

Rephael House - Year Ending 05 April 2021

Director's Annual Report and Review of Financial Activities

General and Administrative Information

Rephael House, a Company Limited by Guarantee, number 5294008, was incorporated on 23rd November 2004 and registered by the Charity Commission as Charity Number 1109437 on 11th May 2005. Throughout this report it is referred to as "the Company".

Rephael House previously operated as Rephael House Trust, an independent charity formed under Deed of Trust executed on 12th May 1996 and registered by the Charity Commission as Charity Number 1056062 on 11th June 1996.

The Directors for 2020/21 were Linda Britten (chair until 15th March 2021), Nicholas Cole, Samantha Culver and Deborah Tugulu.

The directors of the charitable company are its trustees for the purpose of charity law, but throughout this report are referred to as "the Directors". The Directors have the power to appoint new directors.

The Company's Registered Office is at 36b Woodhouse Road, North Finchley, London N12 0RG and the Company Secretary is John Govey. Mr Richard Bridges acts as the Company's solicitor at Kirkwoods, 41a Church Road, Stanmore, Middlesex, HA7 4AB.

A bank account (No 00013530) in the name of Rephael House is held with CafCash Ltd., PO Box 289, West Malling, Kent, ME19 4TA (Code 40-52-40).

Purposes and Aims

Our Objects

The charitable objects of the Company are:

The relief of people within the Greater London Area, the County of Hertfordshire and surrounding districts who are in conditions of need, hardship, distress or sickness arising from pregnancy, abortion, physical or sexual abuse, the breakdown of marriage/family life, personal relationships, bereavement, financial problems, eating disorders, addictions, mental illness and other afflictions by the provision of general counselling and advice and the advancement of the education of the public within the said district on matters relating to such conditions.

The Focus of our Work

These objects are currently fulfilled by running Rephael House Counselling Centre (RHCC) as an affordable therapeutic service which provides professional confidential support. Within this environment we are able to support our service users on the journey to positive emotional and mental health. RHCC also provides outreach services to schools and colleges.

RePHAEL is an acronym standing for Respecting People's, Health and Emotional Life.

Ensuring our Work Delivers our Aims

We review our aims, objectives and activities each year at our planning day. However, during the last financial year the pandemic hit, and this was put on hold. Normally this review looks at what we have achieved and the outcomes of our work in the previous 12 months, using such tools as SWOT to enable us to identify our strengths and weaknesses. The review looks at the success of each key activity and the benefits they have brought to the groups of people we are set up to support. It also helps us ensure our aims, objectives and activities remain focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. The Directors consider how planned activities will contribute to the aims and objectives they have set. Although this year was different, we have continued to review the effectiveness of the charity with annual appraisals and continual client feedback. Directors have held quarterly Board meetings and are updated by the management team on a monthly basis.

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Our Services

During the year Rephael House provided eleven different services both in and out of the centre:

- a) A children's play therapy service for 4 - 12 years.
- b) A young people's therapy service for 13 - 25 years.
- c) A child bereavement therapy service for those who have experienced the loss of a pregnancy, baby or child of any age or gestation.
- d) A pregnancy crisis therapy service which provides support to anyone experiencing a crisis pregnancy and offers professional therapy for women who have experienced ante-natal and post-natal depression/illness.
- e) A therapy service for anyone that has been affected by domestic abuse of any kind.
- f) A general therapy service for anyone that does not meet the criteria for our part funded services. This can be on issues such as depression, anxiety, esteem issues, relationship issues and work-related stress etc.
- g) A weekly drop-in service for clients to come in for a one-off taster session.
- h) An inhouse school and college service.
- i) A Hertfordshire based satellite short term therapy service for young people 11 - 19 years.
- j) A fully funded short term therapy Saturday and weekday service for children and young people 4 – 19 years.
- k) A short-term therapy service for a homeless charity, Open Door.

