

SORTED COUNSELLING SERVICES

England & Wales · Charity number 1141928

Details

Status Registered

Legal form Charitable company

Company number [07437471](#)

Registered 2011-05-16

Register [View on the Charity Commission register](#)

Contact

Address Chiltern House
81 High Street North
Dunstable
Beds
LU6 1JJ

Phone 01582674442

Email finance@sortedbedfordshire.org.uk

Website www.sortedbedfordshire.org.uk

Activities

Objects: TO PROMOTE THE RELIEF OF POVERTY, SICKNESS AND DISTRESS AMONGST YOUNG PERSONS BETWEEN THE AGES OF 5 AND 25 YEARS REGARDLESS OF THEIR RACE, COLOUR, CREED OR DISABILITY IN THE COUNTY OF BEDFORDSHIRE BY THE ESTABLISHMENT AND MAINTENANCE OF A COUNSELLING ADVICE ADVOCACY AND INFORMATION SERVICE FOR PERSONS WHO ARE IN NEED OF SUCH FACILITIES BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABLEMENT, POVERTY OR SOCIAL AND ECONOMIC CIRCUMSTANCES.

Activities: Sorted provides a free counselling service to children and young people

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** The Advancement Of Health Or Saving Of Lives, Other Charitable Purposes
- **Who:** Children/young People

Geography

- **Area of benefit:** BEDFORDCENTRAL BEDFORDSHIRELUTON
- Central Bedfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£91,150	£129,975	-	-
2024-03-31	£74,565	£119,286	-	-
2023-03-31	£150,000	£113,000	-	-
2022-03-31	£103,972	£104,838	-	-
2021-03-31	£159,172	£104,853	-	-

Trustees

Name	Role	Appointed
William Oliver Randell	Chair	2021-10-25
Caron Kendall		2021-10-25
Joel Brian Grufferty		2024-03-26
Marie-Charlotte Joseph-Keefe		2026-02-03

SORTED COUNSELLING SERVICES

England & Wales - Charity number 1141928

Accounts

SORTED COUNSELLING SERVICES
(A company limited by guarantee)
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

Charity No: 1141928
Company No: 07437471

**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2025**

Report of the Trustees

The trustees present their report and financial statements for the year ended 31 March 2025

Legal status, governance and management

Charity Name: Sorted Counselling Services
Charity Registration number: 1141928
Company Registration number: 07437471
Registered Office: Chiltern House
81 High Street North
Dunstable
Beds LU6 1JJ

Trustees:

Will Randell
Caron Kendall
Joel Grufferty

New Trustees are either recommended by existing Trustees or personally apply and undergo an interview process. Induction training is provided for all new trustees, where appropriate, and all trustees are encouraged to attend courses and conferences that would benefit them as trustees.

Staff:

Emma Spacek Clinical Director (Job Role Change) Appointed 1st January 2025
Patrick Carroll Finance & Data Manager
Diane Jackson Administrative Assistant
Gay Lane Counsellor 27th June 2025
Andy Perry Director of Services Resigned 17th December 2025

Bankers: Barclays Bank, 28 George Street, Luton, LU1 2AX

The governing document is the Memorandum & Articles dated 14 March 2011. Management is through an executive committee up to a maximum of 12, nominated from members and elected at the AGM. Trustee meetings are held on a bi-monthly basis.

Objects of the charity

Our charitable objectives are to promote the relief of poverty, sickness and distress amongst young persons between the ages of 5- to 25-year-olds. The charity meets its objects through the provision of one-to-one counselling, group work, workshops and school drop-ins.

To carry out these activities in the year to 31 March 2025 the organisation employed those persons listed above.

Public Benefit

The Trustees consider the charities activities, as set out in this report, are in compliance with their duty to ensure the public benefit. The positive impact of the Charity's activities on the lives of young people by improving their mental health enables young people to make informed decisions, and through developing life skills, not only benefits them but also benefits the wider community.

SORTED COUNSELLING SERVICES FOR THE YEAR ENDED 31 MARCH 2025

For my Chair's report for this financial year, I firstly must thank the councillors who provide the face-to-face counselling for those who are need of our services.

Without you there would be no Sorted.

Behind the team of councillors, we have a small but dedicated team, who, along with our Director, ensure that all the necessary systems and processes are in place that enable Sorted to function.

This is a true team effort, and on behalf of the Trustee's we thank you all for your time and dedication.

In the past year Sorted have delivered training to both our councillors and have made this available to the wider counselling community.

We have been able to recruit and retain our councillors over the past year; this stability has enabled Sorted to focus on service provision and funding applications.

The greatest challenge, and threat to Sorted, remains funding.

We are making high quality applications, and this is fed back to us, however many other Charities are also applying for funding from the same "pots" of money for services that are assessed as being in greater financial need than Sorted.

Sorted need to maximise our income and we will be offering, in the last quarter of 2025 / 26 an option for those who are able to pay for our services with a reduced waiting time for access to services.

This decision was made following a review of other counselling providers and with the agreement of the Trustee's.

The demand for counselling for children and young people is increasing and Sorted will explore all avenues for funding so we can continue to make a difference.

Finally, thank you again the whole team at Sorted and the unheralded differences you make to those who use our services.

Will Randell

Chair

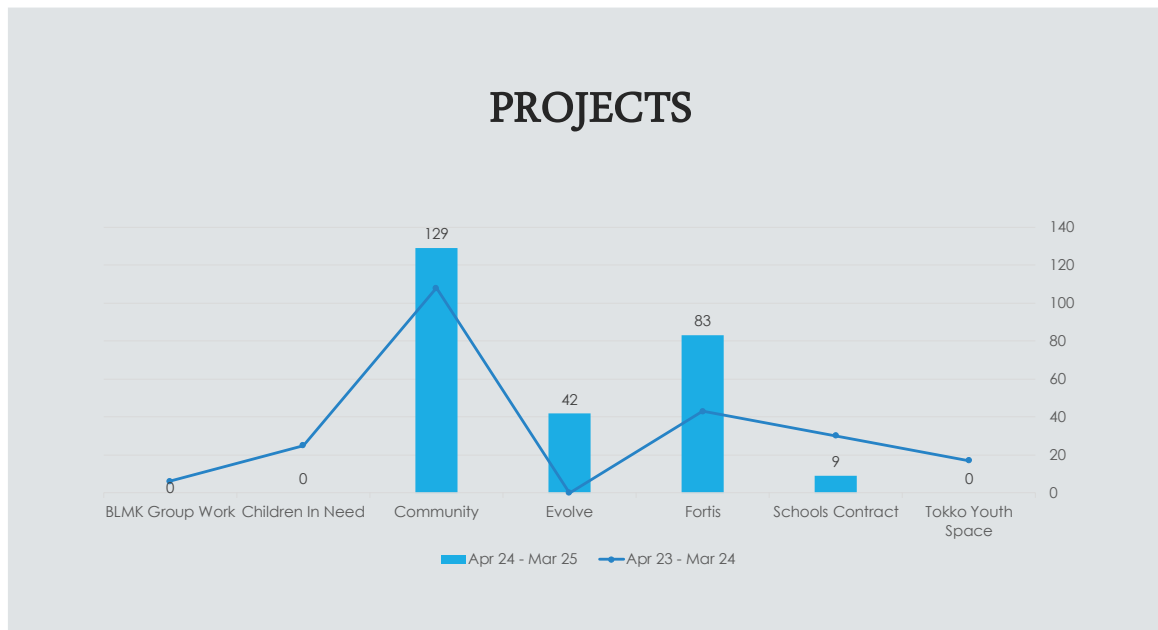
Sorted Counselling Services.

Report of the Trustees

SORTED COUNSELLING SERVICES FOR THE YEAR ENDED 31 MARCH 2025

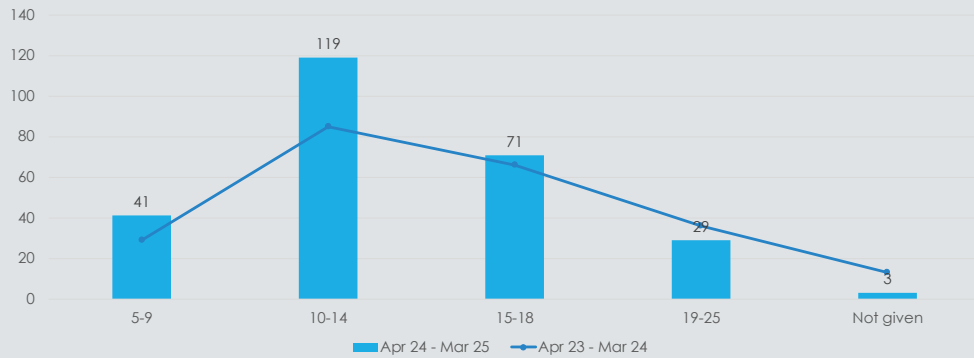
	Q1 Apr – Jun 24	Q2 Jul – Sept 24	Q3 Oct – Dec 24	Q4 Jan – Mar 25	Total This Year	Total Last Year
Total No of hours available	807	611	626	672	2716	2460
Total No of hours offered	753	610	590	664	2617	2316
Total No of hours dna/cancelled	104	130	70	104	408	489
Total No of hours cancelled by counsellors	63	79	62	32	236	222
Total No of hours with clients	586	401	458	528	1973	1605
Total No of clients seen	72	61	54	76	263	229

**OVERVIEW
OF CLIENT
NUMBERS
AND HOURS**

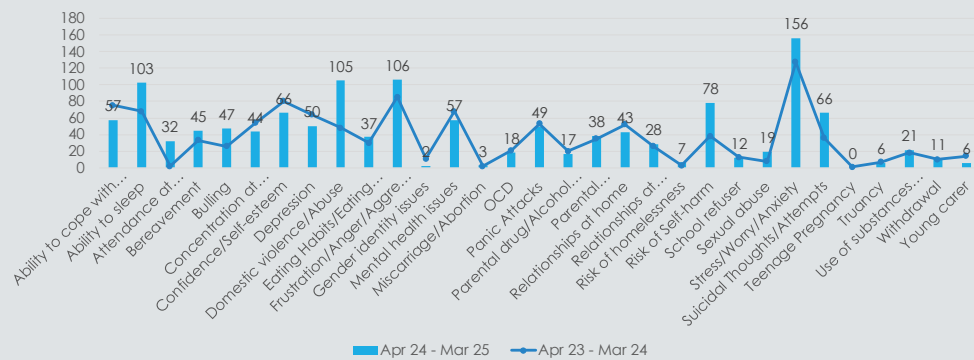


SORTED COUNSELLING SERVICES FOR THE YEAR ENDED 31 MARCH 2025

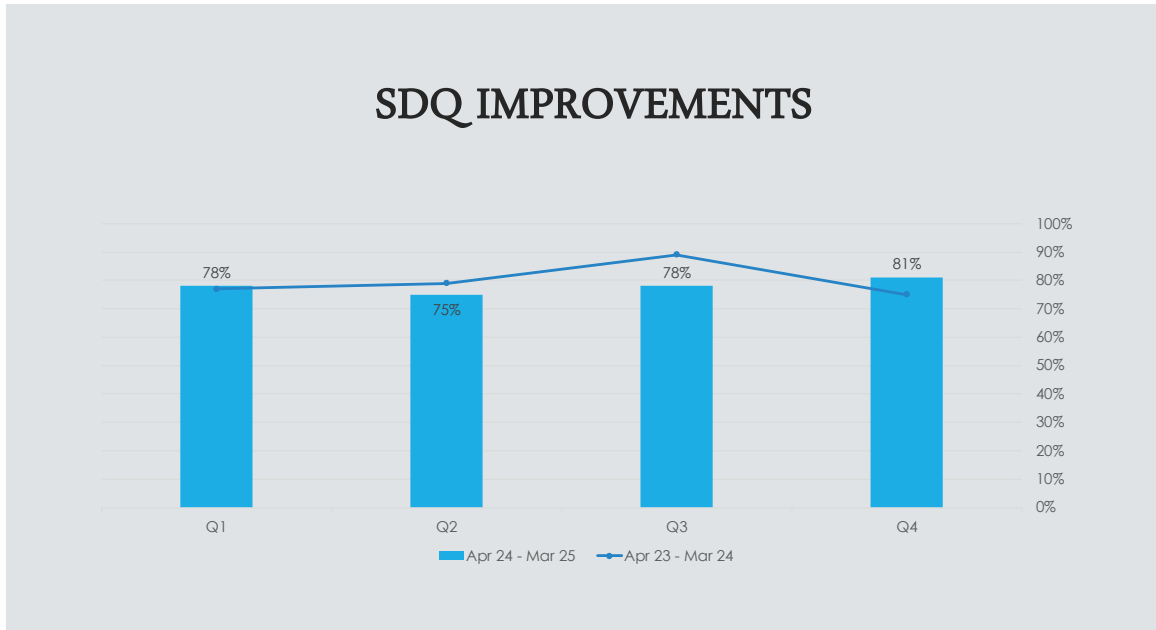
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PRESENTING ISSUES



**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2025**



Financial Review and Reserves Policy

The charity ended the year with a surplus of £140,360 (2024: £178,858). At 31 March 2025 we held cash at bank of £140,833 (2024: £179,658). The charity had £57,368 of restricted funds (2024: £67,471) and unrestricted funds of £83,465 (2024: £112,187) of which £40,000 are designated. The financial position continues to be carefully monitored and the cash position considered.

The level of reserves relates to the organisation’s level of both current and projected activity.

Accordingly, the charity’s Trustees are seeking to maintain sufficient reserves to continue operations in spite of challenges that may occur from any change in circumstances and to allow for an orderly reduction in activities or cessation of operations should this prove necessary.

The Trustees have determined a minimum of reserves as three months operating costs plus any long-term contractual liabilities that may be outstanding. The Trustees review this policy regularly and the policy itself annually. This year’s unrestricted funds at 31 March 2025 total £83,465 and amounts to approximately 10 months budgeted expenditure.

The accounts have been prepared on a going concern basis which the Trustees believe is appropriate.

Risk Management

The Trustees keep the charity’s activities under review, particularly with regard to any major risks that may arise from time to time. The major risks that are identified by this process have been mitigated to an acceptable level by internal control systems and other factors as appropriate.

Approved by the Trustees and signed on their behalf on 20 / 01 / 2026 by:

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Will Randell – Chair

Director's report on the Annual Accounts for the year ended 31st March 2025

As the Director of Sorted Counselling Services I am pleased to present my combined director/clinical report together with the financial statements for the year 1 April 2024 to 31 March 2025.

