

Trustees' Report for the period							
From	Period start date			To	Period end date		
	Day 1st	Month January	Year 2025		Day 31st	Month July	Year 2025

Section A
Reference and administration details

Charity name	Sandhurst Counselling Service
Other names charity is known by	
Registered charity number (if any)	1143572
Charity's principal address	<div style="border-bottom: 1px solid black; margin-bottom: 2px;">The Pastoral Centre</div> <div style="border-bottom: 1px solid black; margin-bottom: 2px;">Lower Church Road</div> <div style="border-bottom: 1px solid black; margin-bottom: 2px;">Sandhurst, Berkshire</div> <div style="display: flex; justify-content: space-between;"> Postcode GU47 8HN </div>

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole period	Name of person (or body) entitled to appoint trustee (if any)
1	David Percival	Chair		Trustees of SCS
2	Sarah Ashton	Secretary	Retired 31.12.25	Trustees of SCS
3	Nicky Thomas			Trustees of SCS
4	Martin Thomas		Appointed 04.06.25	Trustees of SCS
5	Eric George Wilkinson		Appointed 25.07.25	Trustees of SCS
6	Peter Hulbert	Treasurer	Died in office 28.05.25	Trustees of SCS
7	Ian Chambers	Treasurer	Appointed 22.10.25	Trustees of SCS
8	Gill Birch		Appointed 22.10.25	Trustees of SCS
9				
10				
11				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Declaration of Trust dated 17/08/2011 Amendment to Trust Deed 05/12/24
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Three Trustees are nominated by the Parochial Church Council of St Michael and All Angels Church, Sandhurst (PCC of St Michaels's Church). Four Trustees are nominated by the trustees of the Sandhurst Counselling Service (the Service) from the wider community of Sandhurst and shall where practical include a local health professional.

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity's organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees' consideration of major risks and the system and procedures to manage them. 	<p>New Trustees are provided with a copy of the Declaration of Trust and the latest Report and Statement of Accounts and are briefed on their duties and responsibilities as laid down by the Charities Commission.</p> <p>Disclosure & Barring Service (DBS) checks are made to ensure that new trustees are not barred for any reason.</p> <p>Trustees are required to declare any interest in any proposed transaction or arrangement with, or entered into by, the Service.</p> <p>Trustees are required to absent themselves from any discussions of the trustees in which such a conflict of interest might arise and not to vote in any decision arising from that discussion.</p> <p>No trustee may benefit financially from their trusteeship.</p>
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Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

The relief of persons resident in Sandhurst and the surrounding area who are suffering from mental or emotional stress by the provision of a counselling service with a Christian ethos, by providing support and supervision for those involved in counselling on behalf of the Service, and by providing educational training and study facilities for those involved in counselling on behalf of the Service and the general community.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Service is designed to help those seeking to cope with stress, depression, bereavement, redundancy relationship breakdown, and other major life changes and personal crises, to enable them to lead richer, more fulfilling and resourceful lives. One to one counselling is provided on a regularly recurring basis in a safe confidential space and without restriction of the number of sessions held. These sessions are intended to facilitate in the client a deeper understanding of his/her feelings, encouraging self help and increased emotional well-being. The service adheres to the ethical framework for good practice of the British Association for Counselling and Psychotherapy (BACP).

The Trustees ensure that the Service operates on a sound financial footing and conducts its affairs to achieve its primary objectives and activities. At the start of this period the Trustees evaluated the impact of the loss of funding from Bracknell Forest Council and concluded the charity had insufficient reserves to safely continue operations past end July. A careful programme of completing client therapy, and where possible enabling practitioners to complete their qualification, was successfully completed at end July.

In parallel work was undertaken to redesign the financial model and operations to enable a successful restart from start of September

The Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charities Commission on their website:

https://register-of-charities.charitycommission.gov.uk/en/charity-search/-/charity-details/5021563?uk_gov_ccew_onereg_charitydetails_web_portlet_CharityDetailsPortlet_organisationNumber=5021563

The Trustees confirm that their procedures have followed appropriately the Declaration of Trust dated 17/08/2011 and Amendment dated 05/12/24 increasing the number of trustees from 5 to 7.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

All practitioners are volunteers, and none are paid for their services. In return the Service provides them with counselling experience and pays for their supervision and training. All this effectively adds to the pool of skilled counselling resources for their ongoing work in the wider community.

Donations by clients receiving counselling is on a completely voluntary basis, but client awareness of the costs of providing this service have been heightened. Client donations during the period covered about 30% (22%) of the cost of a session.

