

**Company Number 5065216**

**RELATE LEICESTERSHIRE  
(A COMPANY LIMITED BY GUARANTEE)  
REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**RELATE LEICESTERSHIRE  
(A COMPANY LIMITED BY GUARANTEE)**

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FOR THE YEAR ENDED 31 MARCH 2021**

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**RELATE LEICESTERSHIRE (A COMPANY LIMITED BY GUARANTEE)**  
**REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

**RELATE LEICESTERSHIRE**  
**(A COMPANY LIMITED BY GUARANTEE)**

**COMPANY INFORMATION**

**TRUSTEES:** Mrs LM Williams  
Mr K Nicholls  
Mr R Jones  
Mr M Wright  
Mr K Korim (resigned 30/11/2020)  
Ms S Goodrum (resigned 01/09/2021)

**COMPANY SECRETARY:** Mrs S Prince

**CHIEF EXECUTIVE OFFICER:** Mrs S Prince

**REGISTERED OFFICE:** 83 Aylestone Road  
Leicester  
Leicestershire  
LE2 7LL

**COMPANY REGISTERED NUMBER:** 5065216 (England & Wales)

**CHARITY REGISTERED NUMBER:** 1103070

**EXAMINING ACCOUNTANT:** Mr CS Sowman  
Kenneth Law Sowman & Co  
East View  
5 Desford Lane  
Peckleton  
Leicester  
LE9 7RB

**BANKERS:** HSBC Bank plc  
31 Granby Street  
Leicester  
LE1 6EP

**RELATE LEICESTERSHIRE (A COMPANY LIMITED BY GUARANTEE)**  
**REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

The Directors, who are Trustees in respect of the charitable activities of the company, present their report together with the financial statements for the year ended 31 March 2021.

**CHARITABLE OBJECTS**

The charitable objects of Relate Leicestershire are set out below.

1. To educate the public concerning the benefits of secure couple relationships, marriage and family life in order to improve the emotional, sexual and spiritual well-being of individuals which is derived from committed relationships;
2. To seek to enhance, the good health, both mental and physical, of adults and children by:
  - i) Increasing public awareness of the benefit of committed couple relationships, marriage, and family life; and
  - ii) Working to prevent poverty, hardship and distress caused by the breakdown of such relationships;
3. To provide counselling, advice, education, guidance and relief to adults and/or children in relation to any aspect of contemporary life or work which:
  - i) May prejudice their physical or mental well-being; or
  - ii) Influence, either directly or indirectly, their present or future family or couple relationship;
4. To relieve those in need by reason of youth, age, ill-health, disability, financial hardship or another disadvantage; and
5. To promote research into all of the above Objects and to make the results available to the public.

The company's main activities during the year all fell within these objects and are described in fuller detail later in this report.

**REVIEW OF BUSINESS**

The results for the year and the financial position of the company are as shown in the annexed financial statements.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

Relate Leicestershire is a registered charity that has been serving the communities of Leicester, Leicestershire and Rutland for over 70 years. We are a Federated Centre within the Relate family group. Relate National has now taken in a number of centres to become part of a single charity as Relate National. Other centres have decided to stay as independent centres and are named Federated Centres. Relate Leicestershire is bound by the terms of the Relate membership agreement, which provides, inter alia,

## **RELATE LEICESTERSHIRE (A COMPANY LIMITED BY GUARANTEE)**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

that Relate Leicestershire will abide by the terms of all policies and service specifications approved by the Federation. The governing body of the Federation is the Relate Board of Directors.

We provide an extensive range of relationship services at our main premises at 81/83 Aylestone Road, Leicester and outreach locations across the county and Rutland.

The governing body of Relate Leicestershire is its Board. The Memorandum and Articles of Association govern the appointment of Directors and Trustees. The Centre's policy for the recruitment and induction of new Directors and Trustees provides for a process of interviews and discussions, the provision of background information and attendance as an observer at Board and Committee meetings.

