REIGATE COMMUNITY COUNSELLING CENTRE

England & Wales · Charity number 1154986

Details

Other names	RCCC
Status	Registered
Legal form	CIO
Registered	2013-12-11
Register	View on the Charity Commission register

Contact

Address	38 Monks Walk Reigate RH2 0SS
Phone	07837978600
Email	rcccenquiries@gmail.com
Website	www.reigate-counselling.co.uk

Activities

Objects: TO ADVANCE MENTAL AND EMOTIONAL HEALTH FOR PEOPLE IN OUR LOCAL COMMUNITY (AND BEYOND) BY PROVIDING AFFORDABLE AND ACCESSIBLE COUNSELLING REGARDLESS OF FAITH, GENDER OR SEXUAL ORIENTATION

Activities: To advance the mental and emotional health of adults in our local community by providing affordable and accessible counselling regardless of faith, gender, or sexual orientation. We offer a variety of counselling styles as appropriate for our clients' needs.

Classification

- **How:** Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives
- **Who:** The General Public/mankind

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Geography

- Surrey
- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-01-31	£39,669	£44,747	-	-
2024-01-31	£56,793	£36,765	-	-
2023-01-31	£34,462	£40,486	-	-
2022-01-31	£31,739	£26,176	-	-
2021-01-31	£32,557	£23,984	-	-

Trustees

Name	Role	Appointed
JEFH DAVIES	Chair	2013-09-10
CAROLINE DOWNTON		2013-12-11
Helen White		2025-03-18
LORRAINE MARTIN		2013-09-10
Philippa Jane Melbourne		2023-09-26

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REIGATE COMMUNITY COUNSELLING CENTRE

England & Wales - Charity number 1154986

Accounts

CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01.02.24 Period start date To 31.01.25 Period end date

Charity name: Reigate Community Counselling Centre

Charity registration number:1154986

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	**To advance the mental and emotional health for adults in the community (and beyond) by providing affordable and accessible counselling.**
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	**Provision of counselling to adults for a range of emotional issues including depression, anxiety, stress, bereavement, relational difficulties and life transitions such as divorce, separation and retirement.**
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	**The Trustees have had regard to the guidance issued by the Charity Commission on public benefit. Counselling is provided to adults without discrimination for a broad range of emotional issues where the service believes it has the appropriate resources to offer support. The service users are from a wide cross section of the public, inclusive of all genders and life stages from young adults to retirees.** **The service is self-funded by clients and fees are proposed based upon a sliding scale depending on income and personal financial circumstances.** **We aim that no one is denied access due to cost. The breakdown of contributions as of 31 January 2025 was:** **2% contribute under £20.** **47% contribute £20.** **36% contribute £25-£30.** **15% contribute £35 -£45.** **The level of contribution enables affordable longer-term access to many who would otherwise be unable to afford counselling.**

Additional information (optional)
You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	**No grants are made by the service and none have been received.**
Policy on social investment including program related investment	Para 1.38	**Our counselling provision aims to strengthen our client's skills, resources, and resilience to life events. However, no financial investments are made to any third-party organisation.**
Contribution made by volunteers	Para 1.38	**The counselling service would not be possible without the time, dedication, and commitment of its counsellors who volunteer their services at a lower sessional rate in relation to typical private fees. In addition, we offer placements to counsellors nearing the end of their formal training, which supports our aims of offering affordable counselling.** **Our counsellors remain fundamental to its success. The Trustees are hugely grateful for the Counsellors' on-going support which enables the service to meet its aims.** **In addition, the Trustees are grateful to the staff and volunteers at the locations used. Particularly our principal location Reigate Community Centre and Methodist Church whose commitment and warm welcome enables the service to offer a range of times from comfortable rooms including disabled access.**
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	**The Counselling service provides approx. 60 client sessions weekly including evenings. Where needed we continue to offer on-line sessions although the majority are now in person.** **At least 815 clients have been supported since our establishment. By offering open ended sessions we can provide the time for clients to develop more effective coping strategies to manage distressing events and improve emotional resilience and their relationships. The service has a maximum time limit of 2 years unless there are exceptional reasons for continuing.** **Occasionally we need to maintain a waiting list particularly for evening appointments which are often in most demand.** **In addition, following receipt of a generous donation, we have provided over 70 free time limited sessions to Welcare service users who often have complex emotional struggles. Our service has provided short term emotional support to parents who would not have the funds even for low-cost counselling. Feedback from Welcare and the parents has been positive.** **The service receives enquiries from a range of sources including its website, google search. In addition, it receives referrals from GPs, local mental health services and personal recommendation.**