The charity remains committed to providing free, confidential, one-to-one therapeutic counselling to Children and Young People (CYP) across South-Central Bedfordshire. This year has seen significant growth in demand, the development of key partnerships, and the continued strengthening of our internal systems and clinical practice.

Schools and Local Presence

We maintained strong relationships with schools in Dunstable and Houghton Regis, continuing to provide counsellors to four schools. Staff at these schools regularly report how valued and well-integrated the counselling has become.

Data, Collaboration and Partnerships

Our data management system, introduced in 2024, has continued to strengthen collaboration with external partners, improving our workflow and communication. Our data management system continues to evolve, offering more sophisticated capabilities and ensuring the organisation operates in a modern, efficient, and secure way.

We remain in close dialogue with organisations including:

- East London NHS Foundation Trust
- CAMHS
- Bedfordshire & Milton Keynes ICB
- Central Bedfordshire Council
- Houghton Regis and Dunstable Town Councils

Training Providers and Trainees

We continue to welcome trainee counsellors from local training centres, and our decision last year to accept Year 1 Diploma students is already showing benefits. Longer placements have improved continuity, strengthened relationships, and enhanced the quality of experience for both trainees and clients.

Managing Demand and Project Delivery

Across our core projects — Fortis, VEPP, Fortis Align, and Community Counselling — we have continued to manage a consistent and steady flow of referrals. The demand for support remains high, particularly for children and young people, but through careful coordination and efficient use of our expanded counselling space, we have been able to reduce waiting times across all programmes. The team's flexibility and collaborative approach have ensured that referrals are processed promptly, assessments are completed in a timely manner, and young people are able to access support sooner. This reflects both the strong reputation of our services and the effectiveness of our internal systems in meeting the needs of the community.

Adapting for Younger Children

We refined our approach to children aged 5–8, recognising that some were not developmentally ready for counselling. We now conduct three 30-minute assessment sessions to explore emotional readiness. This ensures counselling hours are used effectively, while still leaving the door open for younger children to return when ready.

Session Structure

We continued with the revised model of 8 initial sessions, with scope to extend to 12 where needed. This structure has proven suitable for most young people and allows us to support more clients without compromising quality.

Director and Clinical Manager Role

The amalgamation of the Director and Clinical Manager roles has been effective, providing streamlined decision-making and consistent clinical oversight. However, due to continued growth in projects and demand, we anticipate the need to recruit additional staff or increase current hours in the coming year.

Referral Pressures

We remain in close dialogue with organisations including:

- East London NHS Foundation Trust
- CAMHS
- Bedfordshire & Milton Keynes ICB
- Central Bedfordshire Council
- Houghton Regis and Dunstable Town Councils

Referrals continue to arrive from CAMHS, Talking Therapies, schools, Children's Services, and IDVAs. We are finding an increase of referrals that are not suitable for Sorted and that the same challenges are being experienced in supporting CYP across the board and the most suitable service.

Team Cohesion and Shared Workspace

Since moving to a shared office in January 2025, the positive impact on our team has been clear. Working together in the same space has strengthened communication, improved day-to-day collaboration, and created a more supportive working environment. Being able to share ideas in real time, check in with one another, and respond quickly to emerging needs has enhanced both the quality and consistency of our service. The shared workspace has also contributed to a stronger team culture, improving morale and helping staff feel more connected, valued, and aligned in our purpose.

Expansion of Counselling Space

This year we also created a new counselling room within our office, designed specifically with our younger clients in mind. The space includes additional play resources, creative materials, and a more child-friendly layout, helping younger children feel safe, comfortable, and engaged in their sessions. Having this dedicated room has allowed us to increase the number of young people we can see each week, reducing waiting times and improving access to early support. It has also opened up further opportunities for private hire, and we anticipate this will contribute to increased revenue as awareness of the space and its specialist resources grows.

Emma Spacek – Clinical Director

Independent Examiners Report to the Trustees of Sorted Counselling Services

I report on the accounts of the company which are set out on pages following this report.

Respective responsibilities of trustee and examiner

The trustees are responsible for the preparation of the accounts.

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission on 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and section 386 of the Companies Act 2006
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A s Jenkinson Financial Consultants Limited

Dated 27 June 2025

Sorted Counselling Services				
Annual accounts for the period				
Period start date	01-Apr-24	To	Period end date	31-Mar-25


Statement of financial activities

	Notes	Unrestricted funds £	Restricted income funds £	Endowment funds £	Total funds £	Prior year funds £
<u>Incoming resources</u>	2					
<i>Donations</i>		£5,519			£5,519	£6,772
<i>Grants</i>		£8,200	£64,061		£72,261	£54,468
<i>Fees and other income</i>		£5,890			£5,890	£5,230
<i>Rental income and bank interest</i>		£7,480			£7,480	£8,095
Total		£27,089	£64,061	£0	£91,150	£74,565
<u>Resources expended</u>	3					
<i>Charitable activities</i>		£129,975			£129,975	£119,285
Total		£129,975	£0	£0	£129,975	£119,285
<u>Net income/(expenditure) before other items</u>		-£102,886	£64,061	£0	-£38,825	-£44,720
<i>Adjustments to prior year balances & rounding</i>					£1	£0
<u>Net income/(expenditure) after adjustment</u>		-£102,886	£64,061	£0	-£38,824	-£44,720
<i>Transfer from and closure of restricted fund</i>						
<i>Gains or losses on disposal of assets</i>						
<u>Net movement in funds</u>		-£102,886	£64,061	£0	-£38,824	-£44,720
Reconciliation of funds:						
Total cash and bank funds brought forward		£179,658			£179,658	£224,378
Total cash and bank funds carried forward		£76,772	£64,061	£0	£140,833	£179,658

Balance sheet

	Notes	Unrestricted funds £	Restricted income funds £	Endowment funds £	Total this year £	Total last year £
Fixed assets						
Intangible assets					£0	
Tangible assets					£0	
Heritage assets					£0	
Investments					£0	
Total fixed assets		£0	£0	£0	£0	£0
Current assets						
Stocks					£0	
Debtors	4	£377			£377	
Investments					£0	
Cash at bank and in hand	5	£140,833			£140,833	£179,658
Total current assets		£141,210	£0	£0	£141,210	£179,658
Creditors: amounts falling due within one year						
	6	£850			£850	£800
Net current assets/(liabilities)		£140,360	£0	£0	£140,360	£178,858
Assets less current liabilities		£140,360	£0	£0	£140,360	£178,858
Creditors: amounts falling due after one year						
Provisions for liabilities			£0	£0	£0	£0
Total net assets or liabilities		£140,360	£0	£0	£140,360	£178,858
Funds of the Charity						
Designated funds	7		£40,000		£40,000	£40,000
Restricted income funds			£17,368		£17,368	£27,471
Unrestricted funds		£83,465			£83,465	£112,187
Net adjustment to incorporate creditors and debtors	9	-£473			-£473	-£800
Total funds		£82,992	£57,368	£0	£140,360	£178,858

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Mr William Randell	20/01/2022

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- and with*

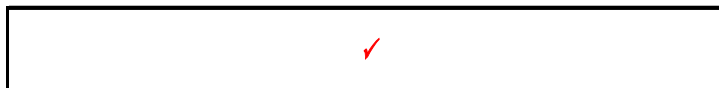
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the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued October 2019
- and with*

✓

the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

*The charity constitutes a public benefit entity as defined by FRS 102.**



1.2 Income recognition

All incoming resources are included in the statement of financial activities when the charity becomes entitled to the income.

1.3 Resources expended

Expenditure is recognised on an accruals basis when the liability falls due.

1.4 Cash flow statement

The charity has taken advantage of the exemption in FRS1 from preparing a Cash Flow statement on the grounds that it is a small entity.

1.5 Going concern

There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

Section C

Notes to the accounts

(cont)

Note 2

Analysis of income

Analysis	Unrestricted	Restricted	Endowment	Total funds	Prior year
	funds	income funds			
				£	£
Donations & Grants					
Donations				-	-
Other donations	5,519			5,519	6,772
Total Donations	5,519			5,519	6,772
Total					
Grants					
VERU (Evolve)		15,136		15,136	-
Big Lottery		43,325		43,325	38,048
Houghton Regis town council	1,100			1,100	2,000
Ward Councillor Grant		1,500		1,500	-
Beds & Luton Council Fund		5,600		5,600	5,600
Dunstable Town Council		600		600	-
The Albert Hunt Trust	5,000			5,000	-
Total Grants	6,100	66,161	-	72,261	45,648
Total					
Other trading activities:					
Tokko				-	8,820
Schools & PP contracts	5,890			5,890	5,230
Sundry income adjustment				-	-
				-	-
Total from Counselling Services	5,890	-	-	5,890	14,050
Total					
Interest income	5,655			5,655	5,367
room rental	1,825			1,825	2,728
to balance		-	-		
Total Other	7,480			7,480	8,095
Total					
TOTAL INCOME	24,989	66,161	-	91,150	74,565

Section C

Notes to the accounts

(cont)

Note 3 *Analysis of expenditure*

Note 3.1	Analysis	Unrestricted	Restricted	Endowment	Total funds	Prior year
		funds	income funds	funds	£	£
Expenditure on charitable activities	Staff costs	63,814	3,513	-	67,327	58,948
	Sessional staff		28,716	-	28,716	27,028
	Volunteer costs & training		6,678	-	6,678	8,543
		-	-	-	-	-
	Total expenditure on charitable activities	63,814	38,906	-	102,720	94,519
Expenditure on premises and support costs	Premises		17,525	-	17,525	17,483
	Insurance		1,323	-	1,323	1,233
	Office supplies and consumable equipment		2,164	-	2,164	1,465
	Publicity		117	-	117	66
	Database		4,388	-	4,388	1,438
	Professional fees		249	-	249	2,006
	Subscriptions	-	545	-	545	35
	Bank charges		111	-	111	102
	Governance (acc fees in year)	-	834	-	834	938
	Total expenditure on charitable activities	-	27,255	-	27,255	24,766
Total expenditure all categories	63,814	66,161	-	129,975	119,285	

Notes to the accounts

Note 3.2 Paid employees

	Current £	Prior £
Salaries and wages	56,854	52,088
Income tax & social security costs	5,542	3,138
Pension costs (defined contribution scheme)	4,013	2,290
Other employee benefits	918	1,432
Total staff costs	67,327	58,948

Note 3.3 Average head count in the year

Full time Equivalents

The parts of the charity in which the employees work

	Current Number	Prior Number
Fundraising	0.10	0.24
Charitable Activities	1.24	1.34
Governance (finance)	0.34	0.29
Other (data admin)	0.57	0.63
Total	2.25	2.50

Note 3.4 Corporation tax

The charity is exempt from tax on income and gains falling within S505 of ICTA 1998 or section 256 of the taxation of chargeable gains act 1992 to the extent that these are applied to its charitable objects

Note 3.5 Trustees expenses and remuneration

	Current	Prior
Trustee with the highest re-imbursed expense claims	None claimed	None claimed
All other Trustee re-imbursed expense claims	None claimed	None claimed
Total	£0	£0

No Trustee had any material interest in any transaction relating to the associations affairs, either directly or via a third party

Note 4 Debtors and prepayments

Amounts falling due within one year		Amounts falling due after more than one year	
<i>Current</i>	<i>Prior</i>	<i>Current</i>	<i>Prior</i>
£377	£0		
Total	£377	N/A	N/A

Note 5 Cash at bank and in hand

Short term deposits
Cash at bank and on hand
Total

<i>Current</i>	<i>Prior</i>
nil	nil
£140,833	£179,658
£140,833	£179,658

Note 6 Creditors and accruals

Trade creditors (of £1,406 are adjusted via unrepresented chqs in the bank reconciliation)
Accounting accruals
Deposits held on behalf of third parties

Amounts falling due within one year		Amounts falling due after more than one year	
<i>Current</i>	<i>Prior</i>	<i>Current</i>	<i>Prior</i>
£850	£800		
Total	£850	N/A	N/A

Note 7 Movement in Cash funds

General fund (incorporates unrepresented cheques £1,406)
Designated fund
Restricted fund
Total
Operating cash surplus in the year

1 April	Transfers In	Transfers Out	Adjustment	31 March
£112,187		-£28,722		£83,465
£40,000				£40,000
£27,471		-£10,103		£17,368
£179,658				£140,833
	£0	-£38,825	£0	

Note 8 Rental commitments

The charities premises are rented under a 3 month rolling licence
Notice period for the termination of the contract is 3 months.

Note 9 accounting adjustment

For control purposes the Statement of Financial Activities is drawn up on a cash basis which reconciles to the Cash at Bank figure in the Balance sheet
The adjustment in the balance sheet of (£473) reflects debtors and creditors (£377 debtors, £850 creditor or net -£473)

As prepared by the client

Restricted and Unrestricted Income and Spend 2024-25 as completed by the client

2022-23	Income Unrestricted	Income Restricted	Spent Unrestricted	Spent Restricted	C/F Unrestrict ed	C/F Restricted
School contracts	5890		-5890		0	
Ward Counsellor grant		1500		-1500		0
Albert Hunt Foundation	5000		-5000		0	
The Big Lottery		43325		-43325		0
BLCF		5600		-5600		0
VERU (Evolve)		15136		-15136		0
DTC		600		-600		0
HRTC	1100		-1100		0	
Other Income	12999		-12999		0	
Reserves			-38825			
	24989	66161	-63814	-66161	0	0
Totals		91150		-129975		

Restricted and Unrestricted Income and Spend 2023-24

2023-24	Income Unrestricted	Income Restricted	Spent Unrestricted	Spent Restricted	C/F Unrestrict ed	C/F Restricted
School contracts	5230		5015		215	0
CIN				23506	0	-23506
Tokko		8820		8820	0	0
BLMK					0	0
Big Lottery		38048		38420	0	-372
BLCF		5600		5529	0	71
Deposit account			21841		-21841	0
HRTC	2000		2000		0	0
Other Income	14867		14155		712	0
	22097	52468	43011	76275	-20914	-23807
Totals		74565		119286		-44720

SORTED COUNSELLING SERVICES

England & Wales - Charity number 1141928

Accounts

SORTED COUNSELLING SERVICES
(A company limited by guarantee)
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

Charity No: 1141928
Company No: 07437471

**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2024**

Report of the Trustees

The trustees present their report and financial statements for the year ended 31 March 2024

Legal status, governance and management

Charity Name: Sorted Counselling Services
Charity Registration number: 1141928
Company registration number: 07437471
Registered Office: Chiltern House
81 High Street North
Dunstable
Beds LU6 1JJ

Trustees:

Will Randell
Joy Simpson
Caron Kendall
Joel Grufferty Appointed as trustee on 26th March 2024

New Trustees are either recommended by existing Trustees or personally apply and undergo an interview process. Induction training is provided for all new trustees, where appropriate, and all trustees are encouraged to attend courses and conferences that would benefit them as trustees.

