

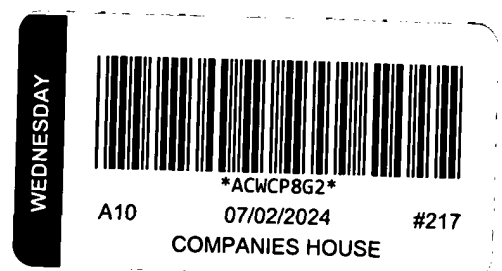
COMPANY REGISTRATION NUMBER : 04147006

**CHELMSFORD COUNSELLING FOUNDATION
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
31 AUGUST 2023**

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 2023

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**CHELMSFORD COUNSELLING FOUNDATION
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31st AUGUST 2023

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 2023.

REFERENCE AND ADMINISTRATIVE DETAILS

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

THE TRUSTEES

Caroline Travis (Chair from 20 January 2023)	(Appointed 23/11/2022)
Rosalind Park	
Alison Cowen	
Arvinder Mudhar	
Jagjeet Panesar (Treasurer)	(Appointed 25/11/2022)
Dimitra Theodoropoulou	(Appointed 26/05/2023)
Rita Askwith	(Resigned 06/09/2022)
Anna Mason	(Resigned 24/11/2023)

Head of Centre and Company Secretary

Laura Marchington

Management Team

Laura Marchington	Head of Administration
Charlotte Usher	Head of Training
Sarah Warwick	Head of Counselling (Resigned August 2023)
Andrew Harvey	Head of Counselling (Appointed August 2023)

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 2023

REPORT CHAIR OF TRUSTEES (covering period 01/09/2022 to 31/08/2023)

Objectives and Activities

Foundation or CCF means Chelmsford Counselling Foundation, CCF's activities are governed by its Memorandum and Articles of Association dated 24th 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 2023

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 Head of Centre, Head of Counselling and Head of Training

Our management team are responsible for the day to day business and running of the Centre. They are responsible for existing and new projects, appointing, line managing and appraising staff and ensuring that our counselling and training run smoothly. We are fortunate to have a strong team in place who take their responsibilities very seriously.

Head of Centre

Laura Marchington continues to hold the post of Head of Centre. Laura has continued to be highly efficient and extremely hard working in ensuring that the standards expected of CCF have continued to be maintained. With losses incurred during Covid having been recouped and new Trustees recruited (November 22 – Jagjeet Panesar/Caroline Travis (Chair) May 23 Dimitra Theodoropoulou) the Foundation is in a strong position to move forward. The centre continues to be successful in both training and counselling amidst 3 other NCN centres closing and our founding centre WPF therapy.

Building improvements have been made including new blinds for the meeting room and a mesh and owl to better enable on line attendance at meetings where individuals are unable to attend in person. A new patio area has been constructed to ensure that noise from training breaks does not impact counselling sessions. Energy savings have been sought by the partial, temporary closure of the building on a Friday. There have been improvements in communication and information sharing between management and trustees and this is helping to improve efficiency and work with the Trustees on strategic planning is ongoing.

Head of Counselling

Counselling is at the heart of the foundation and our counselling service is an organisational member of BACP.

Sarah Warwick remained Head of Counselling until her resignation and she left the service in August 23. Andrew Harvey was appointed as new Head of Counselling in August 23 with an overlap with Sarah to ensure smooth transition. We thank Sarah for her service and welcome Andrew. Sue Sheppard, Counselling Coordinator also left the service in May 23 and we thank her for her service. She was replaced by Kirsty Cribb.

The transition back to room has resulted in 70% of clients now being seen back at the centre as opposed to online. It is envisaged that a mixture of online and in room will continue.

Following a review of finances and a decision to offer paid positions we have been able to retain more of our counsellors whose services we greatly value.

We have seen a significant rise in the number of clients requiring assessments and have seen 8 new assessors appointed.

**CHELMSFORD COUNSELLING FOUNDATION
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st AUGUST 2023

Two very successful CPD events were held: Dr. Dwight Turner – Diversity, Equality and Intersectionality and Susie Orbach – When the body comes to therapy and we hope to continue with this type of activity going forward.

The BACP annual rolling review was successfully completed by Charlotte with no recommendations and we are in a strong position to continue to offer robust, professional training.

Staff

Our staff are those persons who provided 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.

Our 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 train counsellors. On behalf of the Trustees I would like to recognise and thank all the staff who work for the Foundation, for their commitment, dedication, enthusiasm and professionalism.