Additional information (optional)
You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	**The Trustees believe that the Charity's objectives have been met.**
Performance of fundraising activities against objectives set	Para 1.41	**Fundraising is usually limited to the surplus generated from training events although no events were run last year.**
	Para 1.41	**Funds are held in a nominal interest earning account with CAF Bank. In addition, in September 2024 the majority**

Investment performance against objectives		**of the Charity's funds were moved to the CAF Gold account which earns a better rate of interest. This increased earned interest to 31.1.25 to £402.00 from £96.00 in the previous year.**
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	**The charity remains in a positive financial position. The deficit includes the expense of providing the free sessions to Welcare clients and the increase in the Counsellor session fee. Having qualified counsellors is important to meet the service needs and their sessional rate is significantly lower than a private practice rate.**
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	**The Service's fixed costs are minimal and can be met from client contributions Room hire is considered the main financial risk. The Trustees have agreed to hold a minimum 3-month expenses to fund the service primarily if alternative premises are needed.**
Amount of reserves held	Para 1.22	**£0**
Reasons for holding zero reserves	Para 1.22	**Fixed costs are minimal at £1200 per annum these and day to day costs are met from client contributions.**
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	**There are no concerns**

Additional information (optional)
You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	**Client contributions remain the principal source of funds**
Investment policy and objectives including any social investment policy adopted	Para 1.46	**None other than the decision to move most of the funds to a higher interest earning account.**
A description of the principal risks facing the charity	Para 1.46	**The principal risks would be losing the availability of counselling rooms at Reigate Community Centre and needing to source alternative premises.** **Sufficient funds are held to meet this possible expense.**
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	**Constitution incorporated 17th October 2013**
How is the charity constituted?	Para 1.25	**Charitable Incorporated Organisation**
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	**Trustees are formally noted and approved at the AGM by the members and Trustee Board.**

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 Service Policies and Procedures include policies for Privacy, Safeguarding, Health and Safety, social media, Document Retention, Privacy, Diversity and Inclusion.** **These are provided to all Trustees and Counsellors.**
The charity's organisational structure and any wider network with which the charity works	Para 1.51	**The Trustees meet formally at least bi-annually in addition to review finances and service provision. Additional informal meetings take place as needed.** **Day to Day administration is managed by the Centre Manager and any key concerns relayed to the trustees** **The Service is also supported by the Treasurer and Safeguarding officer**
Relationship with any related parties	Para 1.51	**There are no related parties**
Other		

Reference and Administrative details

Charity name	Reigate Community Counselling Centre
Other name the charity uses	RCCC
Registered charity number	1154986

Charity's principal address	38 Monks Walk Reigate SURREY RH2 0SS

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	Jefh Davies	Chair of Trustees		
2	Jane Melbourne	Trustee		
3	Caroline Downton	Trustee		
4	Lorraine Martin	Centre Manager		
5				
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18				
19				
20				

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

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

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	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	Caroline Dolnton	P J Holbourne
Full name(s)	CAROLINE DOLNTON	P. Jane Holbourne
Position (eg Secretary, Chair, etc)	TRUSTEE	Trustee.
Date	5/7/25	

CHARITY COMMISSION FOR ENGLAND AND WALES

Reigate Community Counselling Centre	No (if any)
Receipts and payments accounts	1149284

