



Trustees' Annual Report for the period

From 01.04.2020 Period start date To 31.03.2021 Period end date

Charity name: Rubicon Cares

Charity registration number: 1144081

Objectives and Activities

SORP reference	Para 1.17	<p>Summary of the purposes of the charity as set out in its governing document</p> <p>To relieve the mental and physical sickness of persons resident in Kent suffering from trauma as a result of being victims of serious crime, by the provision of free counselling and support for such persons including the provisions of a specialist helpline.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>In planning our activities for the year we have kept in mind the Charity Commission guidance on Public Benefit at our Trustee meetings.</p> <p>The focus of our activities remains specialist trauma counselling for people affected by crime in Kent & Medway. This is for individuals age 13+ with no upper age limit. The crime incident can be historical, current, reported or unreported.</p> <p>This benefits people by helping them deal with / reduce the trauma symptoms resulting from the crime incident. This in turns improves their mental / physical health, improves their day to day functioning, improving their employability, improving relationships.</p> <p>After 15 years of operating this service we are beginning to see the positive social value implications of the work we do with individuals. Namely a reduction in accessing health services, an increase in employment sectors, a reduction in Criminal Justice services, an increase in relationship and family well being, increase in social / community engagement, increase in child welfare.</p> <p>All Trustees have given due regard to the</p>
Statement confirming whether the trustees have	Para 1.18	

issued by the Charity Commission on public benefit		on Public Benefit guarantee issued by the Charity Commission
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	We have been very fortunate to be supported by volunteers within our community fundraising plans and within our 'back office' admin structure. The volunteers come from various sources eg ex-service user, friends and families of counsellors, local community members, students.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	In 2020-2021 we faced new challenges with the COVID-19 pandemic. Thankfully we were able to continue our vital service without pausing or any breaks. We were able to deliver our service remotely. With the help of several specific COVID-19 related grants from local and national Trusts and from central government, we were able to increase our counselling and helpline provision. We found an increase in people accessing our service mainly because they were being triggered by the circumstances of the pandemic and old trauma incidents were surfacing. We were also supported by existing funders who were very flexible with how we spent funds and extending deadlines for funds to be spent.

<p>People continued to support us by donating or doing fundraising events to help us raise money.</p>		
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Additional information (optional)

You may choose to include further statements where relevant about:

	Para 1.41	Achievements against objectives set
	Para 1.41	Performance of fundraising activities against objectives set
	Para 1.41	Investment performance against objectives
		Other

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Our total income for 2020-2021 was £264,842.10. The total expenditure was £188,839.60. The balance carried forward was £130,300.40. Of this £101,670.79 is restricted funding.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>We hold £28,629.96 unrestricted funds in the bank for any unforeseen circumstances and to ensure safe closure for clients if the charity has to cease trading. We aim to keep this reserve for the coming year.</p> <p>Our main source of funds have been, Kent Police & Crime Commissioner, Maidstone Borough Council, Henry Smith Charity, BBC Children In Need, Edward Gostling Charity, Big Lottery Community Fund, NHS England, White Stuff company, Colyer Ferguson, CAF Resilience Fund.</p> <p>We also raised funds via direct donations from service users and the general public. These funds have enabled us to provide much needed specialist trauma counselling to the people affected by crime.</p> <p>We have also been developing a community fundraising strategy, the income from this enables us to fund smaller, unexpected expenses such as client travel or ad hoc room hire.</p> <p>Rubicon Cares has no assets or debts.</p>
Amount of reserves held	Para 1.22	£28,629.96
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including	Para 1.47	
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			any standard(s)
	Para 1.46	Investment policy and objectives including any social investment policy adopted	
	Para 1.46	A description of the principal risks facing the charity	
		Other	

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Constitution
How is the charity constituted? (trust deed, royal charter)	Para 1.25	Association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		Governance issues as per the Constitution All trustees have inductions in line with the Charity Commissions guidelines including familiarisation with Charity guidelines and policies/procedures. All counsellors are members and /or Accredited Members of the British Association of Counselling & Psychotherapy and/or Accredited members of the National Counselling Society, are registered with the ICO, compliant with insurance and CRB/DBS requirements. Rubicon Cares adheres to the BACP and

