

# SAGE COUNSELLING

England & Wales · Charity number 1088917

## Details

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**Other names** SAGE, SENIOR AGE COUNSELLING

**Status** Registered

**Legal form** Other

**Registered** 2001-10-16

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 60 Stockbridge Road  
Chichester  
West Sussex  
PO19 8QF

**Phone** 07876781534

**Email** [robert.hambrook@sagecounselling.org.uk](mailto:robert.hambrook@sagecounselling.org.uk)

**Website** <http://www.sagecounselling.org.uk/>

## Activities

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**Objects:** TO RELIEVE THE NEED OF ELDERLY RESIDENTS IN THE WEST SUSSEX AND EAST HAMPSHIRE AREAS, THROUGH THE PROVISION AND ASSISTANCE IN THE PROVISION OF A COUNSELLING SERVICE, IN ORDER TO IMPROVE THEIR QUALITY OF LIFE.

**Activities:** SAGE Counselling provides a counselling service for adults of all ages, and those with limited mobility, who may be faced with adjusting to retirement, loss of independence, bereavement, loneliness, unresolved conflicts, disability, illness and the finality of death.

## Classification

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- **How:** Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives
- **Who:** Elderly/old People, People With Disabilities

## Geography

- **Area of benefit:** WEST SUSSEX AND EAST HAMPSHIRE
- Hampshire
- West Sussex

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-02-28	£46,639	£40,041	-	-
2024-02-29	£28,538	£24,963	-	-
2023-02-28	£34,436	£26,283	-	-
2022-02-28	£31,991	£26,924	-	-
2021-02-28	£23,187	£29,426	-	-

## Trustees

Name	Role	Appointed
Claire Ruth Vertel Vile		2026-01-17
Kate Cowan		2025-04-02
Marian Pauline Stapley-Jones		2025-10-18
Mary Harris		2020-11-28
ROBERT HAMBROOK		2016-09-10
Robert John Stebbings		2026-01-17

**SAGE COUNSELLING**

England & Wales - Charity number 1088917

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# Accounts

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# Trustees' Annual Report for the period

**From**

Period start date

**To**

Period end date

Day Month Year  
01 March 2024

Day Month Year  
28 February 2025

## Section A

## Reference and administration details

**Charity name** Sage Counselling

**Other names charity is known by**

**Registered charity number (if any)** 1088917

**Charity's principal address** 60 Stockbridge Road

Chichester

West Sussex

**Postcode** PO19 8QF

### Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1 Gina Howard	Chair		Board of Trustees
2 Mary Lou Harris	Counsellor		Board of Trustees
3 Robert Hambrook	Treasurer		Board of Trustees
4 Paul Gupta			Board of Trustees
5 Jane Oswin	Counsellor		Board of Trustees
6 India Cottenden		August 24 -January 25	Board of Trustees
7			
8			
9			
10			
11			
12			
13			
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16			
17			
18			
19			
20			

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document <small>(eg. trust deed, constitution)</small>	Constitution
How the charity is constituted <small>(eg. trust, association, company)</small>	Association Model
Trustee selection methods <small>(eg. appointed by, elected by)</small>	By appointment and endorsed at AGM

**Additional governance issues (Optional information)**

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Management Committee and sub-committees. We have sub-committees for overseeing our Training Programme and Planning.

As a Member of British Association of Counselling and Psychotherapy (BACP), the governing body for counselling practices and organisations, SAGE Counselling abides by the ethical code of practice issued by the BACP.

From January 2024 we increased our insurance cover with Marsh Commercial (formerly Oxygen). This now covers Sage Counselling against Professional indemnity to the level of £5 million, and includes Employer's Liability and Personal Accident Insurance

SAGE Counselling continues to work in partnership with the MNDA to offer counselling to selected clients suffering from Motor Neurone Disease and the clients' immediate families/ carers within the West Sussex area. Since December 2022, we have also been working with the East Sussex branch of the MNDA.

We are members of Crawley Community Action (CCA), voluntary Action Arun & Chichester (VAAC), Mid-Sussex voluntary Action (MSVA) now known as Community People and Horsham District Council voluntary Sector Support. These are local authority funded agencies that help charities with all aspects of their functioning, from fund-raising to statutory responsibilities, advertising our volunteer roles, helping with various areas of administration and legal matters.

**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

To promote the mental well-being of those adults in our area who suffer from reduced mobility by the provision of a domiciliary counselling service. The organisation is based in Chichester and is available to residents of West Sussex.

While we continue to function primarily as a domiciliary counselling service, we now also offer counselling by phone and via a video link.

To ensure quality standards set by the BACP in the achievement of this objective, there is regular statutory supervision of all counsellors as well as training days on relevant topics such as Resilience, Personality Disorders, Bereavement, Making The Most Of Supervision. All Sage counsellors are expected to attend these training events, and they are also available to members of other agencies, and are therefore of benefit to a wider audience.

In the post-pandemic era, most counselling took place online, and this is particularly suitable for clients who live in areas of the county where we have no counsellors available for home visits. However, now that people have more confidence in going out, many clients have expressed a preference for counselling on a face-to-face basis, and in response to this, we now offer a service of hybrid counselling.