The Directors and Trustees have met formally with the Centre Manager and staff teams in regular meetings throughout the year. Between these meetings the Finance & General Purposes Committee oversee the Centre's finances and Human Resource Functions. The Service & Practice Committee regularly reviews and guides the development and delivery of the main services provided: Relationship Counselling (face-to-face and by telephone), Young People Counselling, Psycho-Sexual Therapy, Family Counselling and Education and Learning services. The Business Development Committee oversee the development of the Business Plan and the Marketing & Publicity Strategy and monitor its implementation and progress.

Suzanne Prince leads the team with support from Melissa White, (Head of Services) Hannah Andrzejewski (Office Manager) and Caroline Byrne (Centre Support Team Co-ordinator). The Clinical Lead is supervisor Vicki Weetman, supported by supervisors Kala Subbaswamy and Rashmi Patel. This year we also recruited, Leona Smith-Kerr from our existing team of counsellors to train as a supervisor.

### **OBJECTIVES AND ACTIVITIES**

Our vision is to be a "one stop relationship service centre" reaching more people and serving the community of Leicester, Leicestershire and Rutland. We have continued to ensure that our services are diverse and designed to meet local needs, and in parallel to diversify our sources of income. Growth and flexibility are critical to the Centre's long-term viability, and we continue on our objective to develop steady patterns of annual growth. 2021-2022 has been another positive year in terms of maintaining a single cohesive team within the Centre but as with everyone else, in March 2020 we were impacted by the Covid 19 virus. We ended all face to face work and transitioned to telephone and video counselling. It has been down to the strength and positivity of all staff that we have managed to do this successfully and still run a full service. We were also successful in attracting funding to help us recover into the next year to help us deal with the changes and challenges the virus continues to bring. We are now delivering a mainly face to face service but there is still the ongoing impact of the pandemic. We don't have access to buildings in other areas across the county and Rutland as it has been difficult to get room contracts but we are hoping this will be eased after the upcoming 2021 winter.

The Centre's longest established service is Adult Relationship Counselling. This includes counselling for individuals and couples, irrespective of marital status, faith, race, gender, sexual orientation or disability, on Relate premises and remotely; and Psychosexual Therapy.

The Young People Counselling Service has continued building partnerships with schools and we have new schools and colleges on board providing face to face

## **RELATE LEICESTERSHIRE (A COMPANY LIMITED BY GUARANTEE)**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

counselling services. The demand for children and young people counselling and family counselling is significant, and we have again recruited new members of the team to meet the additional demand. We delivered the final year of therapeutic services for children and young people with mild to moderate mental health needs across Leicester, Leicestershire and Rutland and again this has now been extended to September 2022. The contract is an Early Intervention Service funded by each area Clinical Commissioning Group and is delivered with our partner agencies; The Centre for Fun and Families and ADHD Solutions.

Our aims for education and learning services were based on growth and sustainability and we have delivered the third year of our CAFcass contract with Cambridge Family Mediation Services delivering separated parents' courses. This contract has also been extended for a further year.

#### **PUBLIC BENEFIT**

In line with the requirements of the Charities Commission, we give below information on how the Centre delivers public benefit.

Relate Leicestershire takes practical steps to provide open access to its services. We operate a bursary scheme to enable those in financial hardship to access our services at a reduced cost. We nevertheless see it as a priority that our services remain accessible to those who require them, irrespective of their means.

Most of our Young People Counselling Service is provided within the Early Intervention Service and local schools and colleges.

#### **ACHIEVEMENTS AND PERFORMANCE**

##### **Results in Aggregate**

This was a year of challenge with slightly less work delivered in some areas but increased in children and young people's service, it was expected with the impact of the pandemic. The number of sessions delivered during the year were 2,800 sessions for relationship counselling, 3,211 sessions of children and young people counselling and group work, 195 sessions of Sex Therapy, 267 sessions of family counselling and 250 individuals attended our training programmes. The young people service has seen a significant increase in delivery and we have increased the number of practitioners into the team to ensure we reach the number of people who want to use our service. We were able to manage a surplus in order to continuing building our reserves that have supported our delivery in past years.

