

Charity registration number 1150032

Company registration number 07791021 (England and Wales)

**BRIGHTON THERAPY CENTRE LIMITED**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

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# BRIGHTON THERAPY CENTRE LIMITED

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	O Akisanya	(Appointed 27 April 2023)
	R Burgess-Gamble	
	R Clare	
	S Rai	
	D Scully	(Appointed 26 October 2023)
	S Thompson	
	J Tomlinson	
<b>Charity number</b>	1150032	
<b>Company number</b>	07791021	
<b>Principal address</b>	23A New Road Brighton East Sussex BN1 1UG	
<b>Registered office</b>	23A New Road Brighton East Sussex BN1 1UG	
<b>Independent examiner</b>	William Roberts FCA Friend-James Limited 4th Floor Park Gate 161-163 Preston Road Brighton East Sussex BN1 6AF	

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# **BRIGHTON THERAPY CENTRE LIMITED**

## **CONTENTS**

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	<b>Page</b>
Trustees' report	1 - 9
Independent examiner's report	10
Statement of financial activities	11
Statement of financial position	12
Notes to the financial statements	13 - 19

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# BRIGHTON THERAPY CENTRE LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2023

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The trustees present their report and accounts for the year ended 31 December 2023.

The financial statements have been prepared in accordance with the accounting policies set out in the note to the accounts and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016).

The Trustees have paid due regard to guidance issued by the Charity Commission regarding public benefit and in deciding what activities the charity should undertake.

### About Brighton Therapy Centre

**Our Vision:** Making quality psychological therapies accessible to all.

**Our Public Benefit Statement:** To relieve mental and emotional suffering, and advance wellbeing for people living in England and Wales by the provision of quality, appropriate and effective psychological therapies, for the public benefit.

**Our Mission:** We are an independent charitable organisation with a mission to provide a wide choice of high-quality psychological therapies to all. Whilst we offer services to all, we are committed to meeting the needs of underrepresented or difficult to reach groups who find it harder to access therapeutic services. We are joined in our mission by people choosing to work or volunteer for BTC, and by our full-fee paying clients who, in using our services, are contributing financially to our charitable work.

**Values:** Integrity, inclusivity, compassion & excellence.

### Our Aims:

- To create centres of clinical excellence that are informed by our commitment to inclusivity, the advancement of best practice and expertise in areas of specialism, including trauma-informed approaches.
- To help individuals in our communities improve their emotional well-being and quality of life by working with them to help them learn strategies to maintain their own mental wellness and to prevent relapse.
- To improve access with our no-cost and low-cost programmes to ensure that people can receive appropriate, effective psychological therapies, regardless of their economic status.
- To reach out to those who because of their religion, race, class, sexual orientation, gender identity, political or economic status, or for other reasons, may find it more difficult to access services.
- To facilitate a practitioner learning community through the provision of clinical supervision, reflective practice and training opportunities.
- To involve service users, staff and other stakeholders in the development and improvement of our services.
- To grow and develop the BTC model to reach other communities in need.

### What we do and what makes us special

Established in 2012, Brighton Therapy Centre (BTC) is a social enterprise that is both a registered charity and a limited company. Our model is:

- Independent
- Inclusive
- Sustainable
- Community based
- Clinically safe
- Scalable
- Ethically sound

Our **independence** allows us to assess clients on a case-by-case basis and make individual recommendations for therapy accordingly. We often find that the most marginalised and complex individuals require long-term specialist therapy with more experienced practitioners, rather than the 4-12 sessions of CBT or counselling available through the NHS.

# BRIGHTON THERAPY CENTRE LIMITED

## TRUSTEES' REPORT (CONTINUED) (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2023

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To enable **inclusivity** we deliver our no-cost and low-cost therapy via a number of pathways:

- Initial consultations: Clients on a low income are offered a £15 initial consultation. Refugees and others eligible for full funding are offered a free initial consultation.
- Grant-funded bursaries and subsidies: Eligible clients are offered partially or fully funded therapy using funding secured from charitable trusts, statutory grants and BTC's internal charitable fund.
- Sliding scale of fees: All practitioners commit to providing at least 25% of their time to working with clients at a reduced rate. Trainees on placement with BTC offer all of their time on a voluntary basis or at a significantly reduced rate.