Receipts and payments accounts

CC16a

For the period from	Period start date: 1st February 2024	To	Period end date: 31st January 2025

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Client fees	39,267	-	-	39,267	36,674
Amazon Smile	-	-	-	-	23
Bank Interest	402	-	-	402	96
Donations	-	-	-	-	20,000
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total *(Gross income for AR)*	39,669	-	-	39,669	56,793
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	39,669	-	-	39,669	56,793
A3 Payments					
Counsellor fees	26,087	-	-	26,087	22,782
Welcare clients counsellor fees	1,624	-	-	1,624	-
Centre Manager fee	4,524	-	-	4,524	3,240
Room Hire	9,282	-	-	9,282	8,216
Advertising	938	-	-	938	510
Insurance	314	-	-	314	314
Office /bank/Ind examiner	1,235	-	-	1,235	577
DBS/ICO/Traing/mbship fees	400	-	-	400	812
Telephone	343	-	-	343	314
Sub total	44,747	-	-	44,747	36,765
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	44,747	-	-	44,747	36,765
Net of receipts/(payments)	- 5,078	-	-	- 5,078	20,028
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	60,233	-	-	60,233	40,205
Cash funds this year end	55,155	-	-	55,155	60,233

Section B Statement of assets and liabilities at the end of the period

B1 Cash funds

Categories / Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Current Account CAF Cash	9,849	-	-
Reserve Account CAF Gold	45,307	-	-
	-	-	-
Total cash funds (agree balances with receipts and payments account(s))	55,155	-	-
	OK	OK	OK

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
	CAROLINE DOUNTON	5.7.25
	P. JANE MELBOURNE	5/7/25

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: Reigate Community Counselling Centre

On accounts for the year ended: 31st January 2025 | **Charity no (if any)**: 1154986

Set out on pages: 1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/01/2025**.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Signed: JD Ditch **Date:** 27/05/2025

Name: Jenny Ditch

Relevant professional qualification(s) or body (if any): FICB PM. Dip
Institute of Certified Bookkeepers
Licensed Practise Number 12567

Address: 34 Alma Road
Reigate, Surrey
RH2 0DH

Section B Disclosure

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

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

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	Reigate Community Counselling Centre		
On accounts for the year ended	31st January 2025	**Charity no (if any)**	1154986
Set out on pages	1-2		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/01/2025**.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Signed:	JD Ditch	**Date:**	27/05/2025
Name:	Jenny Ditch		
Relevant professional qualification(s) or body (if any):	FICB PM. Dip Institute of Certified Bookkeepers Licensed Practise Number 12567		
Address:	34 Alma Road Reigate, Surrey RH2 0DH		

Section B	Disclosure
	Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).
Give here brief details of any items that the examiner wishes to disclose.	

REIGATE COMMUNITY COUNSELLING CENTRE

England & Wales - Charity number 1154986

Accounts

CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01 Feb 23 Period start date to 31 Jan 2024 Period end date

Charity name: Reigate Community Counselling Centre

Charity registration number:1154986

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	**To advance mental and emotional health for people in the local community (and beyond) by providing affordable and accessible counselling.**
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	**Provision of counselling to adults for a range of mental and emotional issues including depression, anxiety, stress, bereavement, relational difficulties, and life transitions such as divorce, separation, and retirement.**
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	**The Trustees have had regard to the guidance issued by the Charity Commission on public benefit. Counselling is provided to adults without discrimination for a broad range of emotional issues where the service believes it has the appropriate resources to offer support. The service users are from a wide cross section of the public, inclusive of all genders and life stages from young adults to retirees.** **The service is self-funded by clients and fees are proposed based upon a sliding scale depending on income and personal financial circumstances.** **We aim that no one is denied access due to cost. The breakdown of contributions as of 31 January 2024 was:** **12% contribute under £20.** **48% contribute £20.** **32% contribute £25-£30.** **8 % contribute £35 -£45.** **The level of contribution enables affordable longer-term access to many who would otherwise be unable to afford counselling.**