##### **Adult Relationship Counselling**

Demand for adult relationship counselling services declined during the pandemic but still similar to last year and we hope to reach more people again this year. Our priority has been to ensure that we continue to deliver services during the pandemic.

## **RELATE LEICESTERSHIRE (A COMPANY LIMITED BY GUARANTEE)**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

#### **Children and Young People's counselling and Family Work**

We continued our work in schools providing individual counselling for young people in secondary and primary schools.

The demand for school counselling is increasing at a steady rate and we have employed and trained new counsellors to meet the demand. We were forced to close our school work in March 2020 due to the virus but during the year we are now back in all our existing contracts and gained new contracts.

#### **Education and Learning**

We have had another successful year delivering the CAFCASS mandated programme to separated parents. All individual and group delivery has been delivered and continues to be delivered remotely on zoom.

### **FINANCIAL REVIEW**

#### **Financial Position**

The Centre ended the year with total incoming resources of £946,524 and recorded a surplus of £74,219. This surplus has built our reserves to a level that will sustain us in a crisis. We have continued to invest in our infrastructure to improve our environment for clients, improve the building and our programme of change for our IT provision. The Trustees, as usual, will be making prudent decisions over the coming year to ensure the Centre's viability.

The Centre's finances are managed under a straightforward regime. The Finance & General Purposes Committee develops a budget for approval by the Board prior to the start of each year, and reviews performance against that budget. The Board receives and considers financial reports at each of its quarterly meetings. Every month the Centre Manager sends to the Directors and Trustees a set of key statistics, including output volumes for each service, the unkept appointment rate, the average client contribution for counselling services, and the values of bank balances. The Finance & General Purposes Committee is authorised to approve unbudgeted expenditures of up to £5,000. The Finance Committee keeps under review the management of funds on deposit.

Independent accountants prepare the Centre's management accounts.

#### **Reserves**

The contents of the Centre's risk register were formally reviewed during the course of the year, together with their estimated impacts and likelihoods, controls and mitigations. In the light of this the level of required reserves was re-evaluated. The directors concluded that it was prudent to maintain free reserves, including working capital, of around £300,000 to provide a 'breathing space' within which to act in the event of the risks identified materialising.

The Centre's readily realisable assets now stand at around £509,034. Given the continuing uncertainties within the funding outlook and the economy generally, the directors regard the current level of reserves as adequate.

## **RELATE LEICESTERSHIRE (A COMPANY LIMITED BY GUARANTEE)**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

It should be noted that the freehold property owned by Relate Leicestershire is valued at historical cost less accumulated depreciation in the accounts. The trustees consider that 'on an open market valuation' the freehold property would be valued considerably more than its book value.

#### **Funding**

The main sources of funding for our services during 2020/2021 are as described in the following paragraphs.

Most of the funding for Relationship Counselling, delivered at our own premises and outposts came from client contributions. The payments are supported by a bursary, where necessary, so that the service was again available to clients irrespective of their means. Our Bursary made available for members of the public to support the cost of counselling for 2020 – 2021 was £11,627.

Young People counselling services received most of its funding through contracts with our local CCGs.

Schools and colleges counselling services were delivered at fair sessional rates for the services received.

Education and Learning was mainly delivered under the contract and costs of the Separated Parents Information Programme commissioned by CAFCASS.

#### **FUTURE DEVELOPMENTS**

Throughout all the challenges in 2020/2021 we have continued to build stability in the Centre as we work together to operate our vision and strategy. We are still dealing with continuing pressure from the pandemic as families have lost jobs and experience lower household income due to redundancy or furlough. Faced with continuing uncertainty, we shall maintain close monitoring of the funding outlook and new opportunities and keep under review contingency plans to manage our capacity and our cost base.