How our Activities Deliver Public Benefit

Service Users

Our therapeutic service offers weekly sessions to clients in our target groups for up to two years and one year to those 12 years and under. Clients can self-refer or be referred. They receive a short telephone assessment with the Clinical Services Manager or the Chief Executive Officer, and then are either allocated to the most appropriate therapist or placed on our waiting list. When they are placed with a therapist an initial session designed to establish the nature of the client's presenting issues in further detail, as well as to confirm that therapy is the appropriate step at that time and that external agencies are not required. A further four sessions are offered as an assessment before ongoing therapy is agreed. All non-funded clients are charged for therapy sessions; the cost to the centre is £47.50 per session delivered and clients are asked to contribute, when possible, a minimum of £22.50 towards this cost. For those unable to cover this cost a further discretionary fund may be available, but this is subject to funding.

A drop-in service is provided for those who may want either a 'taster' or one-off session. This also helps those who are ambivalent about therapy.

Service	Enquiries for service		Service users		Number of counselling sessions	
	2020/21	2019/20	2020/21	2019/20	2020/21	2019/20
Pregnancy crisis	4	4	3	4	11	12
Young people	126	92	122	79	1924	1273
Bereavement	7	13	6	13	76	249
Domestic abuse	23	19	20	18	361	356
Hatfield CAMHS	59	54	59	47	487	387
Barnet CAMHS	133	112	133	98	1172	811
Schools	156	208	149	204	1156	1543
General	20	24	20	20	446	386
Open Door	0	0	11	0	31	0
Total	528	526	523	483	5,664	5,017

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Counselling Arrangements

With the collaboration of the Chief Executive Officer (CEO) and Clinical Services Manager (CSM) the service has grown throughout the year and they continue to run and develop the professional services within RHCC and the outreach services.

In the last year we have employed the services of an additional 5 therapists taking the total to 30. This is either in their capacity as a student on placement, an outreach worker or a sessional worker.

We have employed a new supervisor which increases the team to a total of 3. Annual appraisals were completed last year and are now in the process of being completed for this year.

SLA's have been sent out to school and we are currently awaiting the response. We are working with 3 primary schools, a Sixth Form College and a secondary school. We continue to provide play therapy for children under the age of 12 which is given by trainees and qualified therapists with specific training and experience in working with young children. We also continue to provide all the other counselling services using qualified staff counsellors as well as students and volunteers.

The commissioned service in Hatfield continues to run and we have expanded the CAMHS Barnet service to an additional 2 evenings.

Clinical team meetings, between therapists, CEO, CSM and the Supervisors have continued every two weeks.

The training morning was also cancelled due to the pandemic and complications with delivering this resource and the time it required. However, it is booked for 2021/22.

Child Protection Training had been completed by all those requiring it and DBS checks are carried out and up dated appropriately. All counsellors must work to the British Association for Counselling and Psychotherapy (BACP) Ethical Framework for Good Practice in Counselling and Psychotherapy and hold an enhanced Disclosure and Barring Service (DBS) check. Qualified counsellors must be accredited with a professional body or be working towards accreditation.

Centre Administration and Publicity

Regular meetings are held between the CEO, CSM and the administrator to ensure the smooth running of the centre. The CEO and CSM also meet with the centre supervisors to ensure that counsellors are working in an ethical manner.

Rephael House is an organisational member of BACP, Youth Access and COMMUNITY Barnet.

All policies and procedures have been updated for the coming year.

We continue to use social media for the promotion of the services we offer we also have an active and informative website which can be accessed at: <http://www.rephaelhouse.org.uk>. Our social media is updated daily. These accounts help us to stay connected with a wider community and keep up to date with other organisations and professionals in the field of mental health. This has increased our presence on line and has allowed people to be able to access our services with ease.

Referrals from CAMHS and adult mental health services have increased. We continue to receive clients from GPs and health professionals, as well as through schools.

We now send out a newsletter monthly to the friends of Rephael House, funders and ex clients as well as other professionals, which amounts to over 200 people and have received positive feedback.

We also attend networking and professional meetings and ensure that everyone is informed of the services we provide, as well as the waiting times.

The Relocation to North Finchley

We relocated to North Finchley in January 2020. This was a smooth transition and most of the staff helped with this and therefore made it possible for us to open our doors on time. However, the use of the building has been limited due to the pandemic.

