

REGISTERED COMPANY NUMBER: 05422550 (England and Wales)
REGISTERED CHARITY NUMBER: 1111486

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2021
FOR
WESTMERIA COUNSELLING SERVICES**

Sargeant Partnership LLP
Chartered Accountants
5 White Oak Square
London Road
Swanley
Kent
BR8 7AG

WESTMERIA COUNSELLING SERVICES

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WESTMERIA COUNSELLING SERVICES

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 April 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 Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Westmeria Counselling aim to preserve and protect the physical and mental health of persons within the UK by the provision of a low cost counselling service for those in crisis and/or in need of support and who could not otherwise access such services.

WESTMERIA COUNSELLING SERVICES

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2021

ACHIEVEMENT AND PERFORMANCE

This has proved another difficult year due to Covid19. We are offering a blended approach of delivery of service - both face to face and remotely to safeguard both our clients and staff. We have noticed a steady increase in the amount of referrals in this period. We had some time out of the office when Covid was at its highest but our referrals are up.

Statistics from this year show an all time high in the amount of referrals received. We had a total of 533 referrals, 388 from donation and PCT and an additional 145 private referrals. The donation side is up hugely from 239 last year and the private referrals are down from 185 - this is due largely to some of our qualified staff leaving from the private side of things. We are now increasing our private counsellors now to be able to accommodate more private sessions as the demand is increasing for the next year.

The total amount of donations from Westmeria non-private clients in this period was £21,585. This is up from last year by £3,262 despite the slow start of donations due to Covid. More people were accessing counselling services by the end of this financial year. The increase is largely due to having taken on more counsellors and the new room working to capacity, along with the policy for charging for missed sessions and for assessments too.

The private side, whilst still doing well and building towards the end of this financial year was slightly lower as some of our counsellors had left and we hadn't replaced them on the private side as we were waiting for people to qualify from our courses. However, this has still contributed £20,543 - which is down by £5,266 but this will change going forward as we have employed more counsellors to undertake this work.

However, overall our donations and private work donations amount to £44,864 which is an increase of £1,079 on last year.

All counselling rooms continue to be used from 8:45am to 9:00pm Monday to Friday and 9:00am to 2:15pm on a Saturday.

The counselling staff over this period included an average of 30 counsellors - a big increase to the previous year of 22.5. This is because we have been able to occupy more space and increase our offering.

On average about 2/3 of counselling staff are qualified and 1/3 trainees. This is consistent with the previous year. This high rate is largely because of students qualifying and wishing to stay on. This continues to compare favourably with other counselling organisations which can have significantly more trainee counsellors working for them which highlights the belief in the Westmeria vision and the health of the organisation. Going forward some places will remain ring-fenced for students as we wish to continue to offer placements to our own students on the diploma course. This has been managed, to some degree, by allowing some counsellors who have been qualified for some time to focus on private work. Our student offering will be increased in the coming year due to the extra space that we have and the clinical manager in post to be able to manage this.

These staff provide on average:

" 75 sessions per week at Westmeria (including the PCT funded work)

" 40 sessions per week at Westmeria and remotely for IAPT funded work.

" 60 sessions per week at Westmeria and remotely for Private funded work

The Counselling College

Our pass rate for the year remains at 100% this compares very favourably with other colleges. We are continuing to network with other schools with a view to using them to source some of the higher level qualifications that are the most profitable. This year the school turned over £105,000 and, after costs has contributed £55,555 to the charity - up by £32,305 from last year. This can be explained by all the courses being completely full.

WESTMERIA COUNSELLING SERVICES

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2021

FINANCIAL REVIEW

Financial position

The financial stability of the charity of the past year has been possible due to the generosity of donations and the fundraising efforts of the committee. Whilst still offering our fundraising events we are now moving towards the bulk of our finances to come from the college and the increase in IAPT hours. Our fundraising efforts have seen us raise circa £15,000 this year.

We still have a have a contract for the Bromley Healthcare staff counselling. We have lost the contract the provide counselling in Apex and are providing counselling and supervision to Rose Bruford Drama College.

The private counselling scheme is still working really well and brought in an additional £20,543 this year. Our set fee donations continue to do well and we have increased our rooms and amount of counselling sessions we offer and brought in £24,321

The Westmeria College is still proving to be a profitable growth area. This year the college has contributed about £55,555 which is more than double last year.

