
AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

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The following pages do not form part of the statutory financial statements:

Charity Detailed Income and Expenditure Account and Summaries

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2024

Trustees	D Allum Dr D Barker Rev A Caw M P Callow S R Everitt R J Walters J M Walters B Collins
Company registered number	05785768
Charity registered number	1118296
Registered office	St John's House St John's Road Epping Essex CM16 5DN
Accountants	Haslers Chartered Accountants Old Station Road Loughton Essex IG10 4PL

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their annual report together with the financial statements of the Company for the 1 April 2023 to 31 March 2024. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

The charities objectives are the preservation and protection of the good mental and physical health of families and individuals through the provision of support and counselling services in accordance with Christian principles.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

Achievements and performance

a. Main achievements of the Company

In 2023-24 the charity was able to expand its operations from twelve to eighteen sessions of counselling offered weekly at The Box, Epping, and Hazelwood Children's Centre, Waltham Abbey, and in addition at Victory Hall, Chigwell, continuing to meet enquiries from all parts of the Epping Forest District. The increased demand for the service due to heightened mental health issue caused by the on-going cost-of-living crisis has continued. The service is evaluated regularly and clients continue to demonstrate a high level of satisfaction in the feedback forms they have completed.

Financial review

a. Finance

The charity exists to offer counselling to those who cannot afford full counsellor fees. The operation is funded by investment interest and donations from clients and grant funding. These limited funds are carefully managed. Costs have been kept to a minimum, and new savings and sources of income are regularly sought.

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

Structure, governance and management

a. 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.

Approved by order of the members of the board of Trustees on 5 December 2024 and signed on their behalf by:

J M Walters
(Chair of Trustees)

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 MARCH 2024

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on 5 December 2024 and signed on its behalf by:

J M Walters
(Chair of Trustees)

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

ACCOUNTANTS' REPORT
FOR THE YEAR ENDED 31 MARCH 2024

Accountants' Report to the Members on the preparation of the unaudited accounts of Affordable Counselling Epping Forest for the year ended 31 March 2024

In order to assist you to fulfil your duties under the Charities Act 2011 we have prepared for your approval the accounts of Affordable Counselling Epping Forest for the year ended 31 March 2024 as set out on the pages below from the charity's accounting records and from information and explanations you have given us.

As a practising member firm]of the ICAEW, we are subject to its ethical and other professional requirements which are detailed at www.icaew.com.

Our work has been undertaken in accordance with the requirements of the ICAEW as detailed at www.icaew.com.

Signed: Paul Thain

Dated: 5 December 2024

Haslers
Old Station Road
Loughton
Essex
IG10 4PL

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2024**

	Note	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income from:					
Donations and legacies	3	8,031	6,000	14,031	41,589
Other trading activities	4	4,550	-	4,550	3,415
Investments	5	6,903	-	6,903	6,310
Total income		19,484	6,000	25,484	51,314
Expenditure on:					
Charitable activities	6	21,383	-	21,383	16,177
Total expenditure		21,383	-	21,383	16,177
Net (expenditure)/income before net gains/(losses) on investments		(1,899)	6,000	4,101	35,137
Net gains/(losses) on investments		-	18,557	18,557	(10,385)
Net movement in funds		(1,899)	24,557	22,658	24,752
Reconciliation of funds:					
Total funds brought forward		54,931	233,034	287,965	263,213
Net movement in funds		(1,899)	24,557	22,658	24,752
Total funds carried forward		53,032	257,591	310,623	287,965

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 9 to 17 form part of these financial statements.