The Covid-19 Pandemic

As from March 2020 we had to close the centre as we were unable to provide face to face therapy. We moved over to Zoom video conferencing for therapy sessions. Most clients changed over but we were unable to provide support to some children under the age of 10 years and a small percentage of adult clients chose to put their sessions on hold until we returned to the centre.

The management team also worked from home. However, all meetings continued as usual but via Zoom.

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Projects Accomplished

1.	Staffing and HR	Staff contracts updated in line with Wirehouse HR services.
2.	Development of all services	Good quality and effective counselling delivered to all client groups; Trained play therapists recruited; Volunteer adult therapists recruited; Improved links with local schools.
3.	Re-locate	Lease signed, building remodelling completed and opened on 9 th Jan. Fully operational 13 th Jan 2020; New garden configured.
4.	Ongoing quality assurance	Policies and procedures reviewed yearly; An annual review of the whole service; Database continued to be used for reports and funding application as well as to help with service development.
5.	Expansion/ updating of IT	Website continually updated to ensure accurate information provided; Social media pages regularly monitored; Twitter and Facebook fully functional and updated regularly; Joined Instagram.
6.	Funding and fundraising	On-going funding pursued; General fund raising volunteer appointed; Facebook birthday fundraising.
7.	Publicity and Marketing	All literature and leaflets reviewed and updated; Monthly newsletter sent out to professionals, schools, ex and current staff members as well as clients and other interested parties.

Projects Planned

In addition, the Directors have various projects under discussion to further the objects over a number of years:

1.	Governance and Board of Directors	A new board member is needed to fill the clinical gap; Strategic plan needs to be reviewed and updated.
2.	Development of all services	Develop networking links with other services; Expand schools work.
3.	Ongoing quality assurance	Policies and procedures to be reviewed; Refine database reports; Annual review.
4.	Expansion/ updating of IT	Update of IT to assist homeworking; Monitor social media pages.
5.	Funding and fundraising	Fundraising strategy to be implemented; Set up a fundraising team to run events; More funders to be identified for applications.
6.	Publicity and Marketing	Identify possible patron; Enhance 'friends' organisation.

Financial Review and Policies

Over the year there was a net surplus of £101,753 (£1,981 in 2019/20). The operating surplus was £95,722 (£9,183 in 2019/20). A main source of income has been the charges made for counselling, but the discretionary fund to provide assisted places has also been well used.

The schools work and commissioned work have both continued to increase and the grants received through the year have been augmented by four specifically to assist through the pandemic.

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Principal Funding Sources

Voluntary Income

The Directors are truly grateful to the 'Friends', who continue to support the Centre by making regular monthly payments to the Company.

In addition, donations from the following organisations were thankfully awarded during the year:

London Community Foundation	(unrestricted donation of £5,625)
Neighbourly Community Fund	(unrestricted donation of £400)
Tesco Community Grants	(unrestricted donation of £500)
Big Lottery Fund	(see Note 3 to the Statement of Financial Activities; also unrestricted grant of £8,500)
City of London	(see Note 3 to the Statement of Financial Activities)
City Bridge Trust	(see Note 3 to the Statement of Financial Activities)
Charities Aid Foundation	(see Note 3 to the Statement of Financial Activities)
John Lyon's Charity	(see Note 3 to the Statement of Financial Activities)
Young Barnet Foundation	(see Note 3 to the Statement of Financial Activities)

Fundraising

The Directors aim to hold at least one fundraising event each year. In 2020/21, supporters undertook a number of on-line initiatives since physical events were not possible.

	2020/21		2019/20
Sponsored activities			£3,171 less £113 fees plus £430 gift aid
On-line Yoga	£57		
Total Giving for soundproofing	£650	less £11 fees plus £55 gift aid	
Other Total Giving donations	£3,830	less £65 fees plus £635 gift aid	
Virgin Money for Pimms in the Park	£237	including gift aid	
Other Virgin Money donations	£50	including gift aid	
AmazonSmile fundraising	£15		
Christmas jumper, Don't send a card	£10		
Facebook birthday fundraising	£915		£568
Dance show			£700 less £433 costs
Happy Children conference			£1,194
TSB fundraising			£322
20 th Southgate cub pack			£417
Other fundraising	£29		£59
TOTAL	£6,407		£6,315

Reserves Policy

"Free Reserves" describe that part of the funds that is freely available for general purposes at the discretion of the Directors, but which is not yet spent, committed or designated, i.e. surplus liquid assets excluding endowments, restricted funds, designated funds and fixed assets held for the purposes of the Company.

