

**COMPANY REGISTRATION NUMBER : 04147006**

**CHELMSFORD COUNSELLING FOUNDATION  
COMPANY LIMITED BY GUARANTEE  
FINANCIAL STATEMENTS  
31 AUGUST 2022**

**Charity Number : 1088283**



Edmund Carr LLP  
Chartered Accountants  
146 New London Road  
Chelmsford  
Essex  
CM2 0AW

**CHELMSFORD COUNSELLING FOUNDATION  
COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS**

**YEAR ENDED 31st AUGUST 2022**

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**CHELMSFORD COUNSELLING FOUNDATION  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31st AUGUST 2022**

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The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31st August 2022.

**REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Registered charity name</b>	Chelmsford Counselling Foundation
<b>Charity registration number</b>	1088283
<b>Company registration number</b>	04147006
<b>Registered office</b>	42 Cedar Avenue Chelmsford, Essex CM1 2QH

**THE TRUSTEES**

Anna Mason	
Rosalind Park	
Alison Cowen	(Appointed 06/02/2022)
Arvinder Mudhar	(Appointed 18/03/2022)
Caroline Travis (Chair from 20 January 2023)	(Appointed 23/11/2022)
Jagjeet Panesar (Treasurer)	(Appointed 25/11/2022)
Rita Askwith (Chair)	(Resigned 06/09/2022)
Philip Gardiner (Treasurer)	(Resigned 31/01/2022)
Val Garrett	(Resigned 31/03/2022)

**Head of Centre and Company Secretary**

Laura Marchington

**Management Team**

Laura Marchington	Head of Administration
Heather Robbie	Head of Training (Resigned November 2021)
Charlotte Usher	Head of Training (From February 2022)
Sarah Warwick	Head of Counselling

**Advisory Council**

Robert Cowlin  
Amanda Timcke  
Robert Aldrich  
Valerie Potter

**Consultant Psychiatrist**

Dr. Alex Lita

**CHELMSFORD COUNSELLING FOUNDATION  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES' ANNUAL REPORT *(continued)***

**YEAR ENDED 31st AUGUST 2022**

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**REPORT CHAIR OF TRUSTEES** (covering period 01/09/2021 to 31/08/2022)

**Objectives and Activities**

Foundation or CCF means Chelmsford Counselling Foundation, CCF's activities are governed by its Memorandum and Articles of Association dated 24<sup>th</sup> January 2001.

**Mission Statement:** It is the purpose of the Foundation to offer a professional and affordable psychodynamic counselling service and to train counsellors to nationally accredited standards.

**Statement of Public Benefit**

The Trustees confirm that they have regard to the Charity Commission's guidance on public benefit during the year.

The Foundation's purpose of existence, as outlined in our Mission Statement, is to provide counselling to the general public and to train psychodynamic counsellors. We achieve this through:

- 1) Offering a counselling service to the general public organisations and to the NHS.
- 2) By providing training for prospective counsellors up to a professional and Accredited standard.

The British Association for Counselling and Psychotherapy (BACP) accredits our courses. The IAPT scheme has been accounted for separately as it is a fixed contract and not part of CCF core work.

Our counsellors are trained to explore with clients how much they can afford depending on their income. The fee is regularly reviewed.

The foundation offers a wide range of counselling courses: an introductory Certificate in Counselling Skills, a Diploma in Counselling Skills and a Diploma in Psychodynamic Counselling. The latter leads to a recognised professional qualification that is accredited by the British Association for Counselling and Psychotherapy (BACP).

To summarise, the public benefits of our work are:

- 1) To offer counselling to all members of this community who are qualified to help
- 2) To offer counselling to clients who are unable to afford the full recommended fee.
- 3) To offer training that leads to a professional qualification in psychodynamic counselling that can lead to BACP individual counsellor accreditation.

It is important to state that no private benefits result from the activities of our organisation, and to the best of our knowledge, no detriment or harm arises in anyway as a consequence of our work.