We will continue to analyse feedback from our clients and act as needed to keep our services in tune with evolving market needs. We will continue to invest time and effort in understanding the implications of structural changes in our various markets, including the impact of commissioning. We intend to continue to develop bespoke solutions to the opportunities presented by funding agencies, and where appropriate to work in partnership with other service organisations with complementary competences. We will continue to encourage the members of our highly skilled workforce to extend their individual competences to meet emerging needs.

The trustees are confident that the actions taken over the past year has put the charity in a strong position to succeed in what has now become an extremely challenging time.

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

This information is provided on page 1 of the annual report and accounts.



**RELATE LEICESTERSHIRE (A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

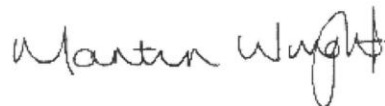
**EXAMINING ACCOUNTANT**

The Directors and Trustees acknowledge and thank Christopher Sowman of Kenneth Law Sowman & Co. for his work in undertaking the annual examination of the accounts for the year to 31 March 2021. They will propose his reappointment as examining accountant for the financial year to 31 March 2022.

Approved by the Trustees on 25<sup>th</sup> October 2021 and signed on their behalf by

**Lynda Williams**  
Chair

**Martin Wright**  
Trustee



**RELATE LEICESTERSHIRE (A COMPANY LIMITED BY GUARANTEE)**  
**REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees are required to prepare financial statements for each financial year that give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. In preparing those accounts the trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether the policies adopted are in accordance with applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to ensure that the accounts comply with all relevant legislation and its own constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
RELATE LEICESTERSHIRE  
(A COMPANY LIMITED BY GUARANTEE)**

I report on the accounts of the company for the year ended 31<sup>st</sup> March 2021 which are set out on pages 10 to 18.

**Respective responsibilities of the trustees and the examiner**

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England & Wales.

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 and is eligible for independent examination, it is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- To follow procedures laid down in the General Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act; and
- To state whether particular matters have come to my attention.

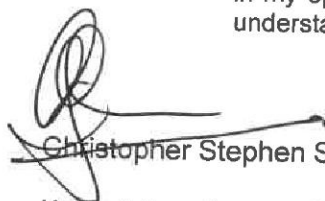
**Basis of independent examiner's report**

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 the seeking of 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 examiners' statement**

In connection with my examination, no matter has come to my attention to indicate that:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records;
- where accounts are prepared on an accruals basis, whether they fail to comply with the relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS 102); and
- in my opinion, attention should be drawn to the attention of the reader in order to enable a proper understanding of the accounts to be reached.



Christopher Stephen Sowman FCA

Kenneth Law Sowman & Co  
Chartered Accountants  
East View 5 Desford Lane Peckleton Leicester LE9 7RB

25<sup>th</sup> October 2021

**RELATE LEICESTERSHIRE  
(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2021**

**INCOME AND EXPENDITURE ACCOUNT**

	NOTE	Unrestricted funds	Restricted funds	2021 Total funds	2020 Total funds
<b>Incoming resources</b>					
Incoming resources from generated funds					
Voluntary Income	2	1,500	-	1,500	2,500
Investment income	3	-	-	-	-
Incoming resources from charitable activities	4	145,560	787,118	932,678	859,482
Other incoming resources	5	12,346	-	12,346	1,470
<b>Total incoming resources</b>		<b>159,406</b>	<b>787,118</b>	<b>946,524</b>	<b>863,452</b>
<b>Resources expended</b>					
Charitable activities	6	109,407	760,498	869,905	735,894
Governance costs	7	2,400	-	2,400	2,400
<b>Total resources expended</b>		<b>111,807</b>	<b>760,498</b>	<b>872,305</b>	<b>738,294</b>
<b>Net incoming resources for the financial year</b>	8	47,599	26,620	74,219	125,158
<b>Transfer between funds</b>		26,620	(26,620)	-	-
<b>Total funds brought forward</b>		<b>582,869</b>	<b>-</b>	<b>582,869</b>	<b>457,711</b>
<b>Total funds carried forward</b>	16	<b>657,088</b>	<b>-</b>	<b>657,088</b>	<b>582,869</b>

**CONTINUING OPERATIONS**

All incoming resources and resources expended derive from continuing activities

**TOTAL RECOGNISED GAINS AND LOSSES**

There were no recognised gains or losses other than included above.