At the end of counselling, clients are offered the opportunity to supply written feedback either online or on a printed form.

Sage Counselling is a fully professional home visiting counselling service delivered by counsellors for adults with limited mobility living in West Sussex who are unable to access other counselling services unaided. Mobility issues can arise from increasing age, medical conditions, end of life illness, disabilities and severe mental health issues such as anxiety and agoraphobia. Sage Counselling is unique in West Sussex and allows a specific marginalised client group to access counselling help.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional information)**

We are not a grant-making organisation

We do not have sufficient reserves to develop an income stream from investments. We only run a simple savings account.

Additional donations are accepted from clients when such funds are offered as a mark of gratitude.

Counsellors undertake the counselling work being paid a nominal fee, however counsellors who work on behalf of MNDA clients are paid a fixed rate by this agency. In addition, qualified counsellors are allowed to claim for mileage expenses and from June 2022, counsellors in training could also claim for mileage expenses, but at a lower rate than qualified counsellors.

For many years Trustees and Management have met on a quarterly basis but this year we decided to introduce an interim meeting which we now meet 8 times a year instead of 4. This has helped us to disseminate information, make decisions and resolve any issues as a group.

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by clients

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

The general trend in the increasing number of counselling sessions has continued, and this year we exceeded our previous highest total and registered our best year ever.

Although we continue to offer counselling by telephone and video link, there is evidence that clients are now more willing to ask for face-to-face counselling, and we believe that this will bring more clients to our organisation.

**Positive feedback from clients**

Our organisation offers placements for second year students of counselling and psychotherapy. This gives students the opportunity to develop their counselling skills in a safe environment under supervision.

We also offer placements to students in years 3 and 4 of their studies who are working toward a higher qualification such as a BA or MA. In addition, we work with qualified counsellors who are working towards accreditation to the BACP or other professional associations. A number of student counsellors have become fully qualified during their placement with Sage Counselling.

We have continued to develop our virtual office system using the Google Workspace platform. All Sage personnel are now comfortable with using this office for storage and retrieval of documents, as well as using this facility to disseminate information to others in our organisation. All new counsellors are given training on using the Google Workspace during their induction and ongoing.

In April 2023 we published our Business Plan which offers a comprehensive overview of how we work, a description of our main policies, our financial history and our strategies for preparing for the future.

We started updating the plan this year in the hope of finalising in 2025.

## Section ESe

## Financial review

Brief statement of the charity's policy on reserves

To avoid being in debt, any delving into reserves is seen as an amber warning of potential financial difficulties.

We have published a Reserves Policy, which states that a fund of £6000 must be available in the event that the organisation has to close down. The sum of £6000 has been identified as the amount that would be required to run down our activities in an orderly fashion and ensure that creditors are paid off.

Details of any funds materially in deficit

Nil

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

During the year 2023, we revised our fee structure, with the approval of the Trustees. This has made us financially independent and secure with no further need for funding.

We ask clients to pay an increased fee of £35, which is still considerably less than the fees charged by conventional counselling services. However, when clients are financially disadvantaged, we will accept an amount that they can afford.

Expenditure is on supervision, mileage costs, counsellor fees, promotional activities, continued professional educational costs and administration.

No investments.

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

G. D. Howard

Robert Hambrook

Full name(s)

Gina Diane Howard

ROBERT JOHN HAMBROOK

Position (e.g., Secretary, Chair, etc)

Chair & Trustee

Treasurer & Trustee

Date

24.11.25



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
**SAGE Counselling**

1088917

CC16a

**Receipts and payments accounts**

For the period from	01/03/2024	To	28/02/2025
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**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Client contributions	32,903				21,214
Training income	1,154				75
Prescription Plus Income					-
Other income (bank interest)	69				57
MNDA Income	10,780				6,875
Private donations/Horsham Lottery					317
Grants and Donations	1,733				-
National Lottery Awards For All Grant					-
Sussex Community Foundation Grant					-
<b>Sub total (Gross income for AR)</b>	<b>46,639</b>				<b>28,538</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>46,639</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,538</b>
<b>A3 Payments</b>					
Counsellors' mileage payments	6,058	-	-	-	2,710
Website costs, including server rental	306	-	-	-	297
Memberships	295	-	-	-	423
Indemnity insurance	1,158	-	-	-	860
Printing	225	-	-	-	-
Payments to qualified counsellors	4,730	-	-	-	-
Supervision	8,620	-	-	-	7,360
Telephone and postage	369	-	-	-	417
Training	2,249	-	-	-	1,404
Administration	5,099	-	-	-	2,477
MNDA costs	6,484	-	-	-	4,508
Adjustments	-	-	-	-	-
DBS checks	126	-	-	-	29
Interviewing (prospective counsellors)	1,032	-	-	-	1,005
Intake Assessment	870	-	-	-	1,315
Independent Examination	420	-	-	-	408
Honoraria payments to Officers	2,000	-	-	-	1,750
<b>Sub total</b>	<b>40,041</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>24,963</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>40,041</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>24,963</b>
<b>Net of receipts/(payments)</b>	<b>6,598</b>	<b>-</b>	<b>-</b>	<b>849</b>	<b>3,575</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>32,687</b>			<b>32,687</b>	<b>29,112</b>
<b>Cash funds this year end</b>	<b>39,285</b>			<b>39,285</b>	<b>32,687</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current account	33,229	-	-
	Savings account	6,056	-	-
		-	-	-
	<b>Total cash funds</b>	<b>39,285</b>	<b>-</b>	<b>-</b>
	<small>(agree balances with receipts and payments account(s))</small>			
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B4 Assets retained for the charity's own use</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B5 Liabilities</b>	Details	-	-	-
	Independent Examination	Unrestricted	-	-
		-	-	-
		-	-	-
		-	-	-