**CHELMSFORD COUNSELLING FOUNDATION  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES' ANNUAL REPORT *(continued)***

**YEAR ENDED 31st AUGUST 2022**

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**Structure, Governance and Management of Achievements**

To carry out these roles the foundation relies on the service of paid and unpaid staff. They are:

**Management comprising of Head of Centre and the managers**

**Head of Centre**

Laura Marchington (nee Eynon) continues to hold the post of Head of Centre. Laura has continued to be highly efficient and extremely hardworking in ensuring that the high standards expected of CCF were maintained during yet another incredibly challenging year. The foundation has had to adapt again to allow the foundation to function smoothly for our students and staff as we transition back to in house counselling and teaching, but this has been constantly reviewed due to more infectious Covid variants. The transition back into the house has, again, required the reassessment of the use of rooms and the safety of clients, students, and staff. More air purifiers have been purchased with funds from the Essex Community Fund. The air purifiers are in place in the Liz Meader Centre, Garden Room and the office and most of the counselling rooms. They are easily moved so they can be transferred elsewhere if required. Some remedial work had to be done after our three-year electrical testing was completed, a new gas supplier was sourced in order to reduce energy costs. Our policies have been reviewed including Financial Control and Data Protection. Our Strategic Planning is on-going project with a newly recruited trustee taking the helm. Thank you, Laura for making my role as Chair relatively stress free!

**Managers**

Managers are responsible for running the day-to-day business of the foundation. They are responsible for initiating new projects, appointing staff and ensuring that counselling and training runs smoothly. They are the line management to staff and carry out their appraisals. Counselling is at the heart of the foundation and our counselling service is accredited by BACP.

Sarah Warwick remains Head of Counselling.

Heather Robbie Head of Training until 30<sup>th</sup> November 2021.

Thank you, Heather, for continuing to act as Head of Training until the end of November.

Charlotte Usher joined CCF as Head of Training from February 2022.

Charlotte has stressed the importance of in-house training following remote training during the pandemic. This was achieved after the Easter vacation. Charlotte has spent time recruiting new staff for the next academic year, updating handbooks and introducing new systems including a live register system that would give management and training staff immediate information on trainee attendance.

**CHELMSFORD COUNSELLING FOUNDATION  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES' ANNUAL REPORT *(continued)***

**YEAR ENDED 31st AUGUST 2022**

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Sarah has done a lot of research around what constitutes a “client record” and ensuring our policies adherence to the BACP ethical requirement. Sarah has continuously updated the Counsellors’ Handbook this year in giving guidance around this and updated arrangements regarding risk.

The Foundation had decided not to re-accredit the counselling service with BACP as it is extraordinarily time consuming and there is a great deal of cross-over and duplication between the Head of Counselling and Head of Training documents particularly as BACP is now requesting yearly documentation. CCF would remain accredited to BACP for training. A letter was written to BACP (10<sup>th</sup> January 2022) with our reasons, this has been acknowledged and our service accreditation has now lapsed. We have a verbal contract in place with IAPT but no formal contract, but we are reassured that we will have one soon.

Sarah and Charlotte have a very good relationship and so the training and counselling services continue to run smoothly for the benefit on our students, counsellors, and clients. Thank you.

It has, again, been great credit to CCF’s management team that CCF has continued to offer counselling to our clients and a robust training programme for our students. All staff have been trained to appropriate standards, recommended by BACP, and we continue to transition back to “in house” counselling but to continue to offer a remote service to those clients who do not feel confident to return to CCF premises or prefer remote work. The administrative staff are now all able to work at the foundation and this allows the telephones to be “staffed” during the working week and this allows for support for our current and prospective clients.

**Staff** are those persons who provide services for the Foundation in any paid or unpaid capacity. This includes, but is not limited to counsellors, seminar leaders, tutors, co-leaders, supervisors, volunteers, and administrative staff.

Staff are essential to the running of the Foundation. They support management in carrying out the business of the Foundation which is to offer counselling and to train counsellors (see Mission Statement above).

