

SIMEON CENTRE COUNSELLING SERVICE

TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

Registered Charity Number: 1098428

SMITH & GOULDING LIMITED
Chartered Accountants
& Registered Auditors
2-4 Southport Road
CHORLEY

SIMEON CENTRE COUNSELLING SERVICE

TRUSTEES ANNUAL REPORT FOR THE YEAR TO 31 MARCH 2024

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number 1098428

Principal Address

Victoria Hall
Knowsley Street
Bolton
Lancashire
BL1 2AS

Trustees

Mr P Green
Mr G Fairhurst
Ms J Orrell
Mr R Bradley
Ms E Lewis
Ms C Greer (Resigned 18th June 2024)
Ms N Thompson (Resigned 16th September 2023)

Independent Examiner

Smith & Goulding Limited
Chartered Accountants
2-4 Southport Road
Chorley
Lancashire
PR7 1LD

STRUCTURE, GOVERNANCE & MANAGEMENT

Governing document

The Simeon Centre Counselling Service is controlled by its governing document, a deed of trust dated 27 March 2003 (revised in 2008 and 2016) 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

Volunteers

Between 1st April 2023 and 31st March 2024, we have had 69 volunteer counsellors in total:

- Qualified = 39 (57%) **3 less than the previous year
- Placement = 30 (43%) **6 less than the previous year

Volunteer Attrition

Between 1st April 2023 and 31st March 2024, we lost 17 volunteer counsellors:

- Qualified = 6 (35%) **11 less than the previous year
- Placement = 11 (65%) **1 less than the previous year

A breakdown of the reasons volunteer counsellors stopped seeing clients for us is as follows:

- Employment = 5 (29%)
- Health Issues = 2 (12%)
- Loss of Student Status = 1 (6%)
- Maternity Leave = 1 (6%)
- Moved Away From Bolton = 2 (12%)
- Placement Completed = 4 (24%)
- Started to Volunteer Elsewhere = 2 (12%)

Client Sessions Arranged

Between 1st April 2023 and 31st March 2024, we scheduled 3,965 counselling sessions:

- Attended = 3,083 (78%) **7 less than the previous year
- Same Day Cancellation = 322 (8%) **35 less than the previous year
- Advanced Cancellation = 294 (7%) **3 more than the previous year
- Did Not Attend Without Notice = 266 (7%) **64 more than the previous year

Future Contracts and Relationships

Simeon Centre Counselling Service has been a core partner of 1-Point (North-West) since its inception in 2012. We have also worked with the 1-Point Network (1-Point, Beacon, Being Heard, Fortalice, and MhIST) to provide counselling services to NHS patients since the contract was first established in 2014, and this contract has been our sole source of income for almost a decade.

We became aware towards the end of this financial year that our ability to continue working on behalf of the NHS would sadly come to an end in the following financial year due to contract requirement changes, namely that the NHS would like their clients to be seen by employed staff.

While we would be honoured to be in a position to employ the volunteers that have been the bedrock of our charity since 1999, we are sadly not in a position to afford the cost of doing so. With deep regret, this means that our partnership with 1-Point and the NHS will end in 2024 - 25.

While the next financial year has an air of uncertainty to it that we have been fortunate to avoid for so many years, it also brings with it exciting opportunities to develop and grow our charity, with its key focus remaining on supporting the people of Bolton overcome their struggles with mental health through the provision of an excellent and well-respected counselling service.

Tribute to Long-Term Volunteers

The very core of Simeon Centre Counselling Service is the team of volunteers who make our work to support the local community possible. We would like to pay a special tribute to the following:

- Alena, who has volunteered for us since March 2010
- Joan, who has volunteered for us since March 2010
- Fozia, who has volunteered for us since February 2014
- Wendy, who has volunteered for us since April 2016
- Ana, who has volunteered for us since June 2018
- Christine, who has volunteered for us since October 2018

In addition to our long-standing team of volunteer counsellors, we would also like to pay a special tribute to the trustees on our board who have stood by and supported our charity for many years:

- Bob, who has been a trustee since August 2008
- Jill, who has been a trustee since August 2008
- Peter, who has been a trustee since August 2008
- Emma, who has been a trustee since November 2016

Post Balance Sheet Events

Since the start of this financial year, we have been winding down our contract with the NHS via our partnership with 1-Point. We have not taken on new NHS clients since October 2024 and expect all cases with them to be closed before the end of the financial year.