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	<i>Gina Howard</i>	GINA HOWARD	19.12.2025
	<i>Robert Hambrook</i>	ROBERT HAMBROOK	19 Dec 25



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
SAGE Counselling

**On accounts for the year  
ended**

28 February 2025

**Charity no  
(if any)**

**Set out on pages**

1-10

*(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 28/02/2025.

**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**

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~ \*) 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.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

*Sarah Bestley*

**Date:**

18.12.25

**Name:**

Sarah Bestley

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

ACA

**Address:**

Carter Nicholls Limited, Victoria House,

Stanbridge Park, Staplefield Lane

Staplefield, West Sussex RH17 6AS

Only complete if the examiner needs to highlight 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.**

[Empty box for disclosure details]

**SAGE COUNSELLING**

England & Wales - Charity number 1088917

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# Accounts

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### Trustees' Annual Report for the period

<b>From</b>	<b>Period start date</b>			<b>To</b>	<b>Period end date</b>		
	Day	Month	Year		Day	Month	Year
	01	March	2023		29	February	2024

#### Section A Reference and administration details

Charity name Sage Counselling

Other names charity is known by

Registered charity number (if any) 1088917

Charity's principal address

60 Stockbridge Road	
Chichester	
West Sussex	
Postcode	PO19 8QF

#### Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1 Gina Howard	Chair		Management Committee
2 Mary Lou Harris	Counsellor		Management Committee
3 Robert Hambrook	Treasurer		Management Committee
4 Paul Gupta			Management Committee
5 Jane Oswin	Counsellor		Management Committee
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20			

#### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document	Constitution
How the charity is constituted	Association Model
Trustee selection methods	By appointment and endorsed at AGM

**Additional governance issues (Optional information)**

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Management committee and sub-committees. We have sub-committees for overseeing our Training Programme and Planning.

As a Member of British Association of Counselling and Psychotherapy (BACP), the governing body for counselling practices and organisations, SAGE Counselling abides by the ethical code of practice issued by the BACP.

From January 2023 we took out an umbrella insurance policy with Marsh Commercial (formerly Oxygen). This covers Sage Counselling against Professional indemnity, and includes Employer's Liability and Personal Accident Insurance.

SAGE Counselling continues to work in partnership with the MNDA to offer counselling to selected clients suffering from Motor Neurone Disease and the clients' immediate families/ carers within the West Sussex area. Since December 2022, we have also been working with the East Sussex branch of the MNDA.

We are members of Crawley Community Action (CCA) and derive support from them on advertising and various areas of administration

In addition to CCA, we are members of Voluntary Action Arun & Chichester (VAAC), Mid-Sussex Voluntary Action (MSVA) and Voluntary Sector Support, Horsham District Council. These are local authority funded agencies that help charities with all aspects of their functioning, from fund-raising to statutory responsibilities, and we use their platforms for advertising and to gain information about counselling in the local community

**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

To promote the mental well-being of those adults in our area who suffer from reduced mobility by the provision of a domiciliary counselling service. The organisation is based in Chichester and is available to residents of West Sussex.

While we continue to function primarily as a domiciliary counselling service, we now also offer counselling by phone and via a video link.

To ensure quality standards set by the BACP in the achievement of this objective, there is regular statutory supervision of all counsellors as well as training days on relevant topics such as Resilience, Personality Disorders, Bereavement, Making The Most Of Supervision. All Sage counsellors are expected to attend these training events, and they are also available to members of other agencies, and are therefore of benefit to a wider audience.

In the post-pandemic era, most counselling took place online, and this is particularly suitable for clients who live in areas of the county where we have no counsellors available for home visits. However, now that people have more confidence in going out, many clients have expressed a preference for counselling on a face-to-face basis, and in response to this, we now offer a service of hybrid counselling.

At the end of counselling, clients are offered the opportunity to supply written feedback either online or on a printed form.

Sage Counselling is a fully professional home visiting counselling service delivered by volunteer counsellors for adults with limited mobility living in West Sussex who are unable to access other counselling services unaided. Mobility issues can arise from increasing age, medical conditions, end of life illness, disabilities and severe mental health issues such as anxiety and agoraphobia. Sage Counselling is unique in West Sussex and allows a specific marginalised client group to access counselling help.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Commented [11]: The paragraphs below are not written

**Additional details of objectives and activities (Optional information)**

We are not a grant-making organisation

We do not have sufficient reserves to develop an income stream from investments. We only run a simple savings account.

Contributions are accepted from clients when such contributions are offered as a mark of gratitude.

