

**WARWICKSHIRE COUNSELLING
CENTRE**

**REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

Charity No. 1137623

Company No. 07223795

Armstrongs Bishop Simmons Limited
Mitre House
School Road
Bulkington
BEDWORTH
Warwickshire
CV12 9JB

WARWICKSHIRE COUNSELLING CENTRE
(Company Limited by Guarantee)

Year ended 31 March 2021

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WARWICKSHIRE COUNSELLING CENTRE
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The Trustees present their report and financial statements for the year ended 31 March 2021

Reference and Administrative Information

Charity Name: Warwickshire Counselling Centre trading as Sycamore
Counselling Service

Charity Registration Number: 1137623

Company Registration Number: 07223795

**Registered Office and
Operational Address:** 12 Riversley Road
Nuneaton
Warwickshire
CV11 5QT

Trustees: Rev Carol Newborn
John McKenzie
Keith Drinkwater
Emma Williams
Goriola Sonota

Chairperson Keith Drinkwater

Secretary John McKenzie

Treasurer Rev Carol Newborn

Manager Carol French

Accountants Armstrongs Bishop Simmons Limited
Chartered Accountants
Mitre House
School Road
Bulkington
Bedworth
Warwickshire
CV12 9JB

Bankers Lloyds TSB Bank plc
17-23 Coventry Street
Nuneaton
CV11 5TD

Co-op Bank Online

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The Trustees present their report and financial statements for the year ended 31 March 2021

The Trustees of the Warwickshire Counselling Centre have the pleasure of submitting their annual Report and financial statements for the year ended 31 March 2021.

INTRODUCTION

The Warwickshire Counselling Centre is a charitable company limited by guarantee, incorporated on 14th April 2010 and governed by its Articles of Association. The Company is also a Charity registered on 26th August 2010.

This year the Warwickshire Counselling Centre celebrated another year as an incorporated Charity but has actually been operating since 1992. Over the years, the counselling service has expanded to provide counselling for an ever-growing number of local people.

The year 2020-2021 has, as expected with the disruption of lockdowns, seen a reduction in referrals although this has increased considerably towards the end of the financial year. The service has offered crisis intervention throughout the pandemic but unfortunately, as with many businesses, charities and other organisations, the Covid-19 pandemic and subsequent "lock-downs" have affected the Centre, its workforce and its work.

STRUCTURE GOVERNANCE AND MANAGEMENT

We currently have 5 Trustees who met 3 (cancelled 2) times in the year as a full trustee group over zoom in addition to holding an annual general meeting and additional meetings of Chairperson, Treasurer and Manager. All gave their time voluntarily. Between them, the trustees have contributed approximately 100 hours of support without remuneration.

During the year relating to this Report the Trustees who are termed Directors for the purpose of Company law and Trustees for the purpose of Charity law was:

Keith Drinkwater

John McKenzie

Rev Carol Newborn

Emma Williams

Goriola Sonota

The Trust has established procedures for recruiting prospective Trustees who can only be appointed subject to the approval of the existing trustees. The liability of each trustee in the event of the company being dissolved is limited to such sum (not exceeding £10). The policy and general management are directed by the trustees. The day-to-day management is carried out by the manager Carol French. The Trust has looked at and identified potential managerial risks and has policies and procedures in place with regard to:

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- Employees
- Volunteers
- Health and safety
- Financial
- Data protection/GDPR
- Contractual
- Safeguarding

The Trust has in place the following documents for the appointment of Trustees:

- Application form
- Position description
- Code of conduct
- Conflict of interest policy
- Constitution
- Memorandum and Articles
- Personal Commitment Statement
- Becoming a Director/Trustee information document
- Fit and Proper Persons statement
- Ethos Statement
- Charity Commission Declaration
- Enhanced DBS application
- Agreement
- Induction list

Once again during the year, we have reviewed our policies and have created new policies where a need has been highlighted.

