

Registered Charity Number 1117796

Vine Counselling Services

REPORT AND FINANCIAL STATEMENTS

1 APRIL 2024 to 31 MARCH 2025

VINE COUNSELLING SERVICES

Registered Charity Number 1117796

CONTENTS PAGE

1. Officers and Professional Advisers
2. Trustees' Report
3. Independent Examiner's Report
4. Statement of Financial Activities and Income And Expenditure Account
5. Balance Sheet
6. Notes to the Accounts

VINE COUNSELLING SERVICES

Registered Charity Number 1117796

REPORT AND FINANCIAL STATEMENTS 2024-25

OFFICERS AND PROFESSIONAL ADVISERS

TRUSTEES:

Sarah Sheehan - Chair

Barbara Hacking - Vice-Chair

Ann Pursey - Trustee

Ian Stocker - Trustee

Carol Beveridge - Trustee

Helen Ward - Trustee

Cath Smillie - Trustee

Cordelia Pegge - Trustee

TREASURER:

Brendan Sheehan

REGISTERED OFFICE

The Refectory, Station Road, Congresbury, North Somerset BS49 5DX

BANKERS

NatWest Bank plc

INDEPENDENT EXAMINER

Steve Osman, 16 Wiltons, Wrington, North Somerset

VINE COUNSELLING SERVICES

Registered Charity Number 1117796

TRUSTEES ANNUAL REPORT

The Trustees present their annual report and financial statements for the year 1 April 2024 to 31 March 2025. The Trustees confirm that these accounts conform to current statutory requirements and the charity's governing documents.

Structure, Governance and Management

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

The implementation and day to day operation of the organisation is directed by a part-time Director who is supported by a part-time Operations Director.

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 mental health support. The service is available for 45 weeks per annum, now offering up to 78 sessions per week. The Children & Young People service which was launched in October 2021 was put on hold in September 2023.

The Charity has continued development of its counsellors by contributing to external Clinical Supervision and in house training.

Our service

At Vine Counselling Services our focus is on offering one to one face to face counselling to people in the community who need support with issues including but not limited to anxiety, depression, anxiety, low self esteem, bereavement, trauma, abuse, loneliness. Sessions are not limited to a maximum number of weeks in duration, although reviews take place every sixth session. Sessions last 50 minutes and are at the same time, same day each week. Clients are asked to make a donation towards their sessions, the cost of which is subsidised through fundraising in various forms and grant applications.

Vine Counselling Services is an organisational member of the BACP (British Association of Counselling & Psychotherapy). We operate from The Refectory, Station Road, Congresbury BS49 5DX.

Our team

The Director is currently Liz Linnitt and she is supported by Operations Director Tracy Robertson. Counsellors are volunteers, some qualified, some students on placement. A number of the qualified

Counsellors invoice on a self employed basis separately for additional hours equivalent in number to their voluntary hours. The receptionists are also volunteers.

Safeguarding

Safeguarding and risk management are integral to Vine Counselling Services and it is considered at every stage of a client’s journey and in all areas of service delivery including safer recruitment.

Our Director is the Designated Safeguarding Lead. We review our policies and procedures, and training requirements annually and prioritise safeguarding.

Achievements and Performance

The Income and Expenditure Account is set out on page 8.

Clients are asked for a minimum donation of £25 per session. However, the ethos not to turn anyone away due to financial constraints has remained although discussion regarding a lesser donation, or free sessions, is had on a case by case basis.

Income for the year is shown at £104,501.50 which is an increase compared to the previous year’s total of £92,394.06. Expenditure increased slightly from £76,518.79 to £77,933.95. This left a surplus for the year of £26,567.55, compared with a surplus of £15,875.27 in the previous year. Total unrestricted funds carried forward are £126,152.31 compared to £99,584.76 in 2023/4. Restricted funds carried forward are £26,972.15, the same as the previous year.