Our **sustainable** business model depends on 4 income streams:

- Income from clinical services provided to individuals and organisations by our employed practitioner team.
- Room rental income from the self-employed approved practitioners.
- Grant funding received from charitable trusts and statutory bodies.
- Donations from the public.

Our social enterprise model works particularly well in towns like Brighton and Hastings with socioeconomic inequalities; here, a large number of people can and will pay a full fee for high quality therapy. Our standard therapy fees are similar to those of private therapists in the local area, and we reinvest any profit we make from this income, as well as our room rental income, into providing no-cost and low-cost therapy to disadvantaged local people who cannot afford the standard fees. This enables our full-fee paying clients to support their **community** at the same time as looking after their own mental health.

The model is **clinically safe**, adhering to BACP and UKCP ethical frameworks. Practitioners receive high levels of supervision and are provided with ongoing CPD opportunities. The management team are supported by an external supervisor and clinical governance group. Information governance meets the highest standards following the development of a bespoke MS Dynamics clinical system.

Robust infrastructure and governance, combined with the commitment of our practitioner team, ensure that our practice is both **scalable** and **ethically sound**.

### ***Our response to the climate crisis***

We have minimised our carbon footprint by recycling and focussing our services on clients in the local area to reduce travel to and from our centres. We also support green commuting by providing a nearby designated bike shed for practitioners who cycle to work and desire a sheltered space for secure bicycle storage. Online therapies have helped to reduce travel by clients and practitioners still further which have continued to offer after COVID restrictions were lifted in the UK to keep our carbon footprint as low as possible.

### ***Our response to the cost of living crisis***

We have consistently monitored the cost of therapy by means of scoping exercises of other mental health services available as well as reviewing client feedback and assessing the demand and need for low-cost therapy. We recruited several new trainees in 2023 across both of our sites to ensure that we could continue to offer low-cost services to the communities we support. Further to this, we continue to make targeted fundraising applications to support our low-cost work.

### ***Developing a diverse team to reflect our local community***

BTC provides access to a number of practitioners who are experienced in working with LGBTQ+ clients and all our practitioners are LGBTQ+ affirming. We provide access to practitioners who are fluent in Spanish, French, Italian, Polish, Tigrinya and Arabic. We also work with 13 black and minority ethnic practitioners and continue to reach out to prospective black and minority ethnic practitioners considering making an application to work at BTC.

### ***Working for our local community***

# BRIGHTON THERAPY CENTRE LIMITED

## TRUSTEES' REPORT (CONTINUED) (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2023

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BTC continues to offer clinical supervision and consultation to a number of local organisations. We have contracts with local employers to offer therapy to their staff. The surplus generated by these activities help to fund our charitable works. We have also opened a new site, Hastings Therapy Centre, so we can expand the reach of the people we can support.

### ***Providing a wide range of therapies***

We work with 55 practitioners (an increase of 10 since 2022), providing the following therapies:

- Child psychotherapy
- Cognitive Analytic Therapy (CAT)
- Cognitive Behavioural Therapy (CBT)
- Creative Arts Therapy
- Dynamic Interpersonal Therapy (DIT)
- Existential psychotherapy
- Eye Movement Desensitization and Reprocessing therapy (EMDR)
- Gestalt therapy
- Group analytic psychotherapy
- Humanistic therapy
- Integrative therapy
- Psychoanalytic psychotherapy
- Psychodynamic therapy
- Somatic therapy
- Systemic family work
- Transactional Analysis

### ***Financial management***

BTC has a growing income from room rental and clinical services. The charity aims to maintain a minimum reserve equivalent to 3 months of expenditure, and any surplus is invested in the funding of low-cost therapy and service developments.

### ***Risk management***

The trustees continually assess the major and emerging risks to which the charity is exposed and are satisfied that systems are in place to mitigate them.

