

# Annual Report

---

*April 2022 – March 2023*



## Contents

## Page

<b>Vision and Aims</b>	<b>3</b>
Reflect Mission Statement	4
<b>Structure- Who's Who and how we work</b>	<b>5</b>
Trustees	5
Employed Staff	6
Volunteers	7
<b>Reflect Centres</b>	<b>8</b>
<b>Year Review</b>	<b>9</b>
Summary of the main achievements of Reflect during the year	9
Central	10
Training	10
Marketing and Awareness	10
York	11
Harrogate	12
Selby	13
Thirsk	13
<b>Client Statistics and Feedback</b>	<b>14</b>
Statistics, tables and charts	14
Feedback	16
<b>Acknowledgements</b>	<b>17</b>
<b>Financial Report</b>	<b>19</b>
Receipts and Payments Accounts for the year ending 31 March 2022	19
Statement of assets and liabilities at the end of the period	20
Trustee Declaration	20
Independent Examiner's Report to the Trustees of Reflect	21



## Vision and Aims

Reflect is a Charitable Trust and was previously known as York Pregnancy Crisis Service. Reflect is a registered Charity (number 1118904) with a governing Trust Deed document dated 6<sup>th</sup> November 2006. This was amended on 09 May 2016 and a Supplemental Trust Deed was added on 2<sup>nd</sup> October 2017.

Reflect opened in York 2007, responding to the need of men and women faced with an unplanned or crisis pregnancy. Reflect quickly developed to provide pregnancy loss support as well as the pregnancy choice work and in 2012 began plans to launch services in Harrogate. Reflect Harrogate launched in 2014 followed by Reflect Selby in January 2018. Most recently we launched Reflect Thirsk in March 2020 to meet a growing local need for our services across North Yorkshire and are now also seeing clients locally in Filey and Scarborough.

The purpose of the Trust, as stated in the Trust Deed, shall be:

- (a) The advancement of education in the subject of pregnancy and the termination of pregnancy and into the effects thereof upon women whether physical, medical or psychological.
- (b) The preservation and protection of women's health.
- (c) The provision of advice, counselling and assistance to women and their partners and families who are suffering from any physical or mental illness, distress or poverty during or as a result of pregnancy or following an abortion, miscarriage, cot death, still birth, loss of a child or sexual abuse.
- (d) The promotion of such other charitable purposes which may be conveniently carried on in connection with the above objects.

The Trustees have fully taken into account the guidance issued by the Charity Commission on public benefit.



## Reflect Mission Statement

### Purpose

Reflect is a free support service in North Yorkshire for anyone facing a Pregnancy Choice and for those in need of support after experiencing Pregnancy or Neonatal Loss.

### Vision

Our vision is to see anyone in North Yorkshire enabled to make an informed decision about a pregnancy choice, without fear, pressure or judgement, and to support those who have been affected by pregnancy loss through miscarriage, stillbirth or termination of pregnancy, or who have experienced neonatal loss.

Motivated by our Christian compassion for those in a crisis, we desire to see all people supported throughout the decision-making process and beyond, whatever the outcome.

We seek to raise awareness of issues surrounding pregnancy, including parenting, termination, adoption and pregnancy loss, and to provide support for those in need.

### Mission:

We are committed...

*...to provide a confidential service to all clients*

*...to provide a trained listening ear, factual information and unconditional acceptance to those who are experiencing a pregnancy choice*

*...to provide care and support to those who have experienced a pregnancy or neonatal loss*

*...to do this in a caring, safe and supportive environment; always being truthful and respecting every individual*

*...and at all times offer hope*

We provide individual or couples support and signposting for those facing an unintended pregnancy or a choice during pregnancy. We provide one-to-one and couples support to those who have experienced pregnancy loss (miscarriage, ectopic pregnancy or stillbirth), neonatal loss, or who are struggling following a termination of pregnancy, through our structured support programme 'Reflections: Walking through loss'.