Staff:

Andy Perry Director of Services
Ann Day Clinical Manager Resigned 30th November 2023
Emma Spacek Clinical Manager Appointed 18th December 2023
Patrick Carroll Database & Finance Manager Job Role Change 15th January 2024
Janet Berry Finance Officer Resigned 09th January 2024
Diane Jackson Administrative Assistant Appointed 18th December 2023
Zahara Kayani Clinical Assessor Appointed 18th December 2023 Resigned 06th March 2024.

Bankers: Barclays Bank, High Street, Dunstable

The governing document is the Memorandum & Articles dated 14 March 2011. Management is through an executive committee up to a maximum of 12, nominated from members and elected at the AGM. Trustee meetings are held on a bi-monthly basis.

Objects of the charity

Our charitable objectives are to promote the relief of poverty, sickness and distress amongst young persons between the ages of 5- to 25-year-olds. The charity meets its objects through the provision of one-to-one counselling, group work, workshops and school drop-ins.

To carry out these activities in the year to 31 March 2024 the organisation employed those persons listed above.

Public Benefit

The Trustees consider the charities activities, as set out in this report, are in compliance with their duty to ensure the public benefit. The positive impact of the Charity's activities on the lives of young people by improving their mental health enables young people to make informed decisions, and through developing life skills, not only benefits them but also benefits the wider community.

**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2024**

The Trustees for Sorted are very aware of the need for and the increased demand for the services that Sorted offer to Children and Young People.

To deliver these services there is a need to have the councillors to provide the support to our users and to make all of these sessions happen our small but dedicated administrative and support team along with our director.

The Trustees are extremely grateful for all the team members who make Sorted happen and enable the service to be delivered.

For this, we thank you all.

We have had changes in staff, with Emma and Diane joining us.

However, the most significant staffing change, is that Andy has decided to step down as the Director of Sorted.

Andy has helped Sorted navigate a challenging few years, he has been successful in getting money for Sorted, this is within the climate in the charity sector of more organisations chasing funds as demand increases.

Andy has handled some challenging situations and the solutions that he has led on have put Sorted's clinical and organisational governance in a strong position.

The Trustees are extremely grateful for all the time and effort Andy has given Sorted and we wish him the best for the future.

As the directors, report has stated, the funding environment for all charities remains challenging. By using reserves, we have been able to continue to provide services, but this is not without risk and the Trustees will continue to closely monitor this situation along with supporting those who seek additional funding streams.

Once again, our heartfelt thanks to all of you who help contribute towards Sorted's continued support to our users.

Will Randell

Chair

Sorted Counselling Services.

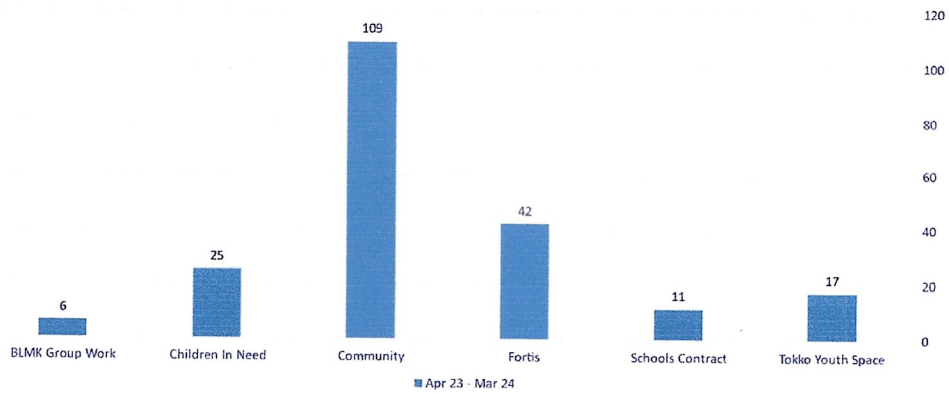
Report of the Trustees

**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2024**

Overview of Client Numbers and Hours

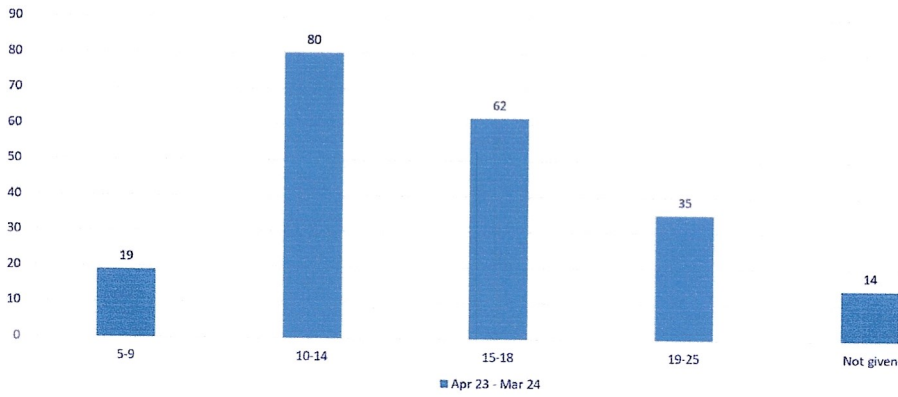
	Q1 Apr – Jun 23	Q2 Jul – Sept 23	Q3 Oct – Dec 23	Q4 Jan – Mar 24	Total This Year
Total no of new clients seen	46	69	36	59	210
Total number of hours available	510	574	605	602	2291
Total number of counselling hours offered	441	531	454	537	1963
Total number of hours attended	331	370	345	433	1479
Total number of hours DNA/Cancelled	110	161	109	104	484

Projects

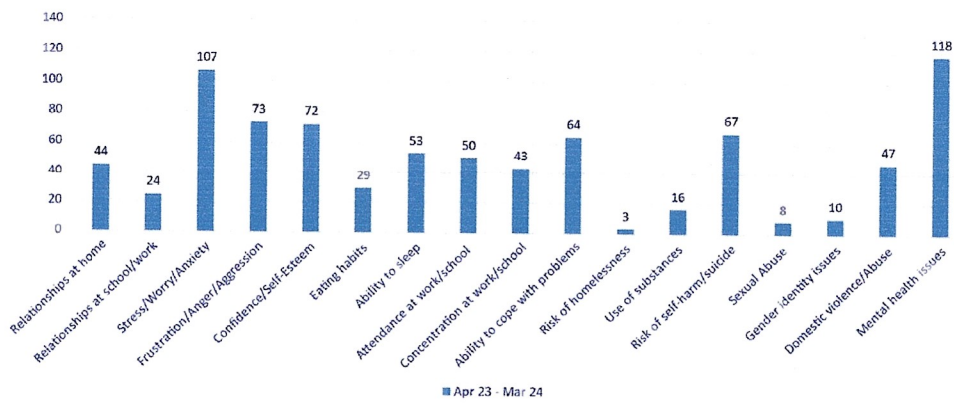


**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2024**

Age

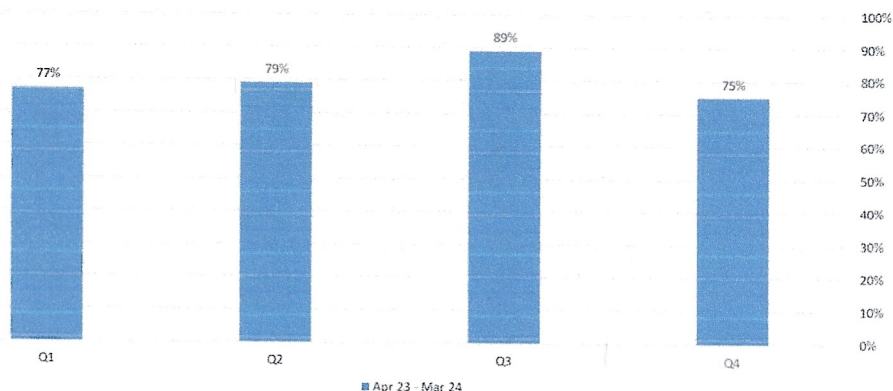


Presenting Issues



**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2024**

SDQ Improvements



Page 13

Financial Review and Reserves Policy

The charity ended the year with a surplus of £151,387 (2023: £224,378). At 31 March 2024 we held cash at bank of £179,658 (2023: £224,378). The charity had £27,471 of restricted funds (2023: £35,467) and unrestricted funds of £112,187 (2023: £148,911) of which £40,000 are designated. The financial position continues to be carefully monitored and the cash position considered.

The level of reserves relates to the organisation's level of both current and projected activity.

Accordingly, the charity's Trustees are seeking to maintain sufficient reserves to continue operations in spite of challenges that may occur from any change in circumstances and to allow for an orderly reduction in activities or cessation of operations should this prove necessary.

The Trustees have determined a minimum of reserves as three months operating costs plus any long-term contractual liabilities that may be outstanding. The Trustees review this policy regularly and the policy itself annually. This year's unrestricted funds at 31 March 2024 total £112,187 and amounts to approximately 18 months budgeted expenditure.

The accounts have been prepared on a going concern basis which the Trustees believe is appropriate.

Risk Management

The Trustees keep the charity's activities under review, particularly with regard to any major risks that may arise from time to time. The major risks that are identified by this process have been mitigated to an acceptable level by internal control systems and other factors as appropriate.

Approved by the Trustees and signed on their behalf on 16/12/24 by:

Will Randell – Chair

Director's report on the Annual Accounts for the year ended 31st March 2024

The positive mental health and wellbeing of our children and young people continues to hold prominence in society and our service remains totally relevant in today's world.

The service has continued to operate in a positive fashion and during the year we saw 204 clients for counselling.

During the year to 31st March 2024 and since then it has become increasingly clear that there is real financial pressure in the charitable sector and Sorted has not been immune from this situation.

For the last 2 years we've been unsuccessful in gaining further funding from Children in Need, one of our main financial supporters, for a number of years. This has in turn led to our reserves (built up through the pandemic and before) being significantly reduced to a point where I'm starting to have concerns about the charity's ongoing viability should we not achieve additional financial support in the next couple of years.

We've attempted unsuccessfully to gain commissions from statutory bodies, such as the NHS (ELFT and the ICB) and Central Beds Council. Our more local partners, such as Dunstable Town Council and Houghton Regis Town Council, are supportive, but there is a limitation on the level of financial support that they are able to offer.

We remain hugely grateful for the support of the National Lottery who have provided us with 5-year funding. As of April 2024, we moved into the third year of five. The National Lottery representative that deals with us has given us a firm indication that they would expect their funding to be replaced by other financial support at the end of their 5-year commitment which finishes in 2027.

During the financial year we've seen the retirements of Ann Day, our Clinical Manager and Janet Berry, our Finance Manager. I would like to offer my sincere thanks for their service for Sorted over the years and wish them happy and healthy retirements.

Following these retirements, we've taken the opportunity to review how we operate at Sorted and following the appointment of Emma Spacek as Clinical Manager we've merged the Data Administration and Finance roles and increased the hours of Patrick Carroll to fulfil both roles. In addition, we've appointed a new administration Assistant Diane Jackson to support the Clinical Manager.

Andy Perry - Director

Independent Examiners Report to the Trustees of Sorted Counselling Services

I report on the accounts of the company which are set out on pages following this report.

Respective responsibilities of trustee and examiner

The trustees are responsible for the preparation of the accounts.

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and section 386 of the Companies Act 2006
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A S Jenkinson Financial Consultants Limited

The Old Vicarage Carrhill Road Mossley Manchester OL5 0BL

Dated 16 July 2024

Sorted Counselling Services				
Annual accounts for the period				
Period start date	01-Apr-23	To	Period end date	31-Mar-24


Statement of financial activities

	Notes	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
	£	£	£	£	£	£
<u>Incoming resources</u>	2					
Donations		£6,772			£6,772	£5,227
Grants		£2,000	£52,468		£54,468	£135,757
Fees and other income		£5,230			£5,230	£6,261
Rental income and bank interest		£8,095			£8,095	£3,130
Total		£22,097	£52,468	£0	£74,565	£150,375
<u>Resources expended</u>	3					
Charitable activities		£43,010	£76,275		£119,285	£112,790
Total		£43,010	£76,275	£0	£119,285	£112,790
<u>Net income/(expenditure) before other items</u>		-£20,913	-£23,807	£0	-£44,720	£37,585
Adjustments to prior year balances					£0	-£1
<u>Net income/(expenditure) after adjustment</u>		-£20,913	-£23,807	£0	-£44,720	£37,584
Transfer from and closure of restricted fund						
Gains or losses on disposal of assets						
<u>Net movement in funds</u>		-£20,913	-£23,807	£0	-£44,720	£37,584
Reconciliation of funds:						
Total cash and bank funds brought forward		£224,378			£224,378	£186,793
Total cash and bank funds carried forward		£203,465	-£23,807	£0	£179,658	£244,378

Balance sheet

	Notes	Unrestricted funds	Restricted income funds	Endowment funds	Total this year	Total last year
		£	£	£	£	£
Fixed assets						
Intangible assets					£0	£0
Tangible assets					£0	£0
Heritage assets					£0	£0
Investments					£0	£0
Total fixed assets		£0	£0	£0	£0	£0
Current assets						
Stocks					£0	£0
Debtors	4				£0	
Investments					£0	£0
Cash at bank and in hand	5	£179,658			£179,658	£224,378
Total current assets		£179,658	£0	£0	£179,658	£224,378
Creditors: amounts falling due within one year						
	6	£800			£800	£0
Net current assets/(liabilities)		£178,858	£0	£0	£178,858	£224,378
Assets less current liabilities		£178,858	£0	£0	£178,858	£224,378
Creditors: amounts falling due after one year						
Provisions for liabilities		£0	£0	£0	£0	£0
Total net assets or liabilities		£178,858	£0	£0	£178,858	£224,378
Funds of the Charity						
Designated funds	7	£40,000			£40,000	£40,000
Restricted income funds			£27,471		£27,471	£35,467
Unrestricted funds		£112,187			£112,187	£148,911
Net adjustment to incorporate creditors and debtors	9	-£800			-£800	
Total funds		£151,387	£27,471	£0	£178,858	£224,378

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	W. RANDALL	16/12/24

CHAIR OF TRUSTEES

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- and with*

✓

the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on October 2019
- and with*

✓

the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

*The charity constitutes a public benefit entity as defined by FRS 102.**



1.2 Income recognition

All incoming resources are included in the statement of financial activities when the charity becomes entitled to the income.