The Reserves Policy sets the level of financial reserves, in line with the guidance issued by the Charity Commission, in order to maximise the resources available for the work of the Company.

The level at which these reserves is set should be adequate to cover the following elements:

- normal working capital (approx £8,000);
- six month's running expenses (approx £135,000);
- other known future expense or opportunity that cannot be met out of current revenue; and
- any other contingencies or risks, assessed on the best evidence reasonably available, the likelihood of each of those needs arising, the possibility of support from elsewhere, and the potential consequences of the Company not being able to meet those needs.

The maximum reserves figure for 2021/22, calculated on the basis of the above policy, is £143,000. The reserves actually held on 5th April 2021 were £120,331 (unrestricted funds less tangible fixed assets). Reserves were £51,009 in 2020.

The Directors also designated a discretionary fund to provide assisted places and a new building fund for replacement of doors and windows.

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Investment Policy

It is the responsibility of the Directors to review the performance of investments from time to time.

This has been undertaken and a higher rate deposit account with Hampshire Trust Bank was opened in 2017/18. A longer term investment of £65,000 was made in January 2018 in a unit trust with St James's Place. Although this lost value during the pandemic, it is now recovering well.

Structure, Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 23rd November 2004 and registered as a charity on 11th May 2005. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

Recruitment and Appointment of Management Committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

All members of the Management Committee give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in Note 4 to the Statement of Financial Activities.

The more traditional business and therapeutic skills are now well represented on the Management Committee. In an effort to maintain this broad skill mix, members of the Management Committee regularly assess their skills, any skills deficits are identified at the annual planning day and active recruitment of new directors with these skills are sought.

Director Induction and Training

Induction training is provided for Directors, covering:

- The obligations of Management Committee members.
- The main documents which set out the operational framework for the charity including the Memorandum and Articles.
- Resourcing and the current financial position as set out in the latest published accounts.
- Future plans and objectives.
- A quiz on the agency's work.
- An overview of the counselling service and the counselling and voluntary sector ethos.
- Supporting with fundraising events.

Directors are encouraged to meet staff and volunteers at various agency events held over the year.

Organisational Structure

The Directors have to meet at least twice a year, two Directors forming a quorum. Four on-line meetings were held in 2020/21. In addition, decisions may be taken by means of a resolution in writing, by telephone, or by e-mail. Day-to-day decisions concerning the centre running are delegated to Anesta Edge as CEO.

The Directors have a number of independent contacts, whose advice they can draw on as required. Current contacts include an accountant, solicitor, nurse, and previous volunteer counsellors.

Risk Assessment

It is the responsibility of the Directors to identify, assess and mitigate against any major risks to which the Company is exposed.

Such risks include:

- 1) funding not forthcoming, 2) possible staffing issues, 3) damage to premises, 4) pandemics.

If any of these risks were to continue for any period of time, it would prevent the work from expanding, but the Centre could continue to function for the time being. The Directors would review policies and reduce expenditure where appropriate.

Annual Report approved by Directors and signed on their behalf by:

Nicholas Cole
Director



Date: 7th June 2021

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Statement of Financial Activities including Income and Expenditure Account