Trustees/Directors

The Board of Trustees are those with legal and financial responsibilities for the Foundation. It is the role of the Trustees to plan and initiate strategic thinking and plans for the future which ensure that the Foundation will remain a viable business. Trustees aim to support the Management team in their task of running the Foundation. They offer a considerable amount of unpaid time and expertise to achieve this. Potential Trustees are identified using advertising or recommendation from current members of the Foundation. Any names put forward are first discussed by the Trustees and are then passed on to the Head of Centre to establish any potential conflict of interest or boundary issues. Suitability regarding expertise required at the given time will be taken into consideration.

The Foundation has a regular bi-monthly Board meeting that includes the management team. The Trustees meet separately most months in order to facilitate timely decision making. The Chair of Trustees and the Finance Trustee meet monthly with the Head of Centre and the Managers and the Head of Centre meet at least fortnightly.

**CHELMSFORD COUNSELLING FOUNDATION
COMPANY LIMITED BY GUARANTEE
TRUSTEES' ANNUAL REPORT *(continued)*
YEAR ENDED 31st AUGUST 2023**

It has been an interesting year, the first that has not faced the challenges of Covid but has seen the departure and arrival of new faces. I would again thank all members of CCF in whatever capacity they support the Foundation. Your commitment and dedication help ensure that the Foundation continues to provide a much valued service in what continue to be challenging times.

Caroline Travis

Chair of Trustees

Financial Review

The foundation's total income in the year from all sources was £290,041 (2022 - £336,177) and expenditure was £293,583 (2022 - £298,268), resulting in a deficit of £3,542 (2022 surplus of £37,909).

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.

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 2023 shows total funds of £901,042. Our principal asset is the property in Cedar Avenue, which is currently valued at £712,576. Cash reserves in savings or deposit accounts were £283,903. For security, we limit the amount of funds held in each account.

**CHELMSFORD COUNSELLING FOUNDATION
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31st AUGUST 2023

Reserves Policy

The foundation's free reserves at 31 August 2023, being unrestricted funds not represented by fixed assets or designated for a particular purpose, totalled £91,569 (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 26 January 2024 and signed on their behalf by:

C Travis

.....
C Travis
Trustee

**CHELMSFORD COUNSELLING FOUNDATION
COMPANY LIMITED BY GUARANTEE
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
YEAR ENDED 31st AUGUST 2023**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 August 2023 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 Association of Chartered Certified Accountants, 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.

S Morrell

.....
Sandra Morrell FCCA
146 New London Road
Chelmsford
CM2 0AW

29 January 2024
.....

**CHELMSFORD COUNSELLING FOUNDATION
COMPANY LIMITED BY GUARANTEE**

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

YEAR ENDED 31st AUGUST 2023

	Note	Total Funds 2023 £	Total Funds 2022 £
INCOME from:			
Donations	2	1,659	12,823
Investments	3	3,499	823
Charitable activities	4	282,313	320,131
Other	5	2,570	2,400
TOTAL INCOME		<u>290,041</u>	<u>336,177</u>
EXPENDITURE on:			
Charitable activities	6	293,583	298,268
TOTAL EXPENDITURE		<u>293,583</u>	<u>298,268</u>
NET INCOME / NET MOVEMENT IN FUNDS		<u>(3,542)</u>	<u>37,909</u>
RECONCILIATION OF FUNDS			
Total funds brought forward		904,584	866,675
Total funds carried forward		<u>901,042</u>	<u>904,584</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 2023

		2023		2022	
	Note	£	£	£	£
FIXED ASSETS					
Tangible assets	12		718,798		721,905
CURRENT ASSETS					
Debtors	13	25,782		39,924	
Cash at bank and in hand		283,903		290,415	
		309,685		330,339	
CREDITORS: Amounts falling due within one year	14	(127,441)		(147,660)	
NET CURRENT ASSETS			182,244		182,679
TOTAL ASSETS LESS CURRENT LIABILITIES			901,042		904,584
NET ASSETS			901,042		904,584
FUNDS OF THE CHARITY	15				
Unrestricted funds			647,137		650,679
Revaluation Reserve			253,905		253,905
TOTAL CHARITY FUNDS			901,042		904,584

For the year ending 31 August 2023 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 ..26 January.2024..... and are signed on their behalf by:

C Travis

C TRAVIS (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 2023

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 2023

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 2023

2. DONATIONS

	Total Funds 2023	Total Funds 2022
	£	£
Essex Community Foundation	-	12,254
General donations	1,659	569
	<u>1,659</u>	<u>12,823</u>

3. INVESTMENT INCOME

	Total Funds 2023	Total Funds 2022
	£	£
Bank interest receivable	3,499	823

4. INCOME FROM CHARITABLE ACTIVITIES

	Total Funds 2023	Total Funds 2022
	£	£
Counselling income	121,539	139,238
Training income	160,774	180,893
	<u>282,313</u>	<u>320,131</u>

