



# Counselling Together

## Annual Report:

1<sup>st</sup> January 2024 – 31<sup>st</sup> December 2024

Charity number: 1108406

Registered address: c/o Admin Office, Christchurch Baptist Church,  
1A Beaconsfield Road, Christchurch BH23 1QT



# Reference & Administration Details

Charity Name: Counselling Together

Registered Charity no.: 1108406

Charity's address: c/o Admin Office, Christchurch Baptist Church,  
1A Beaconsfield Road, Christchurch, BH23 1QT

## Trustees

Names of the charity trustees who manage the charity:

Trustee name	Office	Dates acted if not for whole year
Mr Peter Parslow	Chair	Whole year
Mrs Frances Daniel	Trustee	Whole year
Mrs Margaret Boyce	Trustee	Whole year

## Management Team

Sue Ingram - Counselling Manager

Alan Boyce – Administration Manager

Loraine Chirgwin – Bookkeeper until 15 October 2024

Phil Cole – Bookkeeper from 15 October 2024

# Structure, governance & management

## Type of governing document:

Trust Deed, declared 8/12/2004

Supplemental Deed to adjust objects – 5/2/2005

Supplemental Deed for a change of name - 25/6/2011

Supplemental Deed to adjust objects – 16/5/2023

## How the charity is constituted: Charitable Trust

**Trustee selection methods:** Appointed by the Trustees in place, following a selection process including an application form, taking references and DBS check. Recommendations for new Trustees are requested from Church leaders that support the Charity.

## Counselling Together - Organisational structure:

The charity operates independently and does not work directly with other groups or networks. As a Christian charity it is affiliated with the Association of Christians in Counselling and Linked Professions’.

Counselling Together works closely with Churches in the New Forest, Christchurch and surrounding areas; some provide the free use of counselling rooms and some contribute to the bursary fund for clients with financial needs.

A review of the Policies and Procedures is regularly undertaken to keep them in line with changing standards e.g. GDPR, Safeguarding etc.

The trustees annually review CT’s risk assessment in consultation with the management team. The last such review was in May 2024.

# Objectives and activities

## Summary of the Counselling Togethers objectives:

To provide relief to persons in need of emotional, psychological and spiritual support by the provision of professional counselling from a range of recognized approaches and the provision of training for those involved in professional counselling, both being in accordance with The Association of Christians in Counselling and Linked Professions' statement of faith.

## Summary of Counselling Togethers activities:

We have been working in the New Forest since 2005 and now also in Christchurch and the surrounding areas. We offer a safe, secure and highly confidential counselling service from supportive and empathic counsellors, at a range of venues. Counselling Together is supported by a number of local churches both in providing counselling locations and financial assistance. All our counsellors work on a voluntary or reduced cost basis.

This means that we can negotiate fees with clients that are below the market rate, in line with their personal financial situation, to ensure that all have access to a professional and local counselling service. One of our key aims is to try and ensure that nobody is denied counselling on the grounds of affordability.

We offer a range of interactive training seminars on topics which are open to everyone to attend e.g. assertiveness, depression, loss, and bereavement. We also run courses for churches on Christian counselling and when a pastoral need may benefit from counselling input.

In planning our activities for the year, we kept in mind the Charity Commissions guidance on public benefit at our Trustees meetings.

Counselling Together is supported by an excellent team of volunteers who give their time to provide counselling to clients, develop and deliver training courses and help run the service. Counselling Together is not a grant making body.

# Review of the financial year

## A note from our Chair of Trustees, Peter Parslow:

A low demand for counselling continued through much of the year, only picking up right near the end, so we have continued our “road show” visits to local churches. Building on a local MPs 'mental health consultation' meeting, we had a few conversations with other local charities offering related mental health services in the area and may sign post clients to them or have clients sign posted to us.

We continue to have a stable team of trustees, freelance staff and volunteers. The trustees are able to rely on Sue Ingram, our Counselling Manager, and Alan Boyce as Administration Manager to run the charity. Early in the year, most of that team met with most of the counsellors which was a good opportunity to get to know one another. In October, Loraine Chirgwin handed over as bookkeeper to Phil Cole. Nigel Gooding has again examined our accounts.

During the year, we revisited part of our trust deed concerning payments to trustees and related persons, for services. In correspondence with the Charity Commission we established that this was acceptable for us in controlled circumstances, but to make things clearer we set about revising our trust deed based on the current Charity Commission template. This will only take effect in 2025.

