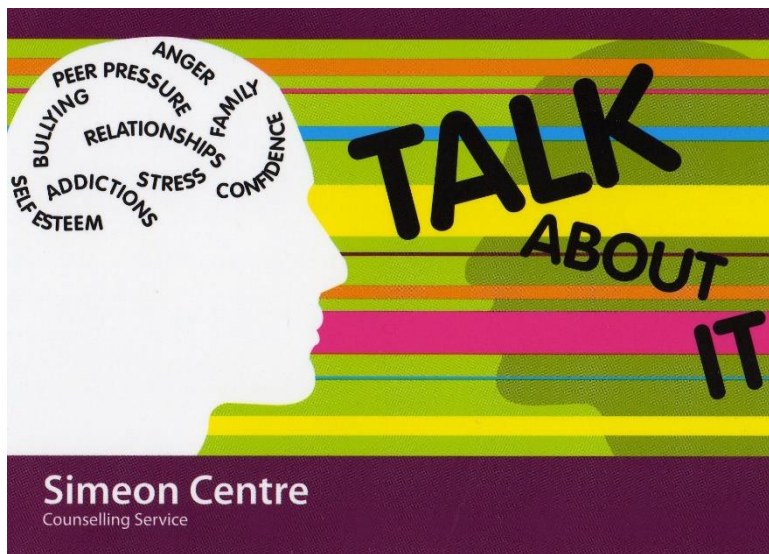


# Annual Review 2020-21



Simeon Centre Counselling Service  
Victoria Hall  
Knowsley Street  
Bolton  
BL1 2AS

01204 387363  
07520 633101 (SMS only)  
[counselling@simeoncentre.org.uk](mailto:counselling@simeoncentre.org.uk)  
[www.simeoncentre.org.uk](http://www.simeoncentre.org.uk)

*A registered charity in England & Wales 1098428*



## An introduction from the Chair

Thank you for taking the time to find out more about what we do and how the Centre has delivered its counselling services over the last 12 months.

It's clear that the last year has been challenging, both for individuals and for organisations, as the pandemic and lockdowns have seen a huge increase in demand for our services, at a time when we were not able to deliver them in the way that we traditionally have.

It's thanks to the tenacity and resilience of our Centre Manager, Gary, our Administrator, Jen, and the amazing volunteers that we have been able to continue supporting the people of Bolton.

Providing online and telephone counselling has been really important to lots of people and we are grateful to all who undertook the additional training necessary and have risen to the challenge.

As a voluntary organisation the Simeon Centre could not have the impact that we do without the many volunteer counsellors, greeters, administrators and management committee members who give their time. We depend on their dedication, commitment and skills in caring for those in need. On behalf of the Trustees, thank you for all you do.

The Simeon Centre remains committed to providing a quality, professional and accessible talking therapy service, free at the point of use for local people. A service we know, from direct feedback, that has significant benefits to the health and wellbeing of its service users.

We are also committed to improving training and development opportunities to qualified and student counsellors.

The Simeon Centre is a founder member of 1point North West, Bolton's Psychological Health and Wellbeing Alliance and Gary continues to have a significant input into its success. Working in partnership with the NHS and 1point has helped to put the Simeon Centre on a firm footing.

The physical, psychological and economic impacts of the pandemic are going to be felt for a long time to come and the demand for our service is growing. The Centre is well placed to continue delivering the highest standards of talking therapies and is committed to expanding and developing its service.

Peter Green  
Chair

## About the Simeon Centre

Since 1999 we have been proud to provide professional talking therapies, free at the point of need, to people aged 16 and above, living in and around Bolton.

Throughout the year we had **43 trained and qualified counsellors or therapists supporting our service**. This figure included 20 students at various stages along the way to a professional talking therapy qualification. Our service is highly regarded by many colleges and universities across the region for providing a quality placement experience for their students.



Just a few of our dedicated volunteers  
Clockwise from top left: Peter, Kate, Christine, John, Liz and Joan

