



Vine Counselling Services

Trustees Report for the year ended 31st March 2021

The Trustees have pleasure in presenting their annual report and the accounts for the year ended 31st March 2021.

Vine Counselling Services (Charity Number 1117796) was formed as a charity on 15th November 2006 with the principal object to “provide qualified professional counselling” to the general public.

Vine Counselling Services is based at:-

The Refectory
Station Road
Congresbury
North Somerset
BS49 5DX

The Trustees who served the charity during the year were as follows:-

Mrs S Sheehan	(Chair)
Mr G Preston	(Vice-Chair)
Mr D Seabright	(Treasurer)
Mrs A Pursey	
Rev M J Thomson	
Mrs W Flowers	
Mr I Stocker	
Mrs J Walker	
Mrs A Norcross	
Mrs G Fraser	
Mrs B Hacking	

Structure, Governance and Management

Vine Counselling Services is an unincorporated charity governed by its constitution under the direction of the Trustees, whose role it is to set out the overall strategy of the organisation.

The implementation and day to day operation of the organisation is directed by a part-time Director (currently Liz Linnitt) and a part-time Administrator (currently Tracy Robertson). A part-time Children & Young People Lead is also employed (Joanna Lawrance).

Counsellors are volunteers, some qualified, some students. The receptionists are also volunteers. In addition, there are self employed supervisors.

Trustees are appointed by the Board as required with no set rules applying. Induction of new Trustees is carried out in a structured way by a Trustee and the Director and includes all policy documents and risk assessments.

Objectives and Activities

Vine Counselling Services' charitable objectives are to provide professional counselling to individuals in need of such assistance. The service is available for 45 weeks per annum, now offering up to 60 sessions per week, a big increase on the previous year. All preparations are taking place to launch a Children & Young People service in addition to the adult service, in October 2021.

Active fundraising takes place through events, links with local Parish Councils, Churches, individuals and corporates. Fundraising events have not been able to take place since March 2020 due to the Covid19 pandemic, therefore, emergency grants have been applied for as required and major grants received included from Quartet (Emergency Government Fund), National Lottery and the Police Community Fund. An online fundraising event also took place. Separate funds were received and restricted for the Children & Young People service.

Achievements and Performance

Vine Counselling Services has had a very busy year and had to adapt the service due to the pandemic. Face to face appointments were initially halted due to the first lockdown in March 2020 and an online (video/telephone) counselling service was established, to enable clients to be supported despite the pandemic. Face to face sessions recommenced in September 2020 although an online service was also maintained. The waiting list was 15 potential clients at the year end but this was anticipated to increase. Donations continued to be received from clients and other sources. Due to the expansion of the service to up to 60 sessions per week, client donations have increased.

The Children & Young People counselling service planning continued and hours were increased for the part time CYP Lead to enable all documentation, policies, safeguarding, risk assessments etc to take place in readiness for the launch of the new service.

Financial Review

The charity's income amounted to £52,917 (2020 - £28,991) plus an additional £5,000 restricted funds for the Children & Young People service, due to commence in October 2021.

Expenditure for unrestricted funds was £36,236 (2020 - £29,161) and expenditure from restricted funds was £9,187.

Reserves for unrestricted funds stood at £26,352 as at 31 March 2021 compared with £9,671 as at 31 March 2020.

Reserves for restricted funds stood at £57,999 as at 31 March 2021 compared with £62,186 as at 31 March 2020.

Responsibilities of Trustees

The Trustees are responsible for the preparation of the accounts. They consider that an independent examination is required.