Sue Ingram, as Counselling Manager, has continued to coordinate our counsellors. Two of our volunteer trainee counsellors qualified and have left to begin work. We recruited two new trainees and one qualified and remains with CT as a qualified counsellor. One counsellor took six months sabbatical mid-year and returned.

We are extremely grateful to those churches and individuals who have supported us financially, with donations making up about 1/3rd of our income. For the first time we set ourselves a fund raising budget and focused a few activities on that, raising both money and awareness in Milford, New Milton, and Brockenhurst. I am grateful to Alan for getting several donations. But with client fees down, we made a loss bringing our balance down to about three months budget.

We are also grateful to churches who have opened up their facilities once again for counselling sessions and meetings. This enables our ongoing objective of keeping counselling fees low so that nobody is denied first class counselling on financial grounds.

We have received excellent feedback this year:

- "I felt supported and listened to, which has reassured me I can be more open and ask for help"
- "I now know it's OK to love my past self and inner-child and not allow her to control my current thoughts and actions "
- "A safe place where you can unpack all the elements of problems which are affecting your life"

Key performance data for the year ending 31 December 2024:

- Clients counselled: 30
- Clients completed counselling in the last 12 months: 16
- Annual (12 months) counselling sessions: 465
- Clients receiving the benefit of grants from our bursary fund during the year: 15

## Financial Review

### Reserves Policy:

Counselling Together has a Reserves Policy, adopted in November 2016, which requires three months of operating costs to be held as a Reserve. This was reviewed and reconfirmed by the Trustees at a meeting in October 2022.

### Financial structure overview:

Counselling Together charges fees for counselling services which are typically below commercial rates. We are supported by regular donations from local churches and individuals that help to subsidise fees for clients.

We received a grant of £2,000 from Dorset Community Foundation's Neighbourhood Fund for our core funding costs. We received support from Ichthus People Association which paid £250 for the printing of new leaflets, and from the Strategic Solutions Community Foundation which provided £1,750 to produce a new video, both of which are used to promote the services that Counselling Together can provide.

With an increased demand for the use of Counselling Together's Bursary Fund, we were very grateful to receive donations to this fund of £1,345 from a Hampshire County Councillor's annual grant allowance, £1,000 from the Churchill Foundation, and £500

from J.P. Morgan. These were vital in topping up the Bursary Fund to ensure that the charity can continue to provide financial support for those of its clients who otherwise would be unable to obtain counselling due to their financial circumstances.

Counselling Together also organised a number of fundraising events during the course of 2024 which contributed £944 to the total income.


Of the total outgoings 22% (27% in 2023) is spent on counselling and supervision costs with 62% (65% in 2023) paid to sub-contractors to carry out the Counselling Manager, Bookkeeper and Administration Manager roles at below normal market rates.

Counselling Together does not hold funds for investment.

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

Signature(s): 

Full name(s): Peter Parslow

Position: Trustee (Chair of Trustees)

Date: 28th April 2025



# COUNSELLING TOGETHER

## BALANCE SHEET AS AT 31ST DECEMBER 2024

Charity number 1108406

	Note	Funds 2024 £	Funds 2023 £
<b>Current Assets:</b>			
Cash at Bank and in Hand		7,445	11,139
Debtors and Prepayments	3	246	384
		<u>7,691</u>	<u>11,523</u>
<b>Liabilities:</b>			
Creditors falling due within one year	4	0	268
		<u>7,691</u>	<u>11,255</u>
<b>Net Current Assets</b>		<u>7,691</u>	<u>11,255</u>
<b>Net Assets</b>		<u><u>7,691</u></u>	<u><u>11,255</u></u>
<b>The Funds of the Charity:</b>			
Unrestricted Income Funds:			
Reserves	5	6,664	7,081
General	5	1,017	3,942
		<u>7,681</u>	<u>11,023</u>
Restricted Income Funds	5	10	232
<b>Total Charity Funds</b>		<u><u>7,691</u></u>	<u><u>11,255</u></u>

The financial statements were approved by the Trustees and signed on their behalf



