

**INSIGHT COUNSELLING COACHING & SUPPORT SERVICES**

**Formerly Known as Domestic Abuse Counselling Service**

**Registered Charity Number: 1125103**

**THE LOFT**

**60 GEORGE STREET RINGWAY**

**BEDWORTH**

**WARWICKSHIRE**

**CV12 8EA**

**ACCOUNTS FOR THE YEAR ENDED**

**31 MARCH 2022**

**INSIGHT- COUNSELLING COACHING AND SUPPORT SERVICES**

**ACCOUNTS FOR THE YEAR ENDED**

**31 MARCH 2022**

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## **INSIGHT- COUNSELLING COACHING AND SUPPORT SERVICES**

### **TRUSTEES' ANNUAL REPORT**

#### **YEAR ENDED 31 MARCH 2022**

**Full name:** Insight – Counselling Coaching and Support Services

**Registered charity number:** 1125103

**Principal address:** The Loft, 60 George Street Ringway, Bedworth, CV12 8EA  
Formerly 72 High Street, Nuneaton, CV11 5DA

**Trustees:** H Wolfe, Chair  
J Cobley, Vice Chair  
A Read  
J Holcroft  
J Palmer, Treasurer

**Bankers:** NatWest Bank plc, 1 Market Street, Nuneaton, Warwickshire  
CV11 4YY

**Independent Examiner:** Paula Wilson, 2 Hickman House, Hickman Road, Nuneaton  
CV10 9NQ

#### **Governance and management**

The charity is operated under the rules of its Constitution adopted 19<sup>th</sup> June 2008.

#### **Recruitment and Management**

The induction process for any new appointed trustee comprises an initial meeting with the Chair of the Board followed by a series of meetings with other Trustees. New Trustees are also given a history of the charity, copies of Board meetings, recent accounts, annual reports, a copy of the constitution and a copy of the Charity Commission guidance "The Essential Trustee."

## INSIGHT- COUNSELLING COACHING AND SUPPORT SERVICES

### TRUSTEES' ANNUAL REPORT (CONTINUED)

#### YEAR ENDED 31 MARCH 2022

FYI - INSIGHT CCSS is previously known as DACS (Domestic Abuse Counselling Service) established in 2006

#### **Aims and Objectives**

The Aims & objectives of the charity **INSIGHT CCSS** adopted on 8<sup>TH</sup> July 2018 *for the benefit of the public in Warwickshire and the surrounding areas* are as follows:

##### **1. The Objects**

The objects of the charity shall be for the benefit of the public in Warwickshire and the surrounding areas-

1. To relieve the distress and suffering, financial hardship, sickness, and the preservation of physical and mental health of sufferers of, and those affected by domestic violence/abuse, through the provision of counselling, support, education, and practical advice, residing permanently or temporarily in Warwickshire and surrounding areas.
2. The promotion of social inclusion among people suffering from mental illness or diagnosed with learning difficulties and who are socially excluded from society or parts of society as a result of those factors by providing skills, training, and rehabilitation facilities.
3. To relieve financial hardship and sickness among persons who are caring for or nursing a person with physical or mental ability in any place other than in the home as defined by the National Assistance Act 1970 and the relief of people who are chronically sick and disabled by the provision of training and advice for those responsible for their care.
4. To promote for the benefit of the public the provision of services for intervention, mediation, and conciliation between victims of crime and offender, with a view to the preservation of and protection of the wellbeing of such victims and the rehabilitation of such offenders.
5. To advance the education of the public, and the appropriate voluntary, statutory and public sector agencies in the subject of domestic abuse.



## **INSIGHT- COUNSELLING COACHING AND SUPPORT SERVICES**

### **TRUSTEES' ANNUAL REPORT**

#### **YEAR ENDED 31 MARCH 2022**

##### **Summary of the main activities undertaken for the public benefit**

When planning our activities for the year we have considered the Commission's guidance on public benefit.

During this further year of the Covid-19 global pandemic, I confirm that this charity was in a flexible position to adapt all our services to telephone/online as required in response to any Covid-19 restrictions that occurred during this year.

Our team consists of Qualified professional staff and sessional counsellors and volunteer counsellors on placement with us in their final Degree year.