OBJECTIVES

1. To relieve mental, emotional and physical sickness of persons' resident in Warwickshire by the provision of counselling and support for such persons.
2. To advance the education of the public in general on the subject of how better to meet the needs of people with mental, emotional and physical sickness, in such ways as the trustees see fit.

The main purpose of the Warwickshire Counselling Centre is to benefit the community of Nuneaton, Bedworth and the surrounding area by delivering professional therapy services and to preserve professionalism by offering training opportunities and clinical supervision. There is a high prevalence of people with mental health and emotional issues in the area. In order to meet its main objectives, the centre is committed to enabling as many people as possible to access high quality affordable therapy. The charity therefore, endeavours to safeguard the quality of its work by ensuring that it recruits qualified and motivated staff.

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We are committed to providing a professional standard of therapy for those with insufficient means to afford it. In view of this, we offer general counselling/therapy to the community regardless of age, gender, ethnicity, sexual orientation or disability on a voluntary donation basis. In furtherance of our charitable objectives, we have endeavoured to maintain the service throughout the pandemic with all counsellors working from home whilst the Adult Counselling Co-ordinator offered crisis response counselling remotely during the lockdown and the counsellors offered remote counselling where possible. The manager worked for two weeks from home and has since co-ordinated the service from the centre with the help of administrative staff once a Government grant had been secured which enabled us to support individuals who come to us for therapy during the pandemic.

Providing affordable counselling relies on the commitment and good will of our therapists who either volunteer their services or work for remuneration below that paid by other providers whether private or public sector.

In a recognised area of deprivation such as Nuneaton and Bedworth, which has some of the most deprived political wards in the county, the trustees are very aware that both old and young are vulnerable to the stresses of everyday life.

During the year, 325 adults and 337 children and young people have referred to the service and a further 98 clients continued in counselling from the previous year. This is a decrease by comparison to the previous year and is to be expected given the situation with the pandemic. For the clients we have been able to engage with we feel we have made a difference in their lives by helping them to cope in very difficult times. The mainstay of our service is our volunteers without whom we would not have been able to get our service back seeing clients face to face and support the people that we have. This includes a strong team of senior volunteer counsellors some of whom have volunteered for us for a number of years. All of our volunteers are a most valued part of our service without whom therapeutic support could not take place.

ACTIVITIES

The activities this year have focused entirely on responding to the therapeutic needs of our community during the pandemic and future plans have been on hold. It has been a time of crisis and survival.

In addition to the clients offered one to one counselling we offered counselling with therapeutic play, Art Therapy, Movement Psychotherapy, couples counselling in whatever format we could offer be that remotely or face to face when government regulations have allowed us to. Externally six local primary schools commissioned us to offer counselling where possible either through zoom or face to face for their pupils when restrictions allowed and a variety of models of therapy were provided to numerous other schools through our involvement in the Early Help provision commissioned through Coventry and Warwickshire Partnership Trust and increasingly through individual schools and organisations funding individuals to access therapy. We employ: An Adult Counselling Co-ordinator who has

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continued to co-ordinate the assessments and allocation of adult clients and is employed for 12 hours a week; children's counsellors to work for 30 hours a week funded through a Children in Need grant which continued throughout the year mostly through zoom as well as clinical supervisors who work for us on a sessional basis.

We employ a growing team of children and young people's therapists on a sessional basis to complete our work through the Early Help provision and a team of adult counsellors to fulfil the needs of projects such as our Anger Awareness project funded through the Police and Crime Commissioner, Philip Seccombe; Crisis Support through the Heart of England Community Foundations Coronavirus Resilience Fund; Crisis support for residents of Hill Top and Caldwell through the Residents Wellbeing Fund awarded from the HTC Pot of Gold (Big Lottery funding administered through WCAVA); 6 month grant to offer counselling for local residents funded by HM Government (The Office of Civil Society) in partnership with the Big Lottery; Suicide Prevention Project funded through the Coventry and Warwickshire Sustainability and Transformation Partnership.