1.3 Resources expended

Expenditure is recognised on an accruals basis when the liability falls due.

1.4 Cash flow statement

The charity has taken advantage of the exemption in FRS1 from preparing a Cash Flow statement on the grounds that it is a small entity.

1.5 Going concern

There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

Donations & Grants

Analysis	Unrestricted	Restricted	Endowment	Total funds	Prior year
	funds	income funds	funds		
				£	£
Donations				-	-
Other donations	6,772			6,772	5,227
Total Donations	6,772			6,772	5,227
Total					
Grants					
Children in Need		-		-	61,933
Big Lottery		38,048		38,048	35,225
Houghton Regis town council	2,000			2,000	2,000
Central Beds				-	-
Beds & Luton Council Fund		5,600		5,600	6,600
Dunstable Town Council				-	2,000
Bed's Luton Milton Keynes Clinical Group				-	11,116
Total Grants	2,000	43,648	-	45,648	118,874

Total

Other trading activities:

Tokko		8,820		8,820	16,883
Schools & PP contracts	5,230			5,230	5,235
Sundry income adjustment				-	-
				-	-
Total from Counselling Services	5,230	8,820	-	14,050	22,118

Total

Interest income	5,367			5,367	1,026
room rental	2,728			2,728	3,130
to balance			-	-	
Total Other	8,095			8,095	4,156

Total

TOTAL INCOME

22,097	52,468	-	74,565	150,375
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Note 3 Analysis of expenditure

Note 3.1

Expenditure on charitable activities

Analysis	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	
				£	£
Staff costs	43,011	15,937	-	58,948	56,542
Sessional staff		27,028	-	27,028	23,750
Volunteer costs & training		8,543	-	8,543	8,335
	-	-	-	-	-
Total expenditure on charitable activities	43,011	51,508	-	94,519	88,627

Expenditure on premises and support costs

Premises		17,483	-	17,483	17,032
Insurance		1,233	-	1,223	1,193
Office supplies and consumable equipment		1,465	-	1,465	1,475
Publicity		66	-	66	134
Database		1,438	-	1,438	2,160
Professional fees		2,006		2,006	851
Subscriptions	-	35	-	35	240
Bank charges		102		102	98
Governance (acc fees in year)	-	938	-	938	980
Total expenditure on charitable activities	-	24,766	-	24,766	24,163

Total expenditure all categories

43,011	76,274	-	119,285	112,790
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Note 3.2 Paid employees

	<u>Current</u> £	<u>Prior</u> £
Salaries and wages	52,088	50,344
Income tax & social security costs	3,138	4,080
Pension costs (defined contribution scheme)	2,290	1,316
Other employee benefits	1,432	802
Total staff costs	58,948	56,542

Note 3.3 Average head count in the year**Full time Equivalents**

The parts of the charity in which the employees work

	<u>Current</u> Number	<u>Prior</u> Number
Fundraising	0.24	0.23
Charitable Activities	1.34	1.37
Governance (finance)	0.29	0.37
Other (data admin)	0.63	0.63
Total	2.50	2.60

Note 3.4 Corporation tax

The charity is exempt from tax on income and gains falling within S505 of ICTA 1998 or section 256 of the taxation of chargeable gains act 1992 to the extent that these are applied to its charitable objects

Note 3.5 Trustees expenses and remuneration

	<u>Current</u>	<u>Prior</u>
Trustee with the highest re-imbursed expense claims	None claimed	None claimed
All other Trustee re-imbursed expense claims	None claimed	None claimed
Total	£0	£0

No Trustee had any material interest in any transaction relating to the associations affairs, either directly or via a third party

Note 4 Debtors and prepayments

Amounts falling due within one year		Amounts falling due after more than one year	
<i>Current</i>	<i>Prior</i>	<i>Current</i>	<i>Prior</i>
£0	£210		
Total	£0	N/A	N/A

Note 5 Cash at bank and in hand

Short term deposits
Cash at bank and on hand
Total

<i>Current</i>	<i>Prior</i>
nil	nil
£179,658	£224,378
£179,658	£224,378

Note 6 Creditors and accruals

Trade creditors
Accounting accruals
Deposits held on behalf of third parties

Amounts falling due within one year		Amounts falling due after more than one year	
<i>Current</i>	<i>Prior</i>	<i>Current</i>	<i>Prior</i>
	£5,104		
£800	£980		
Total	£800	N/A	N/A

Note 7 Movement in Cash funds

General fund
Designated fund
Restricted fund
Total
Operating cash surplus in the year

1 April	Transfers In	Transfers Out	Adjustment	31 March
£148,911		-£36,724		£112,187
£40,000				£40,000
£35,467		-£7,996		£27,471
£224,378				£179,658
	£0	-£44,720	£0	

Note 8 Rental commitments

The charities premises are rented under a 3 month rolling licence
Notice period for the termination of the contract is 3 months.

Note 9 accounting adjustment

For control purposes the accounts are drawn up on a cash basis.
Year end adjustment in the balance sheet reflect debtors and creditors £nil debtors, £800 creditor

Restricted and Unrestricted Income and Spend 2023-24

2023-24	Income	Income	Spent	Spent	C/F	C/F
	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
School contracts	5230		5015		215	0
CIN				23506	0	-23506
Tokko		8820		8820	0	0
BLMK					0	0
Big Lottery		38048		38420	0	-372
BLCF		5600		5529	0	71
Deposit account			21841		-21841	0
HRTC	2000		2000		0	0
Other Income	14867		14155		712	0
	22097	52468	43011	76275	-20914	-23807
Totals		74565		119286		-44720

SORTED COUNSELLING SERVICES

England & Wales - Charity number 1141928

Accounts

SORTED COUNSELLING SERVICES
(A company limited by guarantee)
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

Charity No: 1141928
Company No: 07437471

**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2023**

Report of the Trustees

The trustees present their report and financial statements for the year ended 31 March 2023

Legal status, governance and management

Charity Name: Sorted Counselling Services

Charity Registration number: 1141928

Company registration number: 07437471

Registered Office: Chiltern House
81 High Street North
Dunstable
Beds LU6 1JJ

Trustees:

Will Randell Appointed as Chair 22nd November 2022

Tracy Palmer Resigned as Chair appointed as Trustee 22nd November 2022

Joy Simpson

Caron Kendall

New Trustees are either recommended by existing Trustees or personally apply and undergo an interview process. Induction training is provided for all new trustees, where appropriate, and all trustees are encouraged to attend courses and conferences that would benefit them as trustees.

Staff:

Andy Perry	Director of Services
Ann Day	Clinical Manager
Patrick Carroll	Database & Administration Officer
Janet Berry	Finance Officer
Annabel Agyare	Caseload Officer (Resigned 12 th January 2023)

Bankers: Barclays Bank, High Street, Dunstable

The governing document is the Memorandum & Articles dated 14 March 2011. Management is through an executive committee up to a maximum of 12, nominated from members and elected at the AGM. Trustee meetings are held on a bi-monthly basis.

Objects of the charity

Our charitable objectives are to promote the relief of poverty, sickness and distress amongst young persons between the ages of 5- to 25-year-olds. The charity meets its objects through the provision of one-to-one counselling, group work, workshops and school drop-ins.

To carry out these activities in the year to 31 March 2023 the organisation employed those persons listed above.

Public Benefit

The Trustees consider the charities activities, as set out in this report, are in compliance with their duty to ensure the public benefit. The positive impact of the Charity's activities on the lives of young people by improving their mental health enables young people to make informed decisions, and through developing life skills, not only benefits them but also benefits the wider community.

**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2023**

As the newly appointed Chair of Sorted Counselling, firstly I express my thanks to Tracy Palmer, who stood down as chair during the last financial year and for the support of my fellow Trustee's in nominating and supporting me in my first year as Chair of Sorted Trustee.

Tracy has brought a breadth and depth of knowledge and I am very pleased that she has remained as a Trustee.

As I look back on last year's accounts, I have reflected that the issues and challenges that young people face and in turn the demands that this makes on our services.

Demand on our services remains a constant and our pool of counsellors available to support Children and Young People (CYP) ebbs and flows.

However, with a great team effort from our support staff, cohort of counsellors, volunteers and student trainees they have risen to these challenges to meet the needs of the CYP who require our support in what can be difficult circumstances for them.

The Trustee's thank each and every one for the time and effort that they make to make Sorted the success that it is.

Andy Perry continues to manage Sorted and he has continued to support our staff whilst being sensitive to the needs of the CYP and their families who require our services.

I am proud that we have provided 1823 hrs of counselling to 195 clients in the past year, with Ann Day and Stephanie Davies, our Clinical Assessor, supporting the service.

Other than the change of Chair there have been no changes in the Trustees. As Chair I wish to thank my fellow Trustees for their ongoing support and commitment towards Sorted.

The well documented pressures on CYP Mental Health services have brought both challenges and opportunities, we continue to work with local agencies, both statutory and Third sector to ensure we are offering the most appropriate services to our CYP.

The Trustees continue with their regular cycle of meetings to ensure that we meet our obligations as set by the Charity Commission.

My final thanks go every counsellor, volunteer, student, staff member and of course to my fellow Trustees, Tracy, Joy (whom we welcome back), and Caron.

We hope to increase the counselling team and support more young people in the future.

Will Randell

Chair

Sorted Counselling Services.

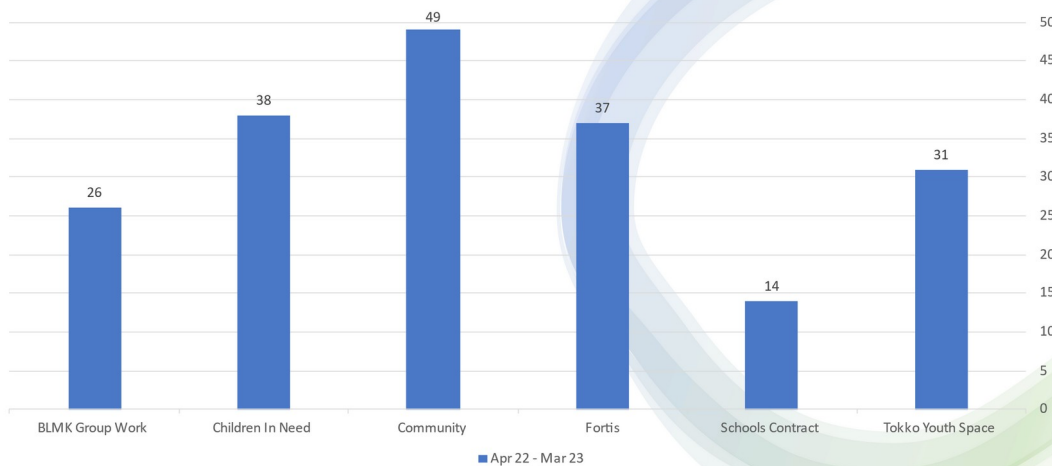
Report of the Trustees

**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2023**

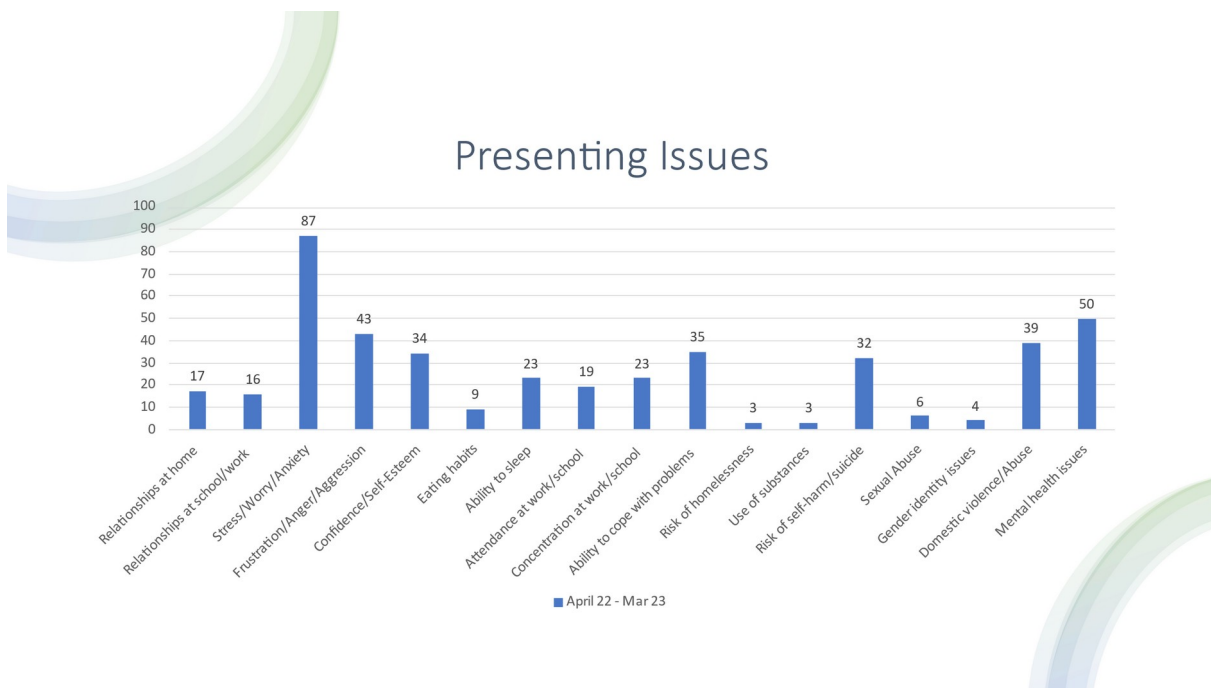
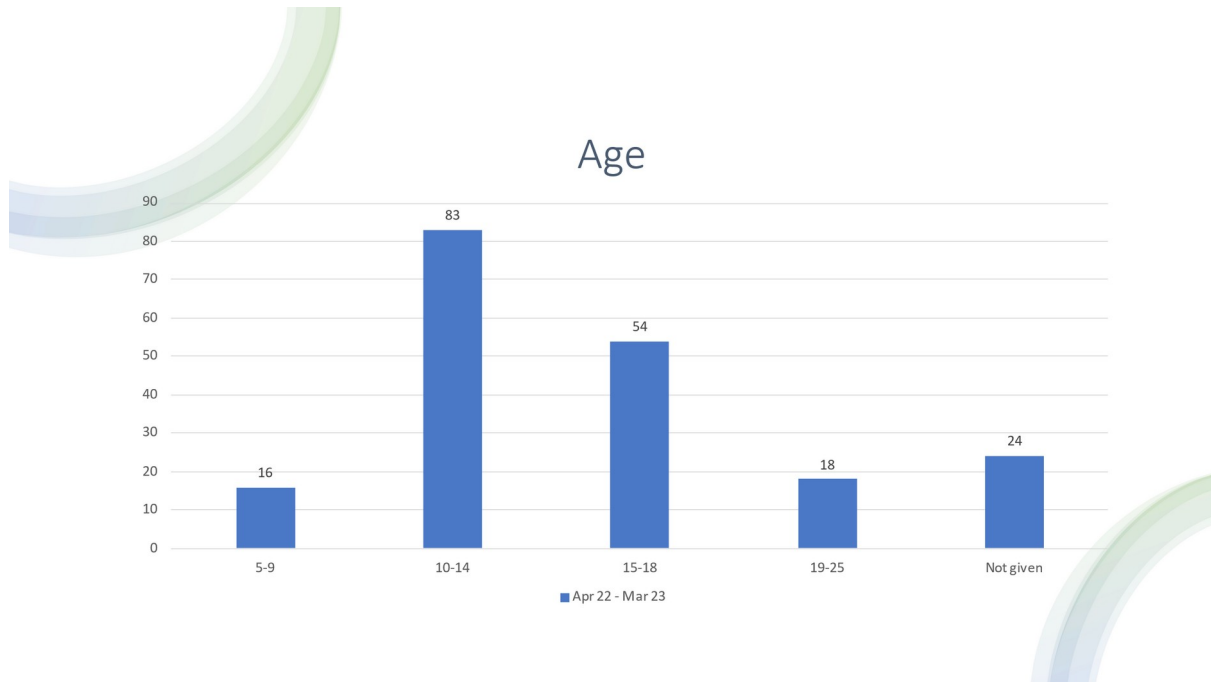
Overview of Client Numbers and Hours