##### **During the period April 1<sup>st</sup>, 2021, to March 31<sup>st</sup>, 2022 -**

- INSIGHT CCSS/DACS provided Victim's counselling services throughout the county of Warwickshire, offering individual assessment and counselling therapy to approximately 120 victims of domestic abuse each week, via face to face, Telephone & Microsoft Team/Zoom.
- We provided a telephone MS -Teams service for those that find life circumstances make it difficult for them to access our counselling rooms.
- We continued to provide by Microsoft Teams, our "Perpetrator Intervention Programme."
- We provided via telephone Microsoft Team/Zoom, the "Partner Support Programme" offering support and therapy to victims of abuse who have partners attending the "Perpetrator Intervention Project."
- We developed and delivered a successful Adolescents & Young Peoples counselling/support Service.
- We provided a Children's Counselling Service for children age from 8 years with any emotional or behavioural difficulties. (For example, children who have experienced trauma, domestic violence/abuse, anxiety, depression, difficulty in transitions from schools, parental separation)
- We developed and delivered a project for 'parents of children with special needs' who are suffering from relationship problems/breakdown including domestic violence/abuse.
- We developed 'The Clarity Project' for those disadvantaged by learning disability, Autism, Asperger's etc experiencing difficult and/or unsafe personal relationships.
- We delivered The 'feeling much safer' group' for children aged 5-11 years and their primary carer affected by domestic abuse/violence.
- We developed and delivered The Reconnect Project for 11 – 16-year-olds and their primary carer, affected by domestic abuse/violence.

##### **Summary of the main achievements during the period**

This year was also blighted by the covid-19 pandemic that sporadically affected our communities and schools across the UK throughout the year. We continued to take measures to reduce social contact when necessary and offered Telephone/Microsoft Teams/Zoom as required to reduce the spread of the virus and determined to maintain therapeutic continuity to all our service users.

Our statistics for this financial period and feedback from our service users, prove that INSIGHT CCSS together with our Domestic Abuse Counselling Service (DACS) is a vital and valued community service and a lifeline of support to those disadvantaged by domestic violence/abuse and other life circumstances that impact on family relationships. Cont.:-



## **INSIGHT- COUNSELLING COACHING AND SUPPORT SERVICES**

### **TRUSTEES' ANNUAL REPORT (CONTINUED)**

#### **YEAR ENDED 31 MARCH 2022**

Cont.:- Over the last few years we have seen a massive increase in self referrals from those looking at our websites, along with referrals from our long working relationship with the Warwickshire multi agencies involved with domestic abuse and safeguarding.

This financial year, maintaining our usual practice of annually evaluating our services, we have broadened our work with those disadvantaged in our community, exploring wider areas of need where our skills are comparative, in areas of mental health - developing ground-breaking projects for those affected by disability/special needs and/or responsible for caring for a loved one with disability/special needs.

To further this aim, the DACS/INSIGHT CCSS 'Core staff' have applied themselves to 'online' training available during the pandemic, to upgrade their skills in areas of mental health and disability, adversity, youth work, gender-based work and children's therapy, expanding our charities area of expertise and further our aim to secure our future sustainability.

Despite the Covid-19 pandemic interruptions/restrictions on our group work - we are proud that we found a way to deliver the 'Feeling Much Safer project' and 'Reconnect project' for children/young people and their primary carer, impacted by their experience of living with domestic abuse. When necessary we adapted the way we work, offering online sessions, designing workshops etc bringing groups back together at The Loft as soon as we could. We are proud of our resilience.

We have also provided a ground-breaking project for parents of children with disability suffering from relationship breakdown and or domestic abuse which we have found was much needed, as support for parents of children with disability/special needs isolated during this global crisis, was as widely documented by the BBC, very underprovided.

Our work covers many areas, including sexual, financial, psychological, and physical abuse, isolation, mental health, suicide, poor physical health, disability, discrimination, poverty, and social exclusion.

We have achieved our ambition from our strong philosophy for continued professional development to ensure we remain current and relevant to the needs of our community, placing our charity in a position to target complex issues and disadvantages, such as but not limited to, learning disability, Autism, Asperger's, life limiting illness, disability and parents experiencing domestic violence/abuse who are parents of children with special needs.