Altogether, we have had 7 placement counsellors in training who have mostly counselled clients remotely, 8 clinical supervisors and have the services of 7 associate counsellors and 5 reception volunteers. We have offered variable hours of counselling throughout the year dependant on circumstances.

We have continued where possible to offer a programme of in-house training through zoom to further develop our team. We continue to provide annual briefings in Safeguarding, Health and Safety and Data Protection/GDPR.

Much time and thought has been given to achieving a reasonably sound financial foundation for the service. Our principal funding sources are currently by way of grants, a contract with Coventry and Warwickshire Partnership Trust, and service level agreements with schools, individually invoiced work and donations. Unfortunately, our fund raising activities have ceased this year due to the pandemic.

Several grant applications have been made a number of which have been successful.

We received continuation funding from the Police and Crime Commissioner, Philip Seccombe, to offer a series of Anger Awareness courses followed by limited individual counselling for the local community of Nuneaton, Bedworth, North Warwickshire and Rugby.

We have continued to receive a grant from BBC Children in Need to fund counsellors to work for 30 hours a week to assess children referred to the centre as well as holding a caseload. BBC Children In Need also awarded us a crisis grant during the early stages of the Pandemic as we had to put our administrative staff on furlough but our children's counsellors continued to support children and young people remotely through the grant which was facilitated through the Manager being based in the centre and fielding calls, sourcing training and online materials for counsellors to facilitate the online intervention with clients, taking messages, addressing safeguarding issues and taking referrals. Funding from this grant will cease on 30 November 2021.

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We received a HTC Pot of Gold Community Grant to offer Hill Top and Caldwell residents crisis support counselling funded through the Residents Wellbeing Fund awarded from the HTC Pot of Gold (Big Lottery funding administered through WCAVA)

We were fortunate at the start of the pandemic to secure a Warwickshire County Council Councillors Grant to help pay for our premises for 6 months. Without this we would have found it very difficult to pay the rent as we had lost most of our funding streams.

We were able to offer a crisis response facilitating a one off counselling session for residents in crisis during the early stages of the pandemic funded through the Heart of England Community Foundations Coronavirus Resilience Fund

We received a 6 month grant to offer counselling for local residents and core costs support from HM Government (The Office of Civil Society) in partnership with the Big Lottery. This was essential to our recovery from the pandemic as we tried to get many of our projects back up and running. Without this funding we would not have been able to offer ongoing counselling for people coming out of isolation and the repeated lockdowns and the impact of that on their lives.

We were able to support a small number of clients who were feeling suicidal offering them longer term support to try to help them address issues within their lives and develop coping strategies for the future. This was funded through the Coventry and Warwickshire Sustainability and Transformation Partnership.

We are grateful for the continued support of a small number of local organisations/churches and individuals who have continued to support us this year.

The charity has continued to be involved with local groups often through zoom. Thanks are extended to WCAVA who have helped to keep us informed about local initiatives, funding and training.

Our building issues are an ongoing concern. The Trustees are constantly keeping the position under review and although we have explored many possible alternative premises no suitable alternatives have emerged which have been affordable for the required size of premises. This is of particular concern as we try to emerge from the current pandemic as the lack of windows and ventilation in the rooms is restricting what we can offer.

We have continued to offer Early Help Provision throughout the year where appropriate offering therapeutic support over zoom initially and moving to face to face when restrictions have allowed. We have received 91 referrals during this year and continued to support 26 from the previous year.

The activities this year have focused on survival as a charity whilst trying to continue to provide an essential helpline for local people. Unfortunately, the Covid-19 epidemic has created great uncertainty about the future and continues to do so.

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At the beginning of March, schools began to stop visitors which inevitably affected our work in schools. Some of our staff/volunteers were in extremely vulnerable groups and required to "shield" so were either unavailable to provide services or had to work remotely.