**RELATE LEICESTERSHIRE  
(A COMPANY LIMITED BY GUARANTEE)**

**BALANCE SHEET  
31 MARCH 2021**

	NOTE	2021	2020
<b>TANGIBLE FIXED ASSETS</b>	<b>11</b>	<b>148,054</b>	116,975
<b>CURRENT ASSETS</b>			
Debtors	12	51,241	134,056
Cash at bank and in hand	13	580,180	370,049
		<u>631,421</u>	<u>504,105</u>
<b>CREDITORS</b>			
Amounts falling due within one year	14	<u>122,387</u>	<u>38,211</u>
<b>NET CURRENT ASSETS</b>		<b>509,034</b>	465,894
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>657,088</b>	582,869
<b>FUNDS</b>			
<b>Unrestricted Funds</b>			
General funds	15	657,088	582,869
Designated funds	15	-	-
		<u>657,088</u>	<u>582,869</u>
<b>Restricted funds</b>	15	-	-
<b>TOTAL FUNDS</b>		<b>657,088</b>	582,869

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members of the company have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and for the preparation of the accounts.

These financial statements have been prepared in accordance with the applicable legislation and guidance appropriate to this financial year as more fully described under the heading "basis of preparing the financial statements" set out in Note 1 - Accounting Policies.

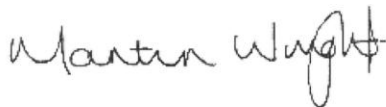
These accounts were approved by the Trustees on 25 October 2021 and signed on their behalf by:

Mrs LM Williams



**Director and Chair of Trustees**

M Wright



**Trustee**

The notes form part of these financial statements  
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**RELATE LEICESTERSHIRE  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements have been prepared under the historical cost convention, and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1<sup>st</sup> January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Relate Leicestershire meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated.

**Preparation of the accounts on a going concern basis**

The trustees are satisfied that based on these accounts, the resources available to the charity, the financial results of the charity since 1<sup>st</sup> April 2020 and the budgets and forecasts for the 2020/2021 year, that the charity can continue to meet its liabilities as they fall due and that in consequence the going concern basis continues to remain appropriate.

**Income**

Income is recognised when the charity has entitlement to the funds, any conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from grants is recognised when the charity has met the performance criteria specified at the time of grant and is recorded on a period by period basis when such criteria is achieved.

Incoming resources are treated as unrestricted unless the use of such income has conditions attached which determine when, how and on what such funds may be expended. In those cases where the incoming resource is deemed or determined to be restricted, then it is only recognised as income when any attaching performance criteria is achieved.

**Fund Accounting**

Unrestricted general funds are those funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed at the time such funds are received. Surpluses arising from restricted funds are transferred to unrestricted funds when the trustees are satisfied that all contract deliverables have been achieved and the surplus can be accurately measured.

**RELATE LEICESTERSHIRE  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**1. ACCOUNTING POLICIES - continued**

**Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Where such expenditure relates to a restricted income fund, then it is recognised in the same period as the income to which it applies.

Apart from governance costs, all expenditure is classified as expenditure on charitable activities.

All expenditure includes the irrecoverable VAT as a cost where it has been charged.

**Allocation of central office costs**

Central office costs are those functions that support the charitable activities of the charity and include finance, personnel, management, training and other administrative activities. The trustees do not consider that an arbitrary allocation of such costs is meaningful and accordingly the analysis of expenditure by activity records such costs separately.