*...to the advancement of education in the subject of pregnancy, termination of pregnancy, adoption, sexual health and relationships*

This currently includes: multi-agency work, training volunteers and practitioners in pregnancy choices and pregnancy loss support, working with other organisations championing our cause and increasing the network of Reflect supporters and referrers. Reflect hope to develop this aim into schools and youth work, research projects and greater partnerships with the local authority and NHS services.



## Structure- who's who and how we work

### Trustees

#### **Names of the trustees who manage the charity:**

1. Christopher Blanshard (Chairperson for 2022)
2. Lesley Williams
3. Rachael Bulley (Safeguarding Lead)
4. Christopher Seel (Treasurer)
5. Kevin Webb
6. Gavin Parker

Reflect is governed by a group of trustees, chaired by Chris Blanshard who meet on a quarterly basis. A trustee report is prepared in advance by the General Manager, with input from the Office Manager and Development Coordinator. The trustees are responsible for making sure that the charity complies with its governing document and complies with charity law requirements.

Our trustees hold a wealth of valuable experience, ranging from business and finance to foster care and support to teaching and counselling. Trustees are appointed by existing trustees.



## Employed staff

Tanya Allen is Reflect's General Manager and works part-time throughout the week. As a former GP, Tanya was aware of the need for this sort of support, and after volunteering for Reflect, took over as General Manager in 2017. As well as being responsible for operational oversight, management, training and governance of Reflect, Tanya also volunteers her time to support clients as a trained practitioner.



Liz Zambonini is our Development Coordinator and works part-time. Her role is to increase the awareness of Reflect, establishing it in the community and helping to make sure the service provided is of a high quality and meeting Reflect's vision and mission. She also plays a key role in helping to raise funds through grants and fundraising events. She has successfully raised greater awareness of Reflect both in helping to recruit more volunteers and in enabling our volunteers to support many more people in 2022-23.

Hannah Racher joined the Reflect staff team as Office Manager in 2021. Hannah works in the office 2 mornings a week and oversees Reflect's administration and book-keeping, as well as supporting our volunteers.





## Volunteers

Reflect simply would not exist and operate without our incredible team of volunteers who give hours of their time freely to help enable Reflect to continue to provide our free support service.

We are very grateful for all our volunteers: our supervisors; team leaders; trained practitioners and session supporters.

Reflect has 5 wonderful and wise **Supervisors**. As Reflect is seeing more clients, the amount of individual supervision required also increases. We are therefore very grateful for the time that each of our volunteer Supervisors give to Reflect. All our supervisors are experienced trained counsellors or psychotherapists who have the necessary supervisory skills, and this helps to enable Reflect to offer a professional service. Our supervisors offer 1-1 phone support to our trained practitioners and also help to coordinate the group supervision which takes place every 6-8 weeks.

We have compassionate and gifted volunteer **Team Leaders** who oversee each centre. The team leader is often the first person to respond to, and speak to, a new client enquiry. They oversee volunteer and client availability and appointments, coordinate their team of volunteers and also work with Tanya to manage any waiting lists for clients wishing to start 'Reflections: Walking through loss'

Our trained volunteers, known as our **Trained Practitioners**, are our frontline volunteers who see Pregnancy Choice and/or Pregnancy Loss clients. Our trained practitioners are usually affiliated to one centre and can choose to support clients on the telephone, via video calls and/or in-person. In 2022-23 we had 22 trained practitioners over the course of year providing support, including 7 newly trained volunteers, from our previous training course. Helping clients is the reason why Reflect exists and we are so grateful for the time that our trained practitioners give to this, as well as the time they spend preparing for the session, debriefing and having supervision afterwards.

Our trained practitioners were supported by our **Session Supporters** who are a valuable part of our service providing prayer and support for client sessions and debriefing our trained practitioners after the session.



All our volunteers are caring, compassionate and willing to help. They bring hope and light to people's lives.

We hosted a thank you for volunteering party in June and these are just a few of our amazing volunteers.