At the beginning of the year our Manager and Administrator had taken copies of all systems so that they could work on these from home and the building was closed. The Manager returned two weeks later to co-ordinate the service from the centre. Planning and training started immediately for counselling to be provided remotely and this continued on and off throughout the year as each lockdown was put into place although management and administration remained based in the centre but socially distanced along with additional measures introduced to keep the service Covid safe. Applications for funding have been focused on meeting the needs of the immediate crisis of local people and the Charity. We have endeavoured to support our staff and volunteers not only to continue to offer a service but also to face the challenges they have all been faced with in their own lives as a result of the pandemic. This has meant that we have had to frequently adjust the service as circumstances have required. We liaised with our students with regard to their training bodies guidelines and we furloughed some of our staff as it became necessary returning when we secured funding to do so. Other staff were impacted by the fact that they worked across a number of projects some of which continued to be funded whilst others stopped.

In spite of great uncertainty about what the future holds because of the pandemic, Warwickshire Counselling Centre remains determined to somehow continue to provide essential counselling and support to very (and increasingly) needy children and adults particularly in Nuneaton, Bedworth and North Warwickshire. We are also faced with trying to remain financially viable over the next 12 months. We are restricted by our building as we have no windows that can be opened in all but one of our rooms and have extractor fans in a further 3 rooms therefore we can only use 4 of our 6 rooms which is restricting our activities. We have tried to secure alternative accommodation but this has been difficult for a number of reasons including: the pandemic restrictions, the cost of rent locally and the availability of accommodation that is Covid safe and suitable for counselling. The building will continue to be a very significant factor in how the service continues to be provided over the next 12 months.

Once again, we owe our achievements in this very difficult and challenging year to a great deal of hard work, skill, professionalism, perseverance, commitment and ingenuity from a whole team of people, both paid and voluntary. Our particular heart-felt thanks must go again to Carol French the manager of the agency who has continued to demonstrate enormous commitment to the service and has put her considerable abilities, knowledge, experience and professionalism to its benefit. She has also given a great deal of her own time in the process. Thanks are also due to everyone involved with the agency, in whatever capacity, who has striven to do the best that they can for adults, children and young people alike and to make a difference for the local community in their time of need. Even in these very challenging times, it is most satisfying to know that we were able to continue to offer a viable and respected, independent counselling service.

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Over the year the Trustees are satisfied that the charity has continued to achieve its principle purpose in carrying out activities which benefit a specific section of the community namely providing a counselling service for some of the neediest people in the community. The Trustees are further satisfied that risks arising from its activities have been identified and appropriately managed and that suitable accounting policies have been established and applied consistently over the 12 months ending 31st March 2021.

Financial Review

Overall the Income for the year was £181,899 with Expenditure of £168,578 giving an overall surplus of £13,321.

Fundraising:

During the year we received grants from:

BBC Children in Need	32,213
Police Crime Commission	9,909
Orbit	542
Coventry & Warwickshire Partnership Trust	4,167
Covid Response Fund funded by HM Government	34,333
In partnership with The National Lottery Community Fund	
WCC Councillors' Grant Fund	2,400
Heart of England	2,800
Ford Trust	240
	<hr/>
Total	£86,604
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Donations	£8,415
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Principal Funding Sources

Our Total Income for the Year was £181,899 of this £86,604 was restricted. The breakdown is as follows:-

	<u>Amounts</u>	<u>%</u>
Service Agreements	73,191	40.2
Donations & Gifts (incl. tax reclaim)	8,415	4.6
Grants	86,604	47.6
Other Income	13,689	7.6

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Reserves Policy

The Trustees have drawn up a "reserves policy" which outlines how the charity manages and monitors reserves. This policy was reviewed and it is currently set at 6 months. In any year where a surplus would result in reserves exceeding 6 months, the Trustees are transferring any excess into a designated property fund, with a view to acquiring their own property in the future.

Investment Policies

Warwickshire Counselling Centre doesn't keep very large sums for investment. As a charity providing services most of the monies received are used within a year of receipt. Occasionally restricted grants are received for funding over a number of years. This finance is usually kept within the Lloyds account with the money kept restricted as designated. The trustees will be exploring whether in the coming financial year alternative accounts for restricted and reserve funds should be set up.

