

**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 2022**  
**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 2022**

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 2022. 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 2022**

#### **ACHIEVEMENT AND PERFORMANCE**

This has proved another difficult year following Covid19. Whilst we are still offering a blended approach of delivery of service - both face to face and remotely to safeguard both our clients and staff, sessions are predominantly now in person. We have noticed a continued increase in the amount of referrals in this period.

Demand for counselling is continuing to grow after the pandemic. We had a total of 468 referrals, 279 from donation and PCT and an additional 189 private referrals. Our private side has grown with the amount of referrals as people don't want to wait any longer than they have to. The total amount of donations from Westmeria non-private clients in this period was £42,367 This is up hugely from last year by £20,782. 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 and the amount of people who have been suffering the after effects of Covid and the anxiety/low mood surrounding this.

The private side is also doing tremendously well as we filled our private offering to fill the rooms with newly qualified counsellors. This has contributed £42,337- which is up by £21,794.

So, overall our donations and private work donations amount to £84,704 which is an increase of £23,174 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 35 counsellors - an increase to the previous year of 30 and 11 new placement recruits will mean a total of 41 counsellors are working and donating for Westmeria (note that not all see clients, some counsellors are tutors or supervisors) This is because we have been able to occupy more space and increase our offering.

On average about 4/5 of counselling staff are qualified and 1/5 trainees. This is slightly up on 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.

These staff provide on average:

100 sessions per week at Westmeria (including the PCT funded work) - set to increase to 122 when all new recruits in place

75 sessions per week at Westmeria and remotely for Private funded work - set to increase to 90 once all space filled.

#### **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 £112,000 and, after costs has contributed £55,780 to the charity - up slightly from last year. This can be explained by all the courses being completely full once more as our reputation is growing.

## **WESTMERIA COUNSELLING SERVICES**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 APRIL 2022**

#### **FINANCIAL REVIEW**

##### **Financial position**

The financial stability of the charity of the past year has again 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. Our fundraising efforts have seen us raise circa £8,398, which was up by over £1,000 from last year. This is still proving difficult due to Covid.

We still have a have a contract for the Bromley Healthcare staff counselling which has increased to offer to whoever needs it. We are still providing counselling and supervision to Rose Bruford Drama College.

The private counselling scheme is still working really well and brought in an additional £21,794 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 35,180.

The Westmeria College is still proving to be a profitable growth area. This year the college has contributed about £55,780 as all courses are full once more.

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. Having looked around we recognise that a bigger deposit is necessary to secure the size of property that we would need to house the whole business.

#### **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 2022**

#### **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)

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 29 November 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 2022.

### **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

29 November 2022



## WESTMERIA COUNSELLING SERVICES

### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 APRIL 2022

	Notes	2022 Unrestricted funds £	2021 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		113,644	77,087
<b>Charitable activities</b>			
General		142,054	224,323
Investment income	2	43	58
<b>Total</b>		<u>255,741</u>	<u>301,468</u>
<b>EXPENDITURE ON</b>			
Raising funds	3	1,150	-
<b>Charitable activities</b>			
General		258,147	240,342
Other		1,469	1,773
<b>Total</b>		<u>260,766</u>	<u>242,115</u>
<b>NET INCOME/(EXPENDITURE)</b>		(5,025)	59,353
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		331,289	271,936
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>326,264</u></u>	<u><u>331,289</u></u>

The notes form part of these financial statements

## WESTMERIA COUNSELLING SERVICES

### BALANCE SHEET 30 APRIL 2022

		2022 Unrestricted funds £	2021 Total funds £
	Notes		
<b>FIXED ASSETS</b>			
Tangible assets	8	4,584	5,334
<b>CURRENT ASSETS</b>			
Debtors	9	3,130	13,310
Cash at bank		327,011	320,445
		<u>330,141</u>	<u>333,755</u>
<b>CREDITORS</b>			
Amounts falling due within one year	10	(8,461)	(7,800)
		<u>321,680</u>	<u>325,955</u>
<b>NET CURRENT ASSETS</b>			
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		326,264	331,289
		<u>326,264</u>	<u>331,289</u>
<b>NET ASSETS</b>			
<b>FUNDS</b>	11		
Unrestricted funds		326,264	331,289
<b>TOTAL FUNDS</b>		<u>326,264</u>	<u>331,289</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 April 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 April 2022 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 2022**

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 29 November 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 2022**

#### **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 2022

#### 2. INVESTMENT INCOME

	2022	2021
	£	£
Interest Income	<u>43</u>	<u>58</u>

#### 3. RAISING FUNDS

##### Raising donations and legacies

	2022	2021
	£	£
Support costs	<u>1,150</u>	<u>-</u>

#### 4. NET INCOME/(EXPENDITURE)

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

	2022	2021
	£	£
Depreciation - owned assets	<u>1,469</u>	<u>1,773</u>

#### 5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 April 2022 nor for the year ended 30 April 2021.

##### Trustees' expenses

There were no trustees' expenses paid for the year ended 30 April 2022 nor for the year ended 30 April 2021.