Income	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2020/21 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2019/20 £
Donations and legacies							
Gift Aided donations (gross)	5	3,150	0	3,150	3,175	0	3,175
Donations received gross		240	0	240	265	0	265
Other donations - individuals		654	0	654	2,008	0	2,008
Grants & gifts - organisations	3	15,025	67,714	82,739	200	38,931	39,131
Total donations and legacies		19,069	67,714	86,783	5,648	38,931	44,579
Income from charitable activities							
Counselling charges		84,949	0	84,949	64,438	0	64,438
Commissioned work		88,496	0	88,496	62,912	0	62,912
Schools work		93,063	0	93,063	83,850	0	83,850
Counselling room rent		110	0	110	450	0	450
Total income from charitable activities		266,618	0	266,618	211,650	0	211,650
Income from other trading activities							
Fundraising events and sales (gross)	5	5,778	705	6,483	6,861	0	6,861
Investment Income							
Interest and dividends		398	0	398	2,296	0	2,296
Other income							
PAYE allowance and insurance claim		4,382	0	4,382	3,000	0	3,000
Total Income		296,245	68,419	364,664	229,455	38,931	268,386
Expenditure							
Expenditure on charitable activities							
Employed staff	4	67,227	19,611	86,838	79,455	10,000	89,455
Employer's NIC, pension	4	7,593	2,215	9,808	8,431	0	8,431
Sessional staff		71,830	16,070	87,900	75,731	0	75,731
Staff costs, training & recruitment		2,598	0	2,598	2,741	0	2,741
Resources		865	0	865	626	0	626
Renewal of fittings, furniture & equipment		6,515	694	7,209	3,412	0	3,412
Premises		24,745	7,637	32,382	14,835	400	15,235
Depreciation of refurbishment		4,201	0	4,201	4,201	0	4,201
Other relocation costs		0	0	0	0	27,893	27,893
Support costs	6	29,984	6,261	36,245	28,955	638	29,593
Total charitable activities		215,558	52,488	268,046	218,387	38,931	257,318
Expenditure on raising funds							
Fundraising fees		65	11	76	546	0	546
Investment management fees		820	0	820	1,339	0	1,339
Total expenditure on raising funds		885	11	896	1,885	0	1,885
Total Expenditure		216,443	52,499	268,942	220,272	38,931	259,203
Gains (losses) on investments - unrealised	7	6,031	0	6,031	(7,202)	0	(7,202)
Net Income (Expenditure)		85,833	15,920	101,753	1,981	0	1,981
Net movement in funds		85,833	15,920	101,753	1,981	0	1,981
Total funds brought forward		192,262	0	192,262	190,281	0	190,281
Total funds carried forward		278,095	15,920	294,015	192,262	0	192,262

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Balance Sheet at 05 April

	Note	2020/21 £	2019/20 £
Fixed Assets			
Tangible Fixed Assets	7	96,624	100,825
Investments	7	<u>64,693</u>	<u>59,252</u>
		<u>161,317</u>	<u>160,077</u>
Current Assets			
Debtor: Commissioning body		5,083	0
Debtor: HMRC Gift Aid tax claim		1,320	1,087
Debtor: TotalGiving		1	24
Cash at bank and in hand		54,372	42,945
Short term deposits		<u>71,982</u>	<u>21,824</u>
		<u>132,758</u>	<u>65,880</u>
Liabilities			
Amounts falling due within one year			
Lease surrender		0	(6,000)
Prepayments		<u>0</u>	<u>(27,695)</u>
		<u>0</u>	<u>(33,695)</u>
Net Current Assets		<u>132,758</u>	<u>32,185</u>
Amounts falling due after more than one year			
Key deposits		<u>(60)</u>	<u>0</u>
Net Assets		<u>294,015</u>	<u>192,262</u>
Funds of the charity	8		
Unrestricted funds	2	216,955	151,834
Designated funds (unrestricted)	2	61,140	40,428
Restricted income funds	3	<u>15,920</u>	<u>0</u>
		<u>294,015</u>	<u>192,262</u>

For the year ending 5th April 2021, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- 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 directors 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.

Accounts approved by the Directors and signed on their behalf by:

Nicholas Cole
Director



Date: 7th June 2021

The notes on pages 9 to 12 form part of these accounts.

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Notes to the Financial Statements

Note 1 Accounting Policies

1a Basis of preparation

These financial statements have been prepared for the year to 5 April 2021.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant accounting policies below or the notes to these financial statements.

The financial statements have been prepared 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 United Kingdom and Republic of Ireland (Charities SORP FRS 102) amended to February 2016 (Update Bulletin 1); the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) amended to July 2015; and the Charities Act 2011.