Approved by the Trustees and

Signed on their behalf  Date: 15 November 2021
Keith J. Drinkwater
Chair

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Year ended 31 March 2021

Independent Examiner's Report to the Trustees of Warwickshire Counselling Centre

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2021, which are set out on pages 11 - 20.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

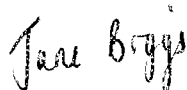
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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 that in any material respect:

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 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 accounts to be reached.



Mrs J A Biggs, FCCA, CTA,
Armstrongs Bishop Simmons Limited
Chartered Accountants
Mitre House School Road
Bulkington Bedworth
Warwickshire
CV12 9JB

Date: 15 November 2021

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Statement of Financial Activities for the year ended 31 March 2021

	Notes	Unrestricted Funds £	Restricted Funds £	2021 Total £	2020 Total £
Income					
Donations and Gifts	2	8,415	-	8,415	26,928
Other Income		13,689	-	13,689	11,599
Income from Charitable Activities:					
Grants and Contracts	3	-	86,604	86,604	70,072
Invoiced Work		73,191	-	73,191	104,702
Total Income		95,295	86,604	181,899	213,301
Expenditure					
Expenditure on Charitable Activities	4	78,461	90,117	168,578	195,772
Total Expenditure		78,461	90,117	168,578	195,772
Net Income/(Expenditure)		16,834	(3,513)	13,321	17,529
Transfers between funds		(5,130)	5,130	-	-
Net movement in funds		11,704	1,617	13,321	17,529
Reconciliation of Funds					
Total funds brought forward		159,729	(684)	159,045	141,516
Total Funds carried forward		171,433	933	172,366	159,045

There were no recognised gains or losses in 2021 or 2020 other than those included in the Statement of Financial Activities.

The notes on pages 13 to 20 form part of the Accounts

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Balance Sheet as at 31 March 2021


	Notes	£	2021 £	£	2020 £
Current Assets					
Debtors	5	3,060		4,967	
Cash at Bank and in Hand		195,494		163,749	
			<u>198,554</u>	<u>168,716</u>	
Creditors					
Amounts falling due within one year	6	26,188		9,671	
			<u>172,366</u>	<u>159,045</u>	
Net Current Assets					
			<u>172,366</u>	<u>159,045</u>	
NET ASSETS					
			<u>172,366</u>	<u>159,045</u>	
Funds					
Unrestricted Funds					
General Funds	10	73,827		62,123	
Designated Funds	10	97,606		97,606	
		<u>171,433</u>		<u>159,729</u>	
Restricted Funds	10	933		(684)	
			<u>172,366</u>	<u>159,045</u>	

For the year ending 31 March 2021 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 of its accounts for the year in question in accordance with section 476;
- * The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP and were approved by the Board on 15 November 2021 and signed on its behalf.

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 TRUSTEE - Keith Drinkwater
 Company registration no: 07223795

The notes on pages 13 to 20 form part of the accounts.

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Notes to the Accounts for the year ended 31 March 2021

1. Summary of significant accounting policies

General information and basis of preparation

Warwickshire Counselling Centre is a company limited by guarantee and registered charity in England. In the event of the charity being 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 charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are to benefit the community of Nuneaton and Bedworth and the surrounding area by delivering professional counselling services and to preserve professionalism by offering training opportunities and clinical supervision.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Incoming Resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. The value of services provided by volunteers has not been included.

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Investment income is included when receivable.

Grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance. Where income is received in advance of performance its recognition is deferred and included in creditors.

Restricted Funds

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets this criteria is charged to the fund.

Unrestricted Funds

These funds are incoming resources receivable or generated for the objects of the charity without further specified purposes and are available as general funds.

Designated Funds

Designated funds are unrestricted funds earmarked by management for a particular purpose.

Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, including Value Added Tax.

Charitable expenditure comprises those costs incurred by the charity in deliverance of its activities and services for its beneficiaries.

Expenditure which is directly attributable to specific activities has been included in these cost categories. Where costs are attributable to more than one activity, they have been apportioned across the cost categories on a basis consistent with the use of those resources.

Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Leases

Rentals applicable to operating leases where substantially all of the benefits and risks of the ownership remain with the lessor are charged to the Statement of Financial Activities as incurred.

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Pension costs

The charity provides a defined contribution pension scheme, the assets of which are held separately from those of the company in an independently administered fund. Contributions to the scheme are charged to the Statement of Financial Activities as and when incurred.

Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

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.

2 Donations and grants	Unrestricted Funds £	Restricted Funds £	2021 Total £	2020 Total £
Sundry Donations	8,415	-	8,415	26,928
	8,415	-	8,415	26,928
3 Grants and Contracts	Unrestricted Funds £	Restricted Funds £	2021 Total £	2020 Total £
BBC Children In Need	-	32,213	32,213	27,219
Police & Crime Commission	-	9,909	9,909	9,909
Orbit	-	542	542	30,651
Talent Match	-	-	-	800
Pot Of Gold	-	-	-	1,493
Coventry & Warwickshire Partnership Trust	-	4,167	4,167	-
Covid Response Fund funded by HM Government in partnership with The National Lottery Community Fund	-	34,333	34,333	-
WCC Councillors' Grant	-	2,400	2,400	-
Heart Of England	-	2,800	2,800	-
Ford Trust	-	240	240	-
	-	86,604	86,604	70,072

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Notes to the Accounts for the year ended 31 March 2021

4. Charitable Activities

	Unrestricted Funds £	Restricted Funds £	2021 Total £	2020 Total £
Salaries and National Insurance	42,815	45,581	88,396	127,354
Employers Pension Contributions	1,757	433	2,190	2,737
Counselling Fees	17,327	25,520	42,847	23,578
Administrator Costs	-	3,633	3,633	7,068
Accommodation Costs	1,427	8,473	9,900	9,900
Room Hire	-	-	-	1,369
Heat and Light	1,440	-	1,440	1,440
Postage	26	-	26	280
Printing & Stationery	742	-	742	1,546
Repairs & Maintenance	4,787	694	5,481	1,161
Telephone	1,549	177	1,726	1,012
Travel and Subsistence	561	775	1,336	5,383
Insurance	1,902	300	2,202	2,108
Computer Consumables	8	-	8	57
Computer Equipment	517	356	873	867
Counselling Supervision	1,357	1,921	3,278	3,368
Staff Training, Conferences, Courses	-	-	-	3,138
Sundry Expenses	66	2,254	2,320	1,262
Accountancy Charges	2,100	-	2,100	1,950
Professional Fees	-	-	-	116
Bank Charges	80	-	80	78
	78,461	90,117	168,578	195,772

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Notes to the Accounts for the year ended 31 March 2021

5 Debtors	2021	2020
	£	£
Debtors	2,328	4,293
Other Debtors	-	-
Prepayments	732	674
	<u>3,060</u>	<u>4,967</u>
 6 Creditors: Amounts falling due within one year	 2021	 2020
	£	£
Other Creditors	5,349	605
Taxation and Social Security	-	-
Accruals and Deferred Income	20,839	9,066
	<u>26,188</u>	<u>9,671</u>
 7 Net Movement of Fund for the year is stated after charging:	 2021	 2020
	£	£
Accountancy	2,010	1,950
Operating Lease Rentals	9,900	9,900
	<u></u>	<u></u>

WARWICKSHIRE COUNSELLING CENTRE
 (Company Limited by Guarantee)

Notes to the Accounts for the year ended 31 March 2021

8. Staff Costs

No remuneration was paid to trustees in the year, nor were any trustees expenses reimbursed:

The total remuneration paid to key management personnel was £27,774 (2020 £27,738).