In this last year, we continue our aim to resolutely establish a charity that offers therapeutic programmes that are important to the needs of our community - services that address the real issues of disadvantage brought to us by our service users.

**We would like to say - 'Thank you' - most sincerely to all those that have supported us**

with Funding, Grants & Donations for our projects big and small.

A big thanks to Garfield Weston and Leathersellers for supporting the vital core costs of running our charity, enabling us to deliver our projects and support our community. **'Thank You'**



## **INSIGHT- COUNSELLING COACHING AND SUPPORT SERVICES**

### **TRUSTEES' ANNUAL REPORT (CONTINUED)**

**YEAR ENDED 31 MARCH 2022**

#### **Financial Review**

During the period, the Statement of Financial Activities shows net incoming resources of **£348,633** and at the end of the year the resources available to meet the organisation's objectives is **£270,921**.

#### **Donations**

INSIGHT CCSS would like to thank organisations who have very kindly made donations to support our work during this year:

#### **The Charity's Policy on Reserves**

It is the aim of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to approximately six months' unrestricted expenditure. This provides sufficient funds to cover the management and administration support costs. The charity has designated funds and reserves set aside by the Trustees for victim services and to provide running costs to enable the charity to continue in the event of a significant drop in funding.

#### **Responsibilities of the Trustees**

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities of England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing those financial statements the Trustees are required to:

- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be 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.

**INSIGHT- COUNSELLING COACHING AND SUPPORT SERVICES**

**TRUSTEES' ANNUAL REPORT (CONTINUED)**

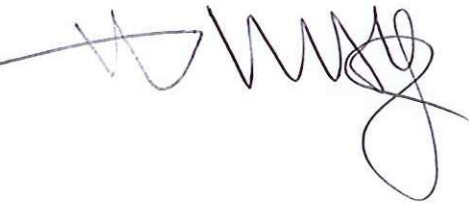
**YEAR ENDED 31 MARCH 2022**

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy, at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the Charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Signed on behalf of the Committee/Trustees

Signed:

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke.

Date:

16/11/2022



## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF

### INSIGHT- COUNSELLING COACHING AND SUPPORT SERVICES

#### YEAR ENDED 31 MARCH 2022

I report on the accounts of the organisation for the year ended 31 March 2022, which are set out on pages 10 to 17.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144 of the Charities Act 2011 ("the Charities Act")) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 kept by the charity 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:

1. 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 Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act
  - have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



Date: 16/11/2022

Paula Wilson, MAAT

# INSIGHT- COUNSELLING COACHING AND SUPPORT SERVICES

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2022

	Note	Unrestricted Funds £	Restricted Funds £	Designated Funds	2022 Total Funds £	2021 Total Funds £
<b>Incoming resources</b>						
Incoming resources from generated funds						
Grants and donations	2 & 3	-	256,311	92,322	348,633	287,965
Activities for generating funds		-	-	-	-	131,028
Investment income		-	-	-	-	-
Incoming resources from Charitable activities	4	-	-	-	-	2,097
Other incoming resources		-	-	-	-	-
<b>Total incoming resources</b>		<u>-</u>	<u>256,311</u>	<u>92,322</u>	<u>348,633</u>	<u>421,090</u>
<b>Resources expended</b>						
Cost of generating funds		-	-	-	-	-
Costs of charitable activities		-	224,793	109,839	334,632	355,272
Governance costs		-	-	550	550	550
Other resources expended		-	-	-	-	-
<b>Total resources expended</b>		<u>-</u>	<u>224,793</u>	<u>110,389</u>	<u>335,182</u>	<u>355,822</u>
<b>Net incoming/(outgoing) resources</b>		<u>-</u>	<u>31,517</u>	<u>(18,067)</u>	<u>13,450</u>	<u>65,269</u>
Transfers between funds		-	-	-	-	-
Total funds brought forward		-	73,880	183,591	257,471	192,202
<b>Total funds carried forward</b>		<u>-</u>	<u>105,397</u>	<u>165,523</u>	<u>270,921</u>	<u>257,471</u>