The Company constitutes a public benefit entity as defined by FRS 102.

1b Funds

General funds represent the funds of the Company that are not subject to any restrictions regarding their use and are available for application on the general purposes of the Company. Funds designated for a particular purpose by the Directors are also unrestricted.

The financial statements include all transactions, assets and liabilities for which the Directors are responsible in law.

1c Income

Donations and legacies

Donations are recognised when received by or on behalf of the Company. Income tax recoverable on Gift Aid donations is recognised when the income is recognised. Grants and legacies to the Company are accounted for as soon as the Directors are notified of its entitlement, that receipt is probable and the amount due can be measured reliably.

As it is impractical for the contribution of volunteers to be measured reliably for accounting purposes, their voluntary work is not credited in the financial statements.

Income from charitable activities

All income from charitable activities is accounted for gross.

Investment income

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognised in the same accounting year.

1d Expenditure

Grants

Grants and donations are recorded when paid over, or when awarded if that award creates a constructive obligation on the Directors.

Support costs

Support costs represent expenditure that does not directly relate to a specific activity. All support costs have been allocated to charitable activities because any allocation between the specific activities would be immaterial.

Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

1e Fixed Assets

Fixtures, Fittings and Office Equipment

Equipment is depreciated on a straight-line basis over three years. Individual items with a purchase price of £1,500 or less are written off on acquisition.

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1f Current Assets

Cash at bank and in hand

Cash at bank and in hand represents such accounts and instruments that are available on demand or have a maturity of less than three months from the date of acquisition. Deposits for more than three months but less than one year have been disclosed as short term deposits. Cash placed on deposit for more than one year is disclosed as a fixed asset investment.

Stock and Work in Progress

This is not shown on the Balance Sheet, as no significant stock is held.

1g Creditors and provisions

Creditors and provisions are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors and provisions are recognised at the amount the trustees anticipate it will pay to settle the debt.

1h Statement of cash flows

The financial statements do not include a statement of cash flows as the Company constitutes a small charity under the SORP as amended by Update Bulletin 1.

Note 2 General Funds and Designated Funds (Unrestricted)

General funds represent the funds of the Company that are not subject to any restrictions regarding their use and are available for application on the general purposes of the Company.

Funds designated for a particular purpose by the Directors are also unrestricted. At the end of 2015/16, the Directors designated a discretionary fund for the benefit of those service users who cannot afford the full cost of their counselling. This fund is replenished each year. At the end of 2020/21, the Directors also designated a building fund for replacing doors and windows.

Designated Funds (unrestricted)	Purpose	Brought Forward £	from General Funds £	Utilised in 2020/21 £	Carried Forward £
Discretionary fund	to assist in providing counselling where no other support is available	40,428	30,000	29,288	41,140
Building fund	for replacing doors and windows	0	20,000	0	20,000
Total		40,428	50,000	29,288	61,140

Note 3 Restricted Income Funds

Restricted income funds received can be identified from the appropriate column in the Statement of Financial Activities. These comprise the following grants given for specific purposes:

Grant Body	Purpose	Brought Forward £	Grant Received £	Utilised in 2020/21 £	Carried Forward £
Big Lottery Fund	domestic abuse service	0	9,900	0	9,900
Charities Aid Foundation	domestic abuse service	0	16,539	16,539	0
City Bridge Trust	children and young people's services	0	8,443	6,548	1,895
City of London	children and young people's services	0	5,682	5,682	0
John Lyon's Charity	children and young people's services	0	24,750	20,625	4,125
Young Barnet Foundation	children and young people's services	0	2,400	2,400	0
Total		0	67,714	51,794	15,920

The Trust does not have any endowment funds.

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Note 4 Employment Costs and Related Party Transactions

4a Staff Costs and Emoluments

The total employment costs relating to the CEO, Clinical Services Manager, four Counsellors, one Supervisor and Office Manager are shown below. Of these, the Office Manager's costs are shown under Note 6. All staff are employed under part-time contracts.

No employees received emoluments in excess of £60,000.

Other counsellors work in the Centre on a self-employed basis.

