

Registered charity number: 1130400
Company number: 06757798

Share Psychotherapy

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the year ended 31 March 2024

Share Psychotherapy
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Share Psychotherapy
Trustees' annual report
For the year ended 31 March 2024

The Trustees, who are also Directors of the Company for the purposes of the Companies Act, present this Annual Report and Financial Statements of the company for the year ended 31 March 2024.

The Trustees confirm that the Annual Report and Financial Statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011.

Objectives, activities and public benefit

The objective of the charity is to promote good mental health for the public benefit by the provision of psychotherapy and counselling for those who are unable to afford it through lack of means or who are otherwise in need. A substantial proportion of our clients endure severe and complex mental health difficulties, needing therapy for up to two years and are in either low paid employment, on benefits or students.

The importance of Share's work within the Sheffield community is increasingly evident in the continued rise in demand for medium to long-term therapy.

In defining our aims and carrying them out, the Trustees have full regard to the guidance published by the Charities Commission on public benefit, and in particular with regards to fee charging.

We will address below the work undertaken in the last twelve months on these areas, along with a general overview of Share's performance in 2023/24 .

Achievements and Performance

Share provided a full face-to-face service during 23/24, delivering some 3,960 hours of therapy, compared with 3,730 hours in the previous year- an increase of 200 hours.

Share's fees range from £5 to £50 and each client is assessed based on a their individual circumstances. A low average fee of £15 suggests we are meeting our goal of providing therapy to those who could not afford it privately. Clients' ability to pay is extremely low. Out of 129 clients who were receiving therapy throughout 2023-24, 24% paid £10 or under per session and 69% paid £15 or under per session. Only 5% paid £40 & 2% paid £50 per session.

Our client base has been hit disproportionately by the cost-of-living crisis with the cost of delivering one therapy session far outstripping the fees clients can afford to pay. With the cost-of-living crisis severely impacting people's expenditures, we have had to reintroduce fee reductions and agree to lowering fees of existing clients and in some cases write of arrears.

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We have seen changes in the profile of people seeking therapy with 28% being under the age of 25 years old & in training or in studies. There is also an increasing number of clients presenting with autism and neurodiversity.

We have had to close the service to new applicants when the waiting list has exceeded 100. The Board made this decision to temporary close on the recommendations of the Clinical Lead due to the increased level of risk involved in reviewing & managing those clients waiting for therapy.

Jon Martyn, our Clinical Lead, made a substantive impact on the recruitment of both trainee and qualified volunteer therapists and we ended the year with forty-one therapists: 11 qualified therapists and 30 trainee therapists. Emma Gray Senior Therapist contract was extended to 2 days and provided welcome support to Jon delivering assessments, seeing clients with more complex mental health issues and assisting with fund raising. This enabled us to return to normal activity levels and at the end of March 2024, we had 101 clients in therapy and 91 on the waiting list.

Furthermore, Share has been proactive as to how we can scale our services to meeting the needs of the communities that we serve in Sheffield. As an organisation that works at the interface between poverty and mental health, we want to ensure that we are reaching the people who most need and can most benefit from our service. Our Senior Therapist has been actively exploring the possibility of partnering with the Primary Care Trusts, to expand our work to better target the needs of communities who may not be reached by our current service.

A big impact on Share's finances in 23/24 was the move to our new premises at 19 Paradise Square. Protracted negotiations with the landlords of Wilkinson Street to exit the lease and finalising our new lease incurred higher costs than originally anticipated. This was compounded by a loss of activity and thus income through closure of face-to-face therapy whilst the move was undertaken & the building made safe for occupancy. Since moving into the premises, we have had to review health and safety policies which has incurred additional costs to meet mandatory fire regulations etc.

Our Operations Manager Catherine Millross was instrumental in managing the move with at least disruption as possible to our clients and therapists. Steve Wood, trustee, provided much needed advice and support negotiating the terms and conditions of the new lease and was the go-between Share and the landlords agent. Our operations manager, office manager and Administrator left in Dec / January. This was an extremely unsettling time for Share and we carried out exit interviews to understand the reasons behind the staff departures. The board developed a recovery plan in January 2024 that sought to address both staffing and financial challenges.

