



## Legal and administrative information

<b>Trustees</b>	Alistair MacFarlane (S. A. MacFarlane) Charlotte Pexton (R. C. Pexton) Andrea Clarke Mark Oliver Dr Serena North
<b>Secretary</b>	Lou Moore
<b>Charity number</b>	1127779
<b>Company number</b>	06766164
<b>Principal address</b>	PO Box 58 Chichester West Sussex P019 8UD
<b>Registered office</b>	PO Box 58 Chichester P019 8UD
<b>Independent examiner</b>	Jordan Abbott BSc ACA Jones Avens Limited Piper House 4 Dukes Court Bognor Road Chichester West Sussex P019 8FX
<b>Bankers</b>	Lloyds Bank pic 10 East Street Chichester West Sussex P019 1HJ

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## Executive summary

Lifecentre's vision is to bring hope, guidance, and fresh possibilities to those who have had an unwanted sexual experience and are on a journey of transformation. We achieve this by providing therapeutic services for survivors of rape and sexual abuse of all genders and ages and their close supporters. The services we provide include in person, telephone, online or email counselling and a telephone and text helpline. We also provide training to organisations.

The charity's objectives are:

- to relieve persons who have suffered sexual abuse by providing counselling services.
- to develop services which will empower individuals and families where sexual violation has created dysfunction in their ordinary life,
- to promote public awareness of the issues which surround trauma-inducing life experiences, particularly those of sexual violation,
- to strengthen people who are supporting survivors of sexual violation, be that parents, partners, or close friends.



## Mission

Our mission is to guide journeys of transformation by:

- creating a safe haven where people feel empowered to share their story without judgement,
- providing a consistently first-class service delivered by highly experienced and qualified counsellors,
- bringing together a compassionate team of people with a thirst for transformation and a commitment to help others live life to the full.

## Values

Lifecentre's values are:

### We create safety

Enabling others to open-up freely.

We help people to feel comfortable and have safe conversations free from fear and the disturbances of the outside world.

### We show kindness

Ensuring every person in our community feels valued.

We relentlessly care for those in need of support, tending to their physical, mental and spiritual needs.

### We cherish diversity

Seeing the unique potential in everyone.

We welcome people of all ages, faiths and backgrounds without preconceptions, and listen deeply to their stories.

### We nurture hope

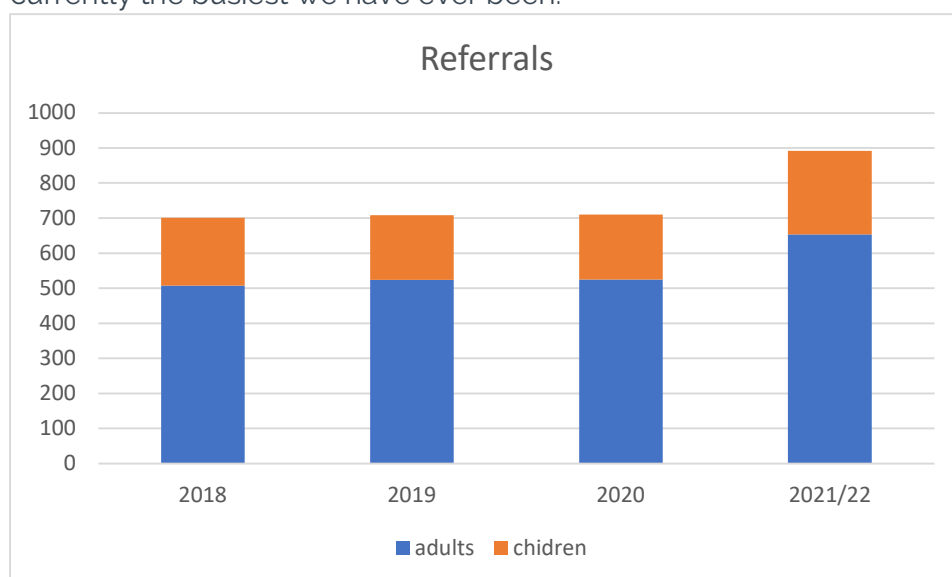
Believing in a brighter future.

We approach every challenge with an infectious optimism, inspiring others to see light in the darkest times.

## Annual summary

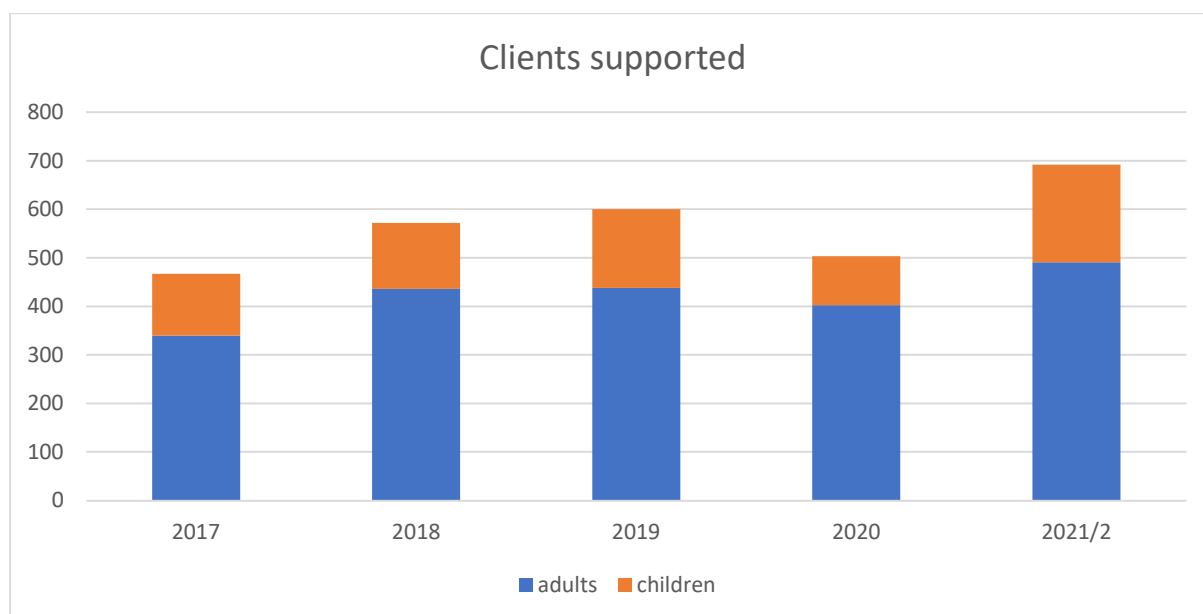
During this financial period, Lifecentre has continued to deliver its aims by supporting individuals of all ages and all genders with therapy and helpline support.

Whilst Lifecentre has seen a steady growth in referrals over the last few years, 2021 saw a large increase in referrals compared to previous years, with a 25% increase from 2020 figures. At the end of this financial period, we had taken a total of 7,866 referrals since commencing therapy in 2001. Demand for therapy has grown every year and we are currently the busiest we have ever been.