On behalf of the Trustees, I would like to recognise and thank all the staff who work for CCF, in whatever capacity, to ensure that CCF has been able to maintain its high standards despite another challenging year.

**CHELMSFORD COUNSELLING FOUNDATION  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES' ANNUAL REPORT *(continued)***

**YEAR ENDED 31st AUGUST 2022**

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Trustees/Directors are those with legal and financial responsibilities for the Foundation. It is the role of the Trustees to plan and initiate strategic thinking and plan for the future of the Foundation which will ensure that the Foundation will remain a viable business. Trustees aim to support the Head of Centre and the Managers in their task of running the Foundation. They offer a considerable amount of their time and experience to achieve this. Potential Trustees are identified using advertising or current members of the Foundation. Any names put forward are first discussed by the Trustee, and then passed on to the Head of Centre to establish any potential conflict of interest or boundary issues. Suitability regarding experience at the given time will be taken into consideration. The Foundation has recruited two new trustees during the year who bring fresh ideas to the organisation. Two trustees also resigned during the year one of whom was our long-standing Treasurer and I thank him for the years of service he gave to the Foundation.

The Foundation has a regular bi-monthly Board meeting which has mainly been held online. Trustees meet separately, four to six times a year, following the Board meetings and these, again, have mainly been online. Managers and Head of Centre meet every fortnight, but more often if necessary, and many of their meetings have been able to take place at the Foundation.

I would, again, like to thank all members of CCF who have contributed to the success of the Foundation during the past year. It has been their dedication and commitment to counselling and training that has enable us to continue to provide high quality counselling and training in such challenging circumstances. Their ability to adapt and find solutions to all the difficult situations they have faced has been amazing.

This will be my last report as Chair of Trustees following my resignation after 12 years with the Foundation.

**Rita Askwith**

(Chair of Trustees to 6 September 2022)

**Financial Review**

The foundation's total income in the year from all sources was £336,177 (2021- £330,424) and expenditure was £298,268 (2021 - £328,463), resulting in a surplus of £37,909 (2021- £1,961).

The main sources of income during the year were the core activities of counselling and training. Our contract for IAPT has expired but we are continuing to provide the service while we wait for a formal decision about contract extension or renewal. Work was completed during the year on a project with an Essex-based charity, Next Chapter, concerned with matters of domestic abuse. This was funded by the Police, Fire and Crime Commissioners. We were grateful to receive support from the Essex Community Fund which was set up to help small organisations during the restrictions of the pandemic, and this allowed us to increase bursaries for client counselling as well as purchase air purifiers and cover other counselling costs.

**CHELMSFORD COUNSELLING FOUNDATION  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES' ANNUAL REPORT *(continued)***

**YEAR ENDED 31st AUGUST 2022**

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Expenditure during the year included the usual costs for staff salaries and for maintaining the premises. The number of paid counsellors fell in the year resulting in a reduction in staff costs. There were increases in lighting and heating costs and these will continue to rise in the coming year.

The year's financial results mean that the balance sheet as at the end of August 2022 shows total funds of £904,584. Our principal asset is the property in Cedar Avenue, which is currently valued at £712,576. Cash reserves in savings or deposit accounts were £290,415. For security, we limit the amount of funds held in each account.

**Reserves Policy**

The foundation's free reserves at 31 August 2022, being unrestricted funds not represented by fixed assets or designated for a particular purpose, totalled £92,004 (see note 17). This represents 3 to 4 months of annual expenditure (£75,000 to £100,000) which the Trustees consider to be satisfactory. In addition the foundation has a designated operational contingency reserve of £90,675 to ensure the continuity of counselling services.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and 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 published on 16 July 2014.

This report has been prepared having taken advantage of the small companies exemption in the Companies Act 2006.

This report was approved by the trustees on 20 January 2023 and signed on their behalf by:

*Anna Mason*  
.....  
Anna Mason  
Trustee



**CHELMSFORD COUNSELLING FOUNDATION  
COMPANY LIMITED BY GUARANTEE  
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES  
YEAR ENDED 31st AUGUST 2022**

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I report to the charity trustees on my examination of the accounts of the company for the year ended 31 August 2022 which are set out on pages 8 to 16.