Summary of the main achievements of the charity during the period

The service is generally operated with face to face sessions. High professional standards are maintained all times.

Figures on the number of sessions for this 7-month period stand at 848 (1,515) sessions being delivered to 70 (115) clients. Of these 70 (74) finished their counselling during the period though 9 elected to restart from September. The cancellation rate stands at 14.2% (13.5%).

Clinical Management was undertaken by Helen Wells throughout the period. In Feb 25 Lucia Pool was appointed as assistant Clinical Manager to support Helen through to the conclusion of the period.

The number of counsellors at the time the suspension of the service was announced was 16 with all terminated at the close of the reporting period. 7 counsellors elected to restart with the service in September.

Strategically we continue to seek to meet the increasingly complex needs of clients and to remain financially sustainable whilst holding to our culture of compassion and care which has guided the service since its foundation.

Testimonials from clients include:

- “My practitioner assisted me through a journey- always respectful, empathetic & professional. The practitioner’s prompts & insights have assisted me to self-realise that I am drained by the opinions of others. I now have a voice and am equipped to deal with conflict, separating emotional reaction from human reaction. I feel liberated & able to problem solve without feeling useless and doom filled. I found, not answers but a much clearer understanding of my life & why I dealt with things the way I do”
- “I feel I am walking out today a different person to when I first started. I didn’t know about myself”

Reaction from the local community on hearing the initial news included:

- “Sad to hear this... SCS offers a really valuable service to the local community. I hope you manage to find a way forward”.
- “This is so very sad, I was helped so much by this service many years ago when they first started”.
- “Very sad to read this. It will be a huge loss to the community”.

Note – the numbers on brackets provide comparatives from the 12 months to December 2024.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Service maintains reserves to at all times cover "closure costs". This means there is always available sufficient funding to settle outstanding commitments. This does not however cover longer term obligations in respect of ongoing counselling support.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

In February 2025 Bracknell Forest Council confirmed that they were unable to fund the service beyond the 31st of March 2025. The Trustees took the prudent decision to bring all counselling to a close by the 31st of July, whilst simultaneously evaluating options to restart the work supported by a new business model.

The decision was taken on the 4th of June 2025 and work progressed to restart counselling from 1st September with the majority of the funding coming from client contributions.

Full support has been offered by key stakeholders, notably St Michael's Church and Unite whose contributions will in future be used support the most financially challenged clients.

To reflect these changes and their timing the period end date has been changed to the 31st of July. The deficit in the 7 months to July 2025 amounted to £5,515.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Dave Percival

Ian Chambers

Position (eg Secretary, Chair, etc)

Chair

Treasurer

Date

24th March 2026

SANDHURST COUNSELLING SERVICE

Registered Charity Number: 1143572

FINANCIAL STATEMENTS

7 Months to the 31st July 2025

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Independent Examiner's Report to the Trustees of Sandhurst Counselling Service

I report to the charity trustees on my examination of the accounts of Sandhurst Counselling Service for the period ended 31 July 2025.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the **Charities Act 2011**.

I report in respect of my examination of the charity's accounts carried out under **section 145 of the Charities Act 2011** and in accordance with the **General Directions given by the Charity Commission under section 145(5)(b)** of that Act.

An independent 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 the Charities Act 2011 and the General Directions given by the Charity Commission, and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 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.



Jason Rawlings
Independent Examiner
2 Holly Cottages
Hatchet Lane
Winkfield
Windsor
SL4 2EL

Date: 24 March 2026

SANDHURST COUNSELLING SERVICE
Financial Statements for 7 months to 31st July 2025

7 mths to 31.07. 2025

12 mths to
31.12.2024

	Notes	General Funds £	Restricted Funds £	Total £	Total £
INCOME & EXPENDITURE ACCOUNT	1				
<u>Income</u>					
Donations received	2	31,640		31,640	73,806
Interest received		35		35	61
Tax on gift aided donations	3	1,062		1,062	2,563
Total Income		32,737	0	32,737	76,430
<u>Less Expenditure</u>					
Counselling costs	4	28,859	1,100	29,959	52,118
Administration costs	5	8,293	0	8,293	18,365
Total Expenditure		37,152	1,100	38,252	70,483
Net income(expenditure)		(4,415)	(1,100)	(5,515)	5,947
Total funds at beginning of period		23,206	5,665	28,871	22,924
Release of restricted funds to general reserves	6	4,565	-4,565	0	
Total funds at end of period		23,356	0	23,356	28,871