	Q1 Apr – Jun 22	Q2 Jul – Sept 22	Q3 Oct – Dec 22	Q4 Jan – Mar 23	Total This Year
Total no of new clients seen	43	42	45	65	195
Total number of counselling hours offered	449	412	454	508	1,823
Total number of hours DNA/Cancelled	109	134	101	124	468

Projects



SORTED COUNSELLING SERVICES FOR THE YEAR ENDED 31 MARCH 2023



**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2023**



Financial Review and Reserves Policy

The charity ended the year with a surplus of £218,504 (2022: £182,851). At 31 March 2023 we held cash at bank of £224,378 (2022: £186,793). The charity had £35,467 of restricted funds (2022: £6,607) and unrestricted funds of £184,378 (2022: £136,244) of which £40,000 are designated. The financial position continues to be carefully monitored and the cash position considered.

The level of reserves relates to the organisation’s level of both current and projected activity.

Accordingly, the charity’s Trustees are seeking to maintain sufficient reserves to continue operations in spite of challenges that may occur from any change in circumstances and to allow for an orderly reduction in activities or cessation of operations should this prove necessary.

The Trustees have determined a minimum of reserves as three months operating costs plus any long-term contractual liabilities that may be outstanding. The Trustees review this policy regularly and the policy itself annually. This year’s unrestricted funds at 31 March 2023 total £184,378 and amounts to approximately 18 months budgeted expenditure.

The accounts have been prepared on a going concern basis which the Trustees believe is appropriate.

Risk Management

The Trustees keep the charity’s activities under review, particularly with regard to any major risks that may arise from time to time. The major risks that are identified by this process have been mitigated to an acceptable level by internal control systems and other factors as appropriate.

Approved by the Trustees and signed on their behalf on / / by:

.....

Will Randell – Chair

Director report April 2022- March 2023

The positive mental health and wellbeing of our children and young people continues to hold prominence in society and our service remains totally relevant in today's world.

Anecdotally, we are becoming increasingly aware of more financial support being offered to schools to deal with the difficulties being faced by their children and as such recruitment and retention of our counsellors has been a concern as more counselling opportunities have arisen within the education sector.

We set ourselves an objective in early 2022 to always have 20 counsellors available to our service, however, this has been difficult to fulfil for the reason mentioned above and at the time of this report we have a mix of 15 paid and volunteer counsellors.

To deal with our long waiting list, we have in conjunction with financial support BLMK started to undertake group therapy for the CYP waiting to be seen. We've received positive feedback from both the clients and their parents on the success of the group therapy and in most cases the client has wanted to continue to full counselling which we've considered to be a positive result of their experience with the group therapy as the CYP have felt comfortable with the group work environment such that they want to move forward to the 1 to 1 counselling.

Our Trustee board has remained unchanged in terms of names and numbers; however, William Randell has taken up Chairpersonship from Tracy Palmer. I would like to thank all our trustees for their continued support and counsel, they provide valuable input whenever we meet.

The service will start to see change during 2023 as our Clinical Manager and Finance Manager move towards permanent retirement in 2024. We have already commenced the process of seeking replacements.

During the year to 31st March 2023 the service offered 1823 hours of counselling to our children and young persons. 195 clients were seen during that period. Our Fortis project that deals with children and young persons witnessing or suffering domestic abuse offered 449 hours and saw 37 clients. These figures are included within the service's overall figures.

We remain committed to providing relevant training for our counsellors and in the year to March 2023 we ran three training sessions that covered a taster session in Play therapy, Gender identity training and safeguarding training.

Andy Perry – Director

Independent Examiners Report to the Trustees of Sorted Counselling Services

I report on the accounts of the company which are set out on pages following this report.

Respective responsibilities of trustee and examiner

The trustees are responsible for the preparation of the accounts.

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and section 386 of the Companies Act 2006
- to prepare accounts which accord with the accounting records and comply with the accounting

requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A S Jenkinson FCCA (Fellow of the Association of Chartered and Certified Accountants)

The Old Vicarage Carrhill Road Mossley OL5 0BL

Dated 24 May 2023

Sorted Counselling Services				
Annual accounts for the period				
Period start date	01-Apr-22	To	Period end date	31-Mar-23

Statement of financial activities

	Notes	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
<u>Incoming resources</u>	2	£	£	£	£	£
<i>Donations Grants</i>						
<i>Fees and other income</i>		£5,227			£5,227	£5,662
<i>Rental income and bank interest</i>		£2,000	£133,757		£135,757	£68,479
<i>Total</i>		£6,261			£6,261	£26,893
		£3,130			£3,130	£2,938
<u>Resources expended</u>	3	£16,618	£133,757	£0	£150,375	£103,972
<i>Charitable activities</i>						
<u>Total</u>		£0	£112,790	£0	£112,790	£104,838
<u>Net income/(expenditure) before other items</u>		£16,618	£20,967	£0	£37,585	-£866
<i>Adjustments to prior year balances</i>		-£1			-£1	-£531
<u>Net income/(expenditure) after adjustment</u>					£0	-£294
<i>Transfer from and closure of restricted fund</i>		£16,617	£20,967	£0	£37,584	-£1,691
<i>Gains or losses on disposal of assets</i>						
<u>Net movement in funds Reconciliation</u>		£16,617	£20,967	£0	£37,584	-£1,691
<u>of funds:</u>						
<i>Total cash and bank funds brought forward</i>		£186,793			£186,793	£186,793
<i>Total cash and bank funds carried forward</i>		£203,411	£20,967	£0	£224,378	£185,103

			£0	£0					
			£0	£0					
			£0	£0					
			£0	£0					
£0	£0	£0	£0	£0				£0	£0
Debtors			4	£210				£210	£742
Investments								£0	£0
Cash at bank and in hand			5	£224,378				£224,378	£186,793
Total current assets				£224,588	£0	£0		£224,588	£187,535

Creditors: amounts falling due within one year			6					£0	£4,684
---	--	--	---	--	--	--	--	----	--------

Net current assets/(liabilities) Assets				£224,588	£0	£0		£224,588	£182,851
--	--	--	--	----------	----	----	--	----------	----------

less current liabilities				£224,588	£0	£0		£224,588	£182,851
---------------------------------	--	--	--	----------	----	----	--	----------	----------

Creditors: amounts falling due after one year				£6,084				£6,084	
Provisions for liabilities				£0	£0	£0		£0	£0

Total net assets or liabilities				£218,504	£0	£0		£218,504	£182,851
--	--	--	--	----------	----	----	--	----------	----------

Funds of the Charity

Designated funds			7	£40,000				£40,000	£40,000
Restricted income funds								£0	£6,607
Unrestricted funds				£184,378				£184,378	£136,244
funds				-£5,874				-£5,874	
Net adjustment to incorporate creditors and debtors			9	£218,504	£0	£0		£218,504	£182,851
Total funds									

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- and with* *the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014*
- and with* *the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)*
- and with the Charities Act 2011.

*The charity constitutes a public benefit entity as defined by FRS 102.**

1.2 Income recognition

All incoming resources are included in the statement of financial activities when the charity becomes entitled to the income.

1.3 Resources expended

Expenditure is recognised on an accruals basis when the liability falls due.

1.4 Cash flow statement

The charity has taken advantage of the exemption in FRS1 from preparing a Cash Flow statement on the grounds that it is a small entity.

1.5 Going concern

There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

Note 2
income

Analysis of

Analysis	Unrestricted	Restricted	Endowment	Total funds	Prior year
	funds	income funds	funds	£	£
Donations & Grants				-	-
Donations					
Other donations	5,227			5,227	5,662
Total Donations	5,227			5,227	5,662
Total					
Other trading activities:					
Grants					
Children in Need		61,883		61,883	40,956
Big Lottery		35,225		35,225	13,847
Schools & P contracts	5,235			5,235	
Houghton Regis town council	2,000			2,000	2,000
NHS East London					
Central Beds					7,577
Bed's Luton Council Fund		6,600		6,600	4,000
Dunstable Town Council		2,000		2,000	
Total from Counselling Services	5,235	16,883	-	22,118	26,893
Bed's Luton Milton Keynes Clinical Group		11,116		11,116	
Total					
Total Grants	2,000	116,874	-	118,874	68,479
Interest income	1,026			1,026	70
room rental	3,130			3,130	2,868
to balance			-	-	1
Total Other	4,156			4,156	2,939
TOTAL INCOME					
Total					
	16,618	133,757	-	150,375	103,972

Note 3 Analysis of expenditure

	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year
				£	£
Note 3.1					
Expenditure on charitable activities	Analysis				
Staff costs		56,542	-	56,542	54,995
Sessional staff		23,750	-	23,750	20,266
Volunteer costs & training		8,335	-	8,335	7,655
	-	-	-	-	-
Total expenditure on charitable activities	-	88,627	-	88,627	82,916
Expenditure on premises and support costs					
Premises		17,032	-	17,032	13,502
Insurance		1,193	-	1,193	1,214
Office supplies and consumable equipment		1,475	-	1,475	3,296
Publicity		134	-	134	411
Database		2,160	-	2,160	1,584
Subscriptions	-	240	-	240	240
to balance	-	-	-	-	-
Total expenditure on charitable activities	-	22,234	-	22,234	20,247
Expenditure on governance					
Accountancy fees paid in the year		980	-	980	840
Payroll management		540	-	540	540
Other related (Zoom)	-	311	-	311	173
Bank charges		98	-	98	108
Sundry		-	-	-	13
Total other expenditure	-	1,929	-	1,929	1,673
Total expenditure all categories	-	112,790	-	112,790	104,837

Notes to the accounts

Note 3.2 Paid employees

	<u>Current</u>	<u>Prior</u>
	£	£
Salaries and wages	50,344	48,288
Income tax & social security costs	4,080	3,908
Pension costs (defined contribution scheme)	1,316	1,544
Other employee benefits	802	1,256
Total staff costs	56,542	54,996

Note 3.3 Average head count in the year

Full time Equivalents

The parts of the charity in which the employees work

	<u>Current</u>	<u>Prior</u>
	Number	Number
Fundraising	0.23	0.29
Charitable Activities	1.37	0.86
Governance (finance)	0.37	0.37
Other (data admin)	0.63	0.60
Total	2.60	2.12

Note 3.4 Corporation tax

The charity is exempt from tax on income and gains falling within S505 of ICTA 1998 or section 256 of the taxation of chargeable gains act 1992 to the extent that these are applied to its charitable objects

Note 3.5 Trustees expenses and remuneration

	<u>Current</u>	<u>Prior</u>
Trustee with the highest re-imbursed expense claims	None claimed	None claimed
All other Trustee re-imbursed expense claims	None claimed	None claimed
Total	£0	£0

No Trustee had any material interest in any transaction relating to the associations affairs, either directly or via a third party

Note 4 Debtors and prepayments

Amounts falling due within one year		Amounts falling due after more than one year	
<i>Current</i>	<i>Prior</i>	<i>Current</i>	<i>Prior</i>
£210	£742		
Total £210	£742	N/A	N/A

Note 5 Cash at bank and in hand

Short term deposits
Cash at bank and on hand
Total

<i>Current</i>	<i>Prior</i>
nil	nil
£224,378	£186,793
£224,378	£186,793

Note 6 Creditors and accruals

Trade creditors
Accounting accruals
Deposits held on behalf of third parties

Amounts falling due within one year		Amounts falling due after more than one year	
<i>Current</i>	<i>Prior</i>	<i>Current</i>	<i>Prior</i>
£5,104	£3,804		
£980	£880		
Total £6,084	£4,684	N/A	N/A

Note 7 Movement in Cash**funds General fund**

Designated fund

Restricted fund

Total

Operating cash surplus in the year

1 April	Transfers In	Transfers Out	Adjustment	31 March
£140,186	£8,725			£148,911
£40,000				£40,000
£6,607	£28,860			£35,467
£186,793				£224,378
	£37,585			

Note 8 Rental commitments

The charities premises are rented under a 3 month rolling licence
Notice period for the termination of the contract is 3 months.