Our helpline has also been busy taking a total of 891 calls over the course of the financial year and receiving 18,442 inbound texts. There were 44,414 call attempts to our telephone helpline throughout the financial year.

We supported 692 clients with specialist trauma-informed therapy, 201 of whom were under 18. This means providing a total of 4,815 sessions: 1,456 to under 18s.



We have achieved results this year which show therapy with Lifecentre makes an incredible difference to the lives of our clients. They report having fewer issues with depression, anxiety, eating disorders and addictions to name a few.

"The therapy has released me from a state of crisis, given me tools to help with different experiences. Recovery is now possible."

therapy is quite low, we have returned to our offices and worked on making them safe spaces for both clients and staff.

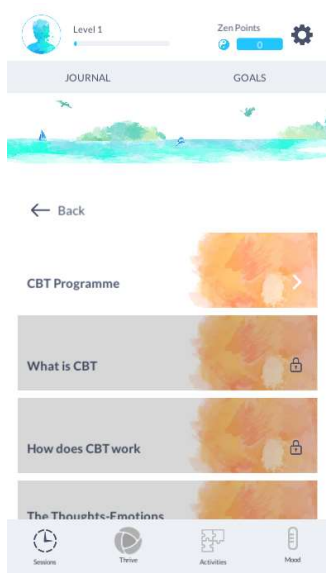
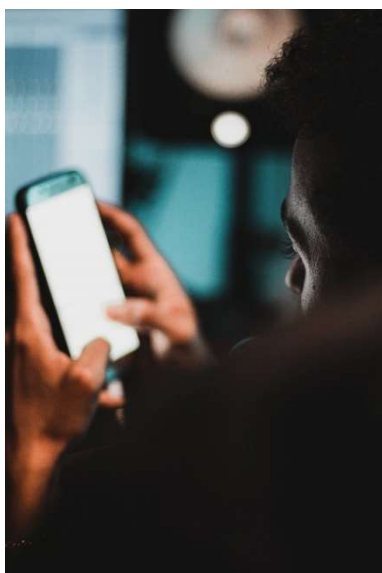
"This has been the best therapy I have had, and I have had a lot of therapy throughout my life"

We extended our team this year with 4 new therapists starting work at Lifecentre. Two of these were play therapists, allowing us to extend our play therapy provision.

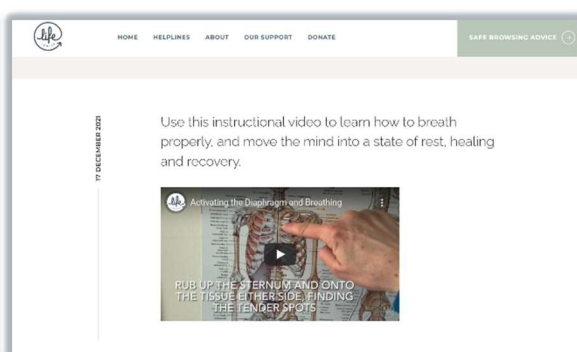
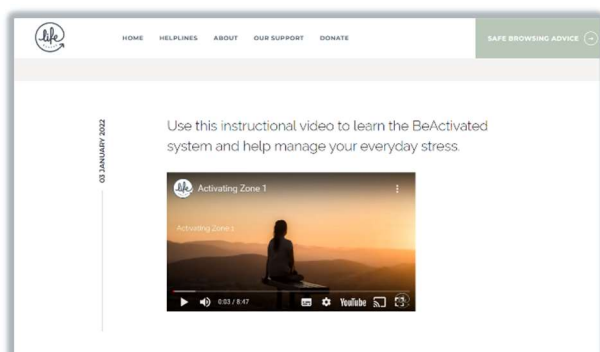




We continued to provide additional support to our clients. We ran legal clinics to support clients with help from Irwin Mitchell Solicitors. We have invested in Thrive, an NHS approved app to support client wellbeing, which over 100 people took this support. We also ran some yoga classes to help with client wellbeing, after responding to what clients said they needed.



We included some new resources on our website, including videos on breathing to help manage everyday stress.



"I am extremely grateful for the time I have been given and I feel I have been properly listened to for the first time in my life. I have learnt techniques to manage difficult feelings and as a result I now have a better relationship with my partner and stepdaughter"

## Objectives and activities

### Therapy

The effect of sexual abuse and rape on our clients is devastating. Those who have experienced sexual abuse or rape are more likely to have a range of physical and mental health conditions including anxiety, flashbacks, sleep problems, stress, eating disorders, personality disorders, lack of confidence and lack of trust in others. Not surprisingly, survivors can find it difficult to manage everyday life.

Sexual abuse and rape also put great pressure on other family members. We also support siblings, parents and other close family members.

Our clients referred to us with the following issues in this period:

- 73% were or had been depressed
- 61% of the clients we met in this period had thought about suicide; 32% attempted suicide
- 59% had self-harmed
- 26% were facing drug and/or alcohol related issues
- 71% had mental health issue
- 33% had an eating problem.

Referrals attend a comprehensive initial assessment to assess their suitability for the service, their mental health, and specific needs. We are committed to work in collaboration with other professionals involved in the client's care and to liaise with them as necessary before therapy starts.

We delivered a total of 4,815 sessions during this period to 692 clients. Most of our support was for people from the Crawley/Horsham area (46%); with 30% from Chichester and district and 24% from Worthing and surrounding area. During this period, due to the pandemic, 47% of our support was delivered by telephone therapy, 37% online and 16% in person.

We also offer pre-trial therapy, which is offered to a victim or witness while the criminal justice process is ongoing, or a trial may be possible. It aims to ensure that clients feel emotionally supported whilst also not influencing the evidence they would give in court.





Therapy is offered free of charge, but adult clients are asked to consider donating towards the costs of their therapy if they are able to do so.

"To feel understood by my therapist has meant the world to me, I was not afraid to speak to her because I knew I was not going to be judged. Last year I was in a very black hole and with the help, guidance, and support from my therapist I feel happy, she has made me become a new person. she has saved me. I feel on top of the world."

### Email counselling

We had 2 adult survivors engage through our email counselling service which continued to provide an important service to survivors who are not yet ready to see someone in person. We now have a new email counselling team delivering this service, whom are all Association for Counselling Therapy Online training. We have 11 clients currently waiting for this service.