*They offer invaluable **time and space** for individuals in a crisis...*

*...two things that are so needed, but often very difficult to find*

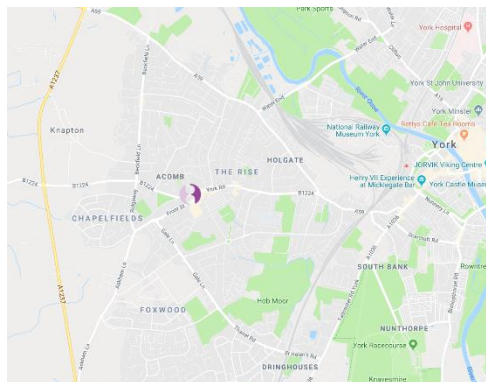


## Reflect Centres

Reflect offers appointments to anyone living in North Yorkshire through in-person, telephone and video call support. We have 4 centres: York; Harrogate; Selby and Thirsk where we regularly saw clients. The Thirsk team expanded this year, in response to local need, and also saw clients in Northallerton. In addition to this, we also had a volunteer who lives near Filey. She was able to see clients in Filey and Scarborough.

### York

Our head office is based at The Gateway Centre, Front Street, Acomb, YO24 3BZ and is the location for appointments in York. York continues to receive the majority of our enquiries, including our out of area enquiries.



Contact details: Email. [enquiry@reflectyork.co.uk](mailto:enquiry@reflectyork.co.uk) | Tel. 01904 676710 | Mobile. 07517 624 750

### Harrogate

We were able to see clients in person in Harrogate by booking rooms at Harrogate Community House, 46-50 East Parade, Harrogate HG1 5RR, or at Krysallis, 5 Victoria Avenue, Harrogate, HG1 1EQ.

Contact details: Email. [enquiry@reflectharrogate.co.uk](mailto:enquiry@reflectharrogate.co.uk) | Tel. 01423 206710 | Text. 07517 638007

### Selby

In person appointments in Selby took place at The Saffron Room, Kings Church Selby, New Lane, Selby, YO8 4QB.

Contact details: Email. [enquiry@reflectselby.co.uk](mailto:enquiry@reflectselby.co.uk) | Tel. 01757 547710 | Text. 07731 921197



### Thirsk

In person appointments were usually held at 'The Old Library', Finkle Street, Thirsk, YO7 1DA. In addition to this, from July, clients were also offered appointments to be seen in The Living Rooms, 5 and 5a Garthway Arcade, Northallerton, DL7 8NS.



Contact details: Email. [enquiry@reflectthirsk.co.uk](mailto:enquiry@reflectthirsk.co.uk) | Tel. 01845 607710 | Text. 07523 278091





## Year Review

### Summary of the main achievements of Reflect during the year

Goal	Outcome
1. Clients	<p>This year we have received 140 new client enquiries &amp; seen 21 Pregnancy Choice clients. In total we have seen 148 clients throughout the year across our 4 centres. We continue to offer remote support as well as in-person support.</p>
2. Increase prayer & church support	<p>We have held prayer meetings on zoom and have sent out quarterly prayer points to supporters. In November, Jill Ross and Tanya spoke and were prayed for at One Voice York. Reflect is now included in York Churches Prayer Diary.</p> <p>We have a faithful prayer coordinator.</p> <p>We have reached out to many churches and spoke in Sunday Services. We also updated our introductory training video to share in meetings and on social media.</p> <p>Our Pregnancy Loss training course was advertised in different churches in York, Harrogate, Selby, Thirsk and Scarborough.</p>
3. Finance	<p>In total we raised £28,000 this year.</p> <p>We are continually grateful for our regular givers, who choose to donate either monthly or annually to Reflect.</p> <p>We held 1 central fundraiser in York in October, and a volunteer generously organised her own fundraiser.</p> <p>Previous clients have also fundraised for Reflect throughout the year including a lady who walked 200,000 steps in March and another client who donated to Reflect in lieu of sending Christmas cards.</p> <p>We were successful in being awarded 4 grants and were pleased to be chosen as one of the Co-op's Local Fund Causes in Harrogate.</p>
4. Further establish Reflect in North Yorkshire	<p>Reflect Thirsk has grown over this year and we have continued to see clients in Filey/Scarborough. 7 trainees from our previous Pregnancy Loss Training Course in 2021-22 have seen clients. We have a designated trustee for each of our 4 centres.</p>