Note 9 accounting adjustment

For control purposes the accounts are drawn up on a cash basis. Year end adjustment in the balance sheet reflect debtors and creditors

Restricted and Unrestricted Income and Spend 2022/23

2022-23	Income Unrestricted	Income Restricted	Spend Unrestricted	Spend Restricted	C/F Unrestricted	C/F Restricted
School contracts	5235		4796.77		438.23	
CIN		61932.5		38426.75		23505.75
Tokko		16883.25		12662.25		4221
BLMK		11116		5896		5220
Big Lottery		35225		34805		420
BLCF		6600		5100		1500
DTC		2000		1400		600
HRTC	2000		2000			
Other Income	9383.24		7703.24		1680	
	16618.24	133756.75	14500.01	98290	2118.23	35466.75
Totals		150374.99		112790.01		37584.98

Part of the amount received for Children in Need was for the period 01/11/22 to 31/10/23 so £23505.75 is the amount allocated to be spent in 2023/24.

SORTED COUNSELLING SERVICES

England & Wales - Charity number 1141928

Accounts

SORTED COUNSELLING SERVICES
(A company limited by guarantee)
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

Charity No: 1141928
Company No: 07437471

**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2022**

Report of the Trustees

The trustees present their report and financial statements for the year ended 31 March 2022.

Legal status, governance and management

Charity Name: Sorted Counselling Services
Charity Registration number: 1141928
Company registration number: 07437471
Registered Office: Chiltern House
81 High Street North
Dunstable
Beds LU6 1JJ

Trustees:

Tracy Palmer	Chair (Appointed 25 th October 2021)
Sheila Pembroke	Chair (Resigned 6 th September 2021)
Ginny Redmond	Resigned 6 th September 2021
Andy Perry	Resigned 25 th October 2021
Joy Simpson	
Will Randell	(Appointed 25 th October 2021)
Caron Kendall	(Appointed 25 th October 2021)

New Trustees are either recommended by existing Trustees or personally apply and undergo an interview process. Induction training is provided for all new trustees, where appropriate, and all trustees are encouraged to attend courses and conferences that would benefit them as trustees.

Staff:

Andy Perry	Director of Services (Appointed 1st August 2021)
Julie Bowes	Director of Services (Resigned 25 th July 2021)
Ann Day	Clinical Manager
Patrick Carroll	Database & Administration Officer
Janet Berry	Finance Officer
Annabel Agyare	Caseload Officer (Appointed 6 th December 2021)

Bankers: Barclays Bank, High Street, Dunstable

The governing document is the Memorandum & Articles dated 14 March 2011. Management is through an executive committee up to a maximum of 12, nominated from members and elected at the AGM. Trustee meetings are held on a bi-monthly basis.

Objects of the charity

Our charitable objectives are to promote the relief of poverty, sickness and distress amongst young persons between the ages of 5- to 25-year-olds. The charity meets its objects through the provision of one-to-one counselling, group work, workshops and school drop-ins.

To carry out these activities in the year to 31 March 2022 the organisation employed those persons listed above.

Public Benefit

The Trustees consider the charities activities, as set out in this report, are in compliance with their duty to ensure the public benefit. The positive impact of the Charity's activities on the lives of young people by improving their mental health enables young people to make informed decisions, and through developing life skills, not only benefits them but also benefits the wider community.

**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2022**

It has been a challenging year with more young people in need of our services and less counsellors to go around. So, it is a celebration that we have survived and indeed overcome most of these challenges. Recognition, and huge praise to all the staff as they continue to meet the demands on the service.

The Trustees acknowledge all the teams' contributors who continue to be resourceful and resilient as they meet the challenges head on. Our cohort of counsellors, volunteers and student trainees were both responsive and innovative, some have continued with the online sessions to meet client needs.

We have had quite a change on the board with Andy Perry taking on the role of managing the service. He has done a brilliant job ensuring we continue to meet the needs of the staff and clients with the changing demands for counsellors. The service has provided an amazing 1745 hours of counselling to 206 clients with Ann Day, Clinical Manager and Annabel Agyare, Clinical Assessor supporting the counselling team.

We have two other new members to the board Will Randell and Caron Kendall, both very welcome with extensive knowledge and contributing to the Sorted Counselling Services board.

Sorted has continued its partnership working with other local agencies and services including delivery through both the Children in Need and The National Lottery Community Fund Fortis projects. Our work with schools had initially reduced, but the demands on them for providing for young people we are hoping this will improve. The team is always looking for other options for funding and supporting where we can.

The Trustees have continued our regular cycle of meetings although, we have missed Joy Simpson, Trustee more recently due to ill health, but she has managed to still have an input supporting Ann Day with interviews.

My final thanks go every counsellor, volunteer, student, staff member and of course to my fellow Trustees, for part Andy, Joy, Caron and Will.

We hope to increase the counselling team and support more young people in the future.

Tracy Palmer

Chair

Sorted Counselling Services.

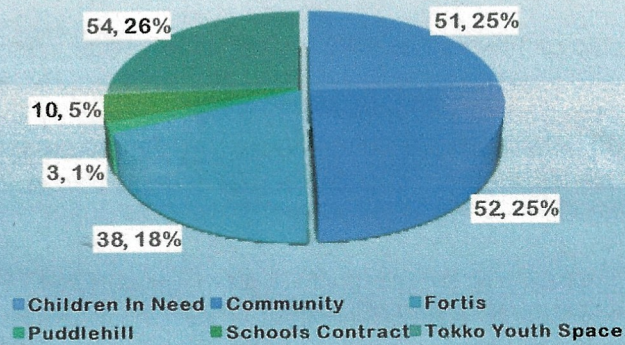
Report of the Trustees (Cont'd)

**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2022**

Overview of Client Numbers and Hours

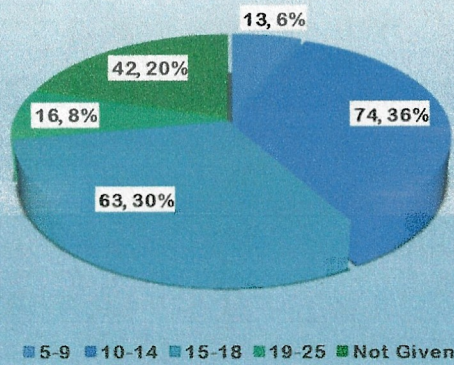
	Q1 & Q2	Q3 & Q4	Total
Total no of clients in period (those accessed)	111	97	208
Total no of counselling hours offered	1,130	1,038	2,168
Total no of hours DANA or Cancelled	214	209	423

Projects

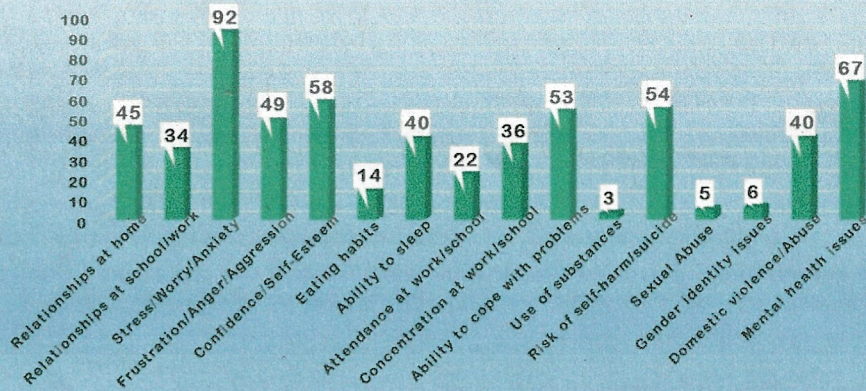


**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2022**

Age Comparison

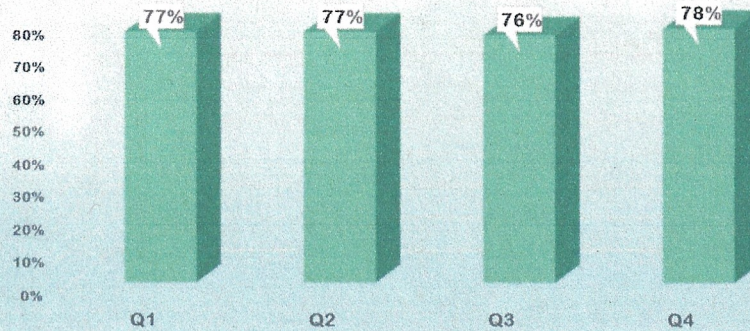


Presenting Issues



**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2022**

Quarterly SDQ Improvements



Financial Review and Reserves Policy

The charity ended the year with a surplus of £182,851 (2021: £184,542). At 31 March 2022 we held cash at bank of £186,793 (2021: £187,658). The charity had £6,607 of restricted funds (2021: £4,570) and unrestricted funds of £136,244 (2021: £139,677) of which £40,000 are designated. The financial position continues to be carefully monitored and the cash position considered.

The level of reserves relates to the organisation's level of both current and projected activity.

Accordingly, the charity's Trustees are seeking to maintain sufficient reserves to continue operations in spite of challenges that may occur from any change in circumstances and to allow for an orderly reduction in activities or cessation of operations should this prove necessary.

The Trustees have determined a minimum of reserves as three months operating costs plus any long-term contractual liabilities that may be outstanding. The Trustees review this policy regularly and the policy itself annually. This year's unrestricted funds at 31 March 2022 total £136,244 and amounts to approximately 12 months budgeted expenditure.

The accounts have been prepared on a going concern basis which the Trustees believe is appropriate.

Risk Management

The Trustees keep the charity's activities under review, particularly with regard to any major risks that may arise from time to time. The major risks that are identified by this process have been mitigated to an acceptable level by internal control systems and other factors as appropriate.

Approved by the Trustees and signed on their behalf on 25/07/2022 by:

Tracy Palmer – Chair

Director report April 2021- March 2022

From the early part of 2021 the UK Government started to ease COVID restrictions upon the UK which allowed our counselling service for children and younger persons to return to face to face interactions, albeit with all COVID protocols being strictly adhered to.

The general feedback the management team have received from counsellors and from referrers (mainly parents) is that the children, young persons and the counsellors themselves much prefer face-to-face interactions as opposed to using telephone or Zoom. This has been pleasing to hear as face-to-face counselling is the cornerstone of what Sorted is about. Retention of counsellors is a constant challenge, the need for counsellors far outweighs the supply of counsellors and we have found that our counsellors have been able to obtain better pay terms with other organisations who do not necessarily operate within the voluntary sector. This has been a frustration because our waiting lists for counselling remain full. We have continued with the operating model whereby we offer student placements for counsellors undertaking year 2 onwards in the Level 4 Diploma in Counselling or a Master's degree and once qualified and having undertaken a further period of unpaid counselling for Sorted we then offer paid work.

We continue to offer our counsellors regular training and during the year to March 31st 2022 the counsellors were offered formal training in Developing Resilience and Safeguarding training offered through the Local Children Safeguarding Board.

Clinical supervision has remained particularly important with all counsellors accessing this to ensure they are working safely and ethically through ever changing situation caused by the pandemic. We are grateful to our Supervisor Caroline McBride for her support.

The Trustee board have continued with their regular meetings throughout the year and have provided a good sounding board for the decisions made within the charity. Any financial decisions of note are routinely run past the Trustee board for their ratification or prior agreement. I would like to thank the Trustees for their continued endeavours on behalf of Sorted Counselling Services.

Counselling contracts with schools have been reduced during the year. We have discovered a different attitude to counselling in schools upon some of them changing to academy status where on occasions the finance operation for the school have asked to cancel the contract with us. Indeed, we have received some feedback that counselling is not seen as a core requirement for the school, but instead a luxury! We continue to try to change hearts and minds in this matter.

During the year to 31st March 2022 the service offered 2132 hours of counselling, of which 414 hours was for the Fortis programme that deals with cases of domestic abuse. A total of 186 children and young persons were seen by the service during that period. A total of 1716 hours of counselling took place.

Our funding continues to be provided in the main through the National Lottery Community Fund, Children in Need, the TOKKO Youth Centre in Luton and Houghton Regis Town Council, however, I would like to thank all supporters of Sorted Counselling Services. During the year we were also successful in obtaining a further £6.6k COVID relief grant from Central Beds Council and so thanks to them also for this valuable support.

I would like thank the staff team, Trustee Board and our team of counsellors who have continued to work tirelessly through this time that has been difficult for everyone with the Pandemic, putting the work we do first and always working for the best interests of the children and young people we support.

Andy Perry - Director

Independent Examiners Report to the Trustees of Sorted Counselling Services

I report on the accounts of the company which are set out on pages following this report.

Respective responsibilities of trustee and examiner

The trustees are responsible for the preparation of the accounts.