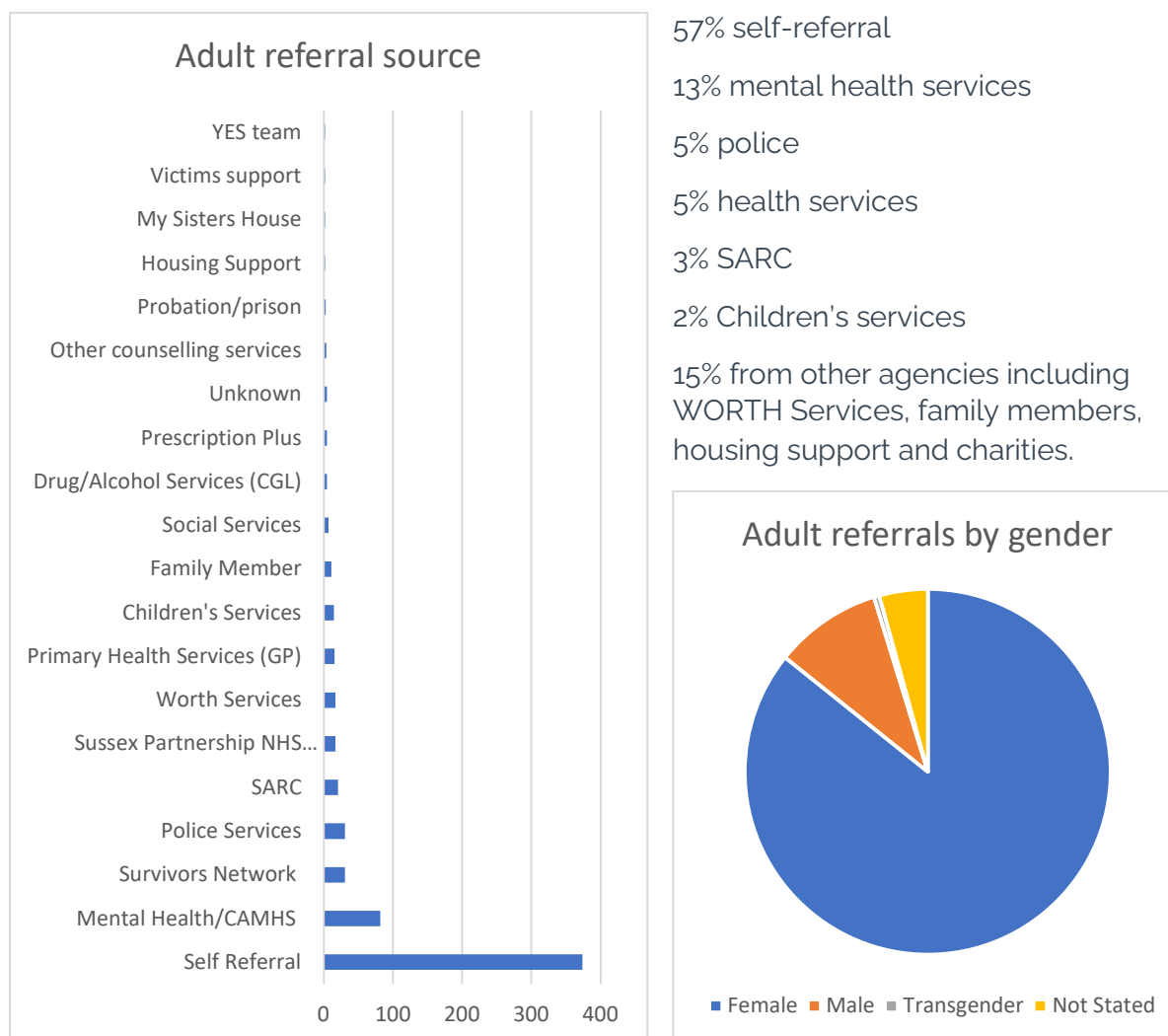
### Adult therapy

All our clients have experienced some form of sexual abuse or are a close family member or supporter of someone who has. This is the primary issue they wish to work through in therapy.

During the period we have received 892 referrals for therapy.

653 (74%) of these were from adults, 753 (84%) were from women, 92 (10%) men and the rest either not stating or were transgender clients.

Adult referrals were from the following sources:



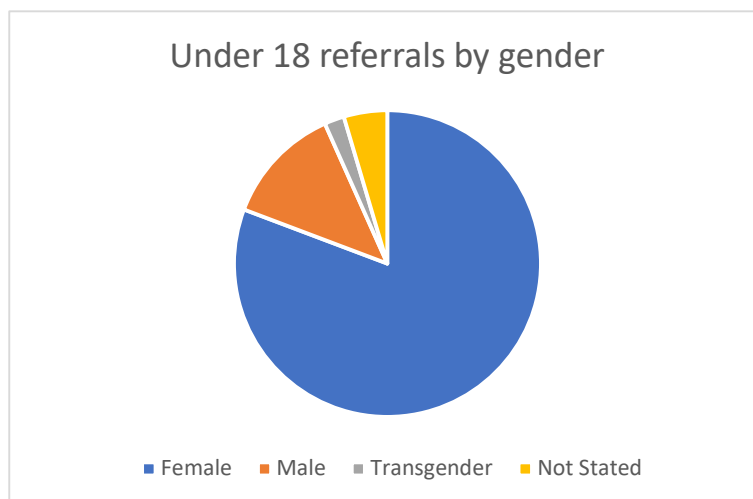
"I feel happier and better about myself and feel able to talk to my friends about what's going on. I feel more motivated. I feel more aware of my emotions and feelings, and I don't feel closed off anymore. Having therapy has helped me as I am aware of my feelings and triggers. I am looking forward to my future."

### Under 18 therapy

During the period, 239 referrals were received from those under the age of 18.

80% of our clients under 18 were aged 11-17 years. 20% were 10 years of age and under.

Of these, 201 (84%) were female, 33 (14%) were male, and 4 (2%) were transgender.



Our under 18s were referred by the following:

26% family member

20% Children's services

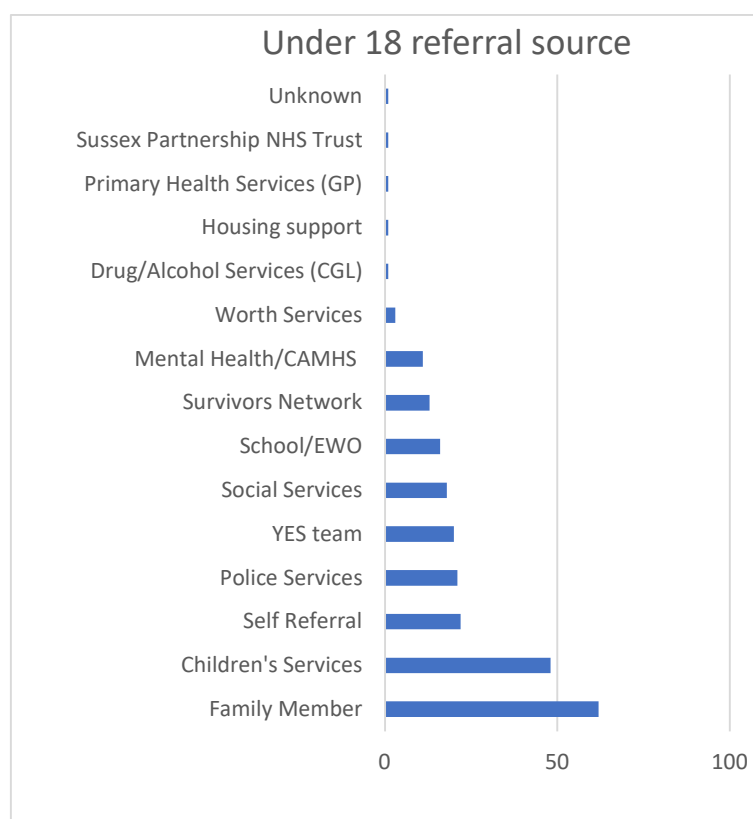
9% police

9% self-referral

8 % Social services

8% Youth emotional support (YES)

20% from other agencies including Worth Services, schools, mental health and medical services and other charities.