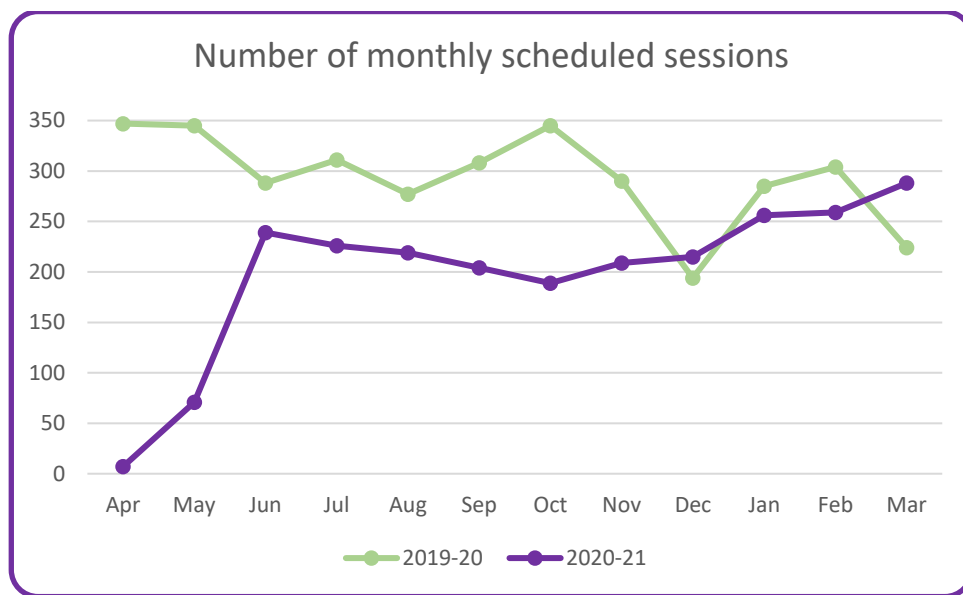
On average, each one of our volunteers gives around 3-4 hours of their time every week.

In addition to offering a chance to be heard by welcoming and non-judgemental professionals, the aims and goals of our service are to help individuals:

- restore their self-image and confidence
- plan positively for the future
- make decisions and choices in their lives
- return to work
- reduce their dependence on medication

## Facts & figures

Throughout the year **our service was accessed by 349 local people** and in total **we scheduled 2,382 therapeutic hours**. Sadly, this represents a 32% reduction in comparison to the previous year. Due to the national lockdown, training and restructuring to introduce a 'remote' service, virtually no sessions took place until the final week of May.



Number of counselling sessions offered each month compared with previous year

Although only 78 sessions took place in April and May combined, the effect of the new remote service can clearly be seen from June onwards.

By the end of the year, we were getting close to achieving a similar number of appointments to those offered in 2019-20.

We do whatever we can to encourage all clients to engage weekly. However, cancelled and missed appointments are inevitable. These cannot be offered to others at short notice and are therefore wasted.

| Sessions Attended | Sessions cancelled by clients | Where clients did not attend (DNA) | Total sessions scheduled |
|-------------------|-------------------------------|------------------------------------|--------------------------|
| 2063              | 211                           | 108                                | 2382                     |
| 86.61%            | 8.86%                         | 4.53%                              | 100.0%                   |

Interestingly, this year we experienced a huge reduction in the percentage of wasted appointments (13.39%), which is 10% fewer than last year. This can be attributed, partially, to counsellors' flexibility and willingness to re-schedule when clients cancelled or missed their appointments.

## Partnership working

The Simeon Centre remains a full and active member of 1point (north west). We work closely with colleagues at 1point and the other member organisations (Beacon Bolton Counselling, Fortalice, MhIST and St Georges Counselling) to provide a professional talking therapy service with standardised procedures and shared values.



1point's usual programme of training for local therapists was suspended due to the pandemic. However, 1point sourced and funded excellent training from experienced remote therapy professionals. This was made available to all Simeon Centre volunteers who were willing to continue to offer counselling using telephones and/or webcams.

"The service was brilliant I really do not know how I would of got through these last few months without my counselling. I feel like a new person and I could not have done it without the help of R\*\*\*\*\*"

Simeon Centre client comment

## Service user feedback

We routinely ask clients to provide feedback of their experience of our service. Thanks to the 78 people that completed an evaluation form. While some of the figures speak for themselves, we are always keen to read comments from clients and a few have been included throughout this annual review.

Of those responding to the question:

**“What has changed for you as a result of your therapy?”...**

- 55% are more optimistic about the future
- 55% are more able to cope with day to day living
- 47% are less anxious or worried
- 46% feel more confident
- 33% can now accept the way they are
- 17% reported other positive changes
- 9% say nothing has changed for them
- 5% are returning or have returned to work
- 5% no longer need or are less dependent on medication
- 0% say things seem to be worse for them now

Clients are asked to subjectively rate the way they felt on a scale of 0 to 10 (zero being worst) BEFORE starting therapy and again AFTER completing therapy.