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)
REGISTERED NUMBER: 05785768

BALANCE SHEET
AS AT 31 MARCH 2024

	Note	2024 £	2023 £
Fixed assets			
Investments	9	276,590	258,033
		<u>276,590</u>	<u>258,033</u>
Current assets			
Debtors	10	1,688	1,642
Cash at bank and in hand		34,750	31,190
		<u>36,438</u>	<u>32,832</u>
Creditors: amounts falling due within one year	11	(2,405)	(2,900)
Net current assets		<u>34,033</u>	<u>29,932</u>
Total assets less current liabilities		<u>310,623</u>	<u>287,965</u>
Total net assets		<u><u>310,623</u></u>	<u><u>287,965</u></u>
Charity funds			
Restricted funds	12	257,591	233,034
Unrestricted funds	12	53,032	54,931
Total funds		<u><u>310,623</u></u>	<u><u>287,965</u></u>

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)
REGISTERED NUMBER: 05785768

BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2024

The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees on 05 December 2024 and signed on their behalf by:

J M Walters
(Chair of Trustees)

The notes on pages 9 to 17 form part of these financial statements.

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

1. General information

Affordable Counselling Epping Forest is a charitable organisation, registered in England and Wales, with a registration number 05785768. The address of the registered office is St John's House, St John's Road, Epping, Essex CM16 5DN.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Affordable Counselling Epping Forest meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Income

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

2.3 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.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.4 Taxation

The Company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

AFFORDABLE COUNSELLING EPPING FOREST
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

2. Accounting policies (continued)

2.5 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.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Donations	310	-	310	26,089
Grants	7,500	6,000	13,500	15,500
Similar incoming resources	221	-	221	-
	<u>8,031</u>	<u>6,000</u>	<u>14,031</u>	<u>41,589</u>
<i>Total 2023</i>	<u><u>41,589</u></u>	<u><u>-</u></u>	<u><u>41,589</u></u>	

4. Income from other activities

	Unrestricted funds 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Client contributions	4,550	4,550	3,415
	<u>4,550</u>	<u>4,550</u>	<u>3,415</u>

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

5. Investment income

	Unrestricted funds 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Income from local listed investments	407	407	293
Investment income - other local investments	6,496	6,496	6,017
	<u>6,903</u>	<u>6,903</u>	<u>6,310</u>

6. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2024 £	Total 2024 £	<i>Total 2023 £</i>
Direct Activity Costs	21,383	21,383	16,177

7. Analysis of expenditure by activities

	Activities undertaken directly 2024 £	Support costs 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Direct Activity Costs	20,558	825	21,383	16,177
Total 2024	<u>20,558</u>	<u>825</u>	<u>21,383</u>	<u>16,177</u>
<i>Total 2023</i>	<u>14,431</u>	<u>1,746</u>	<u>16,177</u>	

AFFORDABLE COUNSELLING EPPING FOREST
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

7. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Activities 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Rent	2,934	2,934	2,479
Insurance	135	135	135
Telephone	116	116	103
Advertising	255	255	175
Sundries	439	439	-
Postage & Printing	121	121	-
Bank charges	83	83	34
Counsellor fees	16,475	16,475	11,505
Total 2024	<u>20,558</u>	<u>20,558</u>	<u>14,431</u>

Analysis of support costs

	Activities 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Accountancy	825	825	1,746

8. Trustees' remuneration and expenses

During the year ended 31 March 2024, expenses totalling £317 were reimbursed or paid directly to 2 Trustees (2023 - £92 to 4 Trustees).

AFFORDABLE COUNSELLING EPPING FOREST
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

9. Fixed asset investments

	Other fixed asset investments £
Cost or valuation	
At 1 April 2023	258,033
Revaluations	18,557
	<u>276,590</u>
At 31 March 2024	<u>276,590</u>
Net book value	
At 31 March 2024	276,590
At 31 March 2023	<u>258,033</u>

10. Debtors

	2024 £	2023 £
Due within one year		
Other debtors	1,688	1,642
	<u>1,688</u>	<u>1,642</u>

11. Creditors: Amounts falling due within one year

	2024 £	2023 £
Accruals and deferred income	2,405	2,900
	<u>2,405</u>	<u>2,900</u>

AFFORDABLE COUNSELLING EPPING FOREST
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

12. Statement of funds

Statement of funds - current year

	Balance at 1 April 2023 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2024 £
Unrestricted funds					
General Funds - all funds	54,931	19,484	(21,383)	-	53,032
Restricted funds					
Restricted Funds - all funds	233,034	-	-	18,557	251,591
Essex Community Foundation	-	6,000	-	-	6,000
	233,034	6,000	-	18,557	257,591
Total of funds	287,965	25,484	(21,383)	18,557	310,623

Restricted funds - all funds - This fund relates to the restricted investments held.