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We were fortunate to appoint a new Office Manager in January 24 who has had a stabilizing effect providing excellent support to our Clinical team and Volunteer Therapists along with reviewing our systems and streamlining processes.

Becoming a Centre of Excellence in Psychotherapy and Developing a Strong Learning and Therapeutic Culture

The clinical team provided clinical leadership to the 41 therapists ensuring safe & effective practice achieving positive client outcomes.

The clinical risk register collates clients we consider in need of monitoring, signifying the clients that are at risk of dangerously acting upon their distress. This does not give a true reflection of distress however, as so many of our clients are learning to hold onto and live with it, within the bounds of the therapeutic relationship. While therapists are limited to the weekly hours (on average each therapist sees 3 clients per week) that they offer their clients, the roles of associates, senior therapist and clinical lead give Share the opportunity to provide psychological holding to clients who fall into crisis. For the most part, this takes the form of ad-hoc conversations with therapists, to help them to hold and contain their client's distress, but there are times when further actions are required.

We continued to see a rise in complex mental health referrals and 11 clients were placed on our clinical risk register and Share worked closely with other agencies to manage the risks and safeguard them.

Considering these trends, the Clinical Lead has led the team in reviewing Share's assessment procedures and policies and reassessed the limits of therapy. A review of Risk and Safeguarding policies have also been undertaken, ensuring that high standards of clinical governance are maintained.

There has been difficulty recruiting qualified volunteer therapists which, in the context of high demand for their services following the pandemic and the impact of inflation and stagnant wages (aka the cost-of-living crisis) will probably continue to be a barrier to therapists being available to volunteer their time. With this, Share has had to be more reliant upon trainee therapists, which has a knock-on impact upon the complexity of mental health presentations in clients that Share is able support.

As part of our culture of continuous learning and developing, we are supporting the Clinical Lead in his EMDR training so that we can offer this specialist trauma treatment to our clients.

Share also re-established a CPD programme in 23/24, with several major events being held face-to-face every 6 weeks throughout the year including training in Autism & Neuro-diversity, "Using miniatures in Therapy", "Lived experience of DID" & "Counselling people with eczema", all of which have been well attended. We prioritize places to our trainees and therapists but also offer spare places to other organizations for a small fee, which generates income to cover room hire etc.

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Trustees' annual report - continued
For the year ended 31 March 2024

Working closely with the statutory and VCF sectors

We contributed for the first time to Sheffield's Workforce Planning submission in 22/23 and continue to work with the Workforce Planning Lead for South Yorkshire, NHS England, and the ICB to explore funding opportunities for our work training mental health practitioners and contributing to the workforce in Sheffield & South Yorkshire

A Co-Chair attends the monthly Sheffield Psychology Board, on which both VCF and Statutory services are represented, to ensure that Share is well informed and can contribute to a district wide approach to the provision of psychotherapy services across Sheffield.

Our Senior Therapist and Operations Manager have attended meetings held by the Rethink Alliance, as well as explored partnership with Primary Care Transformation Groups.

Moreover, we continued to provide SOAR with supervision on a quarterly basis to support their staff support group for their complex community work in Parsons Cross. This is done by our Clinical Lead and started in early 23/24. Also, one of Share's Associates provides monthly staff supervision group at Cavendish House.

Developing our staffing, systems and infrastructure

The move to new premises has taken up all capacity and indeed available budget under this objective. After exploring various options across the city, an appropriate and affordable opportunity presented itself in late February/ early March at 19 Paradise Square. Negotiations with the landlord started and heads of terms began to be negotiated in the final weeks of 22/23. There were however delays in agreeing the new lease, which meant that we had to extend our existing lease to end of May 23. Following renovations at the new office, Share moved premises in June 2023.

Under the terms of the old Repair and Maintenance Lease, a survey of the property by the landlords in early 2023 led to Share being liable to pay for major repair costs, including external works which had not been anticipated and incurred costs of almost £20,000. Although this has been a challenging period for Share we are thankful we took the decision to move and are now secure in the knowledge that we have a fairer lease and a sustainable future.

Having settled into our new premises we are now seeking ways to maximize the use of the building including extending our working hours & diversifying the therapy provision.