Counsellors undertake the counselling work as unpaid volunteers, although those counsellors who work on behalf of MNDA clients are paid a fixed rate by this agency. In addition, qualified counsellors are allowed to claim for mileage expenses and from June 2022, counsellors in training could also claim for mileage expenses, but at a lower rate than qualified counsellors.

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

**Section D**

**Achievements and performance**

**Summary of the main achievements of the charity during the year**

The general trend in the increasing number of counselling sessions has continued, and we are now not far away from high level that we attained in the years prior to Covid.

Although we continue to offer counselling by telephone and video link, there is evidence that clients are now more willing to ask for face-to-face counselling, and we believe that this will bring more clients to our organisation.

**Positive feedback from clients**

Our organisation offers placements for second year students of counselling and psychotherapy. This gives students the opportunity to develop their counselling skills in a safe environment under supervision.

We also offer placements to students in years 3 and 4 of their studies who are working toward a higher qualification such as a BA or MA. In addition, we work with qualified counsellors who are working towards accreditation to the BACP or other professional associations. A number of student counsellors have become fully qualified during their placement with Sage Counselling.

We have continued to develop our virtual office system using the G-Suite platform. All Sage personnel are now comfortable with using this office for storage and retrieval of documents, as well as using this facility to disseminate information to others in our organisation.

In April 2023 we published our Business Plan which offers a comprehensive overview of how we work, a description of our main policies, our financial history and our strategies for preparing for the future.

**Section E Financial review**

<b>Brief statement of the charity's policy on reserves</b>	<p>To avoid being in debt, any delving into reserves is seen as an amber warning of potential financial difficulties.</p> <p>We have published a Reserves Policy, which states that a fund of £6000 must be available in the event that the organisation has to close down. The sum of £6000 has been identified as the amount that would be required to run down our activities in an orderly fashion and ensure that creditors are paid off.</p>
<b>Details of any funds materially in deficit</b>	Nil

**Further financial review details (Optional information)**

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

<p>During the year, we revised our fee structure, with the approval of the Trustees. We asked clients to pay an increased fee of £35, which is still considerably less than the fees charged by conventional counselling services. However, when clients are financially disadvantaged, we will accept an amount that they can afford.</p> <p>The increase in client fees has certainly boosted our income, and as a result, this was the first year in some time that our income, mainly from client contributions, was sufficient to enable our organisation to be financially independent. We therefore had no need to apply for any external funding, as we had done in previous years.</p> <p>Our organisation is also indebted to the efforts of Marian Stapley, a member of our Management Committee, who organised a fundraising walk which brought us a donation of almost £1000.</p> <p>Expenditure is on supervision and mileage costs, promotional activities, educational costs such as training and CPD and administration</p> <p>No investments.</p>
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**Section F Other optional information**

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**Section G Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>Robert John Hambrook</i>	<i>Gina Howard</i>
Full name(s)	Robert John Hambrook	Mrs Gina Howard
Position (e.g., Secretary, Chair, etc)	Treasurer and Trustee	Chair and Trustee.
Date	06 Dec 24	04.12.2014



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>SAGE Counselling</b>	1088917
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**CC16a**

**Receipts and payments accounts**

For the period from 01/03/2023	To 28/02/2024
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**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Client contributions	21,214			21,214	12,089
Training income	75			75	-
Prescription Plus Income				-	2,190
Interest received	57			57	5
Other income				-	
MNDA Income	6,875			6,875	4,390
Private donations/Horsham Lottery	317			317	1,132
West Sussex County Council				-	-
National Lottery Awards For All Grant				-	8,130
Sussex Community Foundation Grant				-	6,500
<b>Sub total (Gross income for AR)</b>	<b>28,538</b>			<b>28,538</b>	<b>34,436</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>28,538</b>	<b>-</b>	<b>-</b>	<b>28,538</b>	<b>34,436</b>
<b>A3 Payments</b>					
Counsellors' mileage payments	2,711	-	-	2,711	1,043
Website costs, including server rental	297	-	-	297	132
Memberships	423	-	-	423	445
Indemnity insurance	860	-	-	860	813
Printing		-	-	-	185
Prescription Plus costs		-	-	-	1,890
Supervision	7,360	-	-	7,360	8,280
Telephone and postage	417	-	-	417	180
Training	1,404	-	-	1,404	820
Administration	2,477	-	-	2,477	3,804
MNDA costs	4,508	-	-	4,508	4,265
Adjustments		-	-	-	-
DBS checks	29	-	-	29	19
Interviewing (prospective counsellors)	1,005	-	-	1,005	680
Intake Assessment	1,315	-	-	1,315	1,819
Independent Examination	408	-	-	408	408
Honoraria payments to Officers	1,750	-	-	1,750	1,500
<b>Sub total</b>	<b>24,963</b>	<b>-</b>	<b>-</b>	<b>24,963</b>	<b>26,283</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>24,963</b>	<b>-</b>	<b>-</b>	<b>24,963</b>	<b>26,283</b>
<b>Net of receipts/(payments)</b>	<b>3,574</b>	<b>-</b>	<b>-</b>	<b>3,574</b>	<b>8,153</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>29,112</b>	<b>-</b>	<b>-</b>	<b>29,112</b>	<b>20,959</b>
<b>Cash funds this year end</b>	<b>32,687</b>	<b>-</b>	<b>-</b>	<b>32,687</b>	<b>29,112</b>

