

Charity number: 1107003
Company number: 05250711
(England and Wales)

Mid-Sussex Counselling Centre
Report of the Trustees and Unaudited Financial Statements
For the year ended 31 December 2021

Mid-Sussex Counselling Centre
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For the year ended 31 December 2021

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Mid-Sussex Counselling Centre
Report of the Trustees
For the year ended 31 December 2021

The Trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the financial statements for the charitable company for the year ended 31 December 2021. The Trustees have adopted the provisions of 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 the Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES, ORGANISATION AND ACTIVITIES

Objectives and aims

The Centre is established to offer affordable and professionally supported counselling to the people of Mid-Sussex. It is a registered charity and accredited by the British Association for Counselling and Psychotherapy (BACP)

The Centre offers open-ended, psychodynamic counselling to individual adult clients at its base in Hassocks, West Sussex.

The Centre is managed and administered by a board of Directors, the Centre Manager and the Clinical Lead.

A group of qualified supervisors support and oversee the work of a team of up to twenty volunteer counsellors. The team comprises both qualified and experienced counsellors who have been working with the Centre for some time and a number of counsellors who have undergone a minimum of one year of training and are on clinical placement from training courses approved by the Centre. All counsellors attend weekly supervision.

Clients generally refer themselves but many come on the recommendation of former clients, GPs and mental health services. Our website provides an internet presence. All prospective clients are asked to attend an initial interview where their aims and expectations are explored and the suitability of counselling is discussed before they are placed on the waiting-list for allocation to a counsellor. Should it ever be decided that psychodynamic counselling is not appropriate for a particular person, every effort is made to suggest an alternative source of help. Clients are asked to contribute towards the cost of counselling on a sliding scale related to income and circumstances. The service is offered on a one-to-one basis and the highest priority is given to confidentiality.

The trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

ACHIEVEMENTS AND PERFORMANCE

Significant activities

2021 saw the Covid-19 pandemic continue to present the challenges it brought in the previous year although with somewhat lessening intensity. Once again the Centre was able to respond with notable agility as conditions ebbed and flowed and was able not only to maintain its service but also to increase the number of counselling sessions delivered. The resulting trading surplus was £3,044 a significant recovery from the deficit of £533 recorded in 2020. The commitment, diligence and fortitude of our Centre Manager, Clinical Lead, supervisors and counsellors was outstanding.

During the year the Centre's ambition to streamline its administrative procedures and embrace fully the possibilities of IT were brought into focus with the appointment in August of Stephanie West to gradually take over as Centre Manager and Daisy Moore to establish a more efficient financial system. By the end of the year much progress had been made with financial processes but plans with regard to management needed some modification with Jenny Keay, previously Centre Manager, becoming Head of Counselling Services to oversee and coordinate the management and administration of the Centre.

The work to develop the Centre will continue into 2022 when it is hoped that the constraints of the pandemic will diminish. With cash reserves at the end of the year standing at 78,898, there is clearly scope for further investment. The Centre moves into 2022 confident that it will continue to provide its much needed service to the people of Mid-Sussex.

REFERENCE AND ADMINISTRATIVE INFORMATION

Name of Charity	Mid-Sussex Counselling Centre
Charity registration number	1107003
Company registration number	05250711
Principal address	Powell House, 21 Keymer Road Hassocks West Sussex BN6 8AB

**Mid-Sussex Counselling Centre
Report of the Trustees Continued
For the year ended 31 December 2021**

Trustees

The trustees and officers serving during the year and since the year end were as follows:

Richard Coker
Janet Prue
Alison Mohammed
Lisa Martucci
(Resigned: 26 July 2021)
Peter Ellender

Secretary

Jenny Keay
(Resigned: 30 September 2021)

Independent examiner

Andrew M Wells FMAAT
99 Western Road
Lewes
East Sussex
BN7 1RS

Approved by the Board of Trustees and signed on its behalf by

..... 16 September 2022
Richard Coker

Mid-Sussex Counselling Centre
Independent Examiners Report to the Trustees
For the year ended 31 December 2021

I report to the trustees on my examination of the accounts of the charitable company for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity Trustees, who are also directors for the purposes of company law, are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiners statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

.....
Andrew M Wells FMAAT
99 Western Road
Lewes
East Sussex
BN7 1RS

16 September 2022

Mid-Sussex Counselling Centre
Statement of Financial Activities (including Income and Expenditure Account)
For the year ended 31 December 2021

	Notes	Unrestricted funds £	2020 £
Income and endowments from:			
Donations and legacies	2	-	40
Charitable activities	3	40,561	30,515
Investments	4	7	61
Total		40,568	30,616
Expenditure on:			
Charitable activities	5/6	(37,524)	(31,065)
Total		(37,524)	(31,065)
Net income/expenditure		3,044	(449)
Reconciliation of funds			
Total funds brought forward		75,854	76,303
Total funds carried forward		78,898	75,854

Mid-Sussex Counselling Centre
Statement of Financial Position
As at 31 December 2021

	Notes	2021 £	2020 £
Current assets			
Debtors	11	4,286	2,783
Cash at bank and in hand		77,862	75,299
		82,148	78,082
Creditors: amounts falling due within one year	12	(3,250)	(2,228)
Net current assets		78,898	75,854
Total assets less current liabilities		78,898	75,854
Net assets		78,898	75,854
The funds of the charity			
Unrestricted income funds	13	78,898	75,854
Total funds		78,898	75,854

For the year ended 31 December 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved and authorised for issue by the Board and signed on its behalf by:

Richard Coker
Trustee

16 September 2022

Mid-Sussex Counselling Centre
Notes to the Financial Statements
For the year ended 31 December 2021

1. Accounting Policies

Basis of accounting

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value and the revaluation of certain fixed assets and in accordance with the Charities SORP (FRS 102) '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 January 2019)', Financial Reporting Standard 102 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Companies Act 2006.