Policy on Reserves

To safeguard the charity’s financial stability and secure its ability to fulfil its objectives, Vine Counselling Services should hold unrestricted financial reserves sufficient to cover the total operating costs for a period of six months – based on the average operating costs of the previous 5 years. This policy will be reviewed at 2 yearly intervals. Next review date 10 March 2027.

Responsibilities of Trustees

The Trustees are responsible for the preparation of the annual report and the financial statements in accordance with applicable law and regulations. The Trustees are required to prepare financial statements for each financial year in accordance with the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources of the charity for that period.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity.

Approved by the Trustees and signed on their behalf by:

SIGNED
NAME SARAH SHEEHAN (CHAIR) DATE

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

Year ended 31 March 2025

I report on the accounts of Vine Counselling Services for the year ended 31 March 2025 which are set out on pages 8-9.

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 the Independent Examiner's responsibility to

- examine the accounts under Section 145 of the 2011 Charities 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 their 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) which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....

STEPHEN OSMAN

Of

.....

.....

DATE.....

Vine Counselling Services Accounts for the year to 31 March 2025

Charity No. 1117796

		2024-25 Unrestricted	24-25 Restricted	2024-25 TOTAL	2023-24
INCOME					
	DONATIONS & GRANTS				
	Churches	£ 893.00			£ 840.00
	Trusts / Grants	£ 18,300.00			£ 13,250.00
	Individuals & Others	£ -			£ 1,948.00
	Parish Councils	£ 750.00			£ 500.00
	Friends of Vine donations	£ 3,162.02			£ 2,830.00
	Corporate	£ 2,225.00			£ 3,858.15
	Local Organisations	£ 20.00			£ 850.00
	Client Donations	£ 59,982.78			£ 46,509.40
	Gift Aid Tax	£ 12,040.76			£ 9,873.08
	OTHER TRADING ACTIVITIES				
	Fundraising Events	£ 4,189.50			£ 9,845.48
	Other	£ -			£ 110.00
	Online (Just Giving/Virgin)	£ 661.20			£ 1,017.44
	Bank and Other Interest	£ 2,277.24			£ 962.51
	TOTAL INCOME	£ 104,501.50		£104,501.50	£ 92,394.06
EXPENDITURE					
	CHARITABLE ACTIVITIES				
	Supervision	£ 8,400.00			£ 8,415.00
	Director & staff salaries	£ 34,113.33			£ 40,290.37
	Counsellor invoices	£ 19,870.00			£ 13,390.00
	Insurance	£ 793.23			£ 895.53
	Training	£ 681.96			£ 150.00
	Telephone	£ 1,019.11			£ 969.92
	Administration	£ 3,254.91			£ 3,566.76
	Premises hire	£ 6,684.00			£ 5,261.00
	Cleaner	£ 818.00			£ 362.63
	Travel Expenses	£ 1,027.00			£ 1,226.25
	Website	£ 648.00			£ 648.00
	Other	£ 480.17			£ 272.58
	FUNDRAISING EXPENDITURE				
	Events Costs	£ 144.24			£ 1,070.75
	TOTAL EXPENDITURE	£ 77,933.95		£77,933.95	£ 76,518.79
	SURPLUS / (DEFICIT)			£26,567.55	£ 15,875.27

BALANCE SHEET FOR YEAR ENDING 31 MARCH 2025

	2025 £	2024 £
FIXED ASSETS		
Tangible assets	-	-
CURRENT ASSETS		
Cash at bank and in hand	£140,290.87	£119,343.00
Debtors and prepayments	£15,769.12	£9,873.08
	<hr/>	<hr/>
	£156,059.99	£129,216.08
CREDITORS (amounts due)	<hr/> -£2,935.53	<hr/> -£2,659.17
NET ASSETS	<u>£153,124.46</u>	<u>£126,556.91</u>
RESERVES		
Restricted Funds	£26,972.15	£26,972.15
Unrestricted Funds General	£126,152.31	£99,584.76
	<hr/>	<hr/>
	<u>£153,124.46</u>	<u>£126,556.91</u>