The average score BEFORE therapy was 2.4 out of 10

The average score AFTER therapy was 7.3 out of 10

**On average, our clients rated themselves feeling almost 5 points better upon completing therapy with us.**

We also ask clients to evaluate their whole experience at the Simeon Centre with the following range of questions:

- Q1. Did staff listen to you and treat your concerns seriously?
- Q2. Have we helped you better understand and address your difficulties?
- Q3. Did you feel involved in making choices about your treatment and care?
- Q4. On reflection, did you get the help that mattered to you?
- Q5. Did you have confidence in your therapist and his/her approach to you?

| %             | Q1           | Q2          | Q3          | Q4          | Q5          |
|---------------|--------------|-------------|-------------|-------------|-------------|
| Never         | 0.0          | 1.3         | 0.0         | 1.3         | 0.0         |
| Rarely        | 0.0          | 0.0         | 0.0         | 0.0         | 1.3         |
| Sometimes     | 0.0          | 2.5         | 1.3         | 6.4         | 1.3         |
| <b>Mostly</b> | <b>0.0</b>   | <b>15.4</b> | <b>6.4</b>  | <b>2.6</b>  | <b>1.3</b>  |
| <b>Always</b> | <b>100.0</b> | <b>80.8</b> | <b>92.3</b> | <b>89.7</b> | <b>96.1</b> |



- Q6. Were you satisfied with the accommodation where your therapy took place?  
 Q7. Were you satisfied with the administration staff supporting this service?  
 Q8. Overall, how satisfied were you with the Simeon Centre's service?

| %                     | Q6          | Q7          | Q8          |
|-----------------------|-------------|-------------|-------------|
| Very Dissatisfied     | 0.0         | 0.0         | 0.0         |
| Dissatisfied          | 0.0         | 0.0         | 0.0         |
| Unsure                | 16.7        | 1.3         | 1.3         |
| <b>Satisfied</b>      | <b>11.5</b> | <b>15.4</b> | <b>7.7</b>  |
| <b>Very Satisfied</b> | <b>71.8</b> | <b>83.3</b> | <b>91.0</b> |

*100% of all responders 'always' felt they were listened to and their concerns were treated seriously*

*98.7% of responders were 'satisfied' or 'very satisfied' with the overall service we provide*

We receive many comments from clients on our evaluation sheets and we are unable to include them all but here are just a few we received throughout the past year:

*"Fantastic caring service with a wonderful counsellor who adapted to my needs which couldn't have been easy as I brought to the table a complex situation that changed on a daily basis.*

*Thank you for all your support x"*

*"Excellent service & excellent therapist, the service was ultra professional & has helped massively"*

*"I was dubious at first thinking that counselling wouldn't be helpful to me but I was wrong as it has made me look at things in a different way. Thank you very much for the time that was spent on me."*