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and section 386 of the Companies Act 2006
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A S Jenkinson FCCA (Fellow of the Association of Chartered and Certified Accountants)

The Old Vicarage Carrhill Road Mossley OL5 0BL

Dated 9 July 2022

Sorted Counselling Services				
Annual accounts for the period				
Period start date	01-Apr-21	To	Period end date	31-Mar-22

Statement of financial activities

	Notes	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
		£	£	£	£	£
<u>Incoming resources</u>	2					
Donations		£5,662			£5,662	£17,309
Grants		£9,577	£58,902		£68,479	£114,127
Fees and other income		£5,915	£20,978		£26,893	£26,581
Rental income and bank interest		£2,938			£2,938	£1,155
Total		£24,092	£79,880	£0	£103,972	£159,172
<u>Resources expended</u>	3					
Charitable activities		£31,565	£73,273		£104,838	£104,853
Total		£31,565	£73,273	£0	£104,838	£104,853
<u>Net income/(expenditure) before other items</u>		-£7,473	£6,607	£0	-£866	£54,319
Change in accruals, creditors and debtors		-£531			-£531	£20
Sundry adjustment (prior year adjustment to 2021 reserves note 7 reversed)		-£294			-£294	
Net income/(expenditure) after adjustment		-£8,298	£6,607	£0	-£1,691	£54,339
Transfer from and closure of restricted fund						
Gains or losses on disposal of assets						
Net movement in funds		-£8,298	£6,607	£0	-£1,691	£54,339
Reconciliation of funds:						
Total funds brought forward		£184,542			£184,542	£130,203
Total funds carried forward		£176,244	£6,607	£0	£182,851	£184,542

Balance sheet

	Notes	Unrestricted funds £	Restricted income funds £	Endowment funds £	Total this year £	Total last year £
Fixed assets						
Intangible assets					£0	£0
Tangible assets					£0	£0
Heritage assets					£0	£0
Investments					£0	£0
Total fixed assets		£0	£0	£0	£0	£0
Current assets						
Stocks					£0	£0
Debtors	4	£742			£742	£24
Investments					£0	
Cash at bank and in hand	5	£186,793			£186,793	£187,658
Total current assets		£187,535	£0	£0	£187,535	£187,682
Creditors: amounts falling due within one year						
	6	£4,684			£4,684	£3,435
Net current assets/(liabilities)		£182,851	£0	£0	£182,851	£184,247
Assets less current liabilities		£182,851	£0	£0	£182,851	£184,247
Creditors: amounts falling due after one year						
Provisions for liabilities		£0	£0	£0	£0	£0
Total net assets or liabilities		£182,851	£0	£0	£182,851	£184,247
Funds of the Charity						
Designated funds	7		£40,000		£40,000	£40,000
Restricted income funds			£6,607		£6,607	£4,570
Unrestricted funds		£136,244			£136,244	£139,677
Prior year adjustment						
Total funds		£136,244	£46,607	£0	£182,851	£184,247

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- and with*

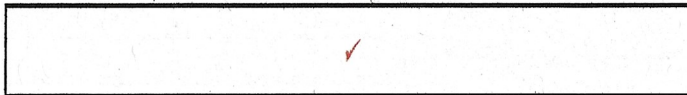
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the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with*

✓

the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

*The charity constitutes a public benefit entity as defined by FRS 102.**



1.2 Income recognition

All incoming resources are included in the statement of financial activities when the charity becomes entitled to the income.

1.3 Resources expended

Expenditure is recognised on an accruals basis when the liability falls due.

1.4 Cash flow statement

The charity has taken advantage of the exemption in FRS1 from preparing a Cash Flow statement on the grounds that it is a small entity.

1.5 Going concern

There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

Note 2

Analysis of income

Analysis	Unrestricted	Restricted	Endowment	Total funds	Prior year
	funds	income funds	funds	£	£
Donations & Grants					
<u>Donations</u>				-	
Other donations	5,662			5,662	17,309
				-	-
Total Donations	5,662			5,662	17,309
Total					
<u>Grants</u>					
Children in Need		40,956		40,956	38,470
Big Lottery		13,947		13,947	26,952
Houghton Regis town council	2,000			2,000	2,000
Central Beds	7,577			7,577	46,000
Wixamtree Trust				-	-
Souter Charitable Trust				-	-
Beds & Luton Council Fund		4,000		4,000	705
				-	-
Total Grants	9,577	58,902	-	68,479	114,127
Total					
Other trading activities:					
Tokko		20,978		20,978	20,978
Schools & PP contracts	5,915			5,915	4,630
NHS East london				-	-
Sundry income adjustment				-	973
				-	-
Total from Counselling Services	5,915	20,978	-	26,893	26,581
Total					
Interest income	70			70	267
room rental	2,868			2,868	888
to balance		-	-	1	-
Total Other	2,938			2,939	1,155
Total					
TOTAL INCOME	24,092	79,880	-	103,972	159,172

Note 3 Analysis of expenditure

Note 3.1

Expenditure on charitable activities

Analysis	Unrestricted	Restricted	Endowment	Total funds	Prior year
	funds	income funds	funds	£	£
Staff costs	31,564	23,432	-	54,995	57,683
Sessional staff		20,266	-	20,266	17,874
Volunteer costs & training		7,655	-	7,655	5,743
	-	-	-	-	-
Total expenditure on charitable activities	31,564	51,353	-	82,916	81,300

Expenditure on premises and support costs

Premises		13,502	-	13,502	13,437
Insurance		1,214	-	1,214	1,061
Office supplies and consumable equipment		3,296	-	3,296	3,087
Publicity		411	-	411	1,966
Database		1,584	-	1,584	1,725
Subscriptions	-	240	-	240	480
to balance	-	-	-	-	-
Total expenditure on charitable activities	-	20,247	-	20,247	21,756

Expenditure on governance

Accountancy fees paid in the year		840	-	840	850
Payroll management		540	-	540	540
Other related (Zoom)	-	173	-	173	158
Bank charges		108	-	108	192
Sundry		13	-	13	57
Total other expenditure	-	1,673	-	1,673	1,797

Total expenditure all categories

31,564	73,273	-	104,837	104,853
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Notes to the accounts

Note 3.2 **Paid employees**

	Current	Prior
	£	£
Salaries and wages	48,288	49,366
Income tax & social security costs	3,908	5,458
Pension costs (defined contribution scheme)	1,544	2,078
Other employee benefits	1,256	781
Total staff costs	54,996	57,683

Note 3.3 **Average head count in the year**

Full time Equivalents

The parts of the charity in which the employees work

	Current	Prior
	Number	Number
Fundraising	0.29	0.57
Charitable Activities	0.86	0.57
Governance (finance)	0.37	0.29
Other (data admin)	0.60	0.60
Total	2.12	2.03

Note 3.4 **Corporation tax**

The charity is exempt from tax on income and gains falling within S505 of ICTA 1998 or section 256 of the taxation of chargeable gains act 1992 to the extent that these are applied to its charitable objects

Note 3.5 **Trustees expenses and remuneration**

	Current	Prior
Trustee with the highest re-imbursed expense claims	None claimed	None claimed
All other Trustee re-imbursed expense claims	None claimed	None claimed
Total	£0	£0

No Trustee had any material interest in any transaction relating to the associations affairs, either directly or via a third party

Note 4 Debtors and prepayments

	Amounts falling due within one year		Amounts falling due after more than one year	
	<i>Current</i>	<i>Prior</i>	<i>Current</i>	<i>Prior</i>
	£742	£24		
Total	£742	£24	N/A	N/A

Note 5 Cash at bank and in hand

Short term deposits
Cash at bank and on hand
Total

	<i>Current</i>	<i>Prior</i>
Short term deposits	nil	nil
Cash at bank and on hand	£186,793	£187,658
Total	£186,793	£187,658

Note 6 Creditors and accruals

Trade creditors
Accounting accruals
Deposits held on behalf of third parties

	Amounts falling due within one year		Amounts falling due after more than one year	
	<i>Current</i>	<i>Prior</i>	<i>Current</i>	<i>Prior</i>
Trade creditors	£3,804	£2,595		
Accounting accruals	£880	£840		
Deposits held on behalf of third parties				
Total	£4,684	£3,435	N/A	N/A

Note 7 Movement in funds

General fund
Designated fund
Restricted fund
Total

	1 April	Transfers In	Transfers Out	Adjustment	31 March
General fund	£139,972		-£3,728		£136,244
Designated fund	£40,000				£40,000
Restricted fund	£4,570	£2,037			£6,607
Total	£184,542				£182,851

Note 8 Rental commitments

The charities premises are rented under a 3 month rolling licence
Notice period for the termination of the contract is 3 months.

As prepared by the client

Restricted and Unrestricted spend

2021-22	Income Unrestricted	Income Restricted	Spent Unrestricted	Spent Restricted	C/F Unrestricted	C/F Restricted
School contracts	5915		3112.25		2802.75	
CIN		40955.5		35000		5955.5
Tokko		20977.5		20977.5		
Central Beds	7577		7577			
Big Lottery		13946.5		13795.5		151
BLCF		4000		3500		500
HRTC	2000				2000	
Other Income	8599.9		8599.9			
Deposit acc			11774.4			
Adjust by AI to agree to accs			500			
	24091.9	79879.5	31563.55	73273	4802.75	6606.5
Totals		103971.4		104836.55		11409.25

SORTED COUNSELLING SERVICES

England & Wales - Charity number 1141928

Accounts

SORTED COUNSELLING SERVICES
(A company limited by guarantee)
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

Charity No: 1141928
Company No: 07437471

**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2021**

Report of the Trustees

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

Legal status, governance and management

Charity Name: Sorted Counselling Services

Charity Registration number: 1141928

Company registration number: 07437471

Registered Office: Chiltern House
81 High Street North
Dunstable
Beds LU6 1JJ

Trustees:

Sheila Pembroke	Chair
Andrew Perry	Treasurer (Appointed 6 th February 2020)
Ginny Redbond	Vice Chair
Joy Simpson	
Tracy Palmer	Appointed 8 th October 2020

New Trustees are either recommended by existing Trustees or personally apply and undergo an interview process. Induction training is provided for all new trustees, where appropriate, and all trustees are encouraged to attend courses and conferences that would benefit them as trustees.

Staff:

Julie Bowes	Director of Services
Ann Day	Clinical Manager
Patrick Carroll	Database & Administration Officer
Janet Berry	Finance Officer

Bankers: Barclays Bank, High Street, Dunstable

The governing document is the Memorandum & Articles dated 14 March 2011. Management is through an executive committee up to a maximum of 12, nominated from members and elected at the AGM. Trustee meetings are held on a bi-monthly basis.

Objects of the charity

Our charitable objectives are to promote the relief of poverty, sickness and distress amongst young persons between the ages of 5 to 25 year olds. The charity meets its objects through the provision of one to one counselling, group work, workshops and school drop-ins.

To carry out these activities in the year to 31 March 2021 the organisation employed those persons listed above.

Public Benefit

The Trustees consider the charities activities, as set out in this report, are in compliance with their duty to ensure the public benefit. The positive impact of the Charity's activities on the lives of young people by improving their mental health enables young people to make informed decisions, and through developing life skills, not only benefits them but also benefits the wider community.

**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2021**

Report of the Trustees (Cont'd)

Trustees Report 2020-21

It is a matter of huge celebration that we have survived and indeed triumphed over the many setbacks experienced during this most difficult of times within living memory. Praise is owed to everyone in the service who rolled up their sleeves and ensured that we remained COVID safe and secure. They managed the opening up and closing back down again with fortitude and humour. The Trustees acknowledge our huge debt of gratitude to our small but resourceful band of office based staff- Julie, Ann, Patrick and Janet. Nothing seemed to offer an insurmountable challenge.

We opened when government lockdowns were lifted and closed down again as infection rates and hospitalisations increased – again following government guidelines.

Our cohort of counsellors, volunteers and students were both responsive and innovative. They remain the backbone of our service and willingly signed up for training opportunities in on line and digital counselling support. This is a huge credit to their commitment to our vulnerable young people. We offered a range of support vehicles and received a variety of responses – from ‘I would rather wait until we can use face to Face confidential meetings as all the family members might also be at home’ and that element of privacy could not be guaranteed. Each member of the Staff team came in on a rota basis and either dealt with mail and messages – often passing these upwards. All worked from home and kept abreast of their own area.

We have welcomed a new Trustee -Tracy Palmer who has fitted in right away and will bring her wealth of knowledge and expertise of working with and supporting young people to the Board.

Sorted has continued its partnership working with other local agencies and services and has managed to deliver support through both the CIN and Fortis projects. Our work with schools has reduced as schools faced the revolving door of enforced lockdowns.

The Trustees have braved Zoom and continued our regular cycle of meetings
To those organisations who provided financial support – Tesco, BLCF and CBC (business support funding) we offer our grateful thanks

My final thanks go every counsellor, volunteers, students, Staff members and of course to my fellow Trustees –Andy, Joy, Tracy, and Ginny

We were fortunate in gaining a new Trustee, Andy Perry, who joined us last year and comes from a financial background and is already to take over the reins in the near future.

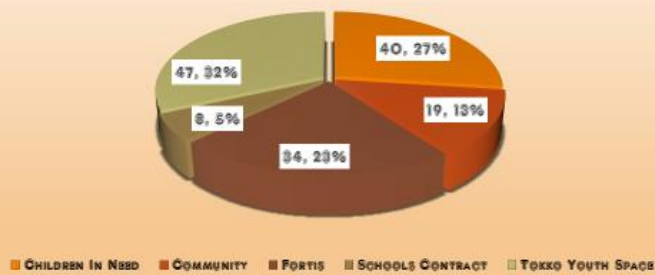
Sheila Pembroke
Chair
Sorted Counselling Services.

**SORTED COUNSELLING SERVICES
FOR THE YEAR ENDED 31 MARCH 2020**

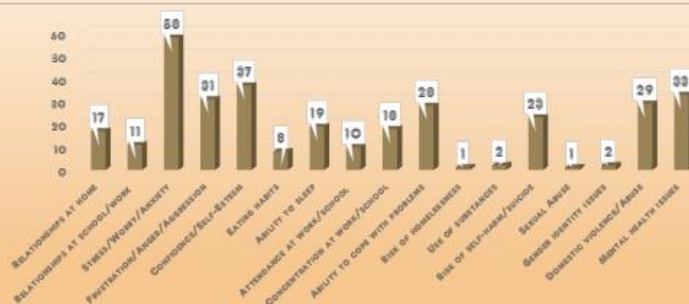
OVERVIEW OF CLIENT NUMBERS AND HOURS

	Q1 & Q2	Q3 & Q4	TOTAL
TOTAL NO OF CLIENTS IN PERIOD (THOSE ACCESSED)	70	78	148
TOTAL NO OF COUNSELLING HOURS OFFERED	763	995	1758
TOTAL NO OF HOURS -DNA OR CANCELLED	98	179	277
TOTAL NO OF HOURS UNFILLED	34	85	119

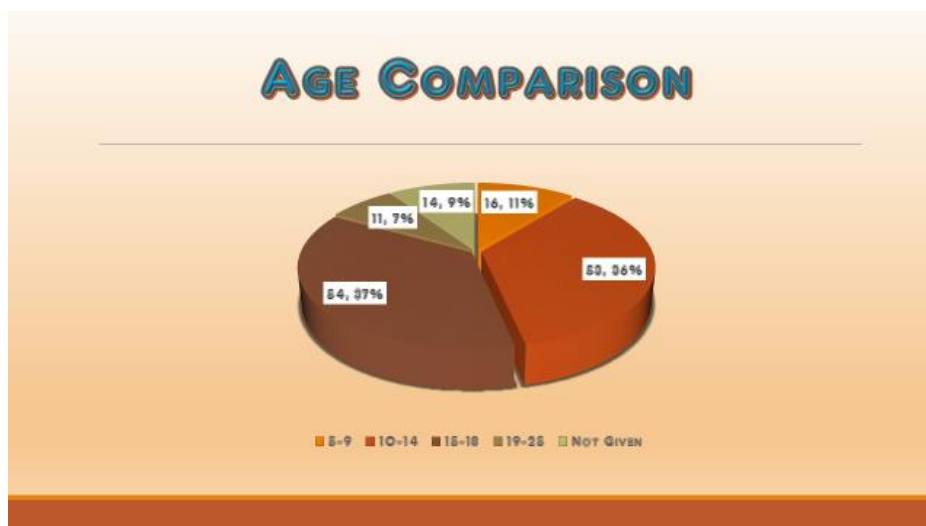
PROJECTS



PRESENTING ISSUES



SORTED COUNSELLING SERVICES FOR THE YEAR ENDED 31 MARCH 2020



Financial Review and Reserves Policy

The charity ended the year with a surplus of £184,542 (2020: £130,203). At 31 March 2021 we held cash at bank of £187,658 (2020: £133,634). The charity had £4,570 of restricted funds (2020: £24,349) and unrestricted funds of £139,677 (2020: £65,854) of which £40,000 are designated. The financial position continues to be carefully monitored and the cash position considered.