**Responsibilities and basis of report**

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

**Independent examiner's statement**

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. 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
4. 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.

*Raymond Crace*

.....  
**Raymond Crace FCA**  
146 New London Road  
Chelmsford  
CM2 0AW

25 January 2023  
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**CHELMSFORD COUNSELLING FOUNDATION  
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND  
EXPENDITURE ACCOUNT)**

**YEAR ENDED 31st AUGUST 2022**

	Note	Total Funds 2022 £	Total Funds 2021 £
<b>INCOME from:</b>			
Donations	2	12,823	5,802
Investments	3	823	495
Charitable activities	4	320,131	321,727
Other	5	2,400	2,400
<b>TOTAL INCOME</b>		<u>336,177</u>	<u>330,424</u>
<b>EXPENDITURE on:</b>			
Charitable activities	6	298,268	328,463
<b>TOTAL EXPENDITURE</b>		<u>298,268</u>	<u>328,463</u>
<b>NET INCOME / NET MOVEMENT IN FUNDS</b>		<u>37,909</u>	<u>1,961</u>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		866,675	864,714
Total funds carried forward		<u>904,584</u>	<u>866,675</u>

All of the above amounts relate to continuing activities  
All funds are unrestricted.

The notes on pages 10 to 16 form part of these financial statements.

**CHELMSFORD COUNSELLING FOUNDATION  
COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET**

**AS AT 31st AUGUST 2022**

		2022		2021	
	Note	£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	12		721,905		726,883
<b>CURRENT ASSETS</b>					
Debtors	13	39,924		53,234	
Cash at bank and in hand		290,415		273,550	
		<u>330,339</u>		<u>326,784</u>	
<b>CREDITORS: Amounts falling due within one year</b>	14	<u>(147,660)</u>		<u>(186,992)</u>	
<b>NET CURRENT ASSETS</b>			<u>182,679</u>		<u>139,792</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			904,584		866,675
<b>NET ASSETS</b>			<u>904,584</u>		<u>866,675</u>
<b>FUNDS OF THE CHARITY</b>	15				
Unrestricted funds			650,679		612,770
Revaluation Reserve			253,905		253,905
<b>TOTAL CHARITY FUNDS</b>			<u>904,584</u>		<u>866,675</u>

For the year ending 31 August 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;

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

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

These financial statements were approved by the trustees on 20 January 2023 and are signed on their behalf by:

*Anna Mason*

.....

**A MASON (Trustee)**

Company Registration Number: 04147006

**The notes on pages 10 to 16 form part of these financial statements.**

**CHELMSFORD COUNSELLING FOUNDATION  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31st AUGUST 2022**

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**1. ACCOUNTING POLICIES**

**Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), Accounting and Reporting by Charities: Statement of Recommended Practice applicable in the UK and Republic of Ireland (effective 1 January 2019) (Charities SORP FRS 102) and the Companies Act 2006.

**Legal Status**

Chelmsford Counselling Foundation is a charitable company limited by guarantee. It is incorporated in England and Wales and its registered address is 42 Cedar Avenue, Chelmsford, Essex CM1 2QH. The company meets the definition of a public benefit entity under FRS 102.

**Going Concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

**Fund accounting**

Funds held by the charity are either:

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds - these are funds set aside by the trustees out of unrestricted funds for specific future purposes or projects.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity.

**Income**

All incoming resources are accounted for when the charity is legally entitled to the income. Fees and deposits received for courses commencing after the period end are recognised as deferred income and included under creditors.

**Expenditure**

All expenditure is accounted for on an accruals basis and includes VAT as the charity is not VAT registered.

Support costs relate to expenditure to support the charitable activities of the charity which cannot be directly attributed to either counselling or training.

Governance costs are those costs incurred in connection with the administration of the charity including compliance with constitutional and statutory requirements.