The staff costs were:	2021 £	2020 £
Salaries	87,967	124,155
Employers National Insurance	429	3,199
Employers Pension Contributions	2,190	2,737
	<hr/>	<hr/>
	90,586	130,091
	<hr/>	<hr/>

The average weekly number of staff employed during the year was as follows:

Direct Charitable Work	3.0	4.0
Administrative	2.0	2.0
	<hr/>	<hr/>
	5.0	6.0
	<hr/>	<hr/>

No employee received remuneration of more than £60,000.

9. Analysis of Net Assets between Funds

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2021
Current Assets	87,290	97,606	13,658	198,554
Current Liabilities	(13,463)	-	(12,725)	(26,188)
	<hr/>	<hr/>	<hr/>	<hr/>
Net Assets at 31 March 2021	73,827	97,606	933	172,366
	<hr/>	<hr/>	<hr/>	<hr/>

WARWICKSHIRE COUNSELLING CENTRE
(Company Limited by Guarantee)

Notes to the Accounts for the year ended 31 March 2021

10. Movement in Funds

	At 31 March 2020	Incoming Resources	Resources Expended	Transfers between funds	At 31 March 2021
	£	£	£	£	£
<i>Unrestricted funds:</i>					
General funds	62,123	95,295	(78,461)	(5,130)	73,827
Designated funds	97,606	-	-	-	97,606
<i>Total unrestricted funds</i>	159,729	95,295	(78,461)	(5,130)	171,433
<i>Restricted funds</i>					
BBC Children In Need	(730)	32,213	(35,393)	4,888	978
Police & Crime Commission	-	9,909	(9,955)	46	-
Orbit	46	542	(588)	-	-
Coventry & Warwickshire Partnership Trust	-	4,167	(4,212)	-	(45)
Covid Response Fund funded by HM Government in partnership with The National Lottery Community Fund	-	34,333	(34,434)	101	-
WCC Councillors' Grant Fund	-	2,400	(2,400)	-	-
Heart of England	-	2,800	(2,895)	95	-
Ford Trust	-	240	(240)	-	-
<i>Total restricted funds</i>	(684)	86,604	(90,117)	5,130	933
<i>Total funds</i>	159,045	181,899	(168,578)	-	172,366

Purpose of designated funds:

Reserves over and above the charity's six months' running costs have been designated to a property fund, with a view to the charity acquiring its own property in the future.

Purpose of restricted funds:

BBC Children In Need awarded a continuation grant in the year to fund counsellors to work for 30 hours a week to assess children referred to the Centre directly as well as holding a caseload. BBC Children In Need have also awarded a crisis grant in the year to contribute towards the additional costs incurred to provide the service during the early stages of the Pandemic.

WARWICKSHIRE COUNSELLING CENTRE
(Company Limited by Guarantee)

Notes to the Accounts for the year ended 31 March 2021

Purpose of restricted funds (continued):

The Police & Crime Commission continuation funding was awarded to us to offer anger awareness courses and limited individual counselling for residents of Rugby, Nuneaton, Bedworth and North Warwickshire.

The Orbit funds enabled us to complete counselling for Orbit residents carried over from the previous year.

The Coventry & Warwickshire Partnership Trust funded longer term support for a small number of clients with suicidal tendencies.

The Covid Response Fund funded by HM Government in partnership with The National Lottery Community Fund was a six month grant to support core costs to enable us to offer counselling for local residents.

The WCC Councillors' Grant was awarded to help pay the premises rent for 6 months.

The Heart of England Community Foundations Coronavirus Resilience Fund funded one off counselling sessions for residents in crisis during the early stages of the pandemic.

The Ford Trust provided funds towards some new furniture.

11. Pension Commitments

Defined Contribution Scheme

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost and charge represents contributions payable by the company to the fund and amounted to £2,190 (2020 £2,737). At 31 March 2021 contributions amounting to £nil (2020 £nil) were payable to the fund and were included in Other Creditors.