**Operating Leases**

Rentals payable under operating leases (a lease where title to such equipment remains with the lessor) are charged to the SOFA on a straight-line basis over the term of the lease.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- 1% on the original cost of the property
Fixtures and fittings	- 10% on cost

Given the nature and age of the freehold property, the trustees have concluded that it is not possible to identify the component parts of its cost and have therefore continued to apply a straight-line charge for depreciation of 1% per annum. The trustees aim to ensure that the freehold property is maintained to the highest possible standard and are satisfied that the carrying value in the accounts is not less than its current market value.

**Taxation**

As a registered charity, Relate Leicestershire Ltd is exempt from any liability to taxation.

**Pensions**

The company operates a defined contribution pension scheme. Contributions payable for the period are charged in the profit and loss account.

**RELATE LEICESTERSHIRE  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**2. VOLUNTARY INCOME**

Voluntary income comprises donations received by the charity in the year. There are no costs associated with this activity.

**3. INVESTMENT INCOME**

Investment income represents the total amounts receivable from the charity's bank deposits. Investment income is allocated to the different funds based upon the ratio of fund balances.

**4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

**Analysis of incoming resources between funds**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2021 Total</b>	<b>2020 Total</b>
Client and other income	134,463	-	134,463	167,787
Young People	11,028	765,062	776,090	631,338
Training & Lifeskills	69	17,515	17,584	28,566
Children in Need	-	4,541	4,541	31,791
	<b>145,560</b>	<b>787,118</b>	<b>932,678</b>	<b>859,482</b>

**Analysis of incoming resources by activity**

	<b>2021 Total</b>	<b>2020 Total</b>
Relationship counselling	117,865	153,184
Family counselling	8,352	4,795
PST counselling	8,246	9,808
YP counselling	311,631	165,929
Life skills	17,584	28,566
YP early intervention	469,000	497,200
	<b>932,678</b>	<b>859,482</b>

**5. OTHER INCOMING RESOURCES**

Other incoming resources comprise income from the sales of books and other publications, room hire, donations and fund-raising activities.



**RELATE LEICESTERSHIRE  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**6. RESOURCES EXPENDED ON CHARITABLE ACTIVITIES**

The analysis of resources expended on charitable activities by type is as follows:

	<u>2021</u>	<u>2020</u>
Staff costs	514,576	433,916
National Relate and Affiliation Fees	13,735	13,532
Training, travel and other staff costs	20,672	36,116
Property and utility costs	52,556	49,208
External service providers	204,975	158,358
Office costs	44,431	25,765
Literature, PR and marketing	5,690	3,421
Accounting services - external provider	11,280	10,800
Sundries	1,990	4,778
	<u>869,905</u>	<u>735,894</u>

The Trustees still consider that the allocation of resources by expenditure type provides a more meaningful analysis of resources expended on charitable activities. However, the table below provides an indicative analysis of resources expended by activity including the trustees allocation of central office costs. This allocation forms the basis of the amounts as disclosed on the SOFA.

	2021 DIRECT COSTS	2021 CENTRAL ALLOCATE	2021 Total	2020 Total
<b>Analysis of resources expended by activity</b>				
Relationship counselling	54,104	34,532	88,636	107,128
Family counselling	134	9,383	9,517	7,835
PST counselling	1,871	9,383	11,254	9,873
YP counselling	183,759	18,766	202,525	46,504
Life skills	2,155	18,766	20,921	21,662
YP early intervention	441,326	95,726	537,052	542,892
Central office costs	186,556	(186,556)	-	-
	<u>869,905</u>	<u>-</u>	<u>869,905</u>	<u>735,894</u>

**7. GOVERNANCE COSTS**

Examiner's fees for examination	1,000	1,000
Examiner's fees for other services	1,400	1,400
	<u>2,400</u>	<u>2,400</u>

The charity incurs no other direct costs in connection with its governance.