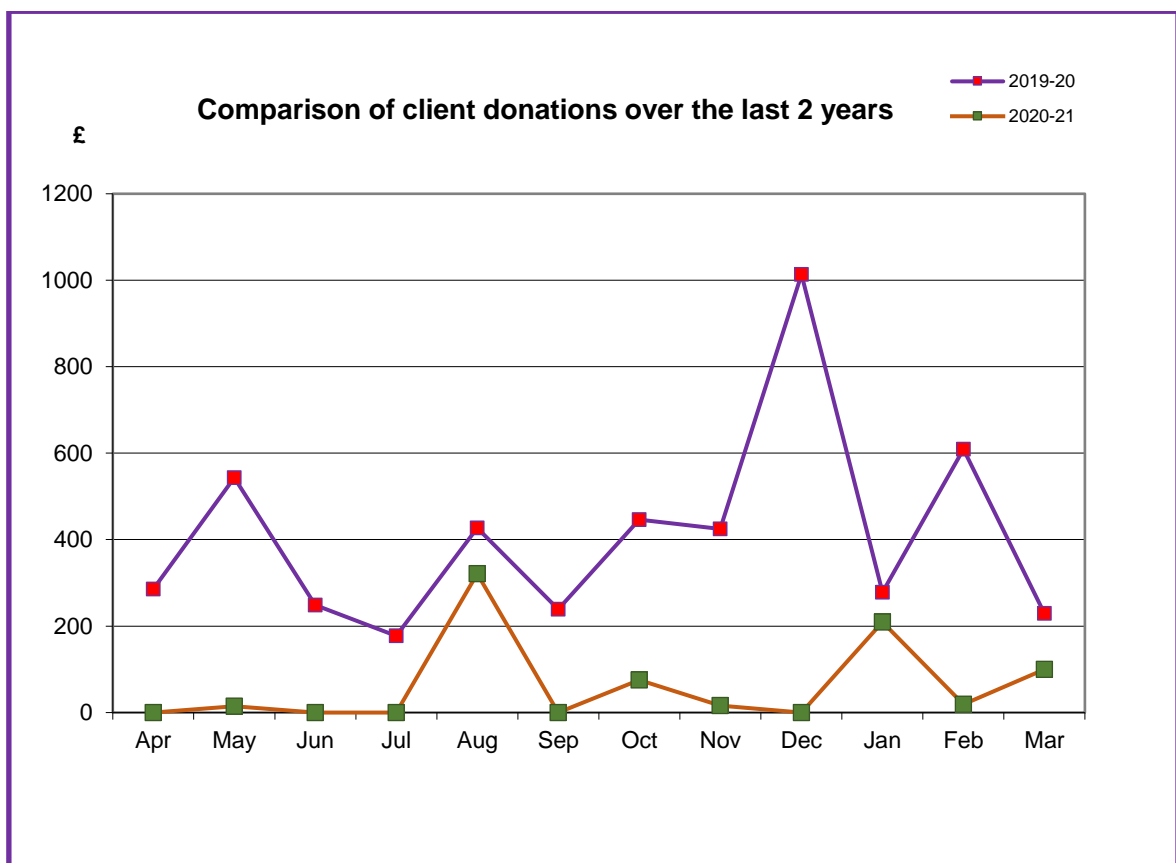


## Finances

The creation of a brand new 'remote' counselling service brought added expenditure. Fortunately, additional financial support was provided by 1point to help us to meet these costs and bring the remote service to fruition by the end of May. This additional support allowed us to preserve our reserves and end the year in a sound position.

Full details are available in a separate document - *Trustees Annual Report and financial statements Year Ended 31 March 2021* which is available to download from our website. Hard copies are available on request.

Donations were severely impacted throughout the year. All counselling appointments were held remotely and although clients were encouraged to donate to us via our page on Virgin Giving, very few did so.



The lack of face-to-face appointments throughout the year severely affected the level of donations in comparison to the previous year.

## ‘Thank You’ and ‘Well done!’

To all our volunteers who continued to support us throughout this very challenging year. Without your professionalism, dedication and determination, our service to the people of Bolton would have been seriously curtailed.

Thanks to all who have supported the Simeon Centre throughout this year.

|                        |                  |                   |
|------------------------|------------------|-------------------|
| Jane Arkwright         | John Kearney     | Alex Spears       |
| Sharon Boyd            | Emma Kidd        | Kevin Stamp       |
| Wendy Congleton        | Jayne Lamb       | Alena Stulock     |
| Paul Dixon             | Vinita Latham    | Judith Thompson   |
| Amanda Eckersley       | Faye Lewis       | Natacha Thompson  |
| Alice Edwards          | Joanna Lindfield | Kate Turner       |
| Miguel Fernandez-Arias | Ana Miller       | Mary Turner       |
| Cath Greer             | Christine Moore  | Fay Waldram       |
| Rainer Gundlach        | Diane Moran      | Joan Washbrook    |
| Wendy Hagan            | Emma Neville     | Liz White         |
| Zoe Hall               | Peter Nuttall    | Tracey Williams   |
| Harry Houghton         | Rachel Patrick   | Stacey Withington |
| Louise Howarth         | Lisa Rowley      | Robynne Wood      |
| Kevin Illingworth      | Simon Scriven    | Fozia Yasmeen     |
|                        | John Settle      |                   |

*“The service was excellent. I still have bad, weepy days (due to grief) but I understand myself better and can cope better. I can now give myself permission to be sad!”*

Simeon Centre client comment

## ... and finally

We also thank others who have helped to contribute to our success. This includes **Jen Jowles our Office Administrator**, all the staff at the Victoria Hall and the team at 1point for their continuing support.

... and a special thanks to our Trustees:

**Peter Green (Chair)**

**Bob Bradley**

**Emma Lewis**

**Jill Orrell**

**Natacha Thompson (Treasurer)**

**Brian Tomkins**

**Mary Turner**

*“...the centre as a whole is excellent but I have to reserve all my deepest thanks and gratitude for A\*\*. I can honestly say without hyperbole that you saved my life. The support, guidance and help was challenging and changing... I will never forget you and I practice the things that you recommended and reflect upon your words on a daily basis. I am not completely out of the woods but thanks to you at least I can see the beauty in the trees.”*

Simeon Centre client comment

**SIMEON CENTRE COUNSELLING SERVICE**

**TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2021**

**Registered Charity Number: 1098428**

**RP SMITH & CO LIMITED**  
**T/A JOHN GOULDING & CO**  
**Chartered Accountants**  
**& Registered Auditors**  
**2 Southport Road**  
**CHORLEY**