**CHELMSFORD COUNSELLING FOUNDATION  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31st AUGUST 2022**

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**1. ACCOUNTING POLICIES (*continued*)**

**Fixed assets**

All fixed assets are initially recorded at cost or deemed cost under FRS102.

Tangible fixed assets costing more than £250 are capitalised in the accounts.

**Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Equipment	25% straight line
Fixtures and fittings	25% straight line

The trustees do not wish to depreciate the freehold property as it is revalued regularly.

**Debtors**

Trade and other debtors are recognised at the settlement amount due.

**Creditors**

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. Creditors are normally recognised at their settlement amount.

**Tax status**

The company is a registered charity and is not subject to corporation tax on its charitable activities.

**CHELMSFORD COUNSELLING FOUNDATION  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31st AUGUST 2022**

**2. DONATIONS**

	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
Essex Community Foundation	12,254	4,492
General donations	569	1,310
	<u>12,823</u>	<u>5,802</u>

**3. INVESTMENT INCOME**

	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
Bank interest receivable	823	495

**4. INCOME FROM CHARITABLE ACTIVITIES**

	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
Counselling income	139,238	153,025
Training income	180,893	168,702
	<u>320,131</u>	<u>321,727</u>

**5. OTHER INCOME**

	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
Room hire	2,400	2,400

**6. COSTS OF CHARITABLE ACTIVITIES**

	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
Counselling - direct costs	82,460	98,767
Training - direct costs	68,073	72,608
Support costs (note 7)	144,308	153,979
Governance costs (note 8)	3,427	3,109
	<u>298,268</u>	<u>328,463</u>

**CHELMSFORD COUNSELLING FOUNDATION  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31st AUGUST 2022**

<b>7. SUPPORT COSTS</b>	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
Staff wages/costs	108,989	110,257
Other	35,319	43,722
	<u>144,308</u>	<u>153,979</u>
<b>8. GOVERNANCE COSTS</b>	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
Independent Examination fee	1,014	1,014
Accounts preparation	1,675	1,625
Fees payable to Independent Examiner	2,689	2,639
Other fees and expenses	576	388
Training and travel	162	82
	<u>3,427</u>	<u>3,109</u>
<b>9. NET INCOME FOR THE YEAR</b>	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
This is stated after charging:		
Depreciation	4,978	4,228
<b>10. STAFF COSTS AND EMOLUMENTS</b>	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
<b>Total staff costs were as follows:</b>		
Wages and salaries	223,186	234,683
Social security costs	4,706	4,932
Employer pension contributions	4,235	3,852
	<u>232,127</u>	<u>243,467</u>
<b>Particulars of employees:</b>		
The average number of staff employed during the year (head count) was as follows:	<b>2022 No</b>	<b>2021 No</b>
Number of administrative staff	4	3
Number of management staff	3	3
Number of counsellors	25	27
	<u>32</u>	<u>33</u>
No employee received remuneration of more than £60,000 during the year (2021 - None).		
Total key management personnel remuneration benefits during the year amounted to £39,155 (2021 - £39,441).		

**CHELMSFORD COUNSELLING FOUNDATION  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31st AUGUST 2022**

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**11. TRUSTEES' REMUNERATION**

No emoluments were received or waived by trustees during the year. Trustees were reimbursed with travel expenses of £31 in the year (2021: none).

**12. TANGIBLE FIXED ASSETS**

	<b>Freehold property £</b>	<b>Equipment £</b>	<b>Fixtures &amp; Fittings £</b>	<b>Total £</b>
<b>COST OR VALUATION</b>				
At 1st September 2021	712,576	26,365	26,417	765,358
Additions	-	-	-	-
Disposals	-	-	-	-
<b>At 31st August 2022</b>	<u>712,576</u>	<u>26,365</u>	<u>26,417</u>	<u>765,358</u>
<b>DEPRECIATION</b>				
At 1st September 2021	-	18,123	20,352	38,475
Charge for the year	-	2,909	2,069	4,978
On disposals	-	-	-	-
<b>At 31st August 2022</b>	<u>-</u>	<u>21,032</u>	<u>22,421</u>	<u>43,453</u>
<b>NET BOOK VALUE</b>				
<b>At 31st August 2022</b>	<u>712,576</u>	<u>5,333</u>	<u>3,996</u>	<u>721,905</u>
At 31st August 2021	<u>712,576</u>	<u>8,242</u>	<u>6,065</u>	<u>726,883</u>

The freehold property (42 Cedar Avenue) was revalued at 28th April 2017 at £700,000.