# INSIGHT- COUNSELLING COACHING AND SUPPORT SERVICES

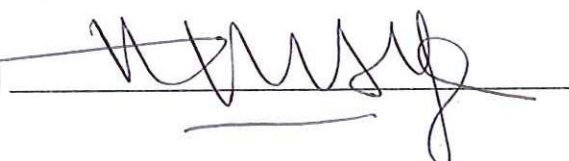
## BALANCE SHEET

AS AT 31 MARCH 2022

	Note	£	2022 £	2021 £
<b>Fixed assets</b>	5		652	868
<b>Current assets</b>				
Cash at bank and in hand		264,431	250,028	
Debtors	6	340	1,224	
Prepayments		6,049	6,095	
<i>Total current assets</i>		<u>270,820</u>	<u>257,347</u>	
<b>Current Liabilities</b>				
Amounts falling due within one year	7	<u>(550)</u>	<u>(744)</u>	
<b>Net current assets</b>			270,270	256,603
<b>Total net assets</b>			<u>270,921</u>	<u>257,471</u>
<b>The funds of the charity</b>				
Restricted funds	8		105,397	73,880
Designated funds	8		165,523	183,591
Unrestricted funds	8		-	-
<b>Total Funds</b>			<u>270,921</u>	<u>257,471</u>

The trustees declare that they have approved the accounts above.

Signed on behalf of the charity's trustees:

Signed   
Chair

Dated 16/11/2022

# **INSIGHT- COUNSELLING COACHING AND SUPPORT SERVICES**

## **NOTES TO THE ACCOUNTS**

**YEAR ENDED 31 MARCH 2022**

### **1. Accounting policies**

#### **Basis of the preparation of the accounts**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011

#### **Incoming resources**

All material incoming resources have been included on a receivable basis – i.e. they are included if the date receivable falls within the period covered by these accounts.

#### **Resources expended**

These have been analysed using a natural classification

#### **Depreciation**

Depreciation is calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets with a cost exceeding £500 over their expected useful lives on a reducing balance basis.



## INSIGHT- COUNSELLING COACHING AND SUPPORT SERVICES

### NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2022

#### 2. Grants

	2022 £	2021 £
BBC Children in Need	56,219	42,726
PCC North Warwickshire	29,000	25,000
Comic Relief	2,000	2,000
Big Lottery Reconnect	24,360	24,360
Stratford upon Avon Town Trust 2019	22,000	-
Awards for All	10,000	-
Coalfields Regeneration Trust	10,000	-
The Sheldon Trust	7,956	-
The Henry Smith Charity	23,000	-
WCC Heart of England	36,776	-
PCC Disability	10,000	-
PCC Ministry of Justice	25,000	-
Stratford upon Avon Town Trust 2019	-	33,000
Heart of England Coventry Building Society	-	10,000
Awards for All Covid 19	-	9,900
Heart of England Emergency Fund	-	15,080
Big Lottery Covid	-	49,446
PCC Covid	-	56,453
Big Lottery Post Code	-	20,000
	<u>256,311</u>	<u>287,965</u>

#### 3. Donations

Donations of £62,779 were received during the year.

#### 4. Incoming Resources from Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Total Funds £	2021 £
Services: counselling sessions	-	-	-	2,097
	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,097</u>

# INSIGHT- COUNSELLING COACHING AND SUPPORT SERVICES

## NOTES TO THE ACCOUNTS CONTINUED

YEAR ENDED 31 MARCH 2022

### 5. Fixed Assets

	Equipment Fixtures & Fittings £	Total £
Cost:		
At 1 April 2021	13,854	13,854
Additions	-	-
Disposals	-	-
At 31 March 2022	<u>13,854</u>	<u>13,854</u>
Depreciation:		
At 1 April 2021	12,986	12,986
Additions	-	-
Charge this period	216	216
	<u>13,202</u>	<u>13,202</u>
Net book value		
At 31 March 2022	<u>652</u>	<u>652</u>
At 31 March 2021	<u>868</u>	<u>868</u>

### 6. Debtors

	2022 £	2021 £
Other debtors	340	1,224
Prepayments and accrued income	<u>6,049</u>	<u>6,096</u>
	<u>6,389</u>	<u>7,319</u>

### 7. Creditors

	2022 £	2021 £
Sundry Creditors	-	194
Accountancy	<u>550</u>	<u>550</u>
	<u>550</u>	<u>744</u>