### Central:

We spent time this year reviewing our processes and updating systems so that all volunteers have individual email addresses and have transferred to using online client records for all new clients.

We continued to build links with local charities, healthcare providers and professionals.

### Training:

We have continued to run in-house training and group supervision throughout the year. Louise ran a highly informative and interesting PTSD workshop on zoom in November. This training will help volunteers who are seeing clients who may have experienced trauma.

Rachael Bulley attended thirtyone:eight's Safeguarding training for Safeguarding Leads on 15<sup>th</sup> & 16<sup>th</sup> February which she found helpful. Using this training Rachael then led our safeguarding training on zoom in February 2023. It was a really helpful training session and the scenarios were useful to discuss- thank you Rachael.

We were delighted to start our Pregnancy Loss Training Course on 4<sup>th</sup> March. We had 10 people on the course, including 2 external candidates. The Training course involved ten training sessions (four in-person at The Gateway Centre, Acomb, York and six on zoom), starting in March and finishing in June 2023. We are thankful to all the trainers who gave their time & expertise, so that we could run the training course.



### Marketing & Awareness:

We have three key target markets that we focus on. The first is to raise awareness for potential clients, so that more people know about and are able to make use of our services. The second is to retain and grow our supporter base, which includes past clients, Reflectors, those involved with pregnancy loss and choice, and the local community. The third is targeted campaigns such as when we recruited new volunteers. In the past year we have focused our marketing and communications channels towards these markets. This includes keeping our website updated with news and events; regular social media posts covering awareness, good news stories, events and highlights; media articles such as a blog in the York Mumbler Pregnancy Special; articles and radio interviews in The Harrogate Advertiser, The Stray Ferret and Bauer Media Radio about Pregnancy Loss and Baby Loss Awareness Week; attending key events such as Kyra International Women's Day to create awareness in York and the Harrogate Food market to create awareness in Harrogate; and targeted campaigns such as connecting with church leaders to recruit volunteers.



We have also developed marketing materials to support some of these campaigns, which we are able to do in-house and cost effectively.

### **Baby Loss Awareness Week: 9 – 15 October:**

This year we hosted 'Light a Candle' and remembrance events in Harrogate and Ffiley. On Tuesday 11<sup>th</sup> October at St. Peter's Church, Harrogate, we hosted a space for anyone- clients and the public, to come and light a candle in remembrance of their baby loss. Over 30 people came and we were able to listen to many people. It was a very beautiful and moving time.

We also lit a candle at 7pm at our Fundraising Quiz on 15th October as part of the global Wave of Light.



### **York:**

We were thrilled to be chosen as a Co-op Local Cause for the Foxwood Lane store in Acomb until October 2022. Flyers and posters were available in store.



We have developed links with YorMind and continued links with PEPSY in York to help enable Reflect to increase awareness of our services and to provide professional support.

We held a fun fundraising Quiz at Gateway on 15<sup>th</sup> October. Over 50 people came and enjoyed the quiz. We had an excellent quiz master, Hannah organised an amazing raffle, pizza was ordered from a local takeaway and we raised much-needed funds too!





We attended Kyra's 10 Year anniversary event on International Women's Day on 8<sup>th</sup> March. We had a stall for Reflect and had good conversations with some local charities, met potential clients and spoke with the Lord Mayor.



### Harrogate:

We continue to be involved with the Mental Health and Wellbeing Network in Harrogate and have engaged with and met the chair of Harrogate Maternity Voices Partnership.