## **SIMEON CENTRE COUNSELLING SERVICE**

### **TRUSTEES ANNUAL REPORT FOR THE YEAR TO 31 MARCH 2021**

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity Number** 1098428

##### **Principal Address**

Victoria Hall  
Knowsley Street  
Bolton  
Lancashire  
BL1 2AS

##### **Trustees**

Mr R Bradley  
Mr P Green  
Ms J Orrell  
Ms M Turner  
Ms N Thompson  
Ms E Lewis  
Rev Dr B Tomkins

##### **Independent Examiner**

RP Smith & Co Limited  
T/A John Goulding & Co  
Chartered Accountants  
2 Southport Road  
Chorley  
Lancashire  
PR7 1LB

#### **STRUCTURE, GOVERNANCE & MANAGEMENT**

##### **Governing document**

The charity is controlled by its governing document, a deed of trust dated 27 March 2003, and constitutes an unincorporated charity. It is a non-profit making organisation and its trustees are volunteers. The Charity was registered on 8 July 2003.

##### **Recruitment and Training of Trustees**

The trustees are appointed by the members of the organisation at the Annual General Meeting and the trustees have the power under the governing documents to co-opt individuals who support the objects of the organisation to fill vacancies on the Board of Management.

As part of their induction, new trustees are provided with information about the charity, the management structure, its history and working practices. In addition, they are also provided with extracts of the Memorandum and Articles of Association plus information from the Charity Commission regarding the duties and responsibilities of trustees.

#### **OBJECTIVES AND ACTIVITIES**

The objectives and activities of the Charity are to offer confidential counselling in a safe accepting environment to all members of the community irrespective of race, religion or gender. We offer a generic counselling service that is free at point of need. The charity aims to provide a one to one counselling service in a peaceful, safe and accepting environment where people can take time out to talk freely without fear of being judged.

## **Public Benefit**

We have referred to and have complied with the guidance in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future events. In particular the trustees consider how planned activities will contribute to the aims and objectives they have set, both through the use of unrestricted and restricted funds where appropriate.

## **ACHIEVEMENTS AND PERFORMANCE**

The 2020-21 year started full of uncertainty. The COVID-19 pandemic was taking hold and our service was temporarily closed as we came to terms with a national lockdown. The effects of COVID and the lockdown itself had a major impact on the nation's mental health. Nationally, demand for mental health services soared and Bolton was no exception.

It very quickly became clear that doing nothing and waiting for lockdown to end was not an option. Following extensive preparation, training, and re-organisation, we implemented a 'remote' counselling service which started in May 2020. Although the Simeon Centre remained closed, we were able to offer appointments by telephone or webcam. Over the summer our provision increased, largely due to the admirable efforts of our volunteers, many of whom had to deal with their own family and personal difficulties brought on by the COVID outbreak.

During the year April 2020 – March 2021 there were 43 therapists supporting us, including 20 students who were working towards full professional qualification. Our service was accessed by 349 local people and in total we scheduled 2,382 therapeutic hours. Although this represents a 32% reduction in comparison to last year, we are proud to have maintained a service throughout most of this difficult year: itself a major achievement.

As the national vaccination programme started to take effect, many of our volunteers were eager to return to face-to-face counselling and we made the decision to tentatively re-open the centre in the summer of 2021.

Further details and analysis can be downloaded from our website in our Annual Review of 2020-21.

## **FINANCIAL REVIEW**

### **Summary of the Year**

The financial results for the year and the position at the year-end are set out in the following Receipts and Payments account and Statement of Assets and Liabilities.

### **Risk**

The trustees recognise that the most significant risk of the charity is that of loss of external funding. Contracts between 1point and the NHS are reviewed on a regular basis, usually covering a three-year period. Each renegotiation period represents a risk for 1point and hence for the Simeon Centre. Due to the nature of our work, a sudden cessation of service is likely to have detrimental impact on our clients. Furthermore, should current funding cease, the most likely source of alternative income would be via a grant. Application procedures for grants tend to be lengthy and drawn out, further impacting on the ability of the charity to continue providing services.

### **Reserves Policy**

To effectively manage the risk described above, the trustees have reviewed the reserves policy this year and decided that reserves equal to one year's running costs should be set aside. The amount will be reviewed regularly.

### **Investment Policy**

Investment decisions are made by the management committee. Currently, surplus funds are held in a high interest savings account. Surplus funds are held for the purposes of maintaining reserves as described above.

