

Trustees' Annual Report

From: May 2022 To: May 2023

Charity name: Reclaim Life

Charity registration number: 1138735

Objectives and Purpose

Reclaim Life offers a free, therapeutic and wellbeing life coaching programme, delivered through a dedicated team of volunteer life coaches.

Our life coaches help people who are experiencing emotional distress to understand their emotional needs, learn coping strategies and techniques to help with managing stress, anxiety, anger, trauma, and depression.

Since 2010, we have been offering our free life coaching to people in Leighton Buzzard, surrounding areas and across Bedfordshire.

Impact and Activities

Reclaim Life Centre — we were thrilled to open the centre for operation from June 2022.

The building continues to develop but our volunteer staff and life coaches have once again been able to safely meet our clients face-to-face and offer the full range of support and therapies that we know work so well. The centre site has brought about an opportunity to allocate space to our own charity shop 'Serendipity', generating funds through the set up for the sale of donated goods.

Reclaim Life Manager— we're delighted that Sally Hearn, our hardworking Manager, began full time employment with us during the year. As well as being a great Life Coach, she continues her valuable work of keeping the charity organised, and has overseen many of the jobs required to open our centre whilst making sure we are compliant with all the necessary health and safety requirements.

Fundraising — 2022/2023 was again a difficult time for fundraising opportunities. We were very happy to receive a £30k local authority grant from the NHS Bedfordshire, Luton, and Milton Keynes clinical commissioning group. It was granted to enable the charity to provide the life coaching, mentoring, and training (i.e. normal operations/services/running costs) to the local community. Creating fundraising opportunities and grant funding that we may be eligible to apply for continues to be a key objective going forward.

Ways of Working — during lockdown we had upped our game on the technology front and were able to adapt our session pack to offer zoom, alongside telephone consultations. This enabled us to save 3 potential suicides as well as offer support to well over 100 clients, who we wouldn't otherwise have been able to help. It also means we are now able to offer our services to a wider area to support those who can't reach us due to distance or disability.

We delivered our first 'in person' therapeutic life coaching training since the Covid Pandemic. We used a blended learning approach with delegates also attending via zoom. We adapted our previous training to a weekly session, over 6 weeks, followed by an induction for new volunteer coaches. Following this training programme we recruited 5 new volunteer life coaches.

Following the opening the Centre, the demand for our service increased, with 50% more self referrals in the first six months.

Like most of the population, we've each faced some difficult challenges over the last 2 years but together we've worked hard as a supportive team and are looking forward to moving on to serving local people from our local base.

Partnership Working — we continued to work in partnership with ELFT delivering coaching sessions. We also delivered online wellbeing workshops for social care professionals in Buckinghamshire Council as part of their bi-monthly Wellbeing Weeks.

Operating Model

We offer our service to people in the community who are over 18. We support people from all backgrounds, ages, cultures, and life experiences who are experiencing emotional distress.

We can offer our 5-session programme for free as it is delivered by trained and dedicated volunteers. We fund our work with income from donations, grant funding applications and fundraising.

Our main costs are staff salaries, office and running costs for resources such as mobile phones and volunteer expenses.

Reclaim Life has a clinical supervisor to oversee the supervision of the volunteer life coaches and support provided.

Governance and Decision Making

Reclaim Life has a board of Trustees who oversee the governance of the charity, reviewing changes to policies, ensuring Reclaim Life is working within the values it holds and are involved in decision making for the direction and the way forward of the organisation.

The Reclaim Life Manager reports directly to the Chair of Reclaim Life for operational activities and tasks for the day to day running of the charity.

Reclaim Life Trustees	Date of Appointment
Linda Sear - Chair	November 2010
Helen Louise O'Connell	January 2018
Lynda Welford	June 2016
Haneefah Muhammad	July 2014
Dr Miheengari Shafi	April 2012
Brian Sadler	April 2012
Robert Harry Sear	November 2010

RECLAIM LIFE

Registered Charity: 1138735

STATEMENT OF INCOME & EXPENDITURE – for the year ending 30/05/2023

	2023	2022
	£	£
INCOME		
Grant-local authority	30,000	0
Serendipity-centre donations	16,628	0
Coaching sessions	10,550	2,020
Donations	8,018	8,713
Grant-to fund Admin Manager	6,943	16,013
Training	400	0
Fundraising	120	1,723
Gift Aid Reimbursement – HMRC	<u>0</u>	<u>2,047</u>
	<u>72,659</u>	<u>30,516</u>
EXPENDITURE		
Payroll	28,325	0
Administration	8,895	21,058
Rent	8,000	0
Depreciation	5,656	0
Office Expense	2,727	945
Insurance	634	645
Mobile Phones	212	216
Registrations	35	35
Promotional Materials	<u>0</u>	<u>465</u>
	<u>54,574</u>	<u>23,364</u>
SURPLUS available for charitable activities	<u>18,084</u>	<u>7,152</u>

RECLAIM LIFE

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STATEMENT OF FINANCIAL POSITION – @ 30/05/2022

	2023	2022
	£	£
ASSETS		
Office Refurbishment	26,393	22,902
Bank account	32,199	16,522
Lease Deposit	<u>0</u>	<u>8,000</u>
	<u>58,593</u>	<u>47,424</u>
 FUNDS		
Unrestricted funds available for Reclaim Life	58,593	40,481
	<u>58,593</u>	<u>40,481</u>
 LIABILITIES		
Grant-to fund Admin Manager	<u>0</u>	<u>6,943</u>
	<u>0</u>	<u>6,943</u>

Accounts prepared by: Alan Gordon ACCA

Accounts approved by: Linda Sear, on behalf of the trustees



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
RECLAIM LIFE

On accounts for the year
ended

30/05/2023

Charity no
(if any)

1138735

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

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

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

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed: Mbele

Date: 27/03/24

Name: Amion Mbele FCCA

Relevant professional
qualification(s) or body
(if any):

Chartered Accountant

Address:

5 Anglos Avenue, Whittlesey
Peterborough
PE7 1GT

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Accounts prepared by Alan Gordon ACCA