Reflect had a stall at Real Food Harrogate market on Sunday 15<sup>th</sup> May. The aim was to raise awareness of Reflect.

We were generously gifted Giff Gaff vouchers by Verity Freason, Harrogate, as part of their 100 days of giving. They shared this on their social media and helped to raise awareness of Reflect.

We were delighted to be chosen as a Co-op Local Cause for Harlow Hill store in Harrogate from October 2022 and were able to engage in local events and raise awareness and funds through this partnership. We attended the Co-op's Local Fund 'Time to talk' wellbeing morning on Thursday 2<sup>nd</sup> February and it was a good opportunity to connect with local wellbeing charities.



In December, 3 staff and volunteers decorated a Christmas Tree at St Peter's Church, Harrogate, as part of their Christmas Tree festival. We had leaflets and information about Reflect and it helped to raise awareness of Reflect. We were given the Christmas Tree for free and Pauline made the beautiful decorations.





### Selby:

The centre continued to operate locally throughout the year and we have recently trained a new volunteer to expand the existing team. We were pleased to celebrate 5 years of Reflect Selby in January.

### Thirsk:

Ann now has a team of 3 volunteers and has expanded the centre to see clients in Northallerton, as well as Thirsk.

Ann bravely undertook a fundraising walk from Sutton Bank to Osmotherley in January to raise funds for Reflect. Thank you Ann!



### Scarborough:

Jane continued to see clients face-to-face, as well as researching and setting up meetings with people who may be interested in getting involved with Reflect to help build a wide team.



## Client Statistics and Stories

### Statistics, tables, charts

Over the past year we have consistently seen new clients, helped ongoing clients and supported new and returning volunteers. Overall, we have been quieter than we were in 2021-22, however we are busier than we were in 2020-21. Most encouraging is that we have seen more pregnancy choice clients and Thirsk has grown with more new clients seen and more sessions delivered. We have also worked hard at reducing our waiting list this year.

	2022-2023					2021-2022				
	York	Harrogate	Selby	Thirsk	Total	York	Harrogate	Selby	Thirsk	Total
New enquiries	85	32	9	14	140	100	39	16	14	169
Clients in contact	81	36	11	21	149	76	52	22	18	168
Pregnancy Choice	18	3	0	0	21	12	2	1	2	17
Post abortion	24	10	3	6	43	22	19	4	5	50
Miscarriage	38	21	7	13	79	39	27	15	9	90
Stillbirth	1	1	1	1	4	3	2	2	0	7
Infant Death	0	1	0	1	2	0	2	0	2	4

Table 1: Number of new enquiries and clients in contact by type and location for the last 2 financial years