## **DECLARATION**

The trustees declare that they have approved the Trustee's Report above.

Signed on behalf of the charity's trustees

Signature:

Full Name: Mr P Green  
Position: Chair

Date:

**INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS TO THE TRUSTEES  
OF SIMEON CENTRE COUNSELLING SERVICE**

I report to the trustees on my examination of the accounts of Simeon Centre Counselling Service for the year ended 31 March 2021, which are set out on the following pages.

**Responsibilities and basis of report**

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Act and that an independent examination is needed.

I report in respect of my examination of the Trustees' accounts carried out under s.145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act.

**Independent examiners' statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

I have completed the examination. I confirm that no material 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 Trust as required by s. 130 of the Act; or
- (2) the accounts do not accord with those records; or

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.

**Stephen Gardiner ACA CTA**  
**Chartered Accountant**  
**R.P. SMITH & CO LTD**  
**2 Southport Road**  
**CHORLEY**  
**Lancashire PR7 1LB**

**Dated:**



**SIMEON CENTRE COUNSELLING SERVICE**

**STATEMENT OF ASSETS AND LIABILITIES**

**AS AT 31 MARCH 2021**

|  | <b>Unrestricted<br/>funds</b> | <b>Restricted<br/>funds</b> | <b>Total</b>   | <b>2020</b>   |
|--|-------------------------------|-----------------------------|----------------|---------------|
| <b>Monetary assets</b>   |                               |                             |                |               |
| Cash at bank - current account   | 30,656                        | -                           | 30,656         | 22,792        |
| Cash at bank - deposit account   | 73,293                        | -                           | 73,293         | 72,390        |
| Cash in hand   | 121                           | -                           | 121            | 121           |
|  | <u>104,070</u>                | <u>-</u>                    | <u>104,070</u> | <u>95,303</u> |
| <b>Non-monetary assets</b>   |                               |                             |                |               |
| <b>Fixed assets</b>  |                               |                             |                |               |
| The Charity's fixed assets which are stated<br>at cost are maintained on a regular basis and<br>are all in good condition. |                               |                             |                |               |
| Fixtures, fittings and equipment (acquired<br>from 2013 to 2020)   | 4,654                         | -                           | 4,654          | 4,739         |
| <b>Other assets</b>  |                               |                             |                |               |
| Debtors - 1point   | 19,386                        | -                           | 19,386         | 25,625        |
| Gift Aid owing   | -                             | -                           | -              | -             |
| <b>Liabilities</b>   |                               |                             |                |               |
| Rent   | 1,042                         | -                           | 1,042          | 1,562         |
| PAYE   | 466                           | -                           | 466            | 691           |
| Pension  | 471                           | -                           | 471            | -             |
| Expenses claims  | 840                           | -                           | 840            | 387           |
| Centre service charges   | -                             | -                           | -              | 45            |
| Accountancy fees   | 570                           | -                           | 570            | 540           |

The accounts were approved by the Board of Trustees on.....and were signed on their behalf by:

..... Mr P Green, Chair

**SIMEON CENTRE COUNSELLING SERVICE**

**RECEIPTS AND PAYMENTS ACCOUNT**

**FOR THE YEAR ENDED 31 MARCH 2021**

|  | <b>Unrestricted<br/>funds</b> | <b>Restricted<br/>funds</b> | <b>Total</b> | <b>2020</b> |
|--|-------------------------------|-----------------------------|--------------|-------------|
| <b>Receipts</b>                            |                               |                             |              |             |
| Donations                                  | 680                           | -                           | 680          | 4,692       |
| Gift Aid claims                            | -                             | -                           | -            | 1,109       |
| Provision of counselling services          | 73,083                        | -                           | 73,083       | 69,020      |
| Other trading income                       | 1,090                         | -                           | 1,090        | 3,993       |
| Room hire                                  | -                             | -                           | -            | 775         |
| Deposit interest                           | 903                           | -                           | 903          | 1,226       |
|  | <hr/>                         |                             | <hr/>        |             |
| Total receipts                             | 75,756                        | -                           | 75,756       | 80,815      |
|  | <hr/>                         |                             |              |             |
| <b>Direct charitable expenditure</b>       |                               |                             |              |             |
| Supervision and training                   | 8,906                         | -                           | 8,906        | 12,138      |
| Travel                                     | 91                            | -                           | 91           | 3,405       |
| Professional subscriptions                 | 848                           | -                           | 848          | 1,918       |
|  | <hr/>                         |                             |              |             |
| <b>Other support costs</b>                 |                               |                             |              |             |
| Wages and pension                          | 42,336                        | -                           | 42,336       | 39,412      |
| Rent, rates and water                      | 9,714                         | -                           | 9,714        | 10,384      |
| Insurance                                  | 921                           | -                           | 921          | 812         |
| Telephone                                  | 1,487                         | -                           | 1,487        | 879         |
| Postage and stationery                     | 190                           | -                           | 190          | 1,032       |
| Sundries                                   | 915                           | -                           | 915          | 515         |
| Meeting expenses                           | 144                           | -                           | 144          | 398         |
| Accountancy                                | 840                           | -                           | 840          | 768         |
| Professional fees                          | 10                            | -                           | 10           | 352         |
| Equipment purchases                        | 243                           | -                           | 243          | 342         |
| Repairs and maintenance                    | 344                           | -                           | 344          | 276         |
|  | <hr/>                         |                             | <hr/>        |             |
| Total payments                             | 66,989                        | -                           | 66,989       | 72,631      |
|  | <hr/>                         |                             |              |             |
| Net receipts for the year                  | 8,767                         | -                           | 8,767        | 8,184       |
|  | <hr/>                         |                             |              |             |
| Bank and Cash Balances<br>at 31 March 2020 | 95,303                        | -                           | 95,303       | 87,119      |
|  | <hr/>                         |                             |              |             |
| Bank and Cash Balances<br>at 31 March 2021 | 104,070                       | -                           | 104,070      | 95,303      |
|  | <hr/>                         |                             | <hr/>        |             |

**NOTE:** These accounts have been prepared on the Receipts & Payments Basis and comply with the appropriate legal requirements for this basis to apply.

**SIMEON CENTRE COUNSELLING SERVICE**

**TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2021**

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**T/A JOHN GOULDING & CO**  
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Ms E Lewis  
Rev Dr B Tomkins

##### **Independent Examiner**

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Further details and analysis can be downloaded from our website in our Annual Review of 2020-21.

## **FINANCIAL REVIEW**

### **Summary of the Year**

The financial results for the year and the position at the year-end are set out in the following Receipts and Payments account and Statement of Assets and Liabilities.

### **Risk**

The trustees recognise that the most significant risk of the charity is that of loss of external funding. Contracts between 1point and the NHS are reviewed on a regular basis, usually covering a three-year period. Each renegotiation period represents a risk for 1point and hence for the Simeon Centre. Due to the nature of our work, a sudden cessation of service is likely to have detrimental impact on our clients. Furthermore, should current funding cease, the most likely source of alternative income would be via a grant. Application procedures for grants tend to be lengthy and drawn out, further impacting on the ability of the charity to continue providing services.

### **Reserves Policy**

To effectively manage the risk described above, the trustees have reviewed the reserves policy this year and decided that reserves equal to one year's running costs should be set aside. The amount will be reviewed regularly.

### **Investment Policy**

Investment decisions are made by the management committee. Currently, surplus funds are held in a high interest savings account. Surplus funds are held for the purposes of maintaining reserves as described above.

## **DECLARATION**

The trustees declare that they have approved the Trustee's Report above.

Signed on behalf of the charity's trustees

Signature:

Full Name: Mr P Green  
Position: Chair

Date:

**INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS TO THE TRUSTEES  
OF SIMEON CENTRE COUNSELLING SERVICE**

I report to the trustees on my examination of the accounts of Simeon Centre Counselling Service for the year ended 31 March 2021, which are set out on the following pages.

**Responsibilities and basis of report**

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Act and that an independent examination is needed.

I report in respect of my examination of the Trustees' accounts carried out under s.145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act.

**Independent examiners' statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

I have completed the examination. I confirm that no material 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 Trust as required by s. 130 of the Act; or
- (2) the accounts do not accord with those records; or

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.

**Stephen Gardiner ACA CTA  
Chartered Accountant  
R.P. SMITH & CO LTD  
2 Southport Road  
CHORLEY  
Lancashire PR7 1LB**