Chair of Trustees

P Parslow

Date 28 April 2025

## COUNSELLING TOGETHER

### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST DECEMBER 2024

	Notes	Unrestricted Funds 2024	Restricted Funds 2024	Total Funds 2024	Unrestricted Funds 2023	Restricted Funds 2023	Total Funds 2023
<b>Income</b>							
Donations		1,363	6,620	7,983	4,406	1,576	5,982
Grants		2,000	0	2,000	4,461	0	4,461
<b>Other Income</b>							
Activities - Client Fees		14,315	0	14,315	18,785	0	18,785
Investment Income		107	0	107	83	0	83
Fundraising		944	0	944	0	0	0
<b>Total Income</b>		<u>18,729</u>	<u>6,620</u>	<u>25,349</u>	<u>27,735</u>	<u>1,576</u>	<u>29,311</u>
<b>Expenditure</b>							
Cost of Activities	2	27,163	1,750	28,913	27,079	0	27,079
<b>Total Expenditure</b>		<u>27,163</u>	<u>1,750</u>	<u>28,913</u>	<u>27,079</u>	<u>0</u>	<u>27,079</u>
<b>Net Income/(Expenditure)</b>		-8,434	4,870	-3,564	656	1,576	2,232
Transfers between Funds		5,092	-5,092	0	4,540	-4,540	
<b>Net Movement in Funds in Period</b>		<u>-3,342</u>	<u>-222</u>	<u>-3,564</u>	<u>5,196</u>	<u>-2,964</u>	<u>2,232</u>
<b>Reconciliation of Funds</b>							
Total Funds Brought Forward		11,023	232	11,255	5,827	3,196	9,023
Net Movement of Funds (above)		-3,342	-222	-3,564	5,196	-2,964	2,232
Adjustment							
<b>Total Funds Carried Forward</b>		<u>7,681</u>	<u>10</u>	<u>7,691</u>	<u>11,023</u>	<u>232</u>	<u>11,255</u>

The Statement of Financial Activities includes all gains and losses recognised in the period.  
All income and expenditure derive from continuing activities.

# COUNSELLING TOGETHER

## NOTES TO THE ACCOUNTS FOR THE YEAR 31ST DECEMBER 2024

### 1 Accounting Policies

#### 1.1 Basis of preparation of financial statements

Counselling Together is a charity (no. 1108406) registered in the United Kingdom. The address of the registered office is given in the Trustees Report. The nature of the charity's operations and principal activities are described in the Trustees Report.

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared 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 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011.'

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

The charity adopted SORP (FRS 102) in 2015 and no transition adjustments were identified.

#### 1.2 Accounting Period

These financial statements cover a 12 month period, from 1st January 2024 to 31st December 2024.

#### 1.3 Income

Voluntary income and donations are recognised on a receivable basis. No permanent endowments have been received in the period. All incoming resources are accounted for the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Donated goods and services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item.

No amount is included in the Financial Statements for volunteer time in line with the SORP (FRS 102).

#### 1.4 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.

Expenditure is allocated to the appropriate headings in the accounts.

Irrecoverable VAT is charged as a cost against the heading for which the expenditure was incurred.

#### 1.5 Funds

The funds held constitute: General funds held for any purpose of the charity which are unrestricted. Designated funds are unrestricted funds set aside at the discretion of the Trustees for specific purposes. Details of designated funds are disclosed in note 5 of these accounts. Restricted funds which are held for a narrower purpose and Endowment Funds which represent gifts, the capital normally being unavailable for spending, and the income from which is either restricted or unrestricted. Details of each material restricted fund are disclosed in note 5 of these accounts.

#### 1.6 Debtors

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

#### 1.7 Cash at Bank and in hand

Cash at Bank and cash in hand included cash on deposit.