	2020/21	2019/20
Gross salaries	100,741	99,857
Employer's national insurance #1	7,376	6,305
Pension costs	<u>2,432</u>	<u>2,126</u>
Total cost	<u>110,549</u>	<u>108,288</u>
Average number of staff	6.7	8.0
Full-time equivalent posts	3.0	3.1

Note #1 - before deduction of PAYE allowance

4b Director Remuneration

The key management personnel of the Trust constitute the Directors.

No remuneration or expenses were paid to Directors or other related parties in 2020/21, other than out-of-pocket expenses (and none in 2019/20).

No Directors were paid in their role as a trustee in 2020/21 (and none in 2019/20).

4c Other Related Party Transactions

There were no other related party transactions in 2020/21 (and none in 2019/20), apart from services provided on a voluntary basis.

Note 5 Tax recovered on Gift Aided Income

	2020/21 £	2019/20 £
Gift Aided donations (net)	2,520	2,540
tax recovered thereon	<u>630</u>	<u>635</u>
Gross Gift Aided donations	3,150	3,175
Donations from Clients (net)	0	85
tax recovered thereon	<u>0</u>	<u>21</u>
Gross Donations from Clients	0	106
Fundraising events (net)	5,793	6,431
tax recovered thereon	<u>690</u>	<u>430</u>
Gross Fundraising events	6,483	6,861
Total tax recovered	<u>1,320</u>	<u>1,086</u>

Rephael House - Year Ending 05 April 2021

Note 6 Support Costs

	2020/21 £	2019/20 £
Centre administration	21,233	17,494
Office Manager and Administrator	14,735	11,628
Advertising of services	150	0
Bank charges	114	458
Governance	<u>13</u>	<u>13</u>
Total support costs	<u>36,245</u>	<u>29,593</u>

Note 7 Fixed Assets

Tangible Fixed Assets

	2020/21 £	2019/20 £
Cost of acquisition	100,825	105,026
Depreciation	<u>(4,201)</u>	<u>(4,201)</u>
Net book value at 5 April	<u>96,624</u>	<u>100,825</u>

Tangible fixed assets comprise refurbishment costs of leasehold premises for the counselling centre, depreciated over the twenty-five years of the lease on a straight line basis.

Investments

	2020/21 £	2019/20 £
Brought forward at 6 April	59,252	66,674
Charges and fees	(820)	(1,339)
Interest and dividends reinvested	230	1,119
Increase (decrease) in valuation	<u>6,031</u>	<u>(7,202)</u>
Carried forward at 5 April	<u>64,693</u>	<u>59,252</u>

Investments comprise a medium risk Unit Trust held with St James's Place since 24 January 2018.

Note 8 Fund Summaries

Summary of Fund Movements

	Balance £ b/f 6 April	Income £	Expenditure £	Gains £	Transfers £	Funds £ c/f 5 April
General funds	151,834	296,245	187,155	6,031	(50,000)	216,955
Designated funds	40,428	0	29,288	0	50,000	61,140
Restricted income funds	<u>0</u>	<u>68,419</u>	<u>52,499</u>	<u>0</u>	<u>0</u>	<u>15,920</u>
Total	<u>192,262</u>	<u>364,664</u>	<u>268,942</u>	<u>6,031</u>	<u>0</u>	<u>294,015</u>

Analysis of Net Assets by Fund

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total £
Non-Current Assets	161,317	0	0	161,317
Current Assets	55,698	61,140	15,920	132,758
Liabilities	<u>(60)</u>	<u>0</u>	<u>0</u>	<u>(60)</u>
Fund Balance	<u>216,955</u>	<u>61,140</u>	<u>15,920</u>	<u>294,015</u>

Rephael House - Year Ending 05 April 2021

Independent Examiner's Report to the Trustees of Rephael House

I report on the accounts of the company for the period ended 5th April 2021, which are set out on pages 7 to 12.

Respective Responsibilities of Trustees and Examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The 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 needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the 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

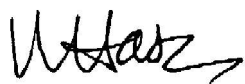
My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date: 29th December 2021

Mary Hase BA FCA CTA
Buzzacott LLP
130 Wood Street
London
EC2V 6DL