Simeon Centre Counselling Services continues to support the community through direct referrals and forming new partnerships with other organisations across the boroughs of Bolton.

Thanks to our excellent reputation amongst health providers, we are seeing a substantial number of GP surgeries sending their patients straight to us for direct and immediate access to therapy.

As well as our team creating new networks to support marginalised communities, often overlooked by traditional counselling services, we are also striving to offer new and exciting training opportunities to our volunteers to better support their professional development.

Through increasing our skills base and moving into providing more specialised counselling services to complement our traditional work, we are hopeful that we will be able to secure new funding opportunities enabling us to continue supporting our community for many years to come.

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

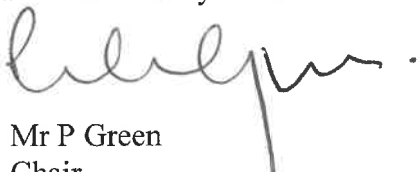
Investment decisions are made by the management committee. Currently, surplus funds are held in a high interest savings account. Surplus funds are held for the purposes of maintaining reserves as described above.

DECLARATION

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

Signed on behalf of the charity's trustees

Signature:

A handwritten signature in black ink, appearing to be 'P Green', followed by a period.

Full Name: Mr P Green

Position: Chair

Date: 9 - 12 - 24

**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 2024, 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.



**Andrew Simm BSc FCA
Chartered Accountant
SMITH & GOULDING LIMITED
2-4 Southport Road
CHORLEY
Lancashire PR7 1LD**

Dated: 15/1/2025


SIMEON CENTRE COUNSELLING SERVICE

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 MARCH 2024

	Unrestricted funds	Restricted funds	Total	2023
Monetary assets				
Cash at bank - current account	21,025	-	21,025	29,204
Cash at bank - deposit account	78,761	-	78,761	75,574
Cash in hand	463	-	463	382
	<u>100,249</u>	<u>-</u>	<u>100,249</u>	<u>105,160</u>
Non-monetary assets				
Fixed assets				
The Charity's fixed assets which are stated at cost are maintained on a regular basis and are all in good condition.				
Fixtures, fittings and equipment (acquired from 2013 to 2024)	7,238	-	7,238	6,240
Other assets				
Debtors - 1 point	21,450	-	21,450	23,010
Liabilities				
Rent	1,167	-	1,167	-
PAYE	1,942	-	1,942	-
Pension	247	-	247	-
Telephone	240	-	240	221
Expenses claims	-	-	-	976
Accountancy fees	1,500	-	1,500	-

The accounts were approved by the Board of Trustees on...9.12.24...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 2024**

	Unrestricted funds	Restricted funds	Total	2023
Receipts				
Donations	1,582	-	1,582	1,315
Gift Aid claims	-	-	-	-
Provision of counselling services	79,560	-	79,560	84,231
Deposit interest	3,187	-	3,187	1,548
Total receipts	84,329	-	84,329	87,094
Direct charitable expenditure				
Supervision and training	16,732	-	16,102	14,098
Travel	3,522	-	3,347	3,290
Professional subscriptions	1,848	-	1,678	1,939
Other	714	-	714	-
Other support costs				
Wages and pension	45,686	-	45,686	45,291
Rent, rates and water	12,940	-	12,940	14,042
Insurance	776	-	776	415
Telephone	2,019	-	2,019	2,088
Postage and stationery	723	-	723	867
Sundries	716	-	716	631
Meeting expenses	94	-	94	189
Accountancy	1,032	-	1,032	894
Professional fees	512	-	512	455
Consultancy services	-	-	-	462
Equipment purchases	998	-	998	1,187
Repairs and maintenance	928	-	928	1,045
Total payments	89,240	-	89,240	86,893
Net receipts for the year	(4,911)	-	(4,911)	201
Bank and Cash Balances at 31 March 2023	105,160	-	105,160	104,959
Bank and Cash Balances at 31 March 2024	100,249	-	100,249	105,160

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