We would like to thank Julian Wright for organizing an exhibition of art works within the building.

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Trustees' annual report - continued
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Cross-cutting: Strategy development and plans

Share secured support from an experienced Consultant to facilitate an away day of Board members but due to workload of staff and trustees we were unable to complete developing a new strategic plan. The work has been picked up again in January 2024 and started with a business model and review of Share's vision and mission and we plan to finalize a new strategic plan, capacity permitting, by the end of 24/25.

The revised charity's business plan for 2024/25 and 2025/26 includes:

1. Strengthen the financial position and rebuilding reserves to ensure sustainability and strategic development of the service
 - Consolidation of grant income through securing larger and medium-term grants
 - Applying to new funders
 - Increase in client fees whilst maintaining lowest fee band
 - Securing subsidies to cover the gap between client income and actual cost per session
2. Increase capacity clinically, administratively, managerially and at the board level to enable increase in client hours which will require
 - Improving administrative systems and processes
 - Increase in senior therapist capacity
 - Recruiting a service lead
 - Recruiting a treasurer and additional trustees
3. Coordination and collaboration with relevant partners, in both statutory and voluntary sectors, to improve mental health provision in Sheffield

Financial review, reserves policy and going concern

22/23 and 23/24 financial years both made an unrestricted loss of around £28,400, and unrestricted funds were in deficit by £8,419 as of 31 March 2024.

Our revised forecast had anticipated we would end the year with very low reserves or break-even. However, because of the costs of the repairs to Wilkinson Street alongside reduced average client income due to cost-of living crisis, static Integrated Care Board (ICB) grant (a de-facto reduction in light of inflation) as well as gaps in staffing leading to missed trust funding applications we were unable to achieve this.

Due to overall lack of capacity following the office move and associated changes, the full extent of the financial situation was not clear until late December.

Share's business model, which relies on client income and grants from the ICB and various Trusts, is no longer covering the cost of running the service. Grants have not increased with inflation, average client income has dropped & operating costs of delivering the service have increased.

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Over the past 4 financial years, the cost of providing one therapy session per client was on average £40. With an average client fee of £14.80 in 23-24 this was a £1.60 drop per client hour income translating into an additional loss of operating income of £6,200.

In January 24 following a substantial and extensive review of our finances it became clear that without additional funding Share would become insolvent in the following financial year.

The Board had several emergency meetings to review our expenditure and income and to put strategies in place to manage the day-to-day finances and to develop a recovery plan with clear accountabilities. The Co-chairs met with members of the Integrated Care Board (ICB) and following several meeting and numerous correspondence Share received confirmation of the renewal of the ICB grant for 3 years and by March 2024 a substantial one-off grant confirmed for 24/25.

Our thanks go to colleagues at the ICB for their support, commitment and belief in Share's worth as a mental health provider in Sheffield. The Board's recovery plan saw other further positive outcomes including securing a large grant of £20K from the Aeonian Foundation. Local trusts continue their support, and we are grateful to the Church Burgesses for providing an additional one off grant.

Tight financial controls were put in place which included a reduction in administration and management costs and increasing fees for new clients in 24/25 whilst continuing to explore other further funding opportunities.

The Board of Trustees has determined that the free reserves target at 31 March 2024 was £30,000. However as at 31 March 2024 the charity had no free reserves (unrestricted funds excluding fixed assets) – there was a negative unrestricted fund balance of £8,419.

The 24/25 budget, including the additional one-off ICB funding and the grant from the Aeonian Foundation, plans to return the free reserves held at 31 March 2025 to the target set, which the trustees are confident can be done.

In addition to the 24/25 one off grant, we have now received written confirmation of a 79% uplift of our ICB grant for 25/26 and 26/27. We have also had a very positive meeting with the National Lottery about a longer-term grant supporting organizational development and growth. We continue to identify new grant funders and submit applications.

The support we have secured is medium term and provides security into 25/26 and indeed 26/27 and we have as yet untapped opportunities to further bring in income to increase capacity and develop a long funding strategy. The Board is confident with all these measures in place that it has not only secured Share's future in the forthcoming year but has laid the foundations for a more sustainable footing for years to come.

The trustees are of the view that the Charity is a going concern continue into the future and is a going concern at the time of signing the accounts.