DATE: 17.11.21

Vine Counselling Services Accounts for the year to 31 March 2021

	2020-21 General	20-21 Restricted (youth project)	2019-20 General	19-20 Restricted (youth project)
INCOME				
DONATIONS				
Churches ¹	£ 1,140.00		£ 600.00	
Trusts		£ 5,000.00		£ 11,000.00
Individuals & Others	£ 3,779.00		£ 1,451.00	£ 50,000.00
Parish Councils ²	£ 1,000.00		£ 1,650.00	
5 Year Friends	£ 3,245.00		£ 2,720.00	
Corporate	£ 4,160.00		£ 500.00	£ 2,170.00
National Lottery	£ 7,320.00			
Client Donations ³	£ 15,798.00		£ 13,398.00	
Quartet Grant	£ 5,000.00			
Events	£ 1,914.00		£ 4,179.00	
Gift Aid Tax	£ 3,330.00		£ 2,507.00	
OTHER	£ 23.00		£ 728.00	
ON-LINE (Just Giving/Virgi	£ 6,208.00		£ 1,258.00	
TOTAL INCOME	###	£ 5,000.00	£ 28,991.00	£ 63,170.00
EXPENDITURE				
Supervision	£ 5,865.00		£ 3,645.00	
Director & staff	£ 21,500.00	£ 7,500.00	£ 17,176.00	£ 874.00
Insurance	£ 827.00		£ 761.00	
Training	£ 125.00		£ 150.00	
Telephone	£ 938.00		£ 1,231.00	
General Admin.	£ 1,108.00	£ 1,687.00	£ 321.00	£ 70.00
Room hire	£ 3,040.00		£ 3,579.00	
Events Costs	£ 1,603.00		£ 880.00	
Travel Expenses	£ 254.00		£ 137.00	
Other Costs	£ 328.00		£ 705.00	£ 740.00
Website	£ 648.00		£ 576.00	
TOTAL EXPENDITURE	###	£ 9,187.00	£ 29,161.00	£ 1,684.00
SURPLUS / (DEFICIT)	###	-£ 4,187.00	-£ 170.00	£ 61,486.00

3/31/2021

BANK ACCOUNT	£ 80,379.00
DEBTORS	£ 4,920.00
	<u>£ 85,299.00</u>
LESS CREDITORS	£ 948.00
	<u>£ 84,351.00</u>

3/31/2020

£ 67,732.00
£ 4,739.00
<u>£ 72,471.00</u>
£ 614.00
<u>£ 71,857.00</u>

TOTAL

	TOTAL	RESTRICTED	UNRESTRICTED
BROUGHT FORWARD	£ 71,857.00	£ 62,186.00	£ 9,671.00
DEFICIT/SURPLUS	£ 12,494.00	-£ 4,187.00	£ 16,681.00
	<u>£ 84,351.00</u>	£ 57,999.00	<u>£ 26,352.00</u>

TOTAL	RESTRICTED
£10,541.00	£700.00
£61,316.00	£61,486.00
<u>£71,857.00</u>	<u>£62,186.00</u>

2020-21

2019-20

St Andrew's, Congresbury

Banwell	£	140.00
Yatton Rotary	£	400.00
Wroughton URC	£	600.00
	£	<u>1,140.00</u>

£	600.00
£	600.00

Congresbur	£	1,000.00
Backwell	£	-
Wrigton	£	-
	£	<u>1,000.00</u>

£	1,000.00
£	400.00
£	250.00
£	<u>1,650.00</u>

Counsell	£15,798.00
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£13,188.00

Pastoral Servi	£0.00	£210.00
	<u>£15,798.00</u>	<u>£13,398.00</u>

UNRESTRICTED
£ 9,841.00
-£ 170.00
£ 9,671.00

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

I report on the accounts of Vine Counselling Services for the year ended 31 March 2021.

Respective Responsibilities of Trustees and Examiner

The Trustees of Vine Counselling Services 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.

It is my responsibility to

- examine the accounts under Section 145 of the 2011 Act
- follow the procedures laid down in the General Directions given by the Charity Commission under Section 145(5)(b) of the 2011 Act; and
- 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 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 you, as 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:

- (i) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met or:
- (ii) to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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STEPHEN OSMAN

DATE.....25.1.22.....