The valuation was carried out on the basis of vacant possession (comparative and investment) market value. The valuation was carried out by Chartered Surveyors. The historic cost is £270,398.

The next valuation will be carried out in 2023.



**CHELMSFORD COUNSELLING FOUNDATION  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31st AUGUST 2022**

**13. DEBTORS**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade debtors	34,810	44,323
Accrued Income IAPT	2,090	4,115
Prepayments	2,714	3,046
Sundry debtors	310	1,750
	<u>39,924</u>	<u>53,234</u>

**14. CREDITORS**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade creditors	1,296	6,422
PAYE and social security	2,154	2,654
Deferred income	122,877	155,108
Accruals	21,092	22,749
Other creditors	241	59
	<u>147,660</u>	<u>186,992</u>

Deferred income relates to fees and deposits received in advance for training courses commencing in September 2022 and income on a PFCC contract with performance related conditions that have not yet been fulfilled. Deferred income at 31 August 2021 of £149,371 has been released in the year. Income of £117,140 relating to training fees has been deferred at 31 August 2022.

**15. UNRESTRICTED INCOME FUNDS**

	<b>Balance at 01/09/2021</b>	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>Gains/losses &amp; transfers</b>	<b>Balance at 31/08/2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General unrestricted funds	63,424	336,177	(298,268)	-	101,333
<i>Designated funds:</i>					
Freehold property	458,671	-	-	-	458,671
Revaluation reserve	253,905	-	-	-	253,905
Operational contingency	90,675	-	-	-	90,675
	<u>866,675</u>	<u>336,177</u>	<u>(298,268)</u>	<u>-</u>	<u>904,584</u>

The freehold property fund and revaluation reserve represent the value of the freehold property held by the charity but not immediately available as free funds.

The operational contingency reserve fund is allocated to ensure continuity of counselling services.

**CHELMSFORD COUNSELLING FOUNDATION  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31st AUGUST 2022**

**17. ANALYSIS OF NET ASSETS (between restricted and unrestricted funds)**

	<b>Tangible fixed assets £</b>	<b>Other net assets £</b>	<b>Total £</b>
<b>Unrestricted income funds:</b>			
Designated funds	712,576	90,675	803,251
General funds	9,329	92,004	101,333
<b>Total funds</b>	<u>721,905</u>	<u>182,679</u>	<u>904,584</u>

**18. COMPANY LIMITED BY GUARANTEE**

The company is a company limited by guarantee. The members of the charity are the trustees. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

**19. RELATED PARTIES**

There were no related party transactions that require disclosure during the year.

**20. PRIOR YEAR FUNDS NOTE**

**UNRESTRICTED INCOME FUNDS**

	<b>Balance at 01/09/2020 £</b>	<b>Incoming resources £</b>	<b>Outgoing resources £</b>	<b>Gains/losses &amp; transfers £</b>	<b>Balance at 31/08/2021 £</b>
General unrestricted funds	61,463	330,424	(328,463)	-	63,424
<i>Designated funds:</i>					
Freehold property	458,671	-	-	-	458,671
Revaluation reserve	253,905	-	-	-	253,905
Operational contingency	90,675	-	-	-	90,675
	<u>864,714</u>	<u>330,424</u>	<u>(328,463)</u>	<u>-</u>	<u>866,675</u>

The freehold property fund and revaluation reserve represent the value of the freehold property held by the charity but not immediately available as free funds.

The operational contingency reserve fund is allocated to ensure continuity of counselling services.