieve this objective.

We are indebted to our trustees for their conscientiousness and their availability; all our operations depend on their prudent decision-making. We are indebted also to our two members of staff, Carol and Christine, who work tirelessly on behalf of the organisation and whose commitment can never be called into question. Thanks to the increase in our income over the last year, we have been able to extend their hours and to offer them both a small wage increment, richly deserved. But most of all, we are indebted to our team of volunteer counsellors, without whose services the Olive Tree Centre could not exist, who provide their time and skills free of charge out of concern for their clients and passion for counselling. You are the beating heart of this organisation.

I am very proud to be a part of the Olive Tree Centre and to serve it in any way that I can. We are looking to the Lord for another good year, during which we will continue to serve the community of Eastwood, Southend-on-Sea and indeed far beyond, seeking to bring hope and healing into the lives of as many individuals as we are able to touch.

Hazel E. Davies
29.10.21

The Olive Tree Centre Trust (South East) Charity Number 1075617

Balance Sheet for the Financial Year 1st August 2020 to 31st July 2021

	31st July 2021	31st July 2020
Fixed Assets	500.00	500.00
Total Fixed Assets	500.00	500.00
Current Assets		
10001 General	49,173.46	27,836.68
10002 Petty Cash	-51.65	-42.19
10003 Reserve Account	0.00	13,538.77
10004 Debtors	210.00	210.00
	<u>49,331.81</u>	<u>41,543.26</u>
Liabilities		
90001 Creditors	0.00	0.00
90002 Provisions	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
Net Asset Surplus (Deficit)	<u>49,831.81</u>	<u>42,043.26</u>
Excess/ (Deficit) to date	7,788.55	260.83
Starting Balances	42,043.26	41,782.43
Total Reserves	<u>49,831.81</u>	<u>42,043.26</u>
Represented By Funds		
Unrestricted	47,879.23	37,146.26
Designated		
Restricted	1,952.58	4,897.00
Endowment		
Total	<u>49,831.81</u>	<u>42,043.26</u>

Prepared and Checked By:

Angela Winfield 21/11/2021

Angela Winfield FIAB, AIAAP
Angela Winfield Bookkeeping Services

Hazel Z. Davies
21/11/21.

The Olive Tree Centre Trust (South East) Charity Number 1075617

Profit & Loss Account for the Financial Year 1st August 2020 to 31st July 2021

General - General Fund (Unrestricted) Fund Incoming resources & resources used

Receipts	31st July 2021	31st July 2020
Incoming resources from generated funds		
Voluntary Income		
Donations - Organisations	10,000.00	1,984.50
Donations - Individuals (NGA)	100.00	5.00
Donations - Individuals (GA)	650.00	720.00
Total Voluntary Income	<u>10,750.00</u>	<u>2,709.50</u>
Investment Income		
Investment Income	0.00	0.00
Bank Interest after tax	47.47	0.00
	<u>47.47</u>	<u>0.00</u>
Incoming resources from charitable activities		
Counselling - Eastwood Baptist	25,573.50	18,707.00
Counselling Clarence Road	0.00	3,455.00
Fundraising Events	0.00	1,089.00
Olive Tree Ball	0.00	0.00
Training Income	940.00	1,385.00
General Donation	0.00	0.00
Total Incoming resources from charities	<u>26,513.50</u>	<u>24,636.00</u>
Other Incoming resources		
Essex Grant Community (Supervision)	0.00	0.00
Essex Community Foundation (Part or Free Funded Fees)	0.00	0.00
Leigh Town Council (Family Room Equipment)	0.00	0.00
Awards for All (Supervision & Part & Free Funding)	0.00	0.00
Fundraising - ROSCA Trust	0.00	0.00
Misc Income	505.00	438.09
Tax Reclaimed Gift Aid	0.00	0.00
Total Other incoming resources	<u>505.00</u>	<u>438.09</u>
Total Receipts	<u>37,815.97</u>	<u>27,783.59</u>
Payments		
Costs of generating funds		
Fundraising Costs	0.00	0.00
Volunteer Training	250.00	590.00
Hospitality	16.50	63.14
Volunteer Travel Exps	21.00	33.00
Group Supervision	0.00	0.00
Supervision	3,235.00	3,630.00
Staff Pay - Basic	16,109.23	13,376.15
Staff Christmas Exps	0.00	250.00
IT General	29.40	0.00
IT Website	526.80	68.40
IT Broadband	0.00	0.00
Data Protection	40.00	40.00
DBS's	52.00	0.00
Postage	80.42	49.46
Stationery	511.01	40.04
Telephones	907.44	894.98
Printing	0.00	488.38
Resources	0.00	54.39
Misc	202.83	196.87
Petty Cash	0.00	87.12
Rent - EBC	2,400.00	3,400.00
Rent - CRB	2,640.00	2,640.00
Gifts	0.00	0.00
Employers Liability Insurance	366.83	351.83
Accountant	404.02	1,036.00
Subscriptions - ACC	140.00	133.00
Subscriptions - SEELEF & EA	100.00	100.00

Repairs & Maintenance

1,994.94

0.00

30,027.42

27,522.76

Excess of Incoming resources over resources used
Brought Forward Balance

7,788.55

260.83

42,043.26

41,782.43

49,831.81

42,043.26

Prepared and Checked By:

Angela Winfield 2/11/2021

Angela Winfield FIAB, AIAAP
Angela Winfield Bookkeeping Services

Harold E. Sawyer

2/11/21.



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

THE OLIVE TREE TRUST (SOUTH EAST)

**On accounts for the year
ended**

31st July 2021

**Charity no
(if any)**

1075617

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/07/2021**.

**Responsibilities and
basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

The Olive Tree Trust (South East) gross income exceeded £25,000 and I am qualified to undertake the examination by being a qualified member of The International Association of Bookkeepers.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination.

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.

Signed:

Angela Winfield

Date:

2nd March 2022

Name:

ANGELA WINFIELD – FIAB, FIAAP

**Relevant professional
qualification(s) or body
(if any):**

FIAB – Fellow of The International Association of Bookkeepers
FIAAP – Fellow of The International Association of Accounting Professionals

Address:

40 CONISTON

EASTWOOD, SOUTHEND ON SEA

ESSEX. SS2 6SN

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A