"I am able to express myself with art and have started to trust myself, this has made my confidence grow which makes me feel safer." Under 18 Client

## Achievements and performance

All therapy clients are invited to complete evaluation forms at the start, middle and end of therapy. These offer Lifecentre and the client a means to assess the outcomes of the therapy and to identify areas for improvement. Levels of satisfaction remained high with those completing feedback demonstrating that their therapy had been of benefit.

Outcomes (adult) - improvement in overall client experience of:

Trauma/abuse	67%
Depression	75%
Anxiety/stress	72%
Self-esteem	76%
Addictions	83%
Eating disorders	69%
Interpersonal relationships	89%
Personality	100%
Bereavement / loss	87%
Work/academic related problems	38%

Outcomes (11 - 17):

Young person is coping better emotionally	78%
Young person depression levels have improved	74%
Young person levels of self-confidence have improved	84%
Young person coping better at home/school/college	92%
Young person having fewer suicidal thoughts	86%
Young person evidencing improved relationships	82%
Young person self-harm levels have improved	69%
Young person levels of substance misuse have improved	100%
Young person feels safer	100%
Young person benefited from counselling	100%

Outcomes (under 10):

Child feels safer	67%
Child has benefited from counselling	67%
Child shows improved engagement in learning	33%
Child shows improved ability to regulate emotions	33%
Child shows improved ability in self-confidence	29%
Child shows improved ability to build relationships	25%

## Helpline and text services



The telephone helpline was for most of the period, open for 4 evening sessions a week. All lines were operated by a mixed gender team (currently 20 trained volunteers) who gave over 2,176 hours of their time. We received 44,414 attempted calls and took 891 phone calls. This tells us that demand outstrips what we are currently able to deliver, although some attempted calls may be repeated by the same individual.

We received 18,442 texts in the period to our text helpline, which is also staffed by volunteers, who sent out 13,177 texts to clients reaching out to the text helpline. This supported 247 clients, 208 of them were new clients.



Our helplines provide a valuable service to those survivors of sexual abuse and rape who do not feel ready to undertake therapy but nonetheless need to talk through their experiences. It also supports those who cannot get to Lifecentre venues, due to rural isolation, being disabled or housebound.

Callers come from a wide range of ages and backgrounds. Each has a different story to tell but with many common themes including sexual assault by family members, rape from people known and unknown, exploitation by paedophile rings, ritual abuse, grooming by text and internet, drug rape and forced involvement in making pornography.

Callers can be distressed, frightened, even suicidal; some have mental health issues and drugs/alcohol problems.



## Training

This year, Lifecentre employed a part time education facilitator to provide more training to other organisations throughout West Sussex. Lifecentre provided Active Bystander training to Chichester University this year. During the two months of delivery the team ran 15 sessions, which were attended by 87 participants of students and teachers.

Feedback suggested:

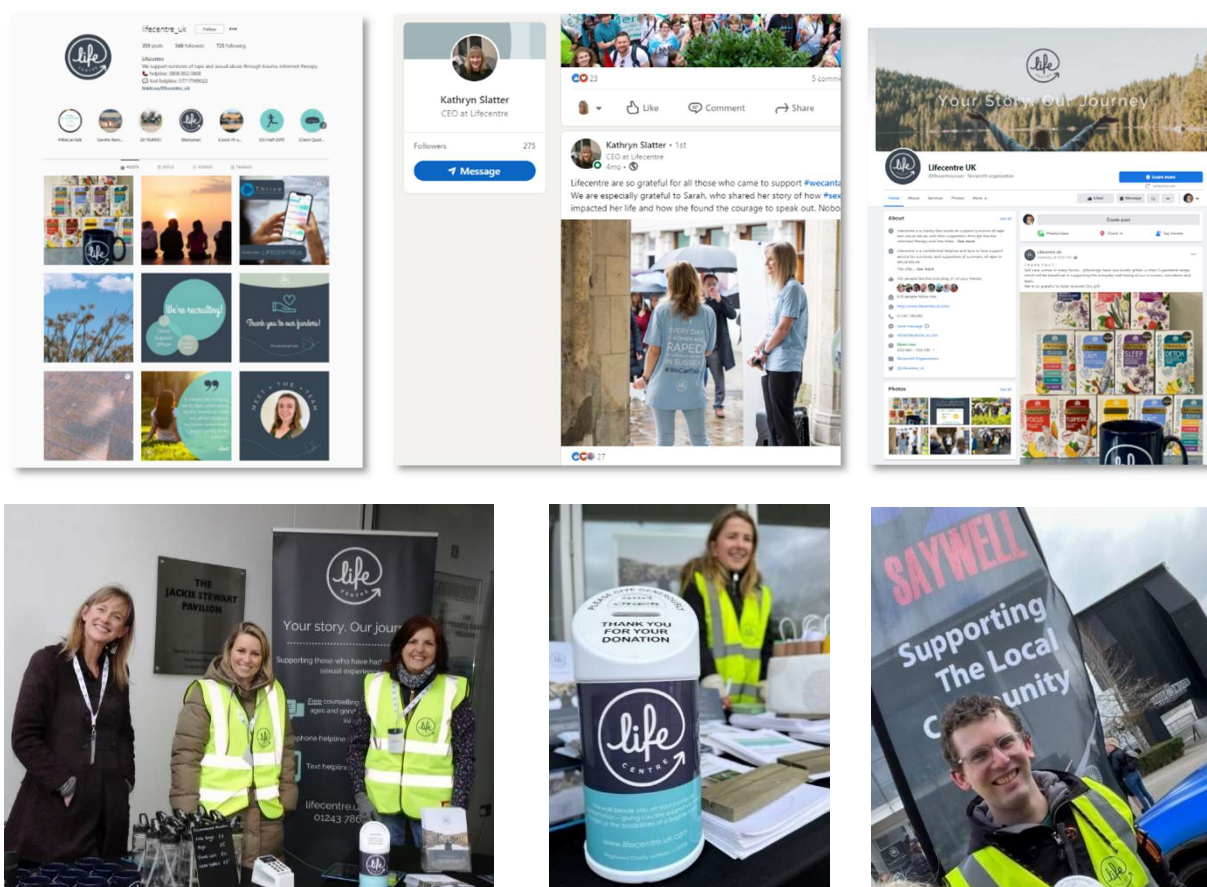
- On average, the knowledge of the subject of sexual violence increased by 66%
- The average score for confidence to understand, identify and challenge sexual violence and abuse was 83%

"The course was thought provoking and empowering"

- course participant

## Awareness raising

We have continued to take appropriate opportunities to raise awareness of the issues surrounding sexual violation and of the services available through Lifecentre. We have been active on social media such as Facebook, LinkedIn and Instagram.