Share Psychotherapy
Trustees' annual report - continued
For the year ended 31 March 2024

Structure, governance and management

The organisation is a company limited by guarantee and a registered charity. The charity's governing documents are its Memorandum and Articles of Association. The charity was incorporated as a company limited by guarantee without share capital, on 25 November 2008 and was registered with the Charity Commission as a charity on 1 April 2009.

Meetings of the Board of Trustees of the Charity and Directors of the Company are held quarterly to monitor the activities carried out and to make decisions relating to the strategic direction, financing and governance of the organisation. The board holds monthly informal board meeting to stay abreast of key issues and deepen discussion around operational issues as required.

The Risk Register is updated and reviewed at each formal Board meeting. This discipline has produced a recognisable benefit in terms of the way the Board anticipates operational risks and responds in discussion with staff to frame immediate and longer-term actions.

The oversight, support and development of the clinical activity carried out by our therapists is provided by the Clinical Lead and part-time Clinical Associates. All paid and volunteer therapists continued to receive clinical supervision. For volunteers and therapists in training this takes place in groups held in-house and facilitated by either the Clinical Lead or a Clinical Associate. Our Clinical Lead also receives Clinical Supervision from a Private Counsellor funded by Share.

Lynn Keirs and Astrid Bourne Walker formally accepted the positions of Co- chairs in July 2021, a first in the history of Share, which has proved a very successful working arrangement. They have been able to support each other and share the workload and challenges this year has brought, meeting regularly outside board meetings to discuss and liaise on all aspects of running Share. Lynn gave her notice in January 2024 to retire as a trustee after the September AGM – a huge thank you to Lynn for more than 9 years of dedicated, strategic work at Share both as a trustee and as a co-chair all of which has contributed to sustain, improve and grow Share's contribution to mental health provision in Sheffield.

Steve Wood, Trustee has been instrumental in finding our new premises at Paradise Square & negotiating terms & conditions of the new lease and helping our Business Manager with the move. He has also used his considerable experience & skills to review the health & safety at Paradise Square introducing new fire regulations & training. Steve resigned as Trustee & left the organisation on 16 September 2024.

Vanessa Boddye, a long-standing volunteer therapist, continues to provide valuable input from client and volunteer perspectives into the Board discussions. Although we haven't been able to recruit to the Treasurers post in this financial year this work has been diligently overseen by Astrid, with the assistance of the Operations Manager.

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We welcomed back Anna Waters as a Trustee on 5 December 2023, having previously worked for Share as our first Business Manager. Anna brings a wealth of experience & skills in the charity sector, local & central government & currently works on National Social Care Policy.

During the year we had several applicants for the vacant Treasurer post and were delighted to appoint Rumbidzaishe Chivaura on 29 July 2024.

Induction and training into the role of Trustee was undertaken by the Co-chairs to ensure full oversight of their legal and operational responsibilities. This is in line with the Memorandum and Articles of Association of the Company and the policies and procedures adopted by the Board. Moreover, trustees complete an annual declaration of interests, topped up by a standard item at Board meetings, to identify any issues of potential conflict on each agenda.

Legal and administrative information

Trustees

Lynn Keirs	Co - Chair	
Astrid Walker Bourne	Co - Chair	
Steve Wood		(Resigned 19/09/2024)
Vanessa Boddy		
Bethany Rodgers		(Resigned 07/07 2023)
Anna Waters		(Appointed 05/12/2023)
Rumbidzaishe Chivaura		(Appointed 29/07/2024)

Management team

Clinical lead	Jonathan Martyn	(until June 2024)
<i>Replaced by</i> Clinical manager	Samantha Mulholland	(from June 2024)
Senior therapist	Emma Gray	(until September 2024)
Operations manager	Catherine Millross	(until December 2023)
<i>Replaced by</i> Office manager	Elizabeth Levy	(from January 2024)

Charity number

1130400

Company number

06757798

Registered office

19 Paradise Square
Sheffield
S1 2DE

Accountants

Seven Hills Accountants Limited
57 Burton Street
Sheffield
S6 2HH

Share Psychotherapy
Trustees' annual report - continued
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Trustees' responsibilities in relation to the financial statements

Company law 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 charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the 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 business.