The level of reserves relates to the organisation's level of both current and projected activity.

Accordingly, the charity's Trustees are seeking to maintain sufficient reserves to continue operations in spite of challenges that may occur from any change in circumstances and to allow for an orderly reduction in activities or cessation of operations should this prove necessary.

The Trustees have determined a minimum of reserves as three months operating costs plus any long-term contractual liabilities that may be outstanding. The Trustees review this policy regularly and the

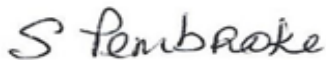
policy itself annually. This year's unrestricted funds at 31 March 2020 total £139,677 and amounts to approximately 12 months budgeted expenditure.

The accounts have been prepared on a going concern basis which the Trustees believe is appropriate.

Risk Management

The Trustees keep the charity's activities under review, particularly with regard to any major risks that may arise from time to time. The major risks that are identified by this process have been mitigated to an acceptable level by internal control systems and other factors as appropriate.

Approved by the Trustees and signed on their behalf on 27 /07/2021 by:



.....
Sheila Pembroke – Chair

Director report April 2020- March 2021

We have continued through a testing year to offer a safe space for children and young people from across Central Bedfordshire and to explore the range of difficulties they have faced. This year it was made more complex by the pandemic and all the changes it has brought. We had to, as a whole service, adapt quickly to change the way worked not only in delivery of counselling. The staff team of 4 part-time staff were flexible in running the service -working in shifts in the office and from home.

The team of 22 counsellors rallied to the challenge undertaking a raft of free training to upskill in online and phone counselling. This enabled them not only to continue supporting the clients we were working with but also to work with new clients using these new methods. The counselling team has consisted of 11 volunteers of which 8 were on student placement either in the second year of their Level 4 Diploma or their Master's Degree. The 11 Sessional qualified counsellors continued to deliver School counselling and project work online during this time. The clinical staff continued to work hard ensuring that all aspects of this way of working were considered and safeguarding a high priority.

During the ongoing lockdowns and returning to face to face services the needs of the children and young people have been uppermost with staff and counsellors ensuring the building was COVID secure with the relevant risk assessments in place.

The Trustee meetings have continued to happen every 6 weeks via Zoom with this forming a crucial role in planning for closing face to face services and guidance of when and how to return and reopening. I thank the Trustee Board for their continued support through the year.

We have offered 1758 Sessions and worked with 148 children and young people through the Community service. We have offered 414 Sessions and worked with 35 children and young people through the Fortis project. Sadly, we were not able to offer as much support in schools during this time although we did stay in close contact with our contracting schools and did support pupils through Zoom or Teams where needed.

We have continued to work with Tokko during this time, with counsellors working online or phone to support the young people of Luton under the CCG funded project.

Clinical supervision has remained particularly important with all counsellors accessing this via Zoom or by phone to ensure they are working safely and ethically within the new ways of working and the ever changing situation. We are grateful to our Supervisor Caroline McBride for her support.

We have continued to recruit Volunteer counsellors both qualified and also students in placement. This has been disrupted due to the lockdowns but we are pleased that all are now working and offering us their valuable time and benefitting the children and young people that are attending for counselling here at Sorted.

CPD Training - the clinical team undertook some brilliant training with Zoe Lodrick on Trauma and the effects on young people. This was undertaken on Zoom and was well attended by the team, with lots to take forward to counselling sessions. We had hoped to gather as a team to undertake some training face to face but this has still not been possible due to the Government guidance regarding groups meeting indoors. Hopefully we can soon be able to do this.

We received emergency grant funding from BLCF and Tesco to support with the IT and providing tablets for Trustees and staff as we had to change the way we held meeting and sessions. We thank them for the way they reacted to the situation all the voluntary sector faced. We have received a grant from a charity called 'Angel Our House', who recognised similar values and the importance of early intervention as they had to close and redistribute their funds to other charities. We thank them for their support.

We have continued to be supported by Houghton Regis Town Council, Children in Need and the Big Lottery with all funders offering to be flexible regarding delivery, changing payment schedules or offering support with their grants which was greatly appreciated.

Our time as a Chosen Charity ended with the Coop. Their support was very much appreciated, sadly due to the lockdowns were not able to visit the staff members and stores as planned but we did write to them all thanking them for their very generous contributions to our Service.

I attended an online Rotary Club meeting where I spoke about the changes we have had to make and how the pandemic was impacting on children and young people. We thank them for their donation.

I thank the staff team, Trustee Board and our team of counsellors who have continued to work tirelessly through this time that has been difficult for everyone, putting the work we do first and always working for the best interests of the children and young people we support.

.

Julie Bowes – Director

Independent Examiners Report to the Trustees of Sorted Counselling Services

I report on the accounts of the company which are set out on pages following this report.

Respective responsibilities of trustee and examiner

The trustees are responsible for the preparation of the accounts.

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and section 386 of the Companies Act 2006
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A S Jenkinson FCCA (Fellow of the Association of Chartered and Certified Accountants)

The Old Vicarage Carrhill Road Mossley OL5 0BL

Dated 27 July 2021

Sorted Counselling Services				
Annual accounts for the period				
Period start date	01-Apr-20	To	Period end date	31-Mar-21

Statement of financial activities

	Notes	Restricted			Total funds	Prior year funds
		Unrestricted funds	income funds	Endowment funds		
		£	£	£	£	£
<u>Incoming resources</u>	2					
<i>Donations</i>		£17,309			£17,309	£5,300
<i>Grants</i>		£48,000	£66,127		£114,127	£119,804
<i>Fees and other income</i>		£5,603	£20,978		£26,581	£34,875
<i>Rental income and bank interest</i>		£1,155			£1,155	£2,557
Total		£72,067	£87,105	£0	£159,172	£162,536
<u>Resources expended</u>	3					
<i>Charitable activities</i>		£22,318	£82,535		£104,853	£112,746
Total		£22,318	£82,535	£0	£104,853	£112,746
<u>Net income/(expenditure) before other items</u>		£49,749	£4,570	£0	£54,319	£49,790
<i>Change in accruals, creditors and debtors</i>		£20			£20	£2,055
<i>Sundry adjustment</i>						-£1,413
<u>Net income/(expenditure) after adjustment</u>		£49,769	£4,570	£0	£54,339	£50,432
<i>Transfer from and closure of restricted fund</i>						
<i>Gains or losses on disposal of assets</i>						
<u>Net movement in funds</u>		£49,769	£4,570	£0	£54,339	£50,432
<u>Reconciliation of funds:</u>					£0	
Total funds brought forward		£130,203			£130,203	£79,771
Total funds carried forward		£179,972	£4,570	£0	£184,542	£130,203

Balance sheet

	Notes	Unrestricted funds £	Restricted income funds £	Endowment funds £	Total this year £	Total last year £
<u>Fixed assets</u>						
Intangible assets					£0	£0
Tangible assets					£0	£0
Heritage assets					£0	£0
Investments					£0	£0
Total fixed assets		£0	£0	£0	£0	£0
<u>Current assets</u>						
Stocks					£0	£0
Debtors	4	£24			£24	£60
Investments					£0	£0
Cash at bank and in hand	5	£187,658			£187,658	£133,634
Total current assets		£187,682	£0	£0	£187,682	£133,694
<u>Creditors: amounts falling due within one year</u>						
	6	£3,435			£3,435	£3,491
Net current assets/(liabilities)		£184,247	£0	£0	£184,247	£130,203
Assets less current liabilities		£184,247	£0	£0	£184,247	£130,203
<u>Creditors: amounts falling due after one year</u>						
Provisions for liabilities		£0	£0	£0	£0	£0
Total net assets or liabilities		£184,247	£0	£0	£184,247	£130,203
<u>Funds of the Charity</u>						
Designated funds	7	£40,000			£40,000	£40,000
Restricted income funds			£4,570		£4,570	£24,349
Unrestricted funds		£139,677			£139,677	£65,854
Prior year adjustment		£295			£295	
Total funds		£179,972	£4,570	£0	£184,542	£130,203

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- and with*

✓

the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with*

✓

the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

*The charity constitutes a public benefit entity as defined by FRS 102.**



1.2 Income recognition

All incoming resources are included in the statement of financial activities when the charity becomes entitled to the income.

1.3 Resources expended

Expenditure is recognised on an accruals basis when the liability falls due.

1.4 Cash flow statement

The charity has taken advantage of the exemption in FRS1 from preparing a Cash Flow statement on the grounds that it is a small entity.

1.5 Going concern

There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

Section C **Notes to the accounts** **(cont)**

Note 2 **Analysis of income**

	Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
Analysis					
Donations & Grants					
Donations				-	
Other donations	17,309			17,309	5,300
				-	-
Total Donations	17,309			17,309	5,300
Total					
Grants					
Children in Need		38,470		38,470	40,094
Big Lottery		26,952		26,952	48,773
Houghton Regis town council	2,000			2,000	4,000
Central Beds	46,000			46,000	300
Wixamtree Trust				-	-
Souter Charitable Trust				-	-
Beds & Luton Council Fund		705		705	9,851
				-	-
Total Grants	48,000	66,127	-	114,127	103,018
Total					
Other trading activities:					
Tokko		20,978		20,978	20,787
Schools & PP contracts	4,630			4,630	30,875
NHS East london				-	-
Sundry income adjustment	973			973	-
				-	-
Total from Counselling Services	5,603	20,978	-	26,581	51,662
Total					
Interest income	267			267	232
room rental	888			888	2,325
				-	-
Total Other	1,155			1,155	2,557
Total					
TOTAL INCOME	72,067	87,105	-	159,172	162,536

Note 3 *Analysis of expenditure*

Analysis	Unrestricted funds	Restricted		Total funds £	Prior year £
		income funds	Endowment funds		
Note 3.1					
Expenditure on charitable activities					
Staff costs	22,318	35,365	-	57,683	56,467
Sessional staff		17,874	-	17,874	31,719
Volunteer costs & training		5,743	-	5,743	5,796
	-	-	-	-	-
Total expenditure on charitable activities	22,318	58,982	-	81,300	93,982
Expenditure on premises and support costs					
Premises		13,437	-	13,437	10,874
Insurance		1,061	-	1,061	1,129
Office supplies and consumable equipment		3,087	-	3,087	1,843
Publicity		1,966	-	1,966	141
Database		1,725	-	1,725	2,026
Subscriptions	-	480	-	480	-
	-	-	-	-	-
Total expenditure on charitable activities	-	21,756	-	21,756	16,013
Expenditure on governance					
Accountancy fees paid in the year		850	-	850	1,913
Payroll management		540	-	540	540
Other related (Zoom)	-	158	-	158	-
Bank charges		192	-	192	298
Sundry		57	-	57	-
Total other expenditure	-	1,797	-	1,797	2,751
Total expenditure all categories	22,318	82,535	-	104,853	112,746

Notes to the accounts

Note 3.2 Paid employees

	Current £	Prior £
Salaries and wages	49,366	48,806
Income tax & social security costs	5,458	5,882
Pension costs (defined contribution scheme)	2,078	1,779
Other employee benefits	781	-
Total staff costs	57,683	56,467

Note 3.3 Average head count in the year

Full time Equivalents

The parts of the charity in which the employees work

	Current Number	Prior Number
Fundraising	0.57	0.57
Charitable Activities	0.57	0.57
Governance (finance)	0.29	0.29
Other (data admin)	0.60	0.60
Total	2.03	2.03

Note 3.4 Corporation tax

The charity is exempt from tax on income and gains falling within S505 of ICTA 1998 or section 256 of the taxation of chargeable gains act 1992 to the extent that these are applied to its charitable objects

Note 3.5 Trustees expenses and remuneration

	Current	Prior
Trustee with the highest re-imbursed expense claims	None claimed	None claimed
All other Trustee re-imbursed expense claims	None claimed	None claimed
Total	£0	£0

No Trustee had any material interest in any transaction relating to the associations affairs, either directly or via a third party

One trustee provided a payroll service at an arms length commercial rate following the cessation from trade by the prior provider. This service provided by a trustee ceased on the retirement of that trustee in October 2020

Note 4 Debtors and prepayments

Amounts falling due within one year		Amounts falling due after more than one year	
<i>Current</i>	<i>Prior</i>	<i>Current</i>	<i>Prior</i>
£24	£0		
Total	£24	£0	N/A

Note 5 Cash at bank and in hand

Short term deposits
Cash at bank and on hand
Total

<i>Current</i>	<i>Prior</i>
nil	nil
£187,658	£133,634
£187,658	£133,634

Note 6 Creditors and accruals

Trade creditors
Accounting accruals
Deposits held on behalf of third parties
Total

Amounts falling due within one year		Amounts falling due after more than one year	
<i>Current</i>	<i>Prior</i>	<i>Current</i>	<i>Prior</i>
£2,595	£2,666		
£840	£825		
Total	£3,435	£3,491	N/A

Note 7 Movement in funds

General fund
Designated fund
Restricted fund
Total

1 April	Transfers In	Transfers Out	Adjustment	31 March
£65,854	£73,823		£295	£139,972
£40,000				£40,000
£24,349		-£19,779		£4,570
Total	£73,823	-£19,779	£295	£184,542

Note 8 Rental commitments

The charities premises are rented under a 3 month rolling licence
Notice period for the termination of the contract is 3 months.