## Other support

### Thrive

Opening up to a counsellor in person or over the phone for many may feel too overwhelming so Lifecentre offers other forms of support. Thrive is an NHS approved mental health mobile app full of wellbeing advice. It includes over 100 hours of content around mindfulness, CBT, relaxation techniques, screening tools, risk assessments, and more.

The app also provides the opportunity to have unlimited, confidential conversation with a trained Thrive coach. People are free to talk about any stresses or areas where they need support, and the coaches can provide guided self-help. The chat function is available from 8am to 8pm Monday to Friday.

### Yoga

Following feedback from our clients we introduced yoga classes both online and in person to support our client's mental health. We had 11 clients engaged in the yoga classes, which have funding to continue this next year.

" It's made me value myself more and I have been able to take full control over my life."

- yoga participant

### Legal clinics

With the support of Irwin Mitchell, we have been able to provide virtual legal clinics for 6 of our clients. The purpose of these legal clinics is to listen to client's concerns and provide preliminary advice as to what their legal options are going forward. For example, the solicitors can confirm whether a client has a potential civil claim for compensation, or whether they could seek criminal injuries compensation from the Criminal Injuries Compensation Authority.

## Administration

The administration of the charity has been delivered by an Operations Manager. The Operations Manager oversees the smooth running of our offices. During this period, we have also employed two part time client support officers, who spend all their time assisting and supporting clients and counsellors.

We employed an additional 1.5 administrators to support the senior leaders and undertake administrative duties. We also have a part time Communications Assistant, who writes our newsletters and updates our website and posts on social media. She also gives a proportion of her time to supporting fundraising activity.

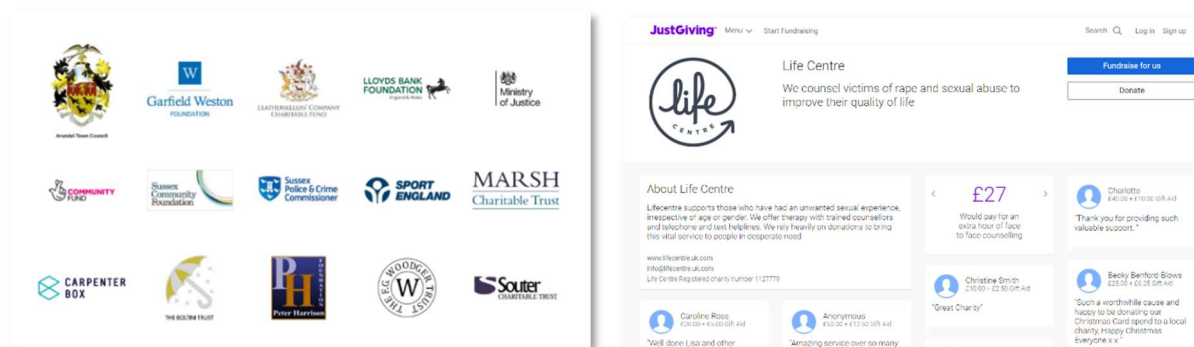


In addition, we employed a project co-ordinator to support our work implementing a new database, developing the communications infrastructure and help us find a suitable premises in Crawley in the next financial year and support the operations manager in her role.

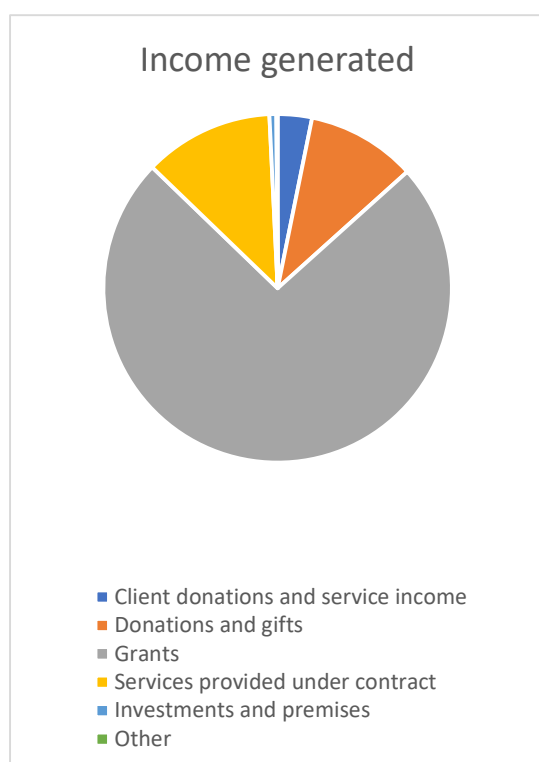
## Fundraising and financial review

Fundraising activity is undertaken by a contracted fundraiser on a part time basis.

We are tremendously grateful to all those individuals, trusts and organisations that support Lifecentre, including those who donate anonymously.



Grants were the main source of our income this period, they included:



The Ministry of Justice  
 Sussex Police and Crime Commissioner  
 Michael and Betty Little Trust  
 Lloyds Bank Foundation for England and Wales  
 Garfield Weston  
 Sydney & Phyllis Goldberg Memorial Trust  
 Woodger  
 Rank  
 The Leathersellers' Company  
 Peter Harrison  
 Basil Shippham  
 Sussex Community Foundation  
 Boltini Trust  
 Ernest Kleinwort  
 Arundel Town Council  
 West Sussex County Council  
 Diocese of Arundel & Brighton  
 Awards for All  
 Irwin Mitchell  
 Sports England

## Financial review

Charity funds	At 31 March 2022	At 31 March 2021
General unrestricted funds	£343,621	£299,120
Restricted funds	£305,402	£289,342
Total charity funds	£649,023	£588,462
Unrestricted free reserves*	£339,897	£293,787

\* excluding unrestricted tangible fixed assets totalling £3,724 (2021: £5,333).

The financial statements show a surplus of income for the year ended 31 March 2022 of £60,559 (2021 surplus £169,898) and the yearend balance sheet position totalled £649,023 (2021 £588,464).

## Reserves policy

Lifecentre policy is to have unrestricted reserves of between 3 and 6 months of expected expenditures. The reserves policy is regularly reviewed by trustees and used in day-to-day management of the charity.