BALANCE SHEET AS AT 31st July 2025

Debtors and prepayments	7	1,251		1,251	2,819
Cash at bank		25,945		25,945	29,621
Total current assets		27,196	0	27,196	32,440
Less:creditors and accruals	8	(3,840)		(3,840)	(3,569)
Net Assets		23,356	0	23,356	28,871
General reserves	9	21,856	0	21,856	23,206
Designated reserves	10	1,500	0	1,500	0
Restricted reserves	11	0	0	0	5,665
Total reserves		23,356	0	23,356	28,871

The attached notes form part of these financial statements

Approved by the Trustees and signed on their behalf by:



Mr D Percival
Chairman



Mr I Chambers
Treasurer

Date: 24 March 2026

SANDHURST COUNSELLING SERVICE
Financial Statements for 7 months to 31st July 2025

	7 mths to 31.07.2025			12 mths to 31.12.2024
	General Funds £	Restricted Funds £	Total £	Total £
NOTES				
<u>1. Basis and Timing</u>				
<ul style="list-style-type: none"> These Financial Statements have been prepared on an Income and Expenditure (accruals) basis. These accounts cover a seven-month period to end July 2025. At the start of 2025 the Trustees were aware that the loss of funding from Bracknell Forest Council threatened the financial stability of the charity and took action to protect operations by bringing operations to a stand-still by the end of this period. During the period a revised financial model was developed allowing the decision to re-start counselling from 1st September. In future the financial reporting period will be August to July each year. 				
<u>2. Donations received</u>				
Grant from Bracknell Forest Council	1,324		1,324	5,077
Public Health Grants	6,031		6,031	23,188
St Michaels Church charitable giving	610		610	1,371
Free use of Church rooms	7,672		7,672	11,941
Client donations	11,548		11,548	15,663
Other donations received	4,455		4,455	16,566
Total	31,640	0	31,640	73,806
<u>3. Tax on gift aided donations</u>				
This represents Gift Aid income recognised in respect of qualifying donations received during the period.				
	1,062		1,062	2,563
Total	1,062	0	1,062	2,563
<u>4. Counselling costs</u>				
Counselling supervision	10,743		10,743	20,552
Counselling administration	8,960		8,960	13,990
Practitioner fees	320		320	4,350
Workshops/training courses	789		789	860
Incentive Scheme	375	1,100	1,475	225
Use of church rooms for counselling	7,672		7,672	12,141
Total	28,859	1,100	29,959	52,118
<u>5. Administration costs</u>				
Professional fees and costs	624		624	2,272
Use of Church office staff	6,691		6,691	12,545
Printing & photocopying	490		490	580
Remote working costs	0		0	0
Recruitment			0	2,082
Miscellaneous	488		488	886
Total	8,293	0	8,293	18,365
<u>6. Release of previously restricted funds</u>				
Following the temporary closure of the charity at the end of July 2025 confirmation was received from the contributors of all previously restricted funds that those funds could be released to general reserves.				

SANDHURST COUNSELLING SERVICE
Financial Statements for 7 months to 31st July 2025

	7 mths to 31.07.2025			12 mths to 31.12.2024
<u>NOTES (continued)</u>	General Funds £	Restricted Funds £	Total £	Total £
7. Debtors and prepayments				
Grant from Local Authority	0		0	0
Tax debtor	1,251		1,251	2,819
Other debtors and prepayments	0		0	0
Total	1,251	0	1,251	2,819
8. Creditors and accruals				
Counselling costs	188		188	105
Administration costs	3,653		3,653	3,464
Total	3,840	0	3,840	3,569
9. Movement in general reserves				
B/f from prior year	23,206		23,206	17,724
Current year net income/(expenditure)	(4,415)		(4,415)	5,482
Release of restricted funds to general reserves	4,565		4,565	0
Release to designated reserves	(1,500)		(1,500)	0
Total	21,856	0	21,856	23,206
10. Movement in designated reserves				
B/f from prior year	0	0	0	0
SCS Support Fund Designation (Unite)	1,500	0	1,500	0
Total	1,500	0	1,500	0
<i>These funds have been designated by the Trustees for the SCS Support Fund to assist clients unable to meet the standard counselling contribution.</i>				
11. Movement in restricted reserves				
B/f from prior year		5,665	5,665	5,200
Current year net income/(expenditure)		(1,100)	(1,100)	465
Release of restricted funds to general reserves		(4,565)	(4,565)	0
Total	0	0	0	5,665
12. Remuneration and expenses				

No trustees received any remuneration and no expenses were reimbursed to trustees during the period.