



Registered charity number 1095554

Registered company number 4491415

**Report and financial statements
for the year ended 31 December 2020**

Directors' Report for the year ended 31 December 2020

The Directors present their report together with the accounts of the Company for the year ended 31 December 2020. The accounts comply with current statutory requirements.

Registered Charity Number 1095554

Registered Company Number 4491415

Registered Charity Address The Cottage behind The Hub, Easton Street, High Wycombe, Bucks, HP11 1NJ

Directors
Clare Wyatt
Shaun Butler
David Farmer
Penelope Holmes
Matthew Provost – resigned on 30 September 2020
Carole Whittle – resigned on 30 April 2020

Secretary & Treasurer Shaun Butler

Bankers NatWest Bank PLC, 22 Market Square, Aylesbury, Bucks HP20 1TR

Governing Document Memorandum & Articles of Association (22 July 2002)

Independent Examiner R A Watson FCA

Public Benefit

Having regard to the Charity Commission's guidance, the Trustees consider that the charity provides a public benefit through the provision of a counselling service to the public by professionally trained and supervised counsellors.

Objectives

The charity's objectives are:

- (a) To provide a professional, confidential and affordable counselling service to persons seeking help for emotional and psychological difficulties in order to help them to cope with and work through problems and issues and to make positive changes in their life.
- (b) To offer training and development opportunities to qualified and trainee counsellors and to provide forums for those wishing to explore an interest in counselling.

Review of Activities

The focus of the Trustees continues to be to ensure the long-term sustainability of the Agency whilst providing professional and affordable counselling to increased numbers of people in South Buckinghamshire. We have been successful in growing the capacity of the agency in 2020, whilst preserving our core psychodynamic ethos. In parallel, we have focused on securing the finances of the Agency by strengthening our reserves.

The year to 31 December 2020 saw Income from Counselling at a similar level to 2019, while costs grew by £2,847. This resulted in a Loss on Counselling activities of £12,721. The increase in costs was driven by increased marketing spend and increased supervision costs following the addition of a fifth supervision group. It is important to note that the growth in costs is as a conscious decision made by Trustees to invest in the agency in the short term, with a view to growing the number of clients that we are able to support over the longer term. There is obviously a time lag between making this investment and seeing higher numbers of clients flowing through the doors. Pleasingly, the loss on counselling activities was more than offset by the level of charitable donations received in 2020. Indeed, 2020 saw the highest level of charitable donations in the agency's history, at £27,295, reflective of the increased awareness of mental health issues resulting from the global pandemic. This has allowed Trustees to strengthen reserves and approach decisions around the future growth of the agency with confidence.

The detailed financial results for the year are set out on pages 5 to 8 of this report.

Covid-19

As we write this report, we remain in the midst of the Covid-19 global pandemic, although the vaccination programme seems to be providing scientists and policy makers with increased confidence that the worst may be over.

During the pandemic, we have followed the advice from Public Health England at all times and have moved to online counselling sessions for all clients. Professional supervision and CPD sessions have also been provided on a remote basis. As an agency that has provided counselling face-to-face historically, this has been a significant adjustment for our counsellors and supervisors, and we are grateful to them for ensuring that the quality of clinical care has been maintained throughout.

During the early months of the pandemic in 2020, we saw a reduction in the number of new client enquiries, leading to a 20% reduction in client counselling sessions in the first 5 months of the year. However, notwithstanding this drop off in demand, Trustees believed that longer term, the pandemic was likely to lead to increased mental health challenges within the local population and so made the conscious decision to increase the capacity of the agency by adding a fifth supervision group and four additional counsellors. Notwithstanding the significant impact on income, Trustees also decided to remove the initial assessment fee for new clients, to make our services more accessible.

The pandemic also provided opportunities to renew and grow our relationships with other health professionals, both in the public and NGO sectors, as part of the Bucks Voluntary Sector Mental Health COVID-19 Response Team. As a consequence of the time invested by our clinical lead in these partnerships the second half of 2020 saw a substantial increase in new client enquiries, and the final 7 months of the year saw 30% more client sessions offered than the same period in 2019. As client numbers increased, we adjusted our counselling offering to ensure we could meet the increased demand and provide capacity for further growth in applications to the agency.

Demand for counselling support continues to be strong and plans are therefore being considered to add a sixth supervision group and a further four counsellors. Face to face counselling is still not currently permitted but Trustees will be working with our clinical lead to ensure that once face to face counselling is permitted by Public Health England, we reopen the Cottage in a safe and controlled manner.

Outlook

Whilst we have seen several local agencies, similar to our own, close in recent years, our focus remains on growing the Agency, building on our core psychodynamic character. During 2021 we will continue to:

- keep focused on our outreach programme to build relationships with key organisations in our local area. Growing client referrals is a key element of our strategy.
- continue to raise the profile of the agency to ensure we reach more people who would benefit from our services
- strengthen the operational capability of the Agency in line with the growth in client demand

Fundraising remains critical to the future health of the agency and we continue to seek support from both local and national grant and fund awarding bodies; fundraising remains a challenge within the current environment of economic uncertainty.

The provision of our counselling services would not be possible without the great efforts of all our volunteers. In particular, the counsellors, who are all professionally trained, give their time freely. Others such as the trustees all work without payment. Also, we recognise that members of staff work over and above their paid hours on a regular basis, due to their dedication to the Agency and our supervisors play a critical role in ensuring the quality of our clinical services. We are indebted to them all for providing a first-class service to our clients, but Trustees would like to pay a particular tribute to Toby Ingham, our Clinical Lead. 2020 has seen us start to reap the rewards of Toby's vision and energy, as a result of which more local people are now benefitting from our help.