Additional information (optional)
You may choose to include further statements where relevant about:

	SORP reference	
	Para 1.38	**RCCC does not make grants**

Policy on grant making		
Policy on social investment including program related investment	Para 1.38	**Our counselling provision aims to strengthen our client's skills, resources, and resilience to life events. However, no financial investments are made to any third-party organisation.**
Contribution made by volunteers	Para 1.38	**The counselling service would not be possible without the time, dedication, and commitment of its counsellors who volunteer their services at a lower sessional rate in relation to typical private fees. In addition, we offer placements to counsellors nearing the end of their formal training, which supports our aims of offering affordable counselling.** **Our counsellors remain fundamental to its success. The Trustees are hugely grateful for the Counsellors' on-going support which enables the service to meet its aims.** **In addition, the Trustees are grateful to the staff and volunteers at the locations used. Particularly our principal location Reigate Community Centre and Methodist Church whose commitment and warm welcome enables the service to offer a range of times from comfortable rooms including disabled access.**
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	**The Counselling service provides approx. 60 client sessions weekly including evenings. Where needed we continue to offer on-line sessions although the majority are now in person.** **At least 750 clients have been supported since our establishment. By offering open ended sessions we can provide the time for clients to develop more effective coping strategies to manage distressing events and improve emotional resilience and their relationships. The service has a maximum time limit of 2 years unless there are exceptional reasons for continuing.** **At times we need to maintain a waiting list particularly for evening appointments which are often in most demand.** **The service receives enquiries from a range of sources including its website. In addition, it receives referrals from GPs, local mental health services and personal recommendation.**

Additional information (optional)
You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	**The Trustees consider that all objectives have been met.**
Performance of fundraising activities against objectives set	Para 1.41	**Fundraising is usually limited to the surplus generated from training events which are offered at reduced cost to our counsellors and at a reasonable level to other counsellors.**
Investment performance against objectives	Para 1.41	**Funds are held in a nominal interest earning account with CAF Bank.**
Other		**RCCC received a one-off donation during the year of GBP20,000. The Trustees have designated this sum to provide free time limited counselling to Welcare service users. This furthers the Charity's aim of supporting those in need in our local community. This client group would be unlikely to have sufficient financial resources to access even low-cost counselling.**

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	**The Charity is in a positive financial position**
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	**The Trustees have agreed to hold a minimum 3-month expenses to fund the service primarily if alternative premises are needed. Fixed costs are minimal, and these can be met from client contributions.**
Amount of reserves held	Para 1.22	**£0. However, the Trustees agree hold a minimum 3-month expenses which would amount to 7,500. These are in unrestricted funds and monitored.**
Reasons for holding zero reserves	Para 1.22	**Fixed costs are minimal at less than £600 and easily met from client contributions**
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	**There are no concerns**

Additional information (optional)
You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	**Client contributions remain the principal source of funds**
Investment policy and objectives including any social investment policy adopted	Para 1.46	**N/A**
A description of the principal risks facing the charity	Para 1.46	**The principal risk would be losing the availability of counselling rooms and needing to source alternative accommodation which may be at a higher cost.** **Sufficient funds are held to meet this possible expense.**
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	**Constitution incorporated 17 October 2013**
How is the charity constituted?	Para 1.25	**Charitable Incorporated Organisation**
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	**Trustees are appointed by the members**

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 Service has several policies and procedures as appropriate to counselling provision following professional guidelines. These include Privacy, Document retention, Health and Safety and Safeguarding**
The charity's organisational structure and any wider network with which the charity works	Para 1.51	**The Trustees meet at least bi-annually an agree policy reviews, assess the financial status and client needs. Sub-committees will also be formed and meet to review and agree specific projects as needed.** **In addition, the day-to-day administration and client enquiries are managed by the centre manager, reporting to the Trustees.** **The service is supported by its Treasurer and Safeguarding officer.**
Relationship with any related parties	Para 1.51	**N/A**
Other		