**Dated:**

**SIMEON CENTRE COUNSELLING SERVICE**

**STATEMENT OF ASSETS AND LIABILITIES**

**AS AT 31 MARCH 2021**

|  | <b>Unrestricted<br/>funds</b> | <b>Restricted<br/>funds</b> | <b>Total</b>   | <b>2020</b>   |
|--|-------------------------------|-----------------------------|----------------|---------------|
| <b>Monetary assets</b>   |                               |                             |                |               |
| Cash at bank - current account   | 30,656                        | -                           | 30,656         | 22,792        |
| Cash at bank - deposit account   | 73,293                        | -                           | 73,293         | 72,390        |
| Cash in hand   | 121                           | -                           | 121            | 121           |
|  | <u>104,070</u>                | <u>-</u>                    | <u>104,070</u> | <u>95,303</u> |
| <b>Non-monetary assets</b>   |                               |                             |                |               |
| <b>Fixed assets</b>  |                               |                             |                |               |
| The Charity's fixed assets which are stated<br>at cost are maintained on a regular basis and<br>are all in good condition. |                               |                             |                |               |
| Fixtures, fittings and equipment (acquired<br>from 2013 to 2020)   | 4,654                         | -                           | 4,654          | 4,739         |
| <b>Other assets</b>  |                               |                             |                |               |
| Debtors - 1point   | 19,386                        | -                           | 19,386         | 25,625        |
| Gift Aid owing   | -                             | -                           | -              | -             |
| <b>Liabilities</b>   |                               |                             |                |               |
| Rent   | 1,042                         | -                           | 1,042          | 1,562         |
| PAYE   | 466                           | -                           | 466            | 691           |
| Pension  | 471                           | -                           | 471            | -             |
| Expenses claims  | 840                           | -                           | 840            | 387           |
| Centre service charges   | -                             | -                           | -              | 45            |
| Accountancy fees   | 570                           | -                           | 570            | 540           |

The accounts were approved by the Board of Trustees on.....and were signed on their behalf by:

..... Mr P Green, Chair



**SIMEON CENTRE COUNSELLING SERVICE**

**RECEIPTS AND PAYMENTS ACCOUNT**

**FOR THE YEAR ENDED 31 MARCH 2021**

|  | <b>Unrestricted<br/>funds</b> | <b>Restricted<br/>funds</b> | <b>Total</b> | <b>2020</b> |
|--|-------------------------------|-----------------------------|--------------|-------------|
| <b>Receipts</b>                            |                               |                             |              |             |
| Donations                                  | 680                           | -                           | 680          | 4,692       |
| Gift Aid claims                            | -                             | -                           | -            | 1,109       |
| Provision of counselling services          | 73,083                        | -                           | 73,083       | 69,020      |
| Other trading income                       | 1,090                         | -                           | 1,090        | 3,993       |
| Room hire                                  | -                             | -                           | -            | 775         |
| Deposit interest                           | 903                           | -                           | 903          | 1,226       |
|  | <hr/>                         |                             | <hr/>        |             |
| Total receipts                             | 75,756                        | -                           | 75,756       | 80,815      |
|  | <hr/>                         |                             |              |             |
| <b>Direct charitable expenditure</b>       |                               |                             |              |             |
| Supervision and training                   | 8,906                         | -                           | 8,906        | 12,138      |
| Travel                                     | 91                            | -                           | 91           | 3,405       |
| Professional subscriptions                 | 848                           | -                           | 848          | 1,918       |
|  | <hr/>                         |                             |              |             |
| <b>Other support costs</b>                 |                               |                             |              |             |
| Wages and pension                          | 42,336                        | -                           | 42,336       | 39,412      |
| Rent, rates and water                      | 9,714                         | -                           | 9,714        | 10,384      |
| Insurance                                  | 921                           | -                           | 921          | 812         |
| Telephone                                  | 1,487                         | -                           | 1,487        | 879         |
| Postage and stationery                     | 190                           | -                           | 190          | 1,032       |
| Sundries                                   | 915                           | -                           | 915          | 515         |
| Meeting expenses                           | 144                           | -                           | 144          | 398         |
| Accountancy                                | 840                           | -                           | 840          | 768         |
| Professional fees                          | 10                            | -                           | 10           | 352         |
| Equipment purchases                        | 243                           | -                           | 243          | 342         |
| Repairs and maintenance                    | 344                           | -                           | 344          | 276         |
|  | <hr/>                         |                             | <hr/>        |             |
| Total payments                             | 66,989                        | -                           | 66,989       | 72,631      |
|  | <hr/>                         |                             |              |             |
| Net receipts for the year                  | 8,767                         | -                           | 8,767        | 8,184       |
|  | <hr/>                         |                             |              |             |
| Bank and Cash Balances<br>at 31 March 2020 | 95,303                        | -                           | 95,303       | 87,119      |
|  | <hr/>                         |                             |              |             |
| Bank and Cash Balances<br>at 31 March 2021 | 104,070                       | -                           | 104,070      | 95,303      |
|  | <hr/>                         |                             | <hr/>        |             |

**NOTE:** These accounts have been prepared on the Receipts & Payments Basis and comply with the appropriate legal requirements for this basis to apply.