

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
	<u>0.00</u>	<u>0.00</u>
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			
Incoming resources from generated funds		31st July 2022	31st July 2021
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	15,039.60	10,750.00	
Investment Income			
Investment Income	0.00	0.00	
Bank Interest after tax	0.00	47.47	
	0.00	47.47	
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	25,527.50	26,513.50	
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	777.12	505.00	
Total Receipts	41,344.22	37,815.97	
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 Liability 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 Balanace

9,816.30
49,831.81

8,049.38
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

Section B**Disclosure**

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