Mid-Sussex Counselling Centre 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 in the relevant accounting policy note(s).

Going concern

The financial statements are prepared, on a going concern basis, under the historical cost convention.

Incoming resources

All incoming resources are included in the statement of financial activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Resources expended

Liabilities are recognised as resources expended when there is a legal or constructive obligation committing the Charity to the expenditure:

2. Income from donations and legacies

	2021 £	2020 £
Donations received	-	40
	<u>-</u>	<u>40</u>

3. Income from charitable activities

	2021 £	2020 £
Unrestricted funds		
<i>Counselling services</i>		
Client contributions	36,129	27,923
Placement fees	3,072	2,397
Intake contributions	1,230	195
Supervisors reports	130	-
	<u>40,561</u>	<u>30,515</u>
	<u>40,561</u>	<u>30,515</u>

Mid-Sussex Counselling Centre
Notes to the Financial Statements Continued
For the year ended 31 December 2021

4. Investment income

	2021	2020
	£	£
Unrestricted funds		
Bank interest receivable	7	61
	<u>7</u>	<u>61</u>

5. Costs of charitable activities by fund type

	2021	2020
	£	£
Unrestricted funds		
Counselling services	20,030	16,084
Support costs	17,494	14,981
	<u>37,524</u>	<u>31,065</u>

6. Costs of charitable activities by activity type

	Activities undertaken directly £	Support costs £	2021 £	2020 £
Support costs				
Counselling services	20,030	17,494	37,524	31,065

7. Analysis of support costs

	2021	2020
	£	£
Counselling services		
Intake supervision	3,140	750
Administrative expenses	7,836	7,314
Rents	2,780	2,002
Insurances	668	915
Telephone	742	773
Subscriptions	319	1,051
Office supplies	1,253	1,006
Bank charges	93	60
Sundry expenses	213	160
Governance costs	450	950
	<u>17,494</u>	<u>14,981</u>

Mid-Sussex Counselling Centre
Notes to the Financial Statements Continued
For the year ended 31 December 2021

8. Net income/(expenditure) for the year

This is stated after charging/(crediting):

	2021	2020
	£	£
Accountancy fees	450	450
	<u> </u>	<u> </u>

9. Staff costs and emoluments

	2021	2020
	£	£
Trustees	4	5
	<u> </u>	<u> </u>
	4	5
	<u> </u>	<u> </u>

10. Comparative for the Statement of Financial Activities

The comparative year values on the Statement of Financial Activities are for unrestricted funds.

11. Debtors

	2021	2020
	£	£
Amounts due within one year:		
Trade debtors	3,376	1,796
Prepayments and accrued income	176	316
Other debtors	734	671
	<u> </u>	<u> </u>
	4,286	2,783
	<u> </u>	<u> </u>

12. Creditors: amounts falling due within one year

	2021	2020
	£	£
Other creditors	2,239	1,740
Accruals and deferred income	1,011	488
	<u> </u>	<u> </u>
	3,250	2,228
	<u> </u>	<u> </u>

Mid-Sussex Counselling Centre
Notes to the Financial Statements Continued
For the year ended 31 December 2021

13. Movement in funds

Unrestricted Funds

	Balance at 01/01/2021 £	Incoming resources £	Outgoing resources £	Balance at 31/12/2021 £
<i>General</i>				
General	75,854	40,568	(37,524)	78,898
	75,854	40,568	(37,524)	78,898

Unrestricted Funds - Previous year

	Balance at 01/01/2020 £	Incoming resources £	Outgoing resources £	Balance at 31/12/2020 £
<i>General</i>				
General	76,303	30,616	(31,065)	75,854
	76,303	30,616	(31,065)	75,854

Purpose of unrestricted Funds

General

These funds are held for the meeting of the objectives of the charity and to provide reserves for future activities and subject to charity legislation are free from all restrictions on their use.

14. Analysis of net assets between funds

	Net current assets / (liabilities) £	Net Assets £
Unrestricted funds		
<i>General</i>		
General	78,898	78,898
	78,898	78,898

Mid-Sussex Counselling Centre
Notes to the Financial Statements Continued
For the year ended 31 December 2021

Previous year

	Net current assets / (liabilities) £	Net Assets £
Unrestricted funds		
<i>General</i>		
General	75,854	75,854
	75,854	75,854

15. Company limited by guarantee

Mid-Sussex Counselling Centre is a company limited by guarantee and accordingly does not have a share capital.