The trustees are responsible for keeping adequate 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 Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Small Companies provision

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

The trustees declare that they have approved the Trustees' annual report above on

24/09/2024 and signed on behalf of the trustees by:

Print name: ASTRID WALKER BOURNE
Trustee

Astrid Walker Borne

Independent examiner's report to the directors of Share Psychotherapy ('the Company')

I report to the charity directors on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

As the directors of the Company you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company 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 your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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 organisations 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 accounts to be reached.

Signed: 

Sarah Lightfoot, FCA DChA
Seven Hills Accountants Limited
57 Burton Street
Sheffield
S6 2HH

Date: 10 October 2024

Share Psychotherapy

Statement of financial activities (incorporating the income and expenditure account) for the year ended 31 March 2024

	Notes	Unrestricted funds £	Restricted funds £	2024 Total £	Unrestricted funds £	Restricted funds £	2023 Total £
Income from:							
Donations, grants and legacies	2	25,534	5,604	31,138	12,545	-	12,545
Charitable activities	3	113,536	-	113,536	100,838	-	100,838
Investments - bank interest		253	-	253	139	-	139
Total income		139,323	5,604	144,927	113,522	-	113,522
Expenditure on:							
Charitable activities	4	167,735	5,604	173,339	140,148	27,887	168,035
Total expenditure		167,735	5,604	173,339	140,148	27,887	168,035
Net movement in funds		(28,412)	-	(28,412)	(26,626)	(27,887)	(54,513)
Reconciliation of funds:							
Total funds brought forward		19,993	-	19,993	46,619	27,887	74,506
Total funds carried forward		(8,419)	-	(8,419)	19,993	-	19,993

The statement of financial activities includes all gains and losses recognised in the year. All of the charitable company's operations are classed as continuing.

Share Psychotherapy

Balance Sheet

As at 31 March 2024

	Notes	2024 £	2023 £
Fixed assets			
Tangible assets	8	969	1,317
Total fixed assets		<u>969</u>	<u>1,317</u>
Current assets			
Debtors	9	6,026	1,540
Cash at bank and in hand		<u>1,666</u>	<u>33,894</u>
Total current assets		<u>7,692</u>	<u>35,434</u>
Creditors: amounts falling due within one year	10	(17,080)	(16,758)
Net current assets		<u>(9,388)</u>	<u>18,676</u>
Total assets less current liabilities		<u>(8,419)</u>	<u>19,993</u>
Creditors: amounts falling due after one year		-	-
Total net assets		<u><u>(8,419)</u></u>	<u><u>19,993</u></u>
Represented By			
FUNDS			
Unrestricted funds		(8,419)	19,993
Restricted funds	11	-	-
Total charity funds	12	<u><u>(8,419)</u></u>	<u><u>19,993</u></u>

For the year ending 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

The accounts have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within part 15 of the Companies Act 2006.

Approved by the board of trustees on 24/09/2024 and signed on its behalf by:

Amel Walker Bourne

Print name: ASTRID WALKER BOURNE

Trustee

Share Psychotherapy

Notes to the Accounts for the year ended 31 March 2024

1 Accounting Policies

(a) Basis of preparation

Share Psychotherapy is a charitable company in the United Kingdom limited by guarantee. In the event that the charity is wound up the liability in respect of the guarantee is limited to £10 per member of the charity. The address of the registered office is given in the company information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken the exemption not to prepare a Statement of Cashflows.

The charity meets the definition of a public benefit entity as defined under FRS102. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £1.

(b) Income

Income is recognised in the SOFA when the charity has entitlement to the funds, any performance conditions attached to the monies have

(c) Expenditure and liabilities

Expenditure is recognised where there is a legal or constructive obligation to pay a third party, it is probable that settlement will be required and the amount of the obligation can be reliably measured. All expenditure is reported gross of irrecoverable VAT.

(d) 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. Depreciation is provided on all tangible assets at the following rates calculated to write off the cost less estimated residual value, over their useful economic lives:

Fixtures and fittings	20% reducing balance
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(e) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

(f) Trade debtors

Trade debtors are amounts due from customers for services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

(g) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

(h) Fund accounting

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are either donations which the donor has specified are to be solely used for particular areas of the charity's work or grant income sought for specified activities.