Reference and Administrative details

Charity name	Rubicon Cares
Other name the charity uses	
Registered charity number	1144081
Charity's principal address	Maldstone Community Support Centre 39-48 Marsham Street Maldstone Kent ME14 1HH

		<p>NCS ethical guidelines</p> <p>All Trustees give their time voluntarily and receive no remuneration for their work.</p> <p>Major risks and systems / procedures to manage them are regularly reviewed at Board meetings and business plans including financial strategy are regularly reviewed. Also, matters of risk and safeguarding regularly reviewed.</p>
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Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	William (Will) Moore	Chair		
2	David (Dave) Edward Atkinson	Treasurer		
3	Rowland (Tad) John Taberer	Secretary		
4	Emma Easton			
5	Celia Dunn			
6	Martin O'Neill			
7	Christopher (Chris) Collins		01.04.20 – 12.10.20	
8	Gay Latter		12.10.20 – 31.03.21	
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20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

N/A	Description of the assets held in this capacity	
N/A	Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
N/A	Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of Name Address

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

Sandra Ann Turner

Exemptions from disclosure

Reason for non-disclosure of key personnel details


N/A

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

	<div>Signature(s)</div> 
<div>Full name(s)</div> Raymond (Tao) John	<div>Position (eg Secretary, Chair, etc)</div> Secretary
<div>Date</div> 27/1/2022	



Counselling for People Affected by Crime

Annual General Meeting

12 November 2020

(Financial year April 2019 – March 2020)

Extraordinary measures applied : Meeting held remotely via zoom due to COVID-19 pandemic

Minutes

Meeting Chaired by Dave Atkinson as Will Moore only able to join via telephone.

1 Present:

Ann Barnes (Patron) Will Moore (Chair), Dave Atkinson (Treasurer), Martin O'Neill (Trustee) Tad Taberer (Trustee), Emma Easton (Trustee), Gay Larter (Trustee), Sandie Turner (CEO), Natasha Singh (Clinical Manager), Jackie Threlfall

Apologies:

Celia Dunn

2 2019 AGM Minutes – EE confirmed minutes were correct.

3 **Chair's report** – see attached report. In summary, as well as acknowledging the service delivery during 2019-2020, WM thanked everyone including Counsellors, funders and other staff for all their efforts in keeping the service running during the pandemic. WM confirmed the changes made to manage the impact of the pandemic and also confirmed that finances remain fluid.

4 **Chief Executive's report** – see attached report. In summary, ST thanked NS for managing the service during ST's period of sickness during this financial year. ST highlighted that we continue to be very busy but what was unexpected was how busy we have been during the pandemic.

ST opened the floor to questions.

AB said she was not surprised that more people coming forward due to COVID-19 and the service is more vital than ever

ST commented that it has been difficult due to the geography of Kent

GL said her colleagues in other counties 'are jealous of Kent having Rubicon Cares for the service offered but also for the reputation'.

ST commented our focus is on the person not the crime, and we have been previously asked to operate in other counties but we have concerns about not being as effective.

DA said we can not pigeon hole people according to crime type. The concern is that if we increase in size then there is the potential for watering down the quality of what we do.

ST commented we are now receiving more multi year funding which is encouraging.

DA commented that he is glad to be in a position of not looking at putting the brakes on at this time of the year as we have the multi year funding.

DA reported on the surplus money, noting that these have increased since last year and clarified this is not profit but are reserves for emergency/contingency plans.

DA also noted that our number of funders have increased since the previous year.

DA asked the meeting if they agreed to Adrian Morris the accountant continuing next year with our accounts. This was seconded by Jackie Threlfall.

DA asked all present approve the accounts – all approved.

DA opened the floor to questions or comments.

No further questions or comments

Election of Board Trustees

DA introduced Gay Larter as a new Trustee elected in January 2020.

DA confirmed that Chris Collins had resigned from his role as Trustee due to personal circumstances.

Each role/name was proposed for re-election and seconded individually.

Will Moore (Chair) - TT nominated, ST seconded
 Dave Atkinson (Treasurer) – EE nominated, ST seconded
 Tad Taberner – MON nominated, JT seconded
 Emma Easton – MON nominated, TT seconded
 Martin O'Neill – ST nominated, EE seconded
 Celia Dunn – EE nominated, ST seconded

AOB –

The forum was opened up for questions or comments.