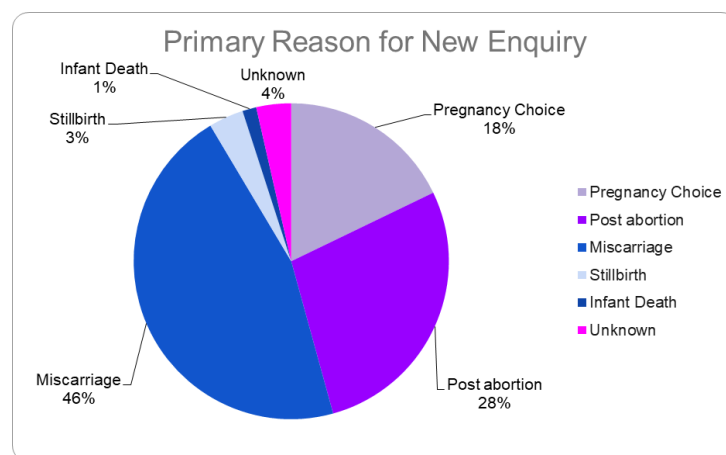


Chart 1: Pie chart showing number of new enquiries by type in 2022/23

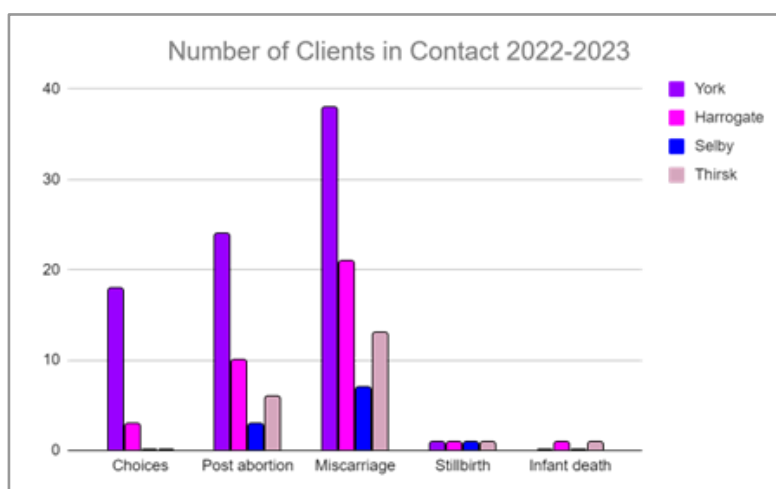


Chart 2: Clustered column chart showing number of clients in contact by type of support and location in 2022-23

	2022-2023					2021-2022				
	York	Harrogate	Selby	Thirsk	Total	York	Harrogate	Selby	Thirsk	Total
<b>Sessions delivered</b>	312	151	27	99	<b>589</b>	192	237	93	71	<b>593</b>
Pregnancy Choice	20	4	0	0	<b>24</b>	12	3	1	5	<b>21</b>
Post abortion	131	31	5	20	<b>187</b>	74	89	4	35	<b>202</b>
Miscarriage	160	95	20	57	<b>333</b>	97	132	63	25	<b>317</b>
Stillbirth	1	1	2	10	<b>13</b>	9	2	25	0	<b>36</b>
Infant Death	0	20	0	12	<b>32</b>	0	11	0	6	<b>17</b>

Table 2: Number of sessions (approximately 1 hour of support) given to clients by type of support and location in 2022-2023 and 2021 -2022

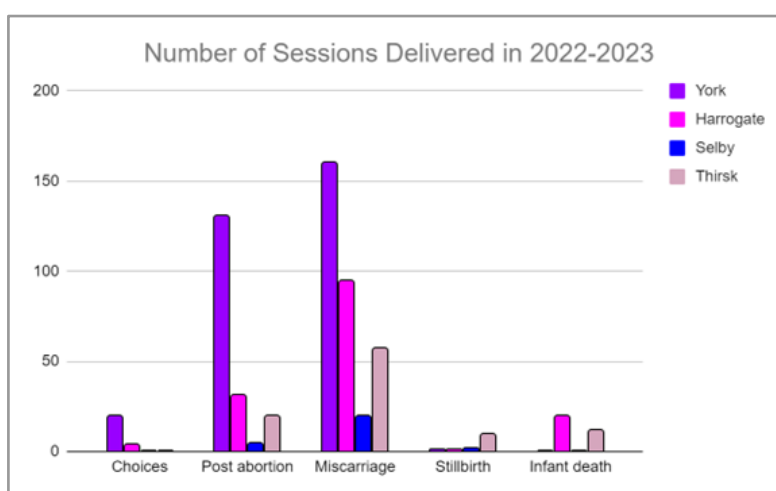


Chart 3: Clustered column chart showing number of sessions delivered by type and location in 2022-2023



## Client stories and feedback

We are very grateful to clients who complete our feedback forms, or email us with feedback, and who give us permission to share their story and feedback. All our clients who have completed our feedback would unanimously recommend our services. Below is just a small variety of the feedback from clients that we have received:

*This has been such a useful and necessary experience I have needed to help begin healing and processing my grief.*

*[The Reflect Practitioner] has helped me beyond words through these sessions and the compassion shown at all times.*