Notes to the Accounts - continued
for the year ended 31 March 2024**1 Accounting Policies - continued****(i) 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.

(j) Operating lease rentals

Rentals under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

(k) Taxation

As a charity, the organisation is exempt from tax on income and gains falling within the available tax exemptions to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

(l) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

(m) Significant estimates and judgements

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

2 Income from donations, grants and legacies

	Unrestricted funds £	Restricted Funds £	2024 Total £	Unrestricted funds £	Restricted Funds £	2023 Total £
<u>Grants</u>						
Aeonian Foundation	5,000	-	5,000	-	-	-
Harry Bottom Charitable Trust	-	-	-	2,000	-	2,000
The JG Graves Charitable Trust	2,500	-	2,500	2,500	-	2,500
Sheffield Church Burgesses Trust	4,000	-	4,000	-	-	-
Sheffield Town Trust	2,500	-	2,500	2,500	-	2,500
South Yorkshire's Community Foundation	-	5,000	5,000	-	-	-
The Zachary Merton And George Woofindin						
Convalescent Trust	5,000	-	5,000	5,000	-	5,000
Sheffield City Council LAC committee	-	515	515	-	-	-
<u>Donations</u>						
Beaverbrook Foundation	2,500	-	2,500	-	-	-
The Sheffield 1000 Charity	1,000	-	1,000	-	-	-
General donations	3,034	89	3,123	545	-	545
	<u>25,534</u>	<u>5,604</u>	<u>31,138</u>	<u>12,545</u>	<u>-</u>	<u>12,545</u>

3 Income from charitable activities

	Unrestricted funds £	Restricted Funds £	2024 Total £	Unrestricted funds £	Restricted Funds £	2023 Total £
NHS ICB South Yorkshire	42,955	-	42,955	36,886	-	36,886
Client fees	69,198	-	69,198	62,519	-	62,519
CPD, training and events	255	-	255	-	-	-
Room rental	1,128	-	1,128	1,433	-	1,433
	<u>113,536</u>	<u>-</u>	<u>113,536</u>	<u>100,838</u>	<u>-</u>	<u>100,838</u>

Share Psychotherapy

Notes to the Accounts - continued for the year ended 31 March 2024

4 Expenditure on charitable activities

	Notes	Unrestricted funds £	Restricted Funds £	2024 Total £	Unrestricted funds £	Restricted Funds £	2023 Total £
Direct client costs		2,029	-	2,029	967	-	967
Staff costs							
Salary and associated costs	5	84,868	5,515	90,383	75,586	14,842	90,428
Therapy support costs		19,811	-	19,811	20,429	12,920	33,349
Payroll fees		890	-	890	812	-	812
Other staff costs including training and dbs checks		470	-	470	1,886	-	1,886
Property costs							
Rent		16,988	-	16,988	20,929	-	20,929
Utilities and rates		6,319	-	6,319	4,845	-	4,845
Repairs, maintenance and equipment		2,440	-	2,440	5,284	125	5,409
Moving costs (including dilapidations)		23,141	89	23,230	-	-	-
Office costs							
Insurance		2,854	-	2,854	1,627	-	1,627
Equipment rental		768	-	768	564	-	564
Photocopying, postage and stationery		493	-	493	420	-	420
Telephone		1,836	-	1,836	878	-	878
Computer costs		1,909	-	1,909	1,267	-	1,267
Subscriptions		-	-	-	121	-	121
Depreciation		243	-	243	329	-	329
Disposal of fixed assets		104	-	104	-	-	-
Bank and payment facility charges		737	-	737	562	-	562
General expenses (including refreshments)		610	-	610	2,258	-	2,258
Legal and professional fees		355	-	355	610	-	610
Governance costs							
Independent examination fee	6	870	-	870	774	-	774
		167,735	5,604	173,339	140,148	27,887	168,035

5 Staff costs

	2024 £	2023 £
Salaries	87,407	87,643
Employer's National Insurance contributions	6,229	6,149
Employer's allowance	(5,000)	(5,000)
Employer's pension contributions	1,747	1,636
	90,383	90,428

The average number of employees in the year was 6 (2023: 6). No employee received emoluments of more than £60,000 in either year.