Reserves Policy and Risk Management

The directors consider that, for the company to meet its long-term objectives and be in a position to undertake specific projects and take advantage of other opportunities as they arise, unrestricted reserves should be sufficient to cover six month's total expenditure. Pleasingly, with the increase in charitable donations received during the year, this level of reserves was maintained again at the end of 2020. The directors consider that current reserves are sufficient in the medium term but continue to focus on the initiatives, outlined in the review of activities, which it is hoped will contribute to an increased level of reserves in future years.

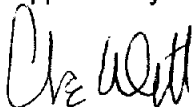
Directors' Responsibility in Relation to the Financial Statements

The law applicable to charitable companies in England and Wales requires the directors to prepare financial statements for each financial year which give a true and fair view of the Company's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements the Directors are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The directors are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention of fraud and other irregularities. The report has been prepared in accordance with the special provisions of section 477 of the Companies Act 2006 relating to small companies.

Approved by the Directors and signed on their behalf by Clare Wyatt, Chair.



23/4/2021

CM Wyatt

Date

Independent examiner's report to the trustees of South Bucks Counselling

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2020, which are set out on pages 5 to 8.

Responsibilities and basis of report

As the charity's 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 charity'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 report

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:

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.



RA Watson FCA
32 Station Road
Amersham
Bucks
HP7 0BE

Date: 26 APRIL 2021.

**South Bucks Counselling
Statement of Financial Activities
For the year ended 31 December 2020**

	Notes	Unrestricted funds 2020 £	Unrestricted funds 2019 £
Income and endowments from:			
Donations		27,295	8,228
Charitable activities			
Counselling		46,520	46,098
Conference and training courses		-	-
Total for charitable activities		46,520	46,098
Income from investments:			
Bank interest		34	74
Total income and endowments:		73,849	54,400
Expenditure on:			
Charitable activities:			
Counselling	3	58,941	56,039
Conference and training courses		-	-
Governance costs		300	355
Total expenditure on charitable activities		59,241	56,394
Net income (expenditure) for the year		14,608	(1,994)
Total funds brought forward		40,326	42,320
Total funds carried forward		54,934	40,326

South Bucks Counselling
Balance Sheet at 31 December 2020

	Notes	2020 £	2019 £
Fixed assets			
Net book value at 31 December 2020	4	-	-
Current assets			
Debtors	5	-	1,876
Prepayments	6	610	602
Cash at Bank and in Hand		57,190	40,627
		57,800	43,105
Current liabilities			
Creditors falling due within one year	7	2,866	2,779
Net current assets		54,934	40,326
Total net assets		54,934	40,326
Unrestricted Funds		54,934	40,326

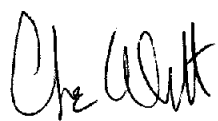
Audit exemptions

For the year ended 31 December 2019 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

The Accounts were approved by the Board of Directors and signed on its behalf on the **03 APRIL 2021**


 23/4/2021

By: C Wyatt



S Butler

South Bucks Counselling
Notes to the accounts
For the year ended 31 December 2020

1 Company Status

South Bucks Counselling is a company limited by guarantee and not having a share capital. The members have each undertaken to contribute such a sum as may be required, not exceeding £1, in the event of the company being wound up. South Bucks Counselling is also a registered charity (No. 1095554) and as such is exempt from all forms of direct taxation.

2 Accounting Policies

(a) Accounting Period

The 2020 accounts cover the 12 months to 31 December 2020

(b) Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

(c) Donations

Donations comprise grants which have been credited to income in the year in which they are received.

(d) Charitable activities

Income from charitable activities is credited in the year in which it arises.

(e) Expenditure

Expenditure is included in the Statement of Financial Activities on an accruals basis.

(f) Depreciation

Depreciation of assets which comprise office equipment was provided at 25%.

3 Expenditure on charitable activities

	Counselling activities 2020 £	Counselling activities 2019 £
Counsellors' costs (including travel)	2,266	5,548
Supervision and assessment	13,545	10,356
Office management	24,552	22,812
Premises	12,320	12,120
Marketing	2,415	165
Insurance	798	764
Telephone	436	487
Professional affiliations	349	319
Bank charges	571	273
Miscellaneous	1,689	3,195
	58,941	56,039

South Bucks Counselling
Notes to the accounts
For the year ended 31 December 2020

	2020	2019
	£	£
4 Fixed Assets		
Office Equipment at cost		
Balance at 1 January 2019	1,651	1,651
Additions during the year	-	-
At 31 December 2019	<u>1,651</u>	<u>1,651</u>
Depreciation		
Balance at 1 January 2019	1,651	1,651
Charge during the year	-	-
At 31 December 2019	<u>1,651</u>	<u>1,651</u>
Net book value at 31 December 2019	<u>-</u>	<u>-</u>
5 Debtors		
Donations	-	-
Other Debtors	-	1,876
	<u>-</u>	<u>1,876</u>
6 Prepayments		
Insurance prepaid	610	602
	<u>610</u>	<u>602</u>
7 Creditors		
PAYE and NI	2	5
Independent Examiner's fee	300	300
Miscellaneous	2,564	2,474
	<u>2,866</u>	<u>2,779</u>
8 The average number of employees during the year		
All part time	<u>1</u>	<u>1</u>