	31 March 2022	31 March 2021
Unrestricted reserves	5.2 months of 2022/23 budget expense	4 months of 2021/2 budget expense

We are pleased that the unrestricted reserves fall within our policy.

## Risk Management

The trustees are responsible for the overseeing of the risks faced by Lifecentre. Detailed considerations of risk are delegated to the Senior Management of the charity. Risks are identified, assessed and controls established throughout the year. A formal review of the charity's risk management processes is undertaken on an annual basis. Risk is managed under the headings of governance, finance, operations and legal.

The main risks identified and the plans to manage those risks are:

- **Reduce capacity within staff and volunteer team.** Lifecentre's ability to deliver services depends upon having the right team in place. We manage this risk through recruitment to key posts in a timely manner, consideration of London fringe weighting to Crawley posts, increasing hours of key posts and succession planning, new volunteer training in January 2023.
- **Not securing income required.** Our ability to continue providing services to clients is reliant on funding. We anticipate challenges with this moving forward due to the ongoing financial impact of the pandemic and the ending of the Rape Support Fund grant from the Ministry of Justice. This risk is managed by developing diversified income streams, diversifying services to support clients in a variety of ways, contingency planning for reduced funding, maintaining contract performance and our reserves policy. We have already secured 77% of income for 2022/3 financial year and are confident that we will meet next year's target.

- **Managing increased referrals following the pandemic.** We anticipate an increased level of referrals after the pandemic due to abuse suffered throughout lockdown. We are actively recruiting for counsellors to increase our capacity, particular for the under 10s. We continue to diversify our income streams to fund this work.
- **Risk of data breach.** As Lifecentre processes personal and sensitive data, we want to manage our risk of a data breach. To manage this risk, we are reviewing our data protection policy, have invested in Salesforce and Cliniko to manage our data, improving IT security and two-factor authentication.

## Future plans

We aim to continue to provide high quality services to those who have experienced an unwanted sexual experience and their close supporters. Making sure that our services are available and accessible to those who need them, regardless of age, gender or any other factor. As part of this we want to make sure we are promoting our services across West Sussex so that clients know we are here for them and with a view to recruiting counsellors and volunteers to support more survivors.

We would like to continue to develop an offer to support schools and other educational establishments with the issues of a harassment culture they are facing highlighted by the Everyone's Invited website and the recent Ofsted review. We will scope out what the need is in West Sussex and develop a plan to deliver.

We will continue to develop our training offer for partners, local organisations and businesses to support their work.

We have applied for helpline accreditation through the Helplines Partnership, which we hope to achieve in the coming years.

## Structure, Governance and Management

The Charity is a company limited by guarantee and established by memorandum and articles of association, incorporated on 4 December 2008 as amended by special resolution dated 12 February 2009.

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

- Alistair MacFarlane (S. A. MacFarlane)
- Charlotte Pexton (R. C. Pexton)
- Andrea Clarke
- Mark Oliver
- Dr Serena North

Lifecentre is an incorporated charity limited by guarantee.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the trust's aims and objectives and in planning future activities.



The Board of Trustees regularly review and monitor the skills represented on the board with a view to highlighting any gaps in the expertise needed. This awareness will inform recruitment and appointment of new trustees and names will be put forward by the existing trustees or management.

An informal evening is held for any provisional new trustees to meet members of the current board and management. An induction pack of information is provided to provisional new trustees and a CV is requested. All new trustees are required to uphold the vision and values of the Charity and comply with the Company's Memorandum and Articles of Association.

All the Trustees are members of the Company and guarantee to contribute £10 in the event of a winding up.

## **Organisational structure**

Each trustee takes responsibility for monitoring the charity's activities. The Trustees met four times in the year.

The charity's Chief Executive is responsible for the day-to-day operation of the charity and manages the staff of the charity on behalf of the trustees.

The work of the Charity is delivered through five departments: therapy; helpline and text services; operations, training and finally fundraising and communications. Each department is managed by designated staff, who have responsibility for the staff and volunteers within that department. A pay policy has been published, which outlines the pay scales and process for review for key staff roles. The trustees review CEO pay and counsellor pay on an annual basis. Supervisors are contracted in to supervise the clinical work of the counsellors. The trustees' report was approved by the Board of Trustees.

The Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Lifecentre is an organisational member of the British Association of Counselling and Psychotherapy.

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

# **LIFE CENTRE**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

### ***FOR THE YEAR ENDED 31 MARCH 2022***

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The Trustees, who are also the directors of Life Centre for the purpose 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 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, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Charity 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 Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# LIFE CENTRE

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LIFE CENTRE

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I report to the Trustees on my examination of the financial statements of Life Centre (the Charity) for the year ended 31 March 2022.

### Responsibilities and basis of report

As the Trustees of the Charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

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

- 1 accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

### Jordan Abbott BSc ACA

Jones Avens Limited  
Piper House 4 Dukes Court  
Bognor Road  
Chichester  
West Sussex  
PO19 8FX

Dated: .....

# LIFE CENTRE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

		Unrestricted funds 2022	Restricted funds 2022	Total 2022	Unrestricted funds 01/01/20 to 31/03/21	Restricted funds 01/01/20 to 31/03/21	Total 01/01/20 to 31/03/21
	Notes	£	£	£	£	£	£
<b>Income from:</b>							
Voluntary income	3	170,935	417,254	588,189	225,001	542,570	767,571
Charitable activities	4	101,475	6,015	107,490	188,621	-	188,621
<b>Total income</b>		<b>272,410</b>	<b>423,269</b>	<b>695,679</b>	<b>413,622</b>	<b>542,570</b>	<b>956,192</b>
<b>Expenditure on:</b>							
Raising funds	5	51,520	-	51,520	28,110	9,788	37,898
Charitable activities	6	176,391	407,209	583,600	292,875	455,521	748,396
<b>Total expenditure</b>		<b>227,911</b>	<b>407,209</b>	<b>635,120</b>	<b>320,985</b>	<b>465,309</b>	<b>786,294</b>
<b>Net income for the year/ Net movement in funds</b>		<b>44,499</b>	<b>16,060</b>	<b>60,559</b>	<b>92,637</b>	<b>77,261</b>	<b>169,898</b>
Fund balances at 1 April 2021		299,122	289,342	588,464	206,485	212,081	418,566
<b>Fund balances at 31 March 2022</b>		<b>343,621</b>	<b>305,402</b>	<b>649,023</b>	<b>299,122</b>	<b>289,342</b>	<b>588,464</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# LIFE CENTRE

## BALANCE SHEET

AS AT 31 MARCH 2022

		2022		01/01/20 to 31/03/21	
	Notes	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	10		195,602		202,333
<b>Current assets</b>					
Debtors	11	22,336		38,685	
Cash at bank and in hand		452,483		349,623	
		474,819		388,308	
<b>Creditors: amounts falling due within one year</b>	12	(21,398)		(2,177)	
Net current assets			453,421		386,131
<b>Total assets less current liabilities</b>			649,023		588,464
<b>Income funds</b>					
Restricted funds	14		305,402		289,342
Unrestricted funds			343,621		299,122
			649,023		588,464

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on .....