#### 1.8 Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

## COUNSELLING TOGETHER

### NOTES TO THE ACCOUNTS FOR THE YEAR 31ST DECEMBER 2024

	Funds 2024 £	Funds 2023 £
<b>2. Cost of Activities</b>		
<b>Counselling Costs</b>		
Councillor Fees	4,144	4,463
Counsellor Welfare	123	190
Supervision Costs	2,100	2,670
Counselling Venue Hire	<u>115</u>	<u>0</u>
	6,482	7,323
<b>Support Costs</b>		
Contractor Costs	16,090	15,554
Administration Costs	1,497	1,398
Training	0	320
Sundries	18	29
Membership and Subscriptions	383	215
Insurance	412	172
Bookkeeping	1,864	1,784
Office Equipment	<u>0</u>	<u>284</u>
	20,264	19,756
	<u>26,746</u>	<u>27,079</u>
<b>Restricted Expenditure</b>		
Promotional Video and Leaflets	1,750	
<b>Designated Expenditure</b>		
Advertising Banners and Boards	417	0
<b>Governance Costs</b>		
Independent Examiner's Fees	0	0
<b>Total Cost of Activities</b>	<u><u>28,913</u></u>	<u><u>27,079</u></u>
<b>3. Debtors and Prepayments</b>		
Outstanding Receipts	0	170
Prepayments	<u>246</u>	<u>214</u>
<b>Total Debtors and Prepayments</b>	<u><u>246</u></u>	<u><u>384</u></u>
<b>4. Creditors falling due within one year</b>		
Accruals	0	268
Independent Examiner	<u>0</u>	<u>0</u>
	<u><u>0</u></u>	<u><u>268</u></u>
Included in this balance is the		
Independent Examiner's fees of	Nil	Nil

## 5. Analysis of Fund Movements

	01.01.24	Resources	Expended	To General	31.12.24
<b>Unrestricted Funds</b>					
General Funds	3,942	18,729	-26,746	5,092	1,017
Designated Funds	7,081		-417		6,664
<b>Total Unrestricted Funds</b>	<b>11,023</b>	<b>18,729</b>	<b>-27,163</b>	<b>5,092</b>	<b>7,681</b>
<b>Restricted Funds</b>					
Bursary Funds	4	4,870	0	-4,864	10
BH23 Bursary Funds	228	0	0	-228	0
Promotional Video and Leaflets	0	1750	-1,750	0	0
<b>Total Restricted Funds</b>	<b>232</b>	<b>6,620</b>	<b>-1,750</b>	<b>-5,092</b>	<b>10</b>
<b>Total Funds</b>	<b>11,255</b>	<b>25,349</b>	<b>-28,913</b>	<b>0</b>	<b>7,691</b>

Name of Fund	Description, Nature and Purpose of Fund
<b>Bursary Funds</b>	To provide a bursary for clients that are unable to meet the costs for counselling services.
<b>BH23 Bursary Funds</b>	To provide a bursary for clients living in the BH23 postcode area that are unable to meet the costs for counselling services

Restricted Funds are entirely represented by current assets.

**Designated Fund Reserves** To hold 3 months' operational costs in the event of closure, in respect of a reserve.

**Designated Fund Other** To hold funds designated for specific expenditure.

## 6. Related Party Transactions

There were no related party transactions during the period.

## 7. Trustees Remuneration

A connected person was paid £1,600 to provide services as Administration Manager.  
The Charities Commission advised that this is allowable under s185-188 of the Charities Act 2011

## 8. Trustees Expenses

No trustees, or connected persons thereof, received reimbursement for expenses during the period.

## 9. Trustees Donations

Donations were received from parties connected to one trustee, with no conditions attached

## 10. Control Relationships

The Charity is ultimately controlled by the Trustees.

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF COUNSELLING TOGETHER**

I report to the Trustees on my examination of the accounts of Counselling Together (CT) for the period ended 31<sup>st</sup> December 2024.

### **Responsibilities**

The Trustees of CT are responsible for the preparation of the accounts in accordance with the requirement of the Charities Registration and Regulation Act 2019 ("the Act") and the Charities Regulations 2020 ("the Regulations").

### **Basis of Independent Examiner's Report**

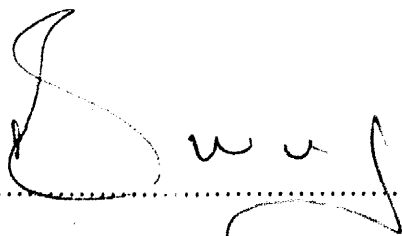
My examination was carried out in accordance with the Directions given by the Charity Commission. This includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "trust and fair" view and the report is limited to those matters set out in the statement below.

### **Independent Examiner's Statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect;

1. The accounting records were not kept in respect of CT as required by Section 46 of the Act, and Part 6 of the Act and the Regulations; or
2. The accounts did not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn.



Name: Dr Nigel Simmons

Address: Cob Cottage, Wootton Road, Tiptoe, Lymington

Date: 06/03/2025



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