6 Independent examination fee

	2024 £	2023 £
Independent examination fee (includes accountancy costs)	870	774
Other fees paid to Independent examiner's organisation:		
Other professional services	342	-
Other services	270	-
	612	-

Notes to the Accounts - continued
for the year ended 31 March 2024**7 Trustees and Key management personnel remuneration, benefits and expenses**

No trustees were reimbursed for out of pocket expenses during the year (2023: £nil). The charity trustees were not paid or received any other benefits from employment with the charity during the year (2023: £nil).

No trustees received payment for professional or other services supplied to the charity (2023: Vanessa Boddy, trustee, received £55 as a self employed associate for her therapy services as part of the National Lottery funding. No other trustee received payment for professional or other services supplied to the charity).

The key management personnel (management team), as shown on page 8 of the trustees' report received total employee benefits of £69,969 (2023: £65,802).

8 Tangible fixed assets

	Fixtures and Fittings £	Total £
Cost		
As at 1 April 2023	9,773	9,773
Additions	-	-
Disposals	(1,107)	(1,107)
As at 31 March 2024	<u>9,773</u>	<u>8,666</u>
Depreciation		
As at 1 April 2023	8,456	8,456
Charge this period	243	243
Disposals	(1,002)	(1,002)
As at 31 March 2024	<u>8,699</u>	<u>7,697</u>
Net book value		
As at 31 March 2024	<u><u>1,074</u></u>	<u><u>969</u></u>
As at 31 March 2023	<u><u>1,317</u></u>	<u><u>1,317</u></u>

All fixed assets are considered to be for direct charitable purposes.

9 Debtors

	2024 £	2023 £
Trade debtors	-	-
Prepayments	6,026	1,540
Other debtors	-	-
	<u><u>6,026</u></u>	<u><u>1,540</u></u>

10 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	3,835	3,252
Other creditors	7,030	723
Other taxes and social security	5,345	2,779
Accruals	870	3,313
Other loans	-	6,691
	<u><u>17,080</u></u>	<u><u>16,758</u></u>

Share Psychotherapy

Notes to the Accounts - continued for the year ended 31 March 2024

11 Restricted funds

	Balance b/fwd £	Income £	Expenditure £	Transfers £	Balance c/fwd £
Premises move	-	89	(89)	-	-
Senior Therapist	-	5,515	(5,515)	-	-
	-	5,604	(5,604)	-	-

Premises move

Some donations were received towards moving costs

Senior Therapist

Funding received towards the Senior Therapist salary. Funders were:

South Yorkshire's Community Foundation

Sheffield City Council LAC committee

Prior year comparison

	Balance b/fwd £	Income £	Expenditure £	Transfers £	Balance c/fwd £
Screwfix - building repairs	125	-	(125)	-	-
Sheffield City Council Community Covid Recovery Grant	27,762	-	(27,762)	-	-
	27,887	-	(27,887)	-	-

Sheffield City Council Community Covid Recovery Grant

- £27,762 given to support additional capacity required as a result of the pandemic. The funding is for February 2022 to March 2023.

12 Net assets by fund

	Unrestricted funds £	Restricted Funds £	2024 Total £	Unrestricted funds £	Restricted Funds £	2023 Total £
Tangible fixed assets	969	-	969	1,317	-	1,317
Net current assets/ (liabilities)	(9,388)	-	(9,388)	18,676	-	18,676
	(8,419)	-	(8,419)	19,993	-	19,993

13 Related party transactions

Astrid Walker Bourne, a trustee, made a loan of £6,691 during 22/23 which is outstanding at the year end. The loan is interest free and repayable in terms to be agreed with the board. A further £4,000 was loaned during the year in two installments to help with cashflow, that was repaid within a week of the deposits.

There were no other related party transactions other than those detailed in note 7.

14 Operating lease commitments

As at 31 March 2024 the charity was committed to making the following payments under operating leases as follows:

	2024 £	2023 £
Land and Buildings	19,950	-
Other	156	622
Payable within 1 year	20,106	622
Land and Buildings	4,156	-
Other	-	156
Payable between 1-5 years	4,156	156