*It's helped me view the experience I had in a different light and made me feel normal for feeling the way I did.*

*Reflect has been amazing from the very first call I made. It has helped me grieve for the losses and accept what has happened to enable me to move forward.*

*It has boosted my confidence and helped me think more clearly about the way forward for me and my family.*

*Thank you for everything.*

*Reflect gave] permission to explore my emotions in relation to my experiences, as well as help[ing] me to feel validated in my feelings.*

*[Reflect has] helped me to realise I am not a failure for feeling stuck and unable to 'let go' of difficult trauma and emotions, but I need to keep working at it and giving myself more care and compassion.*

*I can't put into words how much I appreciate this service and the fact it is free which made it accessible to me. It has also left me with some very useful resources too for understanding and expressing my emotions more broadly.*

*I was reassured me that it was OK to feel the way I did.*

*They were a great help to me and are a fantastic charity for anyone who has gone through pregnancy loss/abortion.*

*[The programme] gave me time to think about my loss at home in a structured way. It helped me focus my thinking so I could process it.*

*Thank you for supporting women and being there when others cannot be or where support isn't available Thank you for your non judgemental attitudes and validating people's experiences and losses. Thank you so much you have all impacted my life in such a kind and positive way that I will never forget.*





## Acknowledgments

A very special thank you to **all** our regular givers. To those who give monthly and annually. This year we have had in total **49 generous individuals or families** giving an average total of over **£850/month!** This financial support is absolutely vital. We wouldn't be able to undertake any of this work, or plan for the future, without this support. We continue to be overwhelmed by people's generosity, many of whom have been giving over a long period of time. Thank you so much!

### Become a *Reflector* today!

Thank you for supporting our work. Your regular gift will help bring light and hope to people's lives.

**Gateway Church** - for their continued generous support in also allowing us to use their facilities and counselling room, and enabling us to have our Head Office at the Gateway Centre in Acomb

**Voipfone** for continuing to enable Reflect to have charity rates.



**Dan Kingsley**, Dynamic Design UK for designing, maintaining and updating our website. Thank you, Dan!

## Fundraisers/donators/grants:

Thank you to each and every individual who has donated financially to Reflect in the past year. We really appreciate your generosity.

Thank you to **everyone** who held fundraisers for us in 2022/23. We really appreciate you taking the time and effort to fundraise for Reflect.

- ★ A previous client decided to donate to Reflect instead of doing Christmas cards and posted on their social media saying alongside a photo of them and their new baby.
- ★ Ann Parker for undertaking a fundraising walk from Sutton Bank to Osmotherley.
- ★ A previous client for walking 200,000 steps in March to raise funds for Reflect!

Thank you to all the businesses and churches who choose to fundraise and donate to Reflect including:

- ★ A bakery in York who held a cake sale for Reflect
- ★ Huntington C of E churches (All Saints and St Andrew's) who generously nominated Reflect to receive part of their annual tithe. They kindly recognised the support their late dear friend Chris Bell, who was a trustee for Reflect, offered to our charity.
- ★ Gateway Church for hosting our fundraising quiz in October, and the many businesses and individuals who donated raffle prizes.
- ★ Stowe Family Law, Harrogate for their Christmas donation
- ★ Verity Frearson, Harrogate for gifting Giff Gaff vouchers as part of their 100 days of giving.



Thank you to all of the trusts and organisations who generously gave grants to Reflect. This has been very gratefully received by Reflect.

- ★ **The YAPP Charitable Trust** for core costs (Year 3 of 3).
- ★ **The Belfrey Small Grants Fund**, through Two Ridings Community Foundation. This was restricted funding for York.
- ★ **Co-op Local Fund**
- ★ **Harrogate Local Fund**, through Two Ridings Community Foundation. This was restricted funding for Mental Health and Wellbeing in Harrogate District.



We have again been chosen as a **Co-op Local Fund** charity of the year, this time at Harlow Hill store, Harrogate and will receive payments in April & October 2023.