Reference and Administrative details

Charity name	Reigate Community Counselling Centre
Other name the charity uses	RCCC
Registered charity number	1154986

Charity's principal address	38 Monks Walk. Reigate SURREY RH2 0SS

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	Jefh Davies	Chair of Trustees		
2	Jane Melbourne	Trustee	26.9.23	
3	Caroline Downton			
4	Lorraine Martin	Centre Manager		
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16				
17				

Funds held as custodian trustees on behalf of others

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	
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 adviser	Name	Address

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

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	CJDn	
Full name(s)	CAROLINE DOUNTON	
Position (eg Secretary, Chair, etc)	TRUSTEE	
Date	1.7.24	

CHARITY COMMISSION FOR ENGLAND AND WALES

Charity Name	Charity Number
Reigate Community Counselling Centre	1154986

Receipts and payments accounts

CC16a

For the period from	01-Feb-23	To	31-Jan-24

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
client fees	36,674	-	-	36,674	34,418
Amazon Smile	23	-	-	23	23
Bank interest	96	-	-	96	21
donation	20,000	-	-	20,000	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
***Sub total** (Gross income for AR)*	56,793	-	-	54,719	34,462
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	56,793	-	-	56,793	34,462
A3 Payments					
Counsellor fees	22,782	-	-	22,782	18,582
Centre Manager fee	3,240	-	-	3,240	3,240
Room Hire	8,216	-	-	8,216	6,845
Telephone	314	-	-	314	276
advertising	510	-	-	510	794
Insurance	314	-	-	314	314
Membership fees	152	-	-	152	145
office/bank/examiner	577	-	-	577	9,988
DBs/ICO/Training expense	660	-	-	660	302
Sub total	36,765	-	-	36,765	40,486
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	36,765	-	-	36,765	40,486
Net of receipts/(payments)	20,028	-	-	20,028	- 6,024
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	40,205	-	-	40,205	46,229
Cash funds this year end	60,233	-	-	60,233	40,205

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		-	-	-
		-	-	-
		-	-	-
	Total cash funds	60,233	-	-

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	Reigate Community Counselling Centre		
On accounts for the year ended	31st January 2024	**Charity no (if any)**	1154986
Set out on pages	1-2		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/01/2024**.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Signed: JJ Ditch **Date:** 15/05/2024

Name: Jenny Ditch

Relevant professional qualification(s) or body (if any): FICB PM. Dip
Institute of Certified Bookkeepers
Licensed Practise Number 12567

Address: 34 Alma Road
Reigate, Surrey
RH2 0DH

Section B	Disclosure

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

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

REIGATE COMMUNITY COUNSELLING CENTRE

England & Wales - Charity number 1154986

Accounts

CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01 Feb 22 Period start date to 31 Jan 2023 Period end date

Charity name: Reigate Community Counselling Centre

Charity registration number:1154986

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	**To advance mental and emotional health for people in the local community (and beyond) by providing affordable and accessible counselling.**
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	**Provision of counselling to adults for a range of mental and emotional issues including depression, anxiety, stress, bereavement, relational difficulties, and life transitions such as divorce, separation, and retirement.**
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	**The Trustees have had regard to the guidance issued by the Charity Commission on public benefit. Counselling is provided to adults without discrimination for a broad range of emotional issues where the service believes it has the appropriate resources to offer support. The service users are from a wide cross section of the public, inclusive of all genders and life stages from young adults to retirees.** **The service is self-funded by clients and fees are proposed based upon a sliding scale depending on income and personal financial circumstances.** **We aim that no one is denied access due to cost. The breakdown of contributions as at 31 January 2023 was:** **11% contribute under £20.** **53% contribute £20.** **29% contribute £25-£30.** **7% contribute £35 -£45.** **The level of contribution enables affordable longer-term access to many who would otherwise be unable to afford counselling.**