Our reserves are still in line to maintain the service for the 6 months and our plan is still to be able to invest in our own property for the service at some point in the future and setting aside a big deposit for this purpose.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The organisation is a charitable company limited by guarantee, number 5422550 and registered as a charity, number 1111486. The company 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 £1.

Recruitment and appointment of the management committee

There are three directors of the company. For the purposes of the charity law the Directors and Trustees are known as the Management Committee. It is to be noted that the Trustees will remain in post unless they decide to retire from their duties. In this case, as statute dictates, the existing Trustees can appoint new Trustees. However, at least 75% of the Management Committee should be in agreement. CEO will check out commitment with Trustees yearly before the AGM.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05422550 (England and Wales)

Registered Charity number

1111486

WESTMERIA COUNSELLING SERVICES

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2021

Registered office

Bromley Park Medical Centre
6 Daly Drive
Bromley Park
Bickley
Kent
BR1 2JQ

Trustees

Trustees and Directors

Ms S J Doughty - Director, CEO

Ms A J Baker - Director

Mr T Peppiatt - Trustee

Mrs J B Britton - Trustee (Company Secretary and Director - appointed 08.09.2020)

Ms K Carpenter-Ryan - Company Secretary and Director - resigned 08.09.2020

Mrs J Brown - Trustee

Mrs G Micallef - Trustee - appointed 02.06.2020

Mrs S Peskett - Trustee

Mrs N Price - Trustee

Company Secretary

Mrs J B Britton

Independent Examiner

Gary Sargeant FCA

Institute of Chartered Accountants in England and Wales

Sargeant Partnership LLP

Chartered Accountants

5 White Oak Square

London Road

Swanley

Kent

BR8 7AG

Bankers

Nat West Bank PLC

Beckenham Branch

41 High Street

Beckenham, Kent BR3 4YN

Approved by order of the board of trustees on 25 January 2022 and signed on its behalf by:

Mrs J B Britton - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WESTMERIA COUNSELLING SERVICES

Independent examiner's report to the trustees of Westmeria Counselling Services ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 April 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you 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 as 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 EXAMINER'S REPORT TO THE TRUSTEES OF WESTMERIA COUNSELLING SERVICES

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

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:

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 accounting 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.

Gary Sargeant FCA
Institute of Chartered Accountants in England and Wales
Sargeant Partnership LLP
Chartered Accountants
5 White Oak Square
London Road
Swanley
Kent
BR8 7AG

25 January 2022

WESTMERIA COUNSELLING SERVICES

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 APRIL 2021

	Notes	2021 Unrestricted funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies		77,087	71,071
Charitable activities			
General		224,323	171,465
Investment income	2	58	434
Total		301,468	242,970
EXPENDITURE ON			
Charitable activities			
General		240,342	211,738
Other		1,773	1,734
Total		242,115	213,472
NET INCOME		59,353	29,498
RECONCILIATION OF FUNDS			
Total funds brought forward		271,936	242,438
TOTAL FUNDS CARRIED FORWARD		331,289	271,936

The notes form part of these financial statements

WESTMERIA COUNSELLING SERVICES

BALANCE SHEET 30 APRIL 2021

	Notes	2021 Unrestricted funds £	2020 Total funds £
FIXED ASSETS			
Tangible assets	7	5,334	7,015
CURRENT ASSETS			
Debtors	8	13,310	20,340
Cash at bank		320,445	256,650
		<u>333,755</u>	<u>276,990</u>
CREDITORS			
Amounts falling due within one year	9	(7,800)	(12,069)
		<u>325,955</u>	<u>264,921</u>
NET CURRENT ASSETS			
		<u>325,955</u>	<u>264,921</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		<u>331,289</u>	<u>271,936</u>
NET ASSETS		<u>331,289</u>	<u>271,936</u>
FUNDS	10		
Unrestricted funds		<u>331,289</u>	<u>271,936</u>
TOTAL FUNDS		<u>331,289</u>	<u>271,936</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 April 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 April 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

WESTMERIA COUNSELLING SERVICES

BALANCE SHEET - continued **30 APRIL 2021**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 25 January 2022 and were signed on its behalf by:

J B Britton - Trustee

WESTMERIA COUNSELLING SERVICES

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

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

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

WESTMERIA COUNSELLING SERVICES

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 APRIL 2021

2. INVESTMENT INCOME

	2021	2020
	£	£
Interest Income	<u>58</u>	<u>434</u>

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021	2020
	£	£
Depreciation - owned assets	<u>1,773</u>	<u>1,734</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 April 2021 nor for the year ended 30 April 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 30 April 2021 nor for the year ended 30 April 2020.

5. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2021	2020
Administrative	<u>3</u>	<u>3</u>

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

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	71,071
Charitable activities	
General	171,465
Investment income	<u>434</u>
Total	<u>242,970</u>

WESTMERIA COUNSELLING SERVICES

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 APRIL 2021

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £
EXPENDITURE ON	
Charitable activities	
General	
	211,738
Other	1,734
Total	213,472
NET INCOME	29,498
RECONCILIATION OF FUNDS	
Total funds brought forward	242,438
TOTAL FUNDS CARRIED FORWARD	271,936

7. TANGIBLE FIXED ASSETS

	Plant and machinery £	Computer equipment £	Totals £
COST			
At 1 May 2020	12,576	7,659	20,235
Additions	-	92	92
At 30 April 2021	12,576	7,751	20,327
DEPRECIATION			
At 1 May 2020	9,878	3,342	13,220
Charge for year	674	1,099	1,773
At 30 April 2021	10,552	4,441	14,993
NET BOOK VALUE			
At 30 April 2021	2,024	3,310	5,334
At 30 April 2020	2,698	4,317	7,015

WESTMERIA COUNSELLING SERVICES

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 APRIL 2021

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade debtors	9,930	10,400
Prepayments and accrued income	3,380	9,940
	<u>13,310</u>	<u>20,340</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade creditors	3,070	7,789
Social security and other taxes	1,156	1,047
Other creditors	224	523
Accruals and deferred income	3,350	2,710
	<u>7,800</u>	<u>12,069</u>

10. MOVEMENT IN FUNDS

	At 1/5/20	Net movement in funds	At 30/4/21
	£	£	£
Unrestricted funds			
General fund	255,617	59,692	315,309
Big Lottery Funding	11,154	(339)	10,815
Santander Foundation	2,915	-	2,915
London Community Foundation	2,250	-	2,250
	<u>271,936</u>	<u>59,353</u>	<u>331,289</u>
TOTAL FUNDS	<u>271,936</u>	<u>59,353</u>	<u>331,289</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	301,468	(241,776)	59,692
Big Lottery Funding	-	(339)	(339)
	<u>301,468</u>	<u>(242,115)</u>	<u>59,353</u>
TOTAL FUNDS	<u>301,468</u>	<u>(242,115)</u>	<u>59,353</u>

WESTMERIA COUNSELLING SERVICES

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 APRIL 2021

10. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/5/19 £	Net movement in funds £	At 30/4/20 £
Unrestricted funds			
General fund	225,667	29,950	255,617
Big Lottery Funding	11,606	(452)	11,154
Santander Foundation	2,915	-	2,915
London Community Foundation	2,250	-	2,250
	<u>242,438</u>	<u>29,498</u>	<u>271,936</u>
TOTAL FUNDS	<u>242,438</u>	<u>29,498</u>	<u>271,936</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	242,970	(213,020)	29,950
Big Lottery Funding	-	(452)	(452)
	<u>242,970</u>	<u>(213,472)</u>	<u>29,498</u>
TOTAL FUNDS	<u>242,970</u>	<u>(213,472)</u>	<u>29,498</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/5/19 £	Net movement in funds £	At 30/4/21 £
Unrestricted funds			
General fund	225,667	89,642	315,309
Big Lottery Funding	11,606	(791)	10,815
Santander Foundation	2,915	-	2,915
London Community Foundation	2,250	-	2,250
	<u>242,438</u>	<u>88,851</u>	<u>331,289</u>
TOTAL FUNDS	<u>242,438</u>	<u>88,851</u>	<u>331,289</u>

WESTMERIA COUNSELLING SERVICES

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 APRIL 2021

10. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	544,438	(454,796)	89,642
Big Lottery Funding	-	(791)	(791)
	<u>544,438</u>	<u>(455,587)</u>	<u>88,851</u>
TOTAL FUNDS	<u>544,438</u>	<u>(455,587)</u>	<u>88,851</u>

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 April 2021.