### ***Structure, governance and management***

The charity is a company limited by guarantee. Its governing document is its Memorandum and Articles of Association.

### ***2023 in Review***

BTC has undergone significant changes in the last few years and has developed its model in various ways. Having previously depended almost entirely on room rental for income, we have now developed 2 further income streams (clinical income from our employed team and charitable grant funding) and we are just starting to develop a new public giving income stream. We have also widened our reach and strengthened our services through working in partnership with other local and regional organisations including not-for-profits such as Refugee Radio and the Children with Cancer Fund, and statutory services such as Social Care and Sussex Police. We have invested in our infrastructure, improved our governance and brought clarity to our organisational values, mission and strategic direction. These changes stood us in good stead for what was a challenging year.

2023 saw a lot of change at BTC with the successful opening of our new therapy centre in the deprived town of Hastings and further key improvements to our infrastructure. However, we also faced significant challenges. There were delays in the opening of the new centre and breaking into a new market proved more complicated than anticipated. Over-stretched statutory services led to a surge in demand from complex, disadvantaged clients, but we struggled to raise the money necessary to meet this need. Against the backdrop of these difficulties a great deal was still achieved, as demonstrated below in this table detailing the outcomes of our 2023 Action Plan:



# BRIGHTON THERAPY CENTRE LIMITED

## TRUSTEES' REPORT (CONTINUED) (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2023

	ACTION	OUTCOME
SERVICES	Improve monitoring and evaluation of services	<ul style="list-style-type: none"> <li>✓ ReQoL (Recovering Quality of Life) before and after measures introduced for all clients in receipt of no-cost and low-cost services</li> <li>✓ Demographic reporting introduced and demonstrating diverse client population</li> </ul>
	Increase provision of no-cost and low-cost services	<ul style="list-style-type: none"> <li>✓ In 2023 we provided 2843 no-cost and low-cost therapy sessions v. 2699 in 2022, most of which was funded with grants secured in 2022</li> <li>✗ However the number of individuals supported fell from 208 in 2022 to 176 in 2023, reflecting the lower levels of new grant funding in 2023</li> </ul>
	Improve physical environment	<ul style="list-style-type: none"> <li>✓ We completed redecoration of identified rooms and refreshing of kitchen area at the beginning of 2023</li> <li>✗ We have not been able to continue with further refurbishments at the end of 2023 due to budget restrictions</li> </ul>
	Respond to demand for couples therapy and EMDR	<ul style="list-style-type: none"> <li>✓ 4 practitioners now trained in and offering couples therapy</li> <li>✓ EMDR can be used as an intense protocol (6-12 sessions) for traumas or symptom reduction, or it can be incorporated into longer-term work. EMDR is recommended by NICE to treat PTSD, and while it is available on the NHS, waiting lists are long and eligibility criteria are tough. We are in a strong position with 5 qualified practitioners, and a further 2, including our Clinical Manager, training in 2024</li> <li>✓ BTC now a leader in trauma work in E. Sussex, as evidenced by referrals for trauma work from other local organisations, and contracts secured with statutory service</li> </ul>
PRACTITIONER COMMUNITY	Revise practitioner guidelines to promote best practice	<ul style="list-style-type: none"> <li>✓ New guidelines introduced regarding contracting to promote transparency and empower clients</li> <li>✓ Review of procedures to improve client data integrity, especially in relation to GP and contact details</li> <li>✓ Discharge summary reporting stopped in the interests of information management best practice. We continue to monitor outcomes with end of therapy questionnaires.</li> </ul>
	Improve CPD opportunities for practitioners	<ul style="list-style-type: none"> <li>✓ New CPD sessions rolled out to practitioners, topics inc.: <ul style="list-style-type: none"> <li>- Diversity and inclusion, race, cultural differences, and the refugee community</li> <li>- Adapting therapy models to the individual needs of the client</li> <li>- Boundaries and taboos: money, holidays and sex</li> <li>- Building a thriving private practice</li> <li>- An Introduction to Cognitive Analytic Therapy (CAT)</li> </ul> </li> <li>✓ Introduction of a new mandatory online Information Handling training</li> </ul>
	Trainee placement	<ul style="list-style-type: none"> <li>✓ 5 new trainees on placement, with a range of modalities and fee scales that are an important aspect of our services</li> <li>✓ A number of trainees have come to the end of their placements and secured places on our qualified practitioner team, others have completed further qualifications and accreditations, enabling them to advance through our practitioner levels (Graduate, Associate, Senior Associate). This demonstrates the quality of practitioner that we continue to attract, and how the supervision and governance that BTC provides is a solid platform from which practitioners can learn, develop and grow with the organisation</li> </ul>
	Continue to explore ways to promote equality, diversity and inclusion	<ul style="list-style-type: none"> <li>✓ New practitioners have joined us from BIPOC and LGBTQ+ communities</li> <li>✓ Our BLM Discussion Group continues to develop, influencing the organisational culture and governance</li> </ul>