#### 6. STAFF COSTS

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

	2022	2021
Administrative	<u>3</u>	<u>3</u>

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

## WESTMERIA COUNSELLING SERVICES

### NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 APRIL 2022

#### 7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	77,087
<b>Charitable activities</b>	
General	224,323
Investment income	58
<b>Total</b>	<u>301,468</u>
<b>EXPENDITURE ON</b>	
<b>Charitable activities</b>	
General	240,342
Other	1,773
<b>Total</b>	<u>242,115</u>
<b>NET INCOME</b>	59,353
<b>RECONCILIATION OF FUNDS</b>	
Total funds brought forward	271,936
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>331,289</u></u>

# WESTMERIA COUNSELLING SERVICES

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 APRIL 2022

### 8. TANGIBLE FIXED ASSETS

	Plant and machinery £	Computer equipment £	Totals £
<b>COST</b>			
At 1 May 2021	12,576	7,751	20,327
Additions	-	719	719
	<hr/>	<hr/>	<hr/>
At 30 April 2022	12,576	8,470	21,046
	<hr/>	<hr/>	<hr/>
<b>DEPRECIATION</b>			
At 1 May 2021	10,552	4,441	14,993
Charge for year	506	963	1,469
	<hr/>	<hr/>	<hr/>
At 30 April 2022	11,058	5,404	16,462
	<hr/>	<hr/>	<hr/>
<b>NET BOOK VALUE</b>			
At 30 April 2022	1,518	3,066	4,584
	<hr/>	<hr/>	<hr/>
At 30 April 2021	2,024	3,310	5,334
	<hr/>	<hr/>	<hr/>

### 9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade debtors	1,550	9,930
Prepayments and accrued income	1,580	3,380
	<hr/>	<hr/>
	3,130	13,310
	<hr/>	<hr/>

### 10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade creditors	3,182	3,070
Social security and other taxes	1,456	1,156
Other creditors	386	224
Accruals and deferred income	3,437	3,350
	<hr/>	<hr/>
	8,461	7,800
	<hr/>	<hr/>

# WESTMERIA COUNSELLING SERVICES

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 APRIL 2022

### 11. MOVEMENT IN FUNDS

	At 1/5/21 £	Net movement in funds £	At 30/4/22 £
<b>Unrestricted funds</b>			
General fund	315,309	(4,771)	310,538
Big Lottery Funding	10,815	(254)	10,561
Santander Foundation	2,915	-	2,915
London Community Foundation	2,250	-	2,250
	<u>331,289</u>	<u>(5,025)</u>	<u>326,264</u>
<b>TOTAL FUNDS</b>	<u>331,289</u>	<u>(5,025)</u>	<u>326,264</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	255,741	(260,512)	(4,771)
Big Lottery Funding	-	(254)	(254)
	<u>255,741</u>	<u>(260,766)</u>	<u>(5,025)</u>
<b>TOTAL FUNDS</b>	<u>255,741</u>	<u>(260,766)</u>	<u>(5,025)</u>

### Comparatives for movement in funds

	At 1/5/20 £	Net movement in funds £	At 30/4/21 £
<b>Unrestricted funds</b>			
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>
<b>TOTAL FUNDS</b>	<u>271,936</u>	<u>59,353</u>	<u>331,289</u>



# WESTMERIA COUNSELLING SERVICES

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 APRIL 2022

### 11. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
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>
<b>TOTAL FUNDS</b>	<u>301,468</u>	<u>(242,115)</u>	<u>59,353</u>

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

	At 1/5/20 £	Net movement in funds £	At 30/4/22 £
<b>Unrestricted funds</b>			
General fund	255,617	54,921	310,538
Big Lottery Funding	11,154	(593)	10,561
Santander Foundation	2,915	-	2,915
London Community Foundation	2,250	-	2,250
	<u>271,936</u>	<u>54,328</u>	<u>326,264</u>
<b>TOTAL FUNDS</b>	<u>271,936</u>	<u>54,328</u>	<u>326,264</u>

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 £
<b>Unrestricted funds</b>			
General fund	557,209	(502,288)	54,921
Big Lottery Funding	-	(593)	(593)
	<u>557,209</u>	<u>(502,881)</u>	<u>54,328</u>
<b>TOTAL FUNDS</b>	<u>557,209</u>	<u>(502,881)</u>	<u>54,328</u>

## **WESTMERIA COUNSELLING SERVICES**

### **NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 APRIL 2022**

#### **12. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 30 April 2022.