

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 2023

Mid-Sussex Counselling Centre
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**Mid-Sussex Counselling Centre
Report of the Trustees
For the year ended 31 December 2023**

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 2023. 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

A significant number of trainees who had qualified as counsellors during the time of pandemic left the service during the year many taking their clients with them. This had an adverse impact on the services finance and considerable effort was required to recruit new trainee counsellors and rebuild the client base to recover the position and ensure the service would break even for the future. However, this did lead to a significant deficit in the last quarter given the time lapse in recruitment, the reorganisation of supervision groups and recruited trainees being in a position to take on clients.

During the year the Board were sorry to lose the services of Debbie Moore, the clinical lead, who had made a significant contribution to the service, its quality and integrity as well as maintaining the service during the difficult period of the pandemic. However, the Board are pleased that Debbie has agreed to become a Director so as to retain the benefit of her experience and knowledge.

The Board were pleased to appoint Alexander Haines just after the year end to be the new clinical lead and have confidence in the clinical leadership he will bring to the service for the future. The Board were also pleased to recruit Anthony Beddell to the clinical team. The Board decided to support key personnel's training and development utilising reserves.

The Board has not succeeded in its plan to streamline and computerise the administration of the service after a number of false starts. This is a key priority for the coming year.

With the cost of living crisis and the increase in the incidence of mental ill health following the pandemic the Board feel the provision of low cost counselling in the community to be as important if not more important than ever.

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

**Mid-Sussex Counselling Centre
Report of the Trustees Continued
For the year ended 31 December 2023**

Hassocks
West Sussex
BN6 8AB

Trustees

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

Richard Coker
Janet Prue
Alison Mohammed
Peter Ellender
Debbie Moore

Jenny Keay

Secretary

Ms Daisy Moore

Independent examiner

Caroline Clarke ACA
66 High Street
Lewes
East Sussex
BN7 1XG

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

.....
Peter Ellender

09 September 2024

Mid-Sussex Counselling Centre
Independent Examiners Report to the Trustees
For the year ended 31 December 2023

I report to the trustees on my examination of the accounts of the charitable company for the year ended 31 December 2023.

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.

.....
Caroline Clarke ACA
66 High Street
Lewes
East Sussex
BN7 1XG

09 September 2024

Mid-Sussex Counselling Centre
Statement of Financial Activities (including Income and Expenditure Account)
For the year ended 31 December 2023

	Notes	Unrestricted funds £	2022 £
Income and endowments from:			
Donations and legacies	2	9,696	306
Charitable activities	3	36,243	33,112
Investments	4	1,079	288
Total		47,018	33,706
Expenditure on:			
Charitable activities	5/6	(42,113)	(39,686)
Total		(42,113)	(39,686)
Net income/expenditure		4,905	(5,980)
Reconciliation of funds			
Total funds brought forward		72,918	78,898
Total funds carried forward		77,823	72,918

Mid-Sussex Counselling Centre
Statement of Financial Position
As at 31 December 2023

	Notes	2023 £	2022 £
Current assets			
Debtors	12	1,600	2,834
Cash at bank and in hand		77,396	71,931
		78,996	74,765
Creditors: amounts falling due within one year	13	(1,173)	(1,847)
Net current assets		77,823	72,918
Total assets less current liabilities		77,823	72,918
Net assets		77,823	72,918
The funds of the charity			
Unrestricted income funds	14	77,823	72,918
Total funds		77,823	72,918

For the year ended 31 December 2023 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

09 September 2024

Mid-Sussex Counselling Centre
Notes to the Financial Statements
For the year ended 31 December 2023

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.

Resources expended

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

Taxation

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company, and is therefore included in the relevant costs in the Statement of Financial Activities.

2. Income from donations and legacies

	2023	2022
	£	£
Unrestricted funds		
Donations received	9,696	306
	9,696	306

Mid-Sussex Counselling Centre
Notes to the Financial Statements Continued
For the year ended 31 December 2023

3. Income from charitable activities

	2023	2022
	£	£
Unrestricted funds		
<i>Counselling services</i>		
Client contributions	28,531	27,936
Placement fees	5,702	3,767
Intake contributions	1,090	910
Supervisors reports	920	499
	36,243	33,112
	36,243	33,112

4. Investment income

	2023	2022
	£	£
Unrestricted funds		
Bank interest receivable	1,079	288
	1,079	288

5. Costs of charitable activities by fund type

	2023	2022
	£	£
Unrestricted funds		
Counselling services	13,541	14,030
Support costs	28,572	25,656
	42,113	39,686

6. Costs of charitable activities by activity type

	Activities undertaken directly	Support costs	2023	2022
	£	£	£	£
Support costs				
Counselling services	13,541	28,572	42,113	39,686

Mid-Sussex Counselling Centre
Notes to the Financial Statements Continued
For the year ended 31 December 2023

7. Analysis of support costs

	2023	2022
	£	£
Counselling services		
Training	1,782	1,776
Intake supervision and Clinical Lead	3,000	5,165
Administrative expenses	14,196	10,192
Rents	6,133	5,053
Insurances	565	377
Telephone	984	883
Subscriptions	-	319
Office supplies	621	1,179
Bank charges	60	81
Sundry expenses	398	181
Governance costs	833	450
	28,572	25,656

8. Net income/(expenditure) for the year

This is stated after charging/(crediting):

	2023	2022
	£	£
Accountancy fees	504	450

9. Staff costs and emoluments

	2023	2022
Trustees	5	6
	5	6

Mid-Sussex Counselling Centre
Notes to the Financial Statements Continued
For the year ended 31 December 2023

10. Trustee remuneration and related party transactions

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2022:£nil).

No charity trustee received payment for professional or other services supplied to the charity (2022:£nil). The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2022:£nil).

Trustees' expenses represents the payment or reimbursement of travel and subsistence costs totalling £nil (2022:£nil). There are no related party transactions to disclose for 2023 (2022:none).

11. Comparative for the Statement of Financial Activities

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

12. Debtors

	2023	2022
	£	£
Amounts due within one year:		
Trade debtors	555	1,772
Prepayments and accrued income	311	328
Other debtors	734	734
	<u>1,600</u>	<u>2,834</u>

13. Creditors: amounts falling due within one year

	2023	2022
	£	£
Other creditors	722	1,396
Accruals and deferred income	451	451
	<u>1,173</u>	<u>1,847</u>

14. Movement in funds

Unrestricted Funds

	Balance at 01/01/2023	Incoming resources	Outgoing resources	Balance at 31/12/2023
	£	£	£	£
<i>General</i>				
General	72,918	47,018	(42,113)	77,823
	<u>72,918</u>	<u>47,018</u>	<u>(42,113)</u>	<u>77,823</u>

Mid-Sussex Counselling Centre
Notes to the Financial Statements Continued
For the year ended 31 December 2023

Unrestricted Funds - Previous year

	Balance at 01/01/2022 £	Incoming resources £	Outgoing resources £	Balance at 31/12/2022 £
<i>General</i>				
General	78,898	33,706	(39,686)	72,918
	78,898	33,706	(39,686)	72,918

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.

15. Analysis of net assets between funds

	Net current assets / (liabilities) £	Net Assets £
Unrestricted funds		
<i>General</i>		
General	77,823	77,823
	77,823	77,823
Previous year		
	Net current assets / (liabilities) £	Net Assets £
Unrestricted funds		
<i>General</i>		
General	72,918	72,918
	72,918	72,918

16. Company limited by guarantee

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