# INSIGHT- COUNSELLING COACHING AND SUPPORT SERVICES

## NOTES TO THE ACCOUNTS CONTINUED

YEAR ENDED 31 MARCH 2022

### 8. Movements in funds

	Opening balance £	Incoming Resources £	(Resources expended) £	Transfers £	Closing Balance £
<b>Unrestricted Funds</b>					
Designated Funds					
Victims Services	83,663	62,713	(88,525)	(5,000)	52,851
Victims Capital	583	-	(146)	-	438
Contingency	30,000	-	-	15,000	45,000
Perpetrator Services Fund	30,240	1,659	(6,202)	(10,000)	15,696
Children & Young Peoples Core Cost	27,803	17,700	(10,516)	-	34,988
Disability Services	11,300	5,250	-	-	16,550
Veterans Fund	-	5,000	(5,000)	-	-
Unrestricted					-
Sales of Services Victims	-	-	-	-	-
Sale of Services (PIP)	-	-	-	-	-
	<u>183,591</u>	<u>92,322</u>	<u>(110,389)</u>	<u>-</u>	<u>165,523</u>
<b>Restricted Funds</b>					
Big Lottery Women's Services Capital	62	-	(15)	-	47
Comic Relief	2,000	2,000	(4,000)	-	-
CRT Capital	26	-	(6)	-	19
BBC Children in Need	8,596	56,219	(42,911)	-	21,904
Big Lottery Perpetrator's Intervention	196	-	(49)	-	146
Stratford on Avon Town Trust 2019	6,235	22,000	(28,235)	-	0
Supporting Change	9,324	-	(6,792)	-	2,532
Big Lottery Postcode	17,525	-	(17,525)	-	-
Big Lottery Reconnect	24,360	24,360	(46,311)	-	2,409
Heart of England Coventry Building Sct	5,556	-	(5,556)	-	-
The Sheldon Trust	-	7,956	-	-	7,956
Awards for All	-	10,000	(7,876)	-	2,124
CRT Disability	-	10,000	(5,517)	-	4,483
PCC North Warwickshire	-	29,000	(25,000)	-	4,000
The Henry Smith Charity	-	23,000	-	-	23,000
WCC Heart of England	-	36,776	-	-	36,776
PCC Disability	-	10,000	(10,000)	-	-
PCC Ministry of Justice	-	25,000	(25,000)	-	-
	<u>73,880</u>	<u>256,311</u>	<u>(224,793)</u>	<u>-</u>	<u>105,397</u>
<b>Total Funds</b>	<u>257,471</u>	<u>348,633</u>	<u>(335,182)</u>	<u>-</u>	<u>270,921</u>

## INSIGHT- COUNSELLING COACHING AND SUPPORT SERVICES

### NOTES TO THE ACCOUNTS CONTINUED

YEAR ENDED 31 MARCH 2022

#### 9. Analysis of net assets by fund

	Unrestricted funds £	Restricted funds £	Total funds £
Fixed assets	438	213	652
Net current assets	165,085	105,184	270,270
Long term liabilities	-	-	-
	<u>165,523</u>	<u>105,397</u>	<u>270,921</u>

#### 10. Staff Costs and numbers

	2022 £	2021 £
Wages	227,820	220,934
HMRC - Employer NI	17,074	15,339
Employer Pension	9,419	5,431
	<u>254,313</u>	<u>241,704</u>

The average weekly number of employees during the year was 7 full time equivalent (2021: 10).

#### 11. Benefits in kind

During the period, no employee or trustee received any benefits in kind from the charity.

#### 12. Trustees' remuneration, benefits, and expenses

Trustees received no expenses, remuneration or benefits in this period.

#### 13. Independent examination and accountancy services

During the period, the cost of the examination was £550.



## **INSIGHT- COUNSELLING COACHING AND SUPPORT SERVICES**

### **NOTES TO THE ACCOUNTS CONTINUED**

**YEAR ENDED 31 MARCH 2022**

#### **14. Annual commitments under operating leases**

The organisation has no commitments under operating leases.

#### **15. Glossary of terms**

Creditors:	These are amounts owed by the charity, but not paid during the accounting period.
Debtors:	These are amounts owed to the charity, but not received in the accounting period.
Prepayments:	These are services that the charity has paid for in advance, but not used during the accounting period.
Restricted funds:	These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.