# BRIGHTON THERAPY CENTRE LIMITED

## TRUSTEES' REPORT (CONTINUED) (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2023

	ACTION	OUTCOME
BUSINESS DEVELOPMENT	Continue to develop sustainable income streams	<ul style="list-style-type: none"> <li>✓ Our employed clinical team now cover 75% of the gross payroll through income generated from their clinical work</li> <li>✓ Pro-bono consultancy from Adil Qureshi, Head of Talking Therapies and co-writer of many successful fundraising bids at the Wimbledon Guild, a community charity in London, helped improve our grant funding strategy</li> <li>✓ Public fundraising campaign launched, including social media strategy and plans for a community newsletter</li> <li>✓ Payroll costs were increased in 2022 to dedicate resources to improving our financial security and expand our income streams by employing a Lead Fundraiser position to develop and support a marketing strategy and create fundraising materials. With these in place, the CEO has now resumed responsibility for fundraising, with the support of the employed team</li> </ul>
	Open therapy hub in Hastings	<ul style="list-style-type: none"> <li>✓ New therapy hub opened in April</li> <li>✓ 8 local therapists recruited, including 2 volunteers</li> <li>✓ Business slow to start, which caused a slight fall in clinical services income, but gradually growing as more clients are being seen. We expect this service and income to grow further in 2024</li> </ul>
	Plan for longer term growth and development	<ul style="list-style-type: none"> <li>✓ Strategic plan for further growth and development completed</li> <li>✓ Charitable objectives with the charities commission and our articles of association with Companies House changed to cover England and Wales as our "area of benefit" rather than "Brighton &amp; Hove and the surrounding areas" as it was previously</li> </ul>
	Internal talent development	<ul style="list-style-type: none"> <li>✓ CEO completed executive leadership course with Imperial College/Corndel</li> <li>✓ Finance &amp; IT Administrator completed a Payroll training which has enabled us to bring this function in house</li> <li>✓ Finance &amp; IT Administrator promoted to Operating Officer</li> <li>✓ Member of the clinical team completed a supervision training</li> </ul>
	Maintain leadership at Brighton centre	<ul style="list-style-type: none"> <li>✓ CEO/Clinical Director maintained a regular programme of community meetings, met with most practitioners individually, held consultation meetings about the future of the organisation and delivered additional CPD workshops. However, changes to our clinical practices and standards to bring them in line with our organisational values and mission have resulted in a small number of practitioners leaving which presented an opportunity to rebalance the team as now more experienced junior practitioners have moved into more senior roles and new trainees could be recruited</li> </ul>
	Reduce carbon footprint	<ul style="list-style-type: none"> <li>✓ The majority of initial consultations now take place online</li> <li>✓ Reduction in printed materials</li> <li>✓ Improved remote working capabilities for office staff</li> </ul>
	Promote social enterprise model	<ul style="list-style-type: none"> <li>✓ Promotion of our ethical social enterprise model on website and in standard email communications with clients</li> <li>✓ Strapline on our logo changed to give a clearer message of our ethos</li> </ul> <div style="text-align: center;">  <b>BRIGHTONTHERAPYCENTRE</b>  <small>BESPOKE, INCLUSIVE, PROFESSIONAL</small> </div> <p>to....</p> <div style="text-align: center;">  <b>BRIGHTONTHERAPYCENTRE</b>  <small>WELLBEING FOR YOU &amp; YOUR COMMUNITY</small> </div>