5. OTHER INCOME

	Total Funds 2023	Total Funds 2022
	£	£
Room hire	2,570	2,400

6. COSTS OF CHARITABLE ACTIVITIES

	Total Funds 2023	Total Funds 2022
	£	£
Counselling - direct costs	74,844	82,460
Training - direct costs	69,194	68,073
Support costs (note 7)	145,124	144,308
Governance costs (note 8)	4,421	3,427
	<u>293,583</u>	<u>298,268</u>

**CHELMSFORD COUNSELLING FOUNDATION
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st AUGUST 2023

7. SUPPORT COSTS	Total Funds 2023 £	Total Funds 2022 £
Staff wages/costs	111,805	109,434
Other	33,319	34,874
	<u>145,124</u>	<u>144,308</u>
8. GOVERNANCE COSTS	Total Funds 2023 £	Total Funds 2022 £
Independent Examination fee	1,102	1,014
Accounts preparation	1,750	1,675
Fees payable to Independent Examiner	2,852	2,689
Other fees and expenses	1,226	576
Training and travel	343	162
	<u>4,421</u>	<u>3,427</u>
9. NET INCOME FOR THE YEAR	Total Funds 2023 £	Total Funds 2022 £
This is stated after charging:		
Depreciation	4,156	4,978
10. STAFF COSTS AND EMOLUMENTS	Total Funds 2023 £	Total Funds 2022 £
Total staff costs were as follows:		
Wages and salaries	226,553	223,186
Social security costs	3,384	4,706
Employer pension contributions	4,660	4,235
	<u>234,597</u>	<u>232,127</u>
Particulars of employees:		
The average number of staff employed during the year (head count) was as follows:	2023 No	2022 No
Number of administrative staff	3	4
Number of management staff	3	3
Number of counsellors	25	25
	<u>31</u>	<u>32</u>

No employees received remuneration of more than £60,000 during the year (2022 - None).
Total key management personnel remuneration benefits during the year amounted to £37,426
(2022 - £39,155).

**CHELMSFORD COUNSELLING FOUNDATION
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st AUGUST 2023**

11. TRUSTEES' REMUNERATION

No emoluments were received or waived by trustees during the year.

12. TANGIBLE FIXED ASSETS

	Freehold property £	Equipment £	Fixtures & Fittings £	Total £
COST OR VALUATION				
At 1st September 2022	712,576	26,365	26,417	765,358
Additions	-	1,049	-	1,049
Disposals	-	-	-	-
At 31st August 2023	712,576	27,414	26,417	766,407
DEPRECIATION				
At 1st September 2022	-	21,032	22,421	43,453
Charge for the year	-	2,380	1,776	4,156
On disposals	-	-	-	-
At 31st August 2023	-	23,412	24,197	47,609
NET BOOK VALUE				
At 31st August 2023	712,576	4,002	2,220	718,798
At 31st August 2022	712,576	5,333	3,996	721,905

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. A review of the valuation in March 2023 by estate agents concluded there had been no significant change in the valuation.

**CHELMSFORD COUNSELLING FOUNDATION
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st AUGUST 2023

13. DEBTORS

	2023	2022
	£	£
Trade debtors	19,432	34,810
Accrued Income IAPT	2,895	2,090
Prepayments	3,250	2,714
Sundry debtors	205	310
	<u>25,782</u>	<u>39,924</u>

14. CREDITORS

	2023	2022
	£	£
Trade creditors	2,702	1,296
PAYE and social security	2,424	2,154
Deferred income	91,341	117,140
Accruals	25,066	21,092
Other creditors	5,908	5,978
	<u>127,441</u>	<u>147,660</u>

Deferred income relates to fees and deposits received in advance for training courses commencing in September 2023. Deferred income at 31 August 2022 of £117,140 has been released in the year. Income of £91,341 relating to training fees has been deferred at 31 August 2023.

15. UNRESTRICTED INCOME FUNDS

	Balance at 01/09/2022	Incoming resources	Outgoing resources	Gains/losses & transfers	Balance at 31/08/2023
	£	£	£	£	£
General unrestricted funds	101,333	290,041	(293,583)	-	97,791
<i>Designated funds:</i>					
Freehold property	458,671	-	-	-	458,671
Revaluation reserve	253,905	-	-	-	253,905
Operational contingency	90,675	-	-	-	90,675
	<u>904,584</u>	<u>290,041</u>	<u>(293,583)</u>	<u>-</u>	<u>901,042</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 2023

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

	Tangible fixed assets £	Other net assets £	Total £
Unrestricted income funds:			
Designated funds	712,576	90,675	803,251
General funds	6,222	91,569	97,791
Total funds	718,798	182,244	901,042

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

	Balance at 01/09/2021 £	Incoming resources £	Outgoing resources £	Gains/losses & transfers £	Balance at 31/08/2022 £
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
	866,675	336,177	(298,268)	-	904,584

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.