.....

Trustee

Company registration number 06766164



# LIFE CENTRE

## STATEMENT OF CASH FLOWS

**FOR THE YEAR ENDED 31 MARCH 2022**

		2022		01/01/20 to 31/03/21	
	Notes	£	£	£	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	16		102,860		128,896
<b>Investing activities</b>					
Purchase of tangible fixed assets		-		(5,122)	
<b>Net cash used in investing activities</b>			-		(5,122)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			102,860		123,774
Cash and cash equivalents at beginning of year			349,623		225,849
<b>Cash and cash equivalents at end of year</b>			452,483		349,623

# LIFE CENTRE

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2022

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#### 1 Accounting policies

##### Charity information

Life Centre is a private company limited by guarantee incorporated in England and Wales. The registered office is 104 The Hornet, Chichester, West Sussex, PO19 7JR.

##### 1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

##### 1.2 Going concern

At the time of approving the accounts, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the accounts.

##### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the Trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

##### 1.4 Income

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Grants, including grants for the purchase of fixed assets, are recognised as incoming resources when receivable. Where grants are given in relation to a set period which straddles a year end, recognition of an appropriate portion of the grant is deferred.

Donated counselling sessions are included in voluntary income. They are valued at the cost usually payable to the counsellor providing the session.

# LIFE CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

All expenditure is accounted for on an accruals basis and includes attributable VAT which cannot be recovered.

Expenditure is either allocated or apportioned to cost categories based on the estimated amount attributable to that activity in the year. These estimates are based on staff time.

Governance costs are those associated with constitutional and statutory requirements. They include both direct costs and a share of indirect staff costs.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

All single purchases of fixed assets of less than £1,500 are written off in the year of purchase unless forming part of a more comprehensive scheme where the total cost is £1,500 or more. Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold property	Over 125 years
Fixtures, fittings & equipment	20% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). No such impairments were noted for the Year Ended 31 March 2022.

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

# LIFE CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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### 1 Accounting policies

(Continued)

#### 1.9 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

#### 1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 1.12 Reporting period

In prior year the company's reporting period changed from 31 December to 31 March, so the financial statements were presented for a fifteen month period. The primary reason for the change was to bring the accounting period more in line with the typical time frame that funders use for reference. Because of this comparative amounts presented in the financial statements (including the related notes) are not entirely comparable.

# LIFE CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### Key sources of estimation uncertainty

#### Depreciation

The annual depreciation charge is sensitive to changes in the estimated useful lives and residual value of the assets. The residual values are re-assessed annually and amended where necessary.

### 3 Voluntary income

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022	2022	2022	01/01/20 to 31/03/21	01/01/20 to 31/03/21	01/01/20 to 31/03/21
	£	£	£	£	£	£
Donations and gifts	68,230	-	68,230	37,121	-	37,121
Grants	102,705	417,254	519,959	187,880	542,570	730,450
	170,935	417,254	588,189	225,001	542,570	767,571

# LIFE CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 4 Charitable activities

	2022 £	01/01/20 to 31/03/21 £
Counselling & support services	22,019	33,198
Counselling services provided under contract	79,825	131,974
Other income	5,646	23,449
	<u>107,490</u>	<u>188,621</u>
Analysis by fund		
Unrestricted funds	101,475	188,621
Restricted funds	6,015	-
	<u>107,490</u>	<u>188,621</u>

### 5 Raising funds

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 01/01/20 to 31/03/21 £
<u>Fundraising costs</u>				
Staff costs	51,520	-	51,520	37,898
	<u>51,520</u>	<u>-</u>	<u>51,520</u>	<u>37,898</u>



# LIFE CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 6 Charitable activities

	2022 £	01/01/20 to 31/03/21 £
Staff costs	160,748	191,654
Depreciation and impairment	6,731	7,889
Supervisors' & counsellors' fees	226,191	259,595
Premises & utilities	45,296	67,271
Office running costs	32,284	139,258
Legal and professional fees	1,910	8,115
Other costs	33,115	21,942
	<u>506,275</u>	<u>695,724</u>
Share of support costs (see note 7)	64,617	40,510
Share of governance costs (see note 7)	12,708	12,162
	<u>583,600</u>	<u>748,396</u>
<b>Analysis by fund</b>		
Unrestricted funds	176,391	292,875
Restricted funds	407,209	455,521
	<u>583,600</u>	<u>748,396</u>

### 7 Support costs

	Support costs £	Governance costs £	2022 £	Support costs £	Governance costs £	01/01/20 to 31/03/21 £
Staff costs	64,617	-	64,617	40,510	-	40,510
Legal and professional	-	12,708	12,708	-	12,162	12,162
	<u>64,617</u>	<u>12,708</u>	<u>77,325</u>	<u>40,510</u>	<u>12,162</u>	<u>52,672</u>
Analysed between						
Charitable activities	64,617	12,708	77,325	40,510	12,162	52,672
	<u>64,617</u>	<u>12,708</u>	<u>77,325</u>	<u>40,510</u>	<u>12,162</u>	<u>52,672</u>

The trustees consider that all support and governance costs should be allocated to the charitable activities of the charity

Governance costs includes amounts payable to the independent examiners of £1,908 (01/01/20 to 31/03/21- £1,500) and legal fees of £10,800 (01/01/20 to 31/03/21- £10,662).

# LIFE CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 8 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year, and none of them were reimbursed any expenses.

### 9 Employees

The average monthly number of employees during the year was:

	2022 Number	01/01/20 to 31/03/21 Number
Administration and fundraising	5	5
Counselling and client support	4	2
Total	9	7

#### Employment costs

	2022 £	01/01/20 to 31/03/21 £
Wages and salaries	259,798	252,700
Social security costs	12,565	12,611
Other pension costs	4,522	4,751
	276,885	270,062

The total amount of employee benefits received by key management personnel for the period was £50,859.84 (01/01/20 to 31/03/21: £62,600) including pension contributions. The salary costs in 2020/21 are for a 15-month period compared to the 12 month period for 2022.

The Full Time Equivalent (FTE) number of employees during the period was 7 (01/01/20 to 31/03/21: 6).

There were no employees whose annual remuneration was more than £60,000.