# BRIGHTON THERAPY CENTRE LIMITED

## TRUSTEES' REPORT (CONTINUED) (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2023

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### Charitable Works Summary

#### How much has BTC contributed to ongoing therapy in 2023?

The main contribution that BTC makes to the no-cost and low-cost services it provides is through the governance, management, administration, infrastructure and premises that are necessary to provide these services. In addition, the charity maintains a small fund to provide continuity funding for clients who have received external grant funding but would benefit from additional sessions to complete their treatment.

Total contribution from BTC funds:	Total contribution from external grant funds:
<b>£1,880</b>	<b>£51,775</b>

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**Total contribution to ongoing therapy in 2023: £53,655 (£46,309 in 2022)**

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#### Successful grant funding applications 2023:

- Magdalen & Lasher - £1,000 (Hastings)
- Ernest Kleinwort Charitable Trust - £7,500 (Brighton & Hastings)
- The Chalk Cliff Trust - £5,000 (Brighton & Hastings)
- Heads on Hastings Refugee Pilot - £5,750 (Hastings)
- Percy Bilton - £750 (Hastings)
- Ukrainian Refugee Programme Partnership - £6,900 (Brighton)
- Public Donations - £539.59 (Unrestricted)
- **Total grant funding in 2023: £27,439 (£98,950 in 2022)**

Included here are funds which were raised for the set up and growth of Hastings Therapy Centre and were designated for covering operating costs and refugee work.

# BRIGHTON THERAPY CENTRE LIMITED

## TRUSTEES' REPORT (CONTINUED) (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2023

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### Client Feedback

BTC has an established process for engaging client and practitioner views on its services and care, with comprehensive surveys being undertaken each year. In addition, we are continually soliciting feedback from clients through our end of therapy questionnaires which they are asked to complete when they finish therapy. Highlights from the 2023 survey are as follows:

- This year 57 client surveys were completed out of 720 sent (7.92% response rate).
- We received an overall 4.5/5-star rating, equal to 4.5 in 2022.
- People chose to come to BTC/HTC for several reasons, but these were largely word-of-mouth recommendations. Many also cited that suitable NHS services weren't available, and they couldn't afford private therapy.
- They generally found that the office team dealt with their issues sensitively and appropriately.

Of respondents to whom the question applied:

83% experienced an improvement in confidence or wellbeing

81% experienced a reduction in anxiety or depression

70% experienced a reduction in suicidal thoughts

76% experienced a reduction in urges to physically self-harm

61% experienced an improvement in their physical health

71% felt more able to return to or remain at work

69% felt less isolated

36% reduced their use of other services, such as GP, Mental Health Services and A&E, after coming to BTC

*Comments included:*

"The service completely changed my life around for the better. The therapist encouraged me to think of strategies and gave me confidence to carry these out."

"I can't fault my experience. I consider myself very lucky in the therapist I was allotted. I was instantly put at ease and able to talk in depth about the difficult experience I was living through. She was so good."

"I was especially raw and emotional with grief at the beginning and whilst I am still in loads of emotional pain I am now in a much calmer and more peaceful space which I can fully attribute to the EMDR. The process has appeared to 'still the waters' and has 'steadied the ship' somewhat which has helped my emotional state so that I am in a position to go forward with the next chapter to seek employment."

"My therapist gave me the perfect combination of empathy, space to release and process trauma, and practical tools to use in everyday life. I feel transformed by the process, in ways that I never expected."

"It has completely changed my MH. I was super anxious to get on buses and do general life things but this completely changed. I was experiencing medium to severe anxiety every day. Now my anxiety is medium to mild only a few days a month."

"Thank you to everyone at BTC who made accessing therapy so supportive, warm and inclusive from the first contact".