**Section B Statement of assets and liabilities at the end of the period**

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current account	26,634	-	-
	Savings account	6,053	-	-
		-	-	-
	<b>Total cash funds</b>	<b>32,687</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

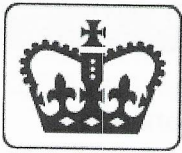
Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>	Reserves (in case of dissolution)	Business account	6,053	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
<i>Gina Howard</i>	GINA HOWARD	20.12.2024
<i>Robert Hambrook</i>	ROBERT HAMBROOK	20 Dec 24



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
SAGE Counselling

**On accounts for the year  
ended**

28 February 2024

**Charity no  
(if any)**

**Set out on pages**

1-10

*(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 28/02/2024.

**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**

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~ \*) 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.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

*Sarah Bestley*

**Date:**

11.12.2024

**Name:**

Sarah Bestley

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

ACA

**Address:**

Carter Nicholls Limited, Victoria House,

Stanbridge Park, Staplefield Lane

Staplefield, West Sussex RH17 6AS

Only complete if the examiner needs to highlight 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.

[Empty box for disclosure details]

11.12.2024

*[Handwritten signature]*

**SAGE COUNSELLING**

England & Wales - Charity number 1088917

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# Accounts

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# Trustees' Annual Report for the period

Period start date			Period end date				
From	Day	Month	Year	To	Day	Month	Year
	01	March	2022		28	February	2023

## Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Gina Howard	Chair		Management Committee
2	Mary Lou Harris	Counsellor		Management Committee
3	Robert Hambrook	Treasurer		Management Committee
4	Paul Gupta			Management Committee
5	Jane Oswin	Counsellor	From 9 <sup>th</sup> April 2022 onwards	Management Committee
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

--

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document	Constitution
How the charity is constituted	Association Model
Trustee selection methods	By appointment and endorsed at AGM

**Additional governance issues (Optional information)**

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Management committee and sub-committees. We have sub-committees for overseeing our Training Programme.

Member of British Association of Counselling and Psychotherapy (BACP), the governing body for counselling practices and organisations. SAGE Counselling abides by the ethical code of practice issued by the BACP.

Risk policy and indemnity insurance with Towergate Insurance up until January 2023. At that time, we switched insurer to Oxygen Insurance, now known as Marsh Commercial.

In the past, Sage Counselling received many clients through the social prescribing service set up by Crawley Community Action (CCA). During the last year, the funding for this initiative came to an end, but we continue as members of CCA and derive support from them on advertising and various areas of administration.

SAGE Counselling continues to work in partnership with the MNDA to offer counselling to selected clients suffering from Motor Neurone Disease and the clients' immediate families/ carers within the West Sussex area. Since December 2022, we have also been working with the East Sussex branch of the MNDA.

In addition to CCA, we are members of Voluntary Action Arun & Chichester (VAAC), Mid-Sussex Voluntary Action (MSVA) and Voluntary Sector Support, Horsham District Council. These are local authority funded agencies that help charities with all aspects of their functioning, from fund-raising to statutory responsibilities, and we use their platforms for advertising and to gain information about counselling in the local community

**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

To promote the mental well-being of those adults in our area who suffer from reduced mobility by the provision of a domiciliary counselling service. The organisation is based in Chichester and is available to residents of West Sussex.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Counselling sessions with clients in their own homes. To ensure quality standards set by the BACP in the achievement of this objective, there is regular statutory supervision of all counsellors as well as training days on relevant topics such as Resilience, Personality Disorders, Bereavement, Making The Most Of Supervision. All Sage counsellors are expected to attend these training events, and they are also available to members of other agencies, and are therefore of benefit to a wider audience.

In the post-pandemic era, most counselling has taken place online, and this is particularly suitable for clients who live in areas of the county where we have no counsellors available for home visits. However, now that people have more confidence in going out, many clients have expressed a preference for counselling on a face-to-face basis, and in response to this, we now offer a service of hybrid counselling.

At the end of counselling, clients are offered the opportunity to supply written feedback on a printed form.

Sage Counselling is a fully professional home visiting counselling service delivered by volunteer counsellors for adults with limited mobility living in West Sussex who are unable to access other counselling services unaided. Mobility issues can arise from increasing age, medical conditions, end of life illness, disabilities and severe mental health issues such as anxiety and agoraphobia. Sage Counselling is unique in West Sussex and allows a specific marginalised client group to access counselling help.

**Additional details of objectives and activities (Optional information)**

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We are not a grant-making organisation

We do not have sufficient reserves to develop an income stream from investments. We only run a simple savings account.

Contributions are accepted from clients when such contributions are offered as a mark of gratitude.

Counsellors undertake the counselling work as unpaid volunteers, although those counsellors who work on behalf of MNDA clients are paid a fixed rate by this agency. In addition, qualified counsellors are allowed to claim for mileage expenses and since June 2022, counsellors in training can also claim for mileage expenses, but at a lower rate than qualified counsellors.