**Our heartfelt thanks go to our amazing team of trained volunteers and our wider team of volunteers** – the trustees, supervisors, session supporters and prayer supporters.

Reflect would not be able to exist without you.

And to all those who are reading this and supporting us, we thank you!



## Financial Report

### Receipts and Payments Accounts for the year ending 31 March 2023

			2022- 2023	2021- 2022
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£	£	£	£
<b>RECEIPTS</b>				
Donations	2,364	0	2,364	6,454
Donations (by standing order)	11,449	0	11,449	10,721
Gift Aid	2,233	0	2,233	2,778
Grants/Charities	0	7,663	7,663	5,344
Interest	36	0	36	0
Training	480	0	480	560
Fundraising	1,582	0	1,582	3,181
Other	2,153	0	2,153	2
<b>Total Receipts</b>	<b>20,296</b>	<b>7,663</b>	<b>27,960</b>	<b>29,040</b>
<b>PAYMENTS</b>				
Salaries	20,288	3,714	24,001	26,957
Rent/Room Hire	241	762	1,002	595
Telephone & Internet	230	275	505	500
Publicity/Advertising	66	133	199	846
Insurance	662	567	1,229	1,161
Office Supplies	71	0	71	185
Resources	6	0	6	53
Training & Training Manuals	17	184	201	670
Accountancy & Payroll fees	520	0	520	480
Furniture & Equipment	0	0	0	252
DBS Checks	68	292	360	154
Giving	42	0	42	0
Fundraising Expenses	179	0	179	37
Bank monthly fee	72	0	72	96
Other	2,108	0	2,103	
<b>Total Payments</b>	<b>24,571</b>	<b>5,926</b>	<b>30,496</b>	<b>31,984</b>
<b>Net of Receipts/(Payments)</b>	<b>-4,274</b>	<b>1,738</b>	<b>-2,536</b>	<b>-2,944</b>
<b>Transfers between funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Balance Brought Forward</b>	<b>26,054</b>	<b>1,353</b>	<b>27,407</b>	<b>30,352</b>
<b>Balance Carried Forward</b>	<b>21,780</b>	<b>3,091</b>	<b>24,871</b>	<b>27,407</b>



### Statement of assets and liabilities at the end of the period

The main asset of the charity was the bank balance of £24,871, as shown as the balance carried forward in the receipts and payments accounts above.

Reflect holds general office and computer equipment for its own use, however the value of this is not considered to be material.

### Financial reserves policy

We will aim to keep a minimum of 3 months running costs in unrestricted funding reserves at all times, with a preferred 6 months minimum of running costs in unrestricted funding reserves.

### Accounting

Our total income for Financial Year 2022-23 was £27,960. Therefore, we are continuing to be in the £25-100,000 size charity with the Charity Commission. In addition to submitting our annual return online, we also need to submit a PDF copy of our accounts and trustees annual report. External scrutiny is required and we have appointed Lynne Bowser to undertake this.

Our 2022-23 year end closing balance of £24,871 was less than our opening balance of £27,407. This was in part due to spending restricted funding granted in the previous financial year for projects ongoing in this financial year.

### Declaration

The Trustees have taken advantage of section 43(2) of the Charities Act 1993 and prepared the accounts on a receipts and payments basis.

The trustees report and accounts above were approved at a meeting of the Trustees held on.

Signed by

Name RACHAEL BULLEY

Date 16.10.23

Position Chair of Trustees

Name

CHRIS SEEL

Date

16.10.23

Position Trustee

For and on behalf of the Trustees



## Independent Examiner's Report to the Trustees of Reflect

I report to the charity trustees on my examination of the receipts and payments accounts and the statement of assets and liabilities of the charity for the year ended 31 March 2023, which are set out on pages 19-20.

### Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed: LYNNE BOWSER

Date: 12/4/23

Name: LYNNE BOWSER

Relevant professional qualification(s) or body AAT