# LIFE CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 10 Tangible fixed assets

	Leasehold property	Fixtures, fittings & equipment	Total
	£	£	£
<b>Cost</b>			
At 1 April 2021	217,114	48,452	265,566
At 31 March 2022	217,114	48,452	265,566
<b>Depreciation and impairment</b>			
At 1 April 2021	25,557	37,676	63,233
Depreciation charged in the year	1,697	5,034	6,731
At 31 March 2022	27,254	42,710	69,964
<b>Carrying amount</b>			
At 31 March 2022	189,860	5,742	195,602
At 31 March 2021	191,558	10,775	202,333

### 11 Debtors

	2022	01/01/20 to 31/03/21
	£	£
<b>Amounts falling due within one year:</b>		
Trade debtors	13,904	385
Other debtors	1,279	-
Prepayments and accrued income	7,153	38,300
	22,336	38,685

### 12 Creditors: amounts falling due within one year

	2022	01/01/20 to 31/03/21
	£	£
Trade creditors	13,833	-
Accruals and deferred income	7,565	2,177
	21,398	2,177

### 13 Retirement benefit schemes

#### Defined contribution schemes

The Charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £4,522 (01/01/20 to 31/03/21 - £4,751).

# LIFE CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds			
	Balance at 1 April 2020	Incoming resources	Resources expended	Balance at 1 April 2021	Incoming resources	Resources expended	Balance at 31 March 2022
	£	£	£	£	£	£	£
Worthing fund	193,680	-	(2,121)	191,559	-	(1,697)	189,862
Website							
Awards 4 All	1,282	-	-	1,282	-	(1,282)	-
Access							
insurance	-	-	-	-	1,000	-	1,000
Boltini Trust	-	5,000	(5,000)	-	-	-	-
Awards 4 All	-	-	-	-	10,000	(7,200)	2,800
Chichester							
City Council	-	2,246	(1,685)	561	-	(561)	-
PCC	-	-	-	-	91,008	(85,129)	5,879
PCC Uni							
Work	-	-	-	-	12,888	(12,333)	555
Ministry of							
Justice RSF	-	-	-	-	185,802	(185,802)	-
EKW Mental							
Health	-	3,000	(3,000)	-	3,500	-	3,500
Women and							
Girls Ministry							
of Justice	-	158,760	(158,760)	-	36,570	(36,570)	-
Lloyds -							
Salary Ops							
Manager	-	30,401	(26,339)	4,062	24,046	(26,104)	2,004
Woodger							
Trust - Rent	-	15,000	-	15,000	23,000	(17,250)	20,750
Littlehampton	-	3,665	-	3,665	-	(3,665)	-
Peter							
Harrison	-	-	-	-	19,440	-	19,440
Sports							
England	-	-	-	-	6,015	(1,458)	4,557
New Building	8,467	-	(3,534)	4,933	-	(2,827)	2,106
Garfield							
Weston	-	20,000	-	20,000	-	(20,000)	-
Helpline	1,318	-	(822)	496	-	(496)	-
Helpline 2019	7,334	2,000	(9,222)	112	-	(112)	-
Grocers	-	5,000	(5,000)	-	-	-	-
Lloyds							
Foundation	-	6,710	(6,710)	-	-	-	-
Ministry of							
Justice							
COVID	-	51,723	(51,723)	-	-	-	-
Monroe							
Charitable							
Trust	-	1,000	(1,000)	-	-	-	-
National							
Lottery	-	48,218	(48,218)	-	-	-	-
NHS England	-	69,120	(28,171)	40,949	-	-	40,949

# LIFE CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

14	Restricted funds	(Continued)					
	PCC COVID	-	43,593	(43,593)	-	-	-
	PCC Safe Space	-	50,941	(50,941)	-	-	-
	SCF	-	9,984	(5,261)	4,723	10,000	(4,723)
	St James Place	-	9,720	(9,720)	-	-	-
	West Sussex Travel Society	-	2,000	-	2,000	-	-
		212,081	538,081	(460,820)	289,342	423,269	(407,209)
							305,402

Worthing Fund - this fund represents the net book value of long leasehold premises which are used to deliver counselling and helpline services in Worthing. The premises were purchased in 2009 with a grant given in 2008 for this purpose.

Website Awards for All - this fund is to provide the value of volunteer supervision costs, helpline partnership subcript, the cost of the phone and internet, volunteer recruitment costs, fundraising costs and stationery costs to support the helpline.

Boltini Trust - counsellor fees.

Awards for all paid for quality assurance, supervision, counselling and CPD and fundraising resources.

Chichester City Council - counsellor fees Chichester young people.

Police and Crime Commission paid for some IT infrastructure, therapy for young people and men, groupwork, cleaning, play therapy, accreditation and office running costs.

Money from Ernest Kleinwort funded our support of young people.

Rape and Sexual Abuse support fund Ministry of Justice - this fund represents a proportion of the value of support for female and/or male victims of rape and sexual abuse, including recent and non-recent child sexual abuse.

Salary ops manager - this fund represents a proportion of the value of the operations managers salary purchased with a restricted grant.

# LIFE CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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### 14 Restricted funds

(Continued)

Woodger Trust Rent - this fund is to provide the value of rent on the Chichester Office purchased with a restricted grant.

Littlehampton - this fund represents the value of counselling for clients in Littlehampton purchased with a restricted grant.

New building - this fund represents the balance of donations made to Lifecentre towards the cost of premises.

Garfield Weston - core costs.

Helpline - this fund is to provide helpline training, venue hire for training, resources, and virtual control centre upgrade.

NHS England - to pay for the cost of taking on the supporting of clients who were being provided by RCSAS.

Sussex Community Foundation - to support play therapy clients and children through the disruption of services caused by the pandemic.

Rape support fund paid for counselling, staff salaries, office running costs and legal and professional costs and recruitment.

Male rape support fund paid for us to support male survivors and project materials and resources.

Lloyds Foundation paid for the operations manager salary.

Sports England funded us rolling out yoga to support survivors wellbeing



# LIFE CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

### 15 Analysis of net assets between funds

	Unrestricted funds 2022	Restricted funds 2022	Total 2022	Unrestricted funds 01/01/20 to 31/03/21	Restricted funds 01/01/20 to 31/03/21	Total 01/01/20 to 31/03/21
	£	£	£	£	£	£
Fund balances at 31 March 2022 are represented by:						
Tangible assets	3,621	191,981	195,602	5,334	196,999	202,333
Current assets/(liabilities)	340,000	113,421	453,421	293,788	92,343	386,131
	<u>343,621</u>	<u>305,402</u>	<u>649,023</u>	<u>299,122</u>	<u>289,342</u>	<u>588,464</u>

### 16 Cash generated from operations

	2022	01/01/20 to 31/03/21
	£	£
Surplus for the year	60,559	169,898
Adjustments for:		
Depreciation and impairment of tangible fixed assets	6,729	7,887
Movements in working capital:		
Decrease/(increase) in debtors	16,349	(15,786)
Increase/(decrease) in creditors	19,221	(4,397)
(Decrease) in deferred income	-	(28,706)
<b>Cash generated from operations</b>	<u>102,858</u>	<u>128,896</u>

### 17 Analysis of changes in net funds

The Charity had no debt during the year.