AB said she was impressed with how we have adapted to the pandemic and continued to support vulnerable people within Kent. AB thanked everyone within Rubicon Cares including the Trustees for continuing the service.

JT asked JT how as a counsellor she has found the work during the pandemic. JT replied it has been challenging especially as counsellors we are also dealing with our own fears and anxieties, however being part of the team at Rubicon means we can support each other and this helps to bracket our own personal issues, and focus on the work needed to help vulnerable people in our communities.

EE said that during her involvement, as service user and now Trustee, with Rubicon Cares she has learnt a lot and on behalf of the service users thanked everyone within RC.
 DA thanked everyone involved within the service but as the clients are at the heart of what we do, gave a special thank you to all the counsellors.

No further comments or questions

The official meeting was closed.



Counselling for People
Affected by Crime

Registered Charity No: 1144081

CEO REPORT

2020 - 2021

Once again, it's the AGM. For everybody the past year has been quite disturbing in that we have all had to change and reorganise the way we work.

Although many of the satellite rooms we use have had to close – some to never open again – we have managed to work all the way through the lockdowns.

Counsellors have been able to work with clients over the telephone, albeit very different to face to face and we had our meetings over zoom or teams.

Telephone counselling for us is not always appropriate due to the risk but we have managed to support clients throughout the lockdowns.

Luckily our offices in Marsham Street have been open so we have been able to operate from there, but most people have been working from home. Unfortunately, the counselling students we had had to put their work on hold but they have all finished their hours now.

Added to that we have had to take on more office space as we have had to increase our admin staff due to the increase in referrals. Luckily, we have been well supported by our funders with being given extensions as well as extra money to carry out our work.

Our referrals have now suffered and there has been an increase in the number of domestic abuse referrals during the lockdown. We are ready and waiting for an influx in referrals when the pandemic slows down because we are well aware that there are many victims waiting for the conclusion of Court cases as the Courts are not operating to full volume.

I am sad to say that we have not been able to carry out the training courses that we were planning but these will take place in the future. There does seem to be a great deal of interest in trauma training.

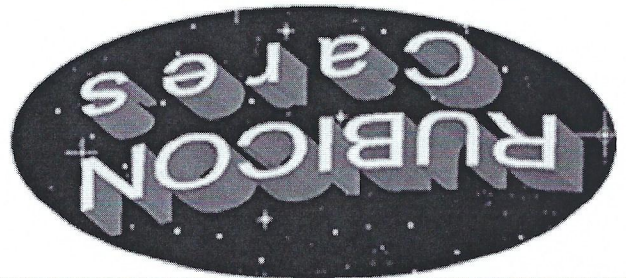
I would really like to express my thanks to both all of our funders and also the counsellors who have gone far beyond expectations during this time.

Also, may I take this opportunity to inform you that we have won the High Sheriffs Award.

Sandie Turner,
CEO

31st July 2021

CHAIRPERSON REPORT



Counselling for People
Affected by Crime
Registered Charity No: 1144081

2020 - 2021

Hi all,

Welcome everyone to the 2021 AGM for Rubicon Cares.

I don't think I need to tell anyone that the last year has been very challenging for everyone regardless of your circumstances. With this mind I feel that the fact that all the counsellors and support staff have kept pushing through to still be able to deliver the high level of service delivery to clients despite government lockdown restrictions is a true testament to their dedication and devotion to the core values that Rubicon Cares holds. I would like to extend a huge thank you to Sandie and Natasha, our counsellors, support staff, all our sponsors and the Board of Trustees for all their hard work and professionalism during these trying times.

Our financial situation is stable and looking ahead we can continue to offer an invaluable service to all our clients. We have also seen an increase in clients donating to Rubicon Cares post counselling.

The funders that currently help support the running of our organisation are:

PCC VSS
Henry Smith
Big Lottery
NHS Covid 19 (Sexual Violence)
Children in Need
COOP Community Fund
Colyer Ferguson
The Edward Gostling Foundation
PCC MOJ
Sir Thomas Smythe
Kent Community Foundation
Souter Charitable Trust

We had a total of 1015 referrals from 01/04/2020-31/03/2021, compared to 1043 in the period 01/04/2019-31/03/2020.