Essex Community Foundation grants - Grants received from Essex Community Foundation for restricted charitable purposes.

AFFORDABLE COUNSELLING EPPING FOREST
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

12. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2022 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Gains/ (Losses) £</i>	<i>Balance at 31 March 2023 £</i>
Unrestricted funds					
General Funds - all funds	19,794	51,314	(16,177)	-	54,931
Restricted funds					
Restricted Funds - all funds	243,419	-	-	(10,385)	233,034
Total of funds	263,213	51,314	(16,177)	(10,385)	287,965

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

13. Summary of funds

Summary of funds - current year

	Balance at 1 April 2023 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2024 £
General funds	54,931	19,484	(21,383)	-	53,032
Restricted funds	233,034	6,000	-	18,557	257,591
	<u>287,965</u>	<u>25,484</u>	<u>(21,383)</u>	<u>18,557</u>	<u>310,623</u>

Summary of funds - prior year

	Balance at 1 April 2022 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2023 £
General funds	19,794	51,314	(16,177)	-	54,931
Restricted funds	243,419	-	-	(10,385)	233,034
	<u>263,213</u>	<u>51,314</u>	<u>(16,177)</u>	<u>(10,385)</u>	<u>287,965</u>

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

14. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Fixed asset investments	18,999	257,591	276,590
Current assets	36,438	-	36,438
Creditors due within one year	(2,405)	-	(2,405)
Total	53,032	257,591	310,623

Analysis of net assets between funds - prior period

	<i>Unrestricted funds 2023 £</i>	<i>Restricted funds 2023 £</i>	<i>Total funds 2023 £</i>
Fixed asset investments	24,999	233,034	258,033
Current assets	32,832	-	32,832
Creditors due within one year	(2,900)	-	(2,900)
Total	54,931	233,034	287,965

15. Related party transactions

D Barker (Trustee) made donations of £60 during the year to Affordable Counselling Epping Forest (2023 - £Nil).

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2024**

	2024 £	2024 £	2023 £	2023 £
Income				
Donations	310		26,089	
Grants	13,500		15,500	
Client contributions	4,550		3,415	
COIF Fixed Interest Fund	2,043		2,322	
COIF Investment Fund	3,681		3,695	
Shares	407		293	
COIF Ethical	772		-	
Other Income	221		-	
	<hr/>	25,484	<hr/>	51,314
Gains/(Losses) on investments				
Gains/(Losses) on investments	18,557		(10,385)	
	<hr/>	18,557	<hr/>	(10,385)
Gross income in the reporting period		<hr/>		<hr/>
		44,041		40,929
Less:				
Charitable activities costs				
Rent	2,934		2,479	
Insurance	135		135	
Telephone	116		103	
Advertising	255		175	
Counsellors fees	16,475		11,505	
Bank charges	83		34	
Sundries	439		-	
Postage & Printing	121		-	
	<hr/>	20,558	<hr/>	14,431
Support costs				
Accountancy and legal fees	825		1,746	
	<hr/>	825	<hr/>	1,746
Total expenditure		<hr/>		<hr/>
		21,383		16,177
Net income before taxation for the reporting period		<hr/>		<hr/>
		22,658		24,752

AFFORDABLE COUNSELLING EPPING FOREST
(A Company Limited by Guarantee)

INCOME AND EXPENDITURE ACCOUNT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

	2024 £	2024 £	2023 £	2023 £
Taxation	_____	-	_____	-
Net income for the reporting period		<u>22,658</u>		<u>24,752</u>
Surplus for the reporting period		<u>22,658</u>		24,752
Surplus brought forward at 1 April 2023		53,289		28,537
Surplus carried forward at 31 March 2024		<u>75,947</u>		<u>53,289</u>

The notes on pages 9 to 17 form part of these financial statements.