"BTC helped with my confidence, the way I communicate, the way I value myself, and how I deal with traumatic events."

# BRIGHTON THERAPY CENTRE LIMITED

## TRUSTEES' REPORT (CONTINUED) (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2023

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### Roles & Stakeholders

#### Trustees

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

- David Scully (appointed in October 2023)
- Jo Tomlinson
- Julie Watson (stepped down in October 2023)
- Lola Akinyemi (appointed in April 2023)
- Richard Burgess-Gamble, Treasurer
- Robert Clare
- Sandeep Rai
- Suzanne Thompson, Chair

None of the trustees has any beneficial interest in the company. All of the trustees are directors of the company and guarantee to contribute £10 in the event of a winding up. The trustees have been recruited by a selection process whereby an individual has expressed an interest in supporting the organisation, and also possesses knowledge and skills pertinent to the good management of the organisation. Appointments are made as follows:

- Application is considered by the Management and Trustees as to suitability.
- Applicant is interviewed by the Chair of the Trustees and the Management.
- If successful, the candidate is appointed, pending any necessary background checks, references and a final agreement from the board of trustees.

The trustees have extensive experience in the following areas: mental health law, children and family mental health, adult mental health, psychotherapy, business management, charity law and procedures and human resources.

The trustees meet quarterly to oversee the running of BTC. The Chair meets with the CEO monthly.

The Financial Governance Group is a subgroup of the Board which meets with the CEO every 6 months and reports into the Board.

The Clinical Governance Group is a subgroup of the Board which meets with the Clinical Manager and CEO every 1-2 months and reports into the Board.

#### Staff

**CEO** - Kerry Evans

**Clinical Director** - Michael O'Rourke

**Operating Officer** - Ryan Pratt

**Administrators** - Sophie Chapman (appointed 11 December 2023), Kathy Hines-Watkins

**Trauma Lead** - Maureen McCamley

Details of procurement, recruitment and appointment of BTC Staff:

Upon deciding to recruit for a position within the employed team at BTC, a detailed job specification and person specification are created which highlight the need within the team and the desirable qualities of an applicant which centre around BTC's core values.

After posting these details with a fair timescale, applicants are assessed by the CEO and a decision is made as to who BTC would like to interview. Interview questions are constructed which will help ascertain the applicant's experience, skills, suitability for the role, and values to help BTC make its decision. The successful applicant is then expected to undergo a DBS check prior to onboarding within their team. In the event that no suitable candidates are found, BTC will review the need for the position and if necessary, will restart the recruitment process.

### Self-Employed Approved Practitioners

#### Details of procurement, recruitment and appointment of BTC approved self-employed practitioners:

Membership is open to mental health practitioners who have an interest in assisting BTC to achieve its aims and are willing to adhere to the rules of BTC.

# BRIGHTON THERAPY CENTRE LIMITED

## TRUSTEES' REPORT (CONTINUED) (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2023

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Brighton Therapy Centre has a fourfold practitioner membership scheme:

1. Trainees who are on a supervised placement with BTC.
2. Graduates who have completed training and are building up their practice hours.
3. Associates who have UKCP registration or BACP accreditation and a Masters level further training in a relevant field.
4. Senior Associates who have more than 8 years of post-qualification experience, PG Cert in clinical supervision or equivalent, training experience and / or experience of consultancy.

Appointments are made as follows:

- Applications are invited via advert on the BTC website or personnel recruitment services.
- Applicants are asked to submit a CV and covering letter explaining why they wish to join BTC.
- When a vacancy arises, the submitted CVs are short-listed and candidates are invited for an interview with BTC management.

Successful candidates are appointed to one of the above schemes, pending satisfactory references and the provision of original copies of their professional liability insurance and professional registration.

All practitioners attend regular meetings in order to contribute to the day-to-day management of the Charity.

**Clients:** Clients are invited to contribute to service development via feedback questionnaires.

This report is prepared in accordance with the small company regime (Section 419(2) of the Companies Act 2006.