We are still seeing an increase in historic abuse and trauma symptoms that have been triggered by anxiety around COVID -19.

The delivery of one-to-one counselling is now starting to return to face to face.

The interviewing of students and newly qualified counsellors have taken place with a view to taking on 2-4 people, depending on their suitability.

Regarding Covid 19 working regulations, Rubicon Cares will continue to adapt and update their working practices as required.

The Board of Trustees' has welcomed a new Trustee this year and have held regular online meetings throughout the year (which has included some interesting technical challenges, which I think most people will be able to relate to). As a member of the Board, it is a pleasure to work with such a good, friendly, and supportive team.

On a personal note, as an ex-service user I truly know the value of the work Rubicon Cares delivers and the quality of life it gives back to all clients that use its services.

Emma Easton, Temporary Chairperson (from July 2021)



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the
accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

RUBICON CARES

On accounts for the year
ended

31/3/21

Charity no
(if any)

1144081

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

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

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

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

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

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

Signed:

[Signature]

Date:

1/9/21

Name:

Adrian Morris

Relevant professional
qualification(s) or body

ACA

(if any):

--

Address:

UNIT 20 HORNELL BUSINESS CENTRE
105 HORNELL DRIVE
LUATHAM KENT MK5 7DX

Section B

Disclosure

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

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

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Rubicon Cares

Accounts 2020-2021 last updated 31.03.21

INCOMINGS		OUTGOINGS	
Starting Balance			
Maidstone Borough Council COVID-19	4831.72	Core Cost	17,480.04
Henry Smith Charity	10000.00	Staffing Cost	165,468.30
Donations	294.46	Room Hire	3,421.50
BBC Children In Need	28912.50	Stationery (printing)	783.41
Edward Gostling Charity	4000.00	Travel	465.79
Kent Police And Crime Commissioner	105347.06	Helpline	17.95
Community Fund/Big Lottery	52000.00		
interest	9.99	Bank Fees	69.00
Admin fees	50.00	PPE	749.20
Fundraising Events (social events etc)		Office Equipment	384.41
Student Placement fees	1400.00		
NHS England	41000.00		
White Stuff Company	1066.37		
Colyer Ferguson	5000.00		
CAF Resilience Fund	10930.00		
TOTAL	264,842.10	TOTAL	188,839.60

Balance Carried Forward : £130,300.40

Restricted funds: £101670.79 (Natwest current account)

Unrestricted funds : £28629.96 (Both CAF accounts/Natwest Savings/+ £ 29.26 Natwest current acc)

Financial Statement 2020 – 2021

We hold £28,629.96 unrestricted funds in the bank for any unforeseen circumstances and to ensure safe closure for clients if the charity must cease trading. We aim to keep this reserve for the coming year.

We hold £101,670.79 restricted funds to be used in the coming year as per grant agreements with funders.

Our main source of funds have been, Kent Police & Crime Commissioner, The Henry Smith Charity, The National Lottery Community Fund, NHS, BBC Children in Need, COOP Community Fund, Kent Community Foundation/ Lawson Endowment Fund, Colyer Fergusson Charitable Trust, Kent Community Foundation/ Tampon Tax, CAF Bank, The Edward Gostling Foundation. We also received donations from various routes including the White Stuff Company, the High Sheriff of Kent's Award, Kent Police lost property, and individuals. We raised money through community fundraising events and through training events.

These funds have enabled us to provide much needed specialist trauma counselling to the victims of crime. We have also been developing a community fundraising strategy, the income from this enables us to fund smaller, unexpected expenses such as client travel or ad hoc room hire.

Rubicon Cares has no assets or debts.

Balance Sheet at 31st March 2021

Bank balance 31st March 2021

£130,300.40

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Retained Reserves

£130,300.40

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CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

RUBICON CARES

On accounts for the year
ended

31/3/21

Charity no
(if any)

1144081

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

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

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

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

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

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

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

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

Signed:

Date:

1/9/21

Name:

ADRIAN MORRIS

Relevant professional
qualification(s) or body

ACA

(if any):

Address:

UNIT 20 NORWELL BUSINESS CENTRE

105 NORWELL DRIVE

CRATHAM KENT ME5 7DX

Section B

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