**8. NET INCOMING / (OUTGOING) RESOURCES FOR THE FINANCIAL YEAR**

Net incoming / (outgoing resources) resources is stated after charging:

Depreciation - owned assets	19,466	3,889
Examiner's fees (in aggregate)	<u>2,400</u>	<u>2,400</u>

The directors received no emoluments or other benefits (2020 - £nil)

The Trustees of the charity neither received nor waived any emoluments during the year (2020 - £nil). No expenses were paid to Trustees during the year (2020 - £nil).

**RELATE LEICESTERSHIRE  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**9. STAFF COSTS**

	<u>2021</u>	<u>2020</u>
Wages and salaries	510,844	414,115
Social security costs	17,804	16,237
Pension costs	4,978	3,564
CJRS Grants	(19,050)	-
	<u>514,576</u>	<u>433,916</u>

The average headcount during the year was 36 (2020 - 36).

The average number of staff based upon full-time equivalent posts is 24 (2020 - 24).

The employment costs of the Centre Manager (who is effectively the chief operating officer) were £59,725 (2020 - £39,511).

No employee received remuneration at the rate of £60,000 per annum or above.

Wages and salaries includes £77,170 (2020 - £65,276) in respect of invoiced costs from third parties.

**10. TAXATION**

There is no liability to UK corporation tax on the result of the year.

**11. TANGIBLE FIXED ASSETS**

	Freehold property	Fixtures & fittings	Total
<b>Cost</b>			
At 1 April 2020	148,899	67,646	216,545
Additions	-	50,545	50,545
Elimination of fully depreciated assets	-	(27,670)	(27,670)
At 31 March 2021	<u>148,899</u>	<u>90,521</u>	<u>239,420</u>
<b>Depreciation</b>			
At 1 April 2020	68,494	31,076	99,570
Charge for the year	1,489	17,977	19,466
Elimination of fully depreciated assets	-	(27,670)	(27,670)
At 31 March 2021	<u>69,983</u>	<u>21,383</u>	<u>91,366</u>
<b>NET BOOK VALUE</b>			
At 31 March 2021	<u>78,916</u>	<u>69,138</u>	<u>148,054</u>
At 31 March 2020	<u>80,405</u>	<u>36,570</u>	<u>116,975</u>

**RELATE LEICESTERSHIRE  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**12. DEBTORS : AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<u>2021</u>	<u>2020</u>
Trade debtors	29,057	89,323
Prepayments and accrued income	22,184	44,733
	<u>51,241</u>	<u>134,056</u>

**13. CASH AT BANK AND IN HAND**

Cash and current accounts	580,180	370,049
Deposit accounts	-	-
	<u>580,180</u>	<u>370,049</u>

**14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

Trade creditors	54,487	20,538
Social security and other taxes	6,018	5,210
Accrued expenses and deferred income	61,882	12,463
	<u>122,387</u>	<u>38,211</u>

**15. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Designated fund	Restricted fund	General fund	Total
Tangible fixed assets	-	-	148,054	148,054
Current assets	-	-	628,421	628,421
Current liabilities	-	-	(122,387)	(122,387)
<b>At 31 March 2021</b>	<u>-</u>	<u>-</u>	<u>654,088</u>	<u>654,088</u>

**RELATE LEICESTERSHIRE  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**16. NATIONAL RELATE**

Relate Leicestershire Ltd is part of a federation with other such charities which share similar aims and objectives but is not otherwise connected to those charities.

During the year the charity paid £13,735 (2020: £13,532) to the National Relate Federation.

**17. COMMITMENTS**

Relate Leicestershire Ltd has annual commitments of £1,705 (2020 - £1,254) in respect of operating leases for plant and machinery which expire between two and five years.

**18. COMPANY STATUS**

The charity is a company limited by guarantee. The members of the company are the Directors and Trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

**19. VOLUNTEER SERVICES**

No amount is recognised in the financial statements in respect of the time donated to the charity by volunteers.