Vine Counselling Services Accounts for the year to 31 March 2025

Charity No. 1117796

	2024-25 Unrestricted	24-25 Restricted	2024-25 TOTAL	2023-24
INCOME				
DONATIONS & GRANTS				
Churches	£ 893.00			£ 840.00
Trusts / Grants	£ 18,300.00			£ 13,250.00
Individuals & Others	£ -			£ 1,948.00
Parish Councils	£ 750.00			£ 500.00
Friends of Vine donations	£ 3,162.02			£ 2,830.00
Corporate	£ 2,225.00			£ 3,858.15
Local Organisations	£ 20.00			£ 850.00
Client Donations	£ 59,982.78			£ 46,509.40
Gift Aid Tax	£ 12,040.76			£ 9,873.08
OTHER TRADING ACTIVITIES				
Fundraising Events	£ 4,189.50			£ 9,845.48
Other	£ -			£ 110.00
Online (Just Giving/Virgin)	£ 661.20			£ 1,017.44
Bank and Other Interest	£ 2,277.24			£ 962.51
TOTAL INCOME	£ 104,501.50		£104,501.50	£ 92,394.06
EXCHARITABLE ACTIVITIES				
Supervision	£ 8,400.00			£ 8,415.00
Director & staff salaries	£ 34,113.33			£ 40,290.37
Counsellor invoices	£ 19,870.00			£ 13,390.00
Insurance	£ 793.23			£ 895.53
Training	£ 681.96			£ 150.00
Telephone	£ 1,019.11			£ 969.92
Administration	£ 3,254.91			£ 3,566.76
Premises hire	£ 6,684.00			£ 5,261.00
Cleaner	£ 818.00			£ 362.63
Travel Expenses	£ 1,027.00			£ 1,226.25
Website	£ 648.00			£ 648.00
Other	£ 480.17			£ 272.58
FUNDRAISING EXPENDITURE				
Events Costs	£ 144.24			£ 1,070.75
TOTAL EXPENDITURE	£ 77,933.95		£77,933.95	£ 76,518.79
SURPLUS / (DEFICIT)			£26,567.55	£ 15,875.27

BALANCE SHEET FOR YEAR 1 APRIL 2024-31 MARCH 2025

	2025 £	2024 £
FIXED ASSETS		
Tangible assets	-	-
CURRENT ASSETS		
Cash at bank and in hand	£140,290.87	£119,343.00
Debtors and prepayments	£15,769.12	£9,873.08
	<hr/> £156,059.99	<hr/> £129,216.08
CREDITORS (amounts due)	<hr/> -£2,935.53	<hr/> -£2,659.17
NET ASSETS	<u>£153,124.46</u>	<u>£126,556.91</u>
RESERVES		
Restricted Funds	£26,972.15	£26,972.15
Unrestricted Funds General	£126,152.31	£99,584.76
	<hr/> <u>£153,124.46</u>	<hr/> <u>£126,556.91</u>

NOTES:

FUNDRAISING EVENTS	Proceeds	Vine Costs
Marathon	£ 1,445.53	
Christmas Fayre	£ 1,055.97	£ 144.24
Pub Quizzes	£ 421.00	
Bryony Makes Event	£ 132.00	
Sponsor Money	£ 95.00	
Wrighton Beer Festival	£ 500.00	
Evergreen Xmas Concert	£ 540.00	
	<u>£ 4,189.50</u>	<u>£ 144.24</u>

Net Income

£	1,445.53
£	911.73
£	421.00
£	132.00
£	95.00
£	500.00
£	540.00
£	4,045.26

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

Year ended 31 March 2025

I report on the accounts of Vine Counselling Services for the year ended 31 March 2025 which are set out on pages 8-9.

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 Charities 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.

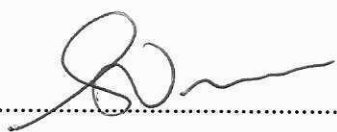
Independent Examiner's Statement

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) which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



STEPHEN OSMAN

Of 16, WILTONS

WRINGTON

BS40 5L8

DATE 12th August 2025