**Summary of the main achievements of the charity during the year**

Our performance in terms of the number of counselling sessions offered, has unquestionably improved since Covid, but still remains some way off from the high level attained in some of the pre-Covid years. However, there was a general trend towards increasing monthly sessions, and that gives us cause to be optimistic about higher figures in the coming years

Although we continue to offer counselling by telephone and video link, there is evidence that clients are now more willing to ask for face-to-face counselling, and we believe that this will bring more clients to our organisation.

Positive feedback from clients

Our organisation offers placements for second year students of counselling and psychotherapy. This gives students the opportunity to develop their counselling skills in a safe environment under supervision.

We also offer placements to students in years 3 and 4 of their studies who are working toward a higher qualification such as a BA or MA. In addition, we work with qualified counsellors who are working towards accreditation to the BACP or other professional associations. A number of student counsellors have become fully qualified during their placement with SAGE Counselling.

We have continued to develop our virtual office system using the G-Suite platform. All Sage personnel are now comfortable with using this office for storage and retrieval of documents, as well as using this facility to disseminate information to others in our organisation.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

To avoid being in debt, any delving into reserves is seen as an amber warning of potential financial difficulties.

The Trustees aim to maintain sufficient reserves to meet six months operating expenses, estimated at a sum of £5000.

### Details of any funds materially in deficit

Nil

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

During the year, we received funding grants from both the National Lottery- Awards For All (£8,130) and Sussex Community Foundation (£6500).

Our organisation is also indebted to the efforts of Marian Stapley, a member of our Management Committee, who organised a fundraising walk which brought us a donation of almost £1000.

Expenditure is on supervision and mileage costs, promotional activities and administration.

No investments.

## Section F

## Other optional information

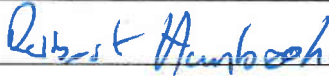

During the year, we undertook a radical overhaul of our promotional leaflet. Amongst other revisions, we changed some of the images and we updated the text to reflect how counselling is offered in a post-Covid society. As part of the review process, we decided to officially revert our organisation's name from SAGE Counselling to Sage Counselling, as the latter was considered to be far more practical. In the interim period, it is likely that both versions of our organisation's name will be apparent, (such as in this document).

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	ROBERT JOHN HAMBROOK	Georgina Diane Howard
Position (e.g., Secretary, Chair, etc)	Treasurer and Trustee	Chair and Trustee
Date	5 <sup>th</sup> December 23	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>SAGE Counselling</b>	1088917
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**CC16a**

## Receipts and payments accounts

For the period from	01/03/2017 01/03/2022	To	28/02/2018 28/02/2023
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Client contributions	12,089			12,089	11,035
Training income	-			-	-
Prescription Plus Income	2,190			2,190	3,315
Interest received	5			5	-
Other income	-			-	24
MNDA Income	4,390			4,390	4,923
Private donations/Horsham Lottery	1,132			1,132	194
National Lottery Awards For All Grant	8,130			8,130	7,500
Sussex Community Foundation Grant	6,500			6,500	5,000
<b>Sub total (Gross income for AR)</b>	<b>34,436</b>	<b>-</b>	<b>-</b>	<b>34,436</b>	<b>31,991</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>34,436</b>	<b>-</b>	<b>-</b>	<b>34,436</b>	<b>31,991</b>
<b>A3 Payments</b>					
Counsellors' mileage payments	1,043	-	-	1,043	300
Website costs, including server rental	132	-	-	132	86
Memberships	445	-	-	445	419
Indemnity insurance	813	-	-	813	1,112
Printing	185	-	-	185	636
Prescription Plus costs	1,890	-	-	1,890	2,590
Supervision	8,280	-	-	8,280	10,029
Telephone and postage	180	-	-	180	315
Training	820	-	-	820	640
Administration	3,804	-	-	3,804	2,642
MNDA costs	4,265	-	-	4,265	4,310
Updating policies	-	-	-	-	-
DBS checks	19	-	-	19	201
Interviewing (prospective counsellors)	680	-	-	680	860
Intake Assessment	1,819	-	-	1,819	900
Independent Examination	408	-	-	408	384
Honoraria payments to Officers	1,500	-	-	1,500	1,500
<b>Sub total</b>	<b>26,283</b>	<b>-</b>	<b>-</b>	<b>26,283</b>	<b>26,924</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>26,283</b>	<b>-</b>	<b>-</b>	<b>26,283</b>	<b>26,924</b>
<b>Net of receipts/(payments)</b>	<b>8,153</b>	<b>-</b>	<b>-</b>	<b>8,153</b>	<b>5,067</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>20,959</b>	<b>-</b>	<b>-</b>	<b>20,959</b>	<b>15,892</b>
<b>Cash funds this year end</b>	<b>29,112</b>	<b>-</b>	<b>-</b>	<b>29,112</b>	<b>20,959</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current account	25,271	-	-
	Savings account	3,841	-	-
		-	-	-
	<b>Total cash funds</b>	<b>29,112</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
SAGE Counselling

**On accounts for the year  
ended**

28 February 2023

**Charity no  
(if any)**

1088917

**Set out on pages**

1-10

*(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 **28/02/2023**.