On behalf of the board of trustees

X



Suzanne Thompson  
Chair of the Board of Trustees

11 September 2024

# BRIGHTON THERAPY CENTRE LIMITED

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF BRIGHTON THERAPY CENTRE LIMITED

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I report to the trustees on my examination of the financial statements of Brighton Therapy Centre Limited (the charity) for the year ended 31 December 2023.

#### Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

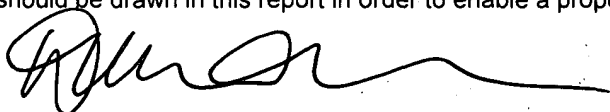
#### Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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



**William Roberts FCA**

#### Chartered Accountants

Friend-James Limited  
4th Floor Park Gate  
161-163 Preston Road  
Brighton  
BN1 6AF

Dated: 20 SEPTEMBER 2024

# BRIGHTON THERAPY CENTRE LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
<b>Income from:</b>							
Donations and grants	3	565	26,900	27,465	36	98,950	98,986
Incoming resources from charitable activities	4	279,919	-	279,919	276,613	-	276,613
<b>Total income</b>		<u>280,484</u>	<u>26,900</u>	<u>307,384</u>	<u>276,649</u>	<u>98,950</u>	<u>375,599</u>
<b>Expenditure on:</b>							
Charitable activities	5	<u>289,543</u>	<u>77,870</u>	<u>367,413</u>	<u>275,521</u>	<u>64,347</u>	<u>339,868</u>
<b>Net (expenditure)/income for the year/</b>							
<b>Net movement in funds</b>		(9,059)	(50,970)	(60,029)	1,128	34,603	35,731
Fund balances at 1 January 2023		<u>67,646</u>	<u>68,877</u>	<u>136,523</u>	<u>66,518</u>	<u>34,274</u>	<u>100,792</u>
<b>Fund balances at 31 December 2023</b>		<u><u>58,587</u></u>	<u><u>17,907</u></u>	<u><u>76,494</u></u>	<u><u>67,646</u></u>	<u><u>68,877</u></u>	<u><u>136,523</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# BRIGHTON THERAPY CENTRE LIMITED

## STATEMENT OF FINANCIAL POSITION

AS AT 31 DECEMBER 2023

	Notes	2023 £	2022 £
<b>Fixed assets</b>			
Tangible assets	9	25,713	31,776
<b>Current assets</b>			
Debtors	10	28,848	27,036
Cash at bank and in hand		29,555	86,588
		58,403	113,624
<b>Creditors: amounts falling due within one year</b>	11	(7,622)	(8,877)
Net current assets		50,781	104,747
<b>Total assets less current liabilities</b>		76,494	136,523
<b>Income funds</b>			
Restricted funds		17,907	68,877
Unrestricted funds		58,587	67,646
		76,494	136,523

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on

*11<sup>th</sup> Sept 2024*

X 

S Thompson  
Trustee

Company registration number 07791021

# BRIGHTON THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

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### 1 Accounting policies

#### Charity information

Brighton Therapy Centre Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 23A New Road, Brighton, East Sussex, BN1 1UG.

#### 1.1 Accounting convention

The accounts have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland" (FRS 102). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

#### 1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

#### 1.5 Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis inclusive of any VAT which cannot be reclaimed. All support costs are allocated to the sole charitable activity.

Governance costs include expenditure not directly related to the charitable activity and includes accountancy costs.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings and equipment	Straight line over five years
IT hardware and software	Straight line over five years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.



# BRIGHTON THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2023

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#### 1 Accounting policies

(Continued)

Assets with a value of £300 or more when purchased are categorised as fixed assets and depreciated accordingly.

##### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

##### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks.

##### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

##### 1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received, if material.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

# BRIGHTON THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2023

#### 1 Accounting policies

(Continued)

##### 1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### 3 Donations and grants

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Donations and grants	565	26,900	27,465	36	98,950	98,986

#### 4 Incoming resources from charitable activities

	2023	2022
	£	£
Room rental and other services including training and therapy	279,919	276,613

# BRIGHTON THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2023

#### 5 Charitable activities

	2023 £	2022 £
Staff costs	191,422	167,818
Depreciation and impairment	6,414	8,679
Clinical services	52,562	74,681
Rates	3,098	2,256
Insurance	3,293	2,359
Light and heat	4,610	3,384
Repairs and maintenance	8,899	4,564
Postage and stationery	1,602	2,006
Telephone and internet	3,391	1,818
Cleaning	3,456	3,140
IT hardware and software	28,378	22,500
Sundry and advertising	2,724	2,509
Legal and professional	196	573
Rent and parking	40,380	33,000
Bank charges and other interest	871	496
Other charitable expenditure	13,399	6,845
	<u>364,695</u>	<u>336,628</u>
Share of governance costs (see note 6)	2,718	3,240
	<u>367,413</u>	<u>339,868</u>
<b>Analysis by fund</b>		
Unrestricted funds	289,543	275,521
Restricted funds	<u>77,870</u>	<u>64,347</u>
	<u>367,413</u>	<u>339,868</u>

Other charitable expenditure includes staff training and supervision of £10,674 (2022: £6,507).

# BRIGHTON THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

### 6 Support costs

	Support costs £	Governance costs £	2023 Support costs £	Governance costs £	2022 £
Accountancy, tax advice and independent examination fees		2,718	2,718	3,240	3,240
	-	-	-	-	-
Analysed between Charitable activities	-	2,718	2,718	3,240	3,240

### 7 Trustees

None of the trustees (or any persons connected with them) received any reimbursed expenses, remuneration or benefits from the charity during the year.

The liability of the trustees is limited to a sum not exceeding £10, being the amount that each trustee undertakes to contribute to the assets of the charity in the event of it being wound up.

### 8 Employees

The average monthly number of employees during the year was:

	2023 FTE	2022 FTE
Administrators	2.04	2
Managers	1.6	1.6
Clinical staff	1.5	1.5
Total	5.14	5.1

#### Employment costs

	2023 £	2022 £
Wages and salaries	177,372	155,572
Social security costs	10,691	9,717
Other pension costs	3,359	2,529
	191,422	167,818

Holiday is accrued in line with the calendar year and employees cannot carry holiday forward. As such, no holiday pay provision is required.

There were no employees whose annual remuneration was more than £60,000.

# BRIGHTON THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2023

#### 9 Tangible fixed assets

	Fixtures, fittings and equipment £	IT hardware and software £	Total £
<b>Cost</b>			
At 1 January 2023	10,586	42,325	52,911
Additions	-	350	350
At 31 December 2023	10,586	42,675	53,261
<b>Depreciation and impairment</b>			
At 1 January 2023	10,154	10,981	21,135
Depreciation charged in the year	86	6,327	6,413
At 31 December 2023	10,240	17,308	27,548
<b>Carrying amount</b>			
At 31 December 2023	346	25,367	25,713
At 31 December 2022	432	31,344	31,776

#### 10 Debtors

	2023 £	2022 £
<b>Amounts falling due within one year:</b>		
Trade debtors	25,326	26,029
Other debtors	1,980	-
Prepayments and accrued income	1,542	1,007
	28,848	27,036

#### 11 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	3,751	3,299
Trade creditors	-	2,400
Other creditors	510	540
Accruals and deferred income	3,361	2,638
	7,622	8,877

#### 12 Grants

The company is using the accrual model to account for grants. Grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

# BRIGHTON THERAPY CENTRE LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

### 13 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 31 December 2023 are represented by:						
Tangible assets	25,713	-	25,713	31,776	-	31,776
Current assets/(liabilities)	32,874	17,907	50,781	35,870	68,877	104,747
	<u>58,587</u>	<u>17,907</u>	<u>76,494</u>	<u>67,646</u>	<u>68,877</u>	<u>136,523</u>

### 14 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023 £	2022 £
Within one year	34,650	33,000
Between two and five years	2,750	35,750
	<u>37,400</u>	<u>68,750</u>

### 15 Remuneration of key management personnel

#### Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2023 £	2022 £
Aggregate compensation	<u>47,467</u>	<u>47,333</u>