**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**

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below \*~~) 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.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

*Sarah Bestley*

**Date:**

13.12.23

**Name:**

Sarah Bestley

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

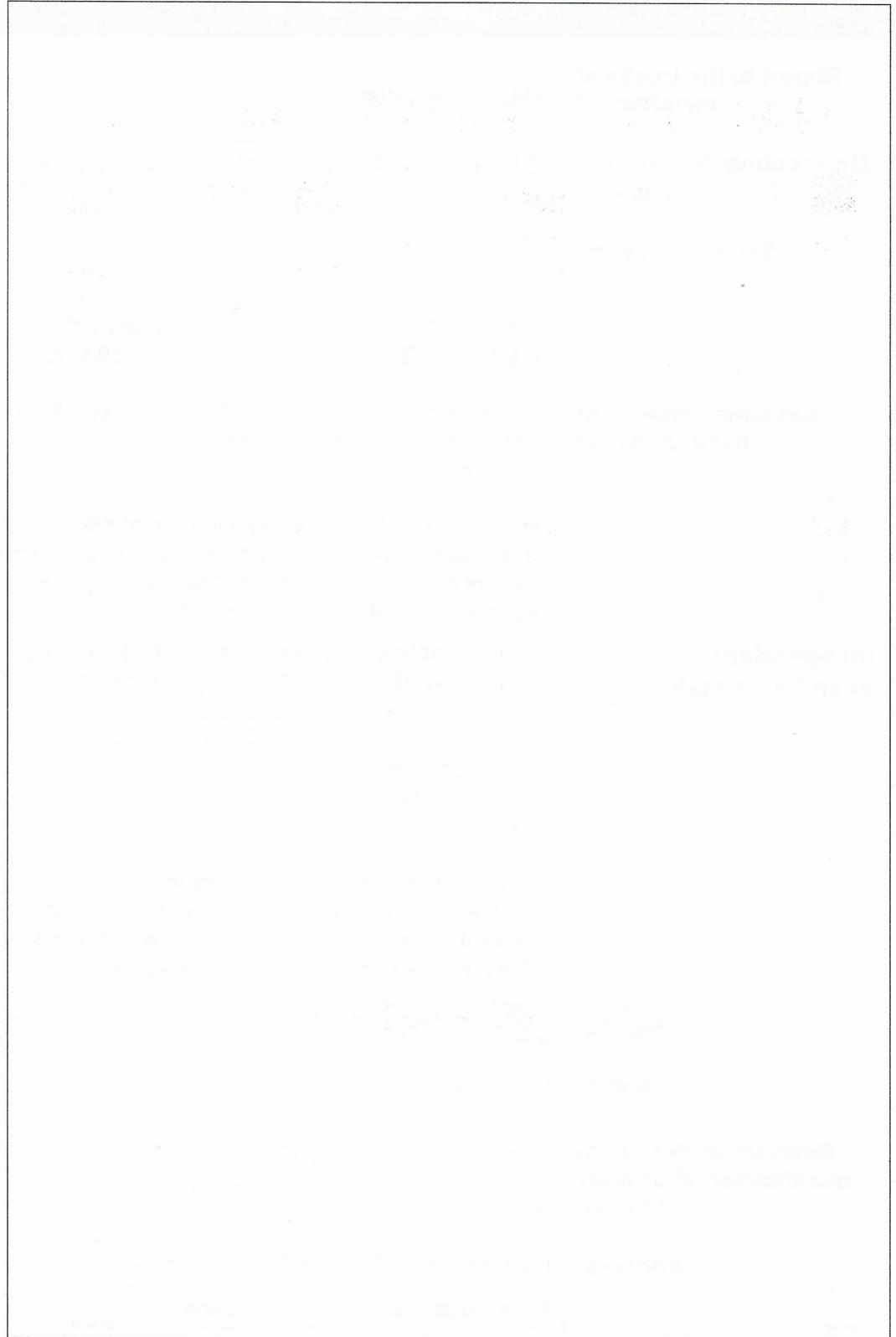
ACA

**Address:**

Carter Nicholls Limited, Victoria House,  
Stanbridge Park, Staplefield Lane  
Staplefield, West Sussex RH17 6AS

Only complete if the examiner needs to highlight 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.**



**SAGE COUNSELLING**

England & Wales - Charity number 1088917

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# Accounts

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**Receipts and payments accounts**

CC16a

For the period  
from

01/03/2021

To

28/02/2022

**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Client contributions	11,035			11,035	10,000
Training income	-			-	50
Prescription Plus income	3,315			3,315	3,434
Other income	26			26	-
MNDA income	4,923			4,923	7,052
Private donations/Horsham Lottery	184			184	-
West Sussex County Council	-			-	-
National Lottery Awards For All Grant	7,500			7,500	5,000
Sussex Community Foundation Grant	3,000			3,000	1
<b>Sub total (Gross income for AR)</b>	<b>31,991</b>			<b>31,991</b>	<b>26,038</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>					
<b>Total receipts</b>	<b>31,991</b>			<b>31,991</b>	<b>26,038</b>
<b>A3 Payments</b>					
Counsellors' mileage payments	300	-	-	300	203
Website costs, including server rental	66	-	-	66	755
Memberships	419	-	-	419	462
Indemnity insurance	1,112	-	-	1,112	623
Printing	635	-	-	635	262
Prescription Plus costs	2,300	-	-	2,300	2,619
Supervision	19,029	-	-	19,029	19,540
Telephone and postage	315	-	-	315	319
Training	640	-	-	640	355
Administration	2,642	-	-	2,642	1,787
MNDA costs	4,310	-	-	4,310	5,035
Updating policies	-	-	-	-	655
DBS checks	201	-	-	201	-
Interviewing (prospective counsellors)	650	-	-	650	320
Intake Assessment	900	-	-	900	655
Independent Examination	384	-	-	384	384
Honoraria payments to Officers	1,500	-	-	1,500	1,000
<b>Sub total</b>	<b>26,924</b>			<b>26,924</b>	<b>29,428</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>					
<b>Total payments</b>	<b>26,924</b>			<b>26,924</b>	<b>29,428</b>
<b>Net of receipts/(payments)</b>	<b>5,067</b>			<b>5,067</b>	<b>3,308</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>15,892</b>			<b>15,892</b>	<b>16,280</b>
<b>Cash funds this year end</b>	<b>20,959</b>			<b>20,959</b>	<b>15,892</b>

**Section B Statement of assets and liabilities at the end of the period**

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current account	17,823	-	-
	Savings account	3,836	-	-
		-	-	-
	<b>Total cash funds</b>	<b>20,969</b>	-	-

(agree balances with receipts and payments account(s))

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	ROBERT Handberg	20 Dec 22
	PAUL GUPTA	21 DEC 22



**Receipts and payments accounts**

CC16a

For the period  
from

01/03/2021

To

28/02/2022

**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Client contributions	11,035			11,035	10,000
Training income	-			-	50
Prescription Plus income	3,315			3,315	3,434
Other income	26			26	-
MNDA income	4,923			4,923	7,052
Private donations/Horsham Lottery	184			184	-
West Sussex County Council	-			-	-
National Lottery Awards For All Grant	7,500			7,500	5,000
Sussex Community Foundation Grant	3,000			3,000	1
<b>Sub total (Gross income for AR)</b>	<b>31,991</b>			<b>31,991</b>	<b>26,038</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>					
<b>Total receipts</b>	<b>31,991</b>			<b>31,991</b>	<b>26,038</b>
<b>A3 Payments</b>					
Counsellors' mileage payments	300	-	-	300	203
Website costs, including server rental	66	-	-	66	755
Memberships	419	-	-	419	462
Indemnity insurance	1,112	-	-	1,112	623
Printing	635	-	-	635	266
Prescription Plus costs	2,300	-	-	2,300	2,616
Supervision	19,029	-	-	19,029	19,540
Telephone and postage	315	-	-	315	319
Training	640	-	-	640	355
Administration	2,642	-	-	2,642	1,787
MNDA costs	4,310	-	-	4,310	5,035
Updating policies	-	-	-	-	655
DBS checks	201	-	-	201	-
Interviewing (prospective counsellors)	660	-	-	660	320
Intake Assessment	900	-	-	900	655
Independent Examination	384	-	-	384	384
Honoraria payments to Officers	1,500	-	-	1,500	1,000
<b>Sub total</b>	<b>26,924</b>			<b>26,924</b>	<b>29,428</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>					
<b>Total payments</b>	<b>26,924</b>			<b>26,924</b>	<b>29,428</b>
<b>Net of receipts/(payments)</b>	<b>5,067</b>			<b>5,067</b>	<b>3,308</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>15,892</b>			<b>15,892</b>	<b>16,280</b>
<b>Cash funds this year end</b>	<b>20,959</b>			<b>20,959</b>	<b>15,892</b>

**Section B Statement of assets and liabilities at the end of the period**

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current account	17,823	-	-
	Savings account	3,836	-	-
		-	-	-
	<b>Total cash funds</b>	<b>20,969</b>	-	-

(agree balances with receipts and payments account(s))



	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

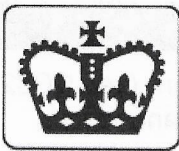
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	ROBERT Handberg	20 Dec 22
	PAUL GUPTA	21 DEC 22



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
SAGE Counselling

**On accounts for the year  
ended**

28 February 2022  
**Charity no  
(if any)** 1088917

**Set out on pages**

1-10  
(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 **28/02/2022**.

**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**

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~ \*) 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.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:** 20.12.22

**Name:** Sarah Bestley

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

ACA

**Address:** Carter Nicholls Limited, Victoria House, Stanbridge Park,  
Staplefield Lane, Staplefield,  
West Sussex, RH17 6AS

Only complete if the examiner needs to highlight 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.

	Report to the trustees members of
	On accounts for the year ended
28 February 2022	Set out on pages 1-10
Charity (No. 1053517)	Responsible for the preparation and approval of the accounts for the year ended 28 February 2022
	As the charity trustee of the Trust, you are responsible for the preparation and approval of the accounts for the year ended 28 February 2022 (the 'Accounts').
	I report in respect of my examination of the Accounts in accordance with section 142(3)(b) of the Act.
	I have not discovered any material misstatements in the Accounts.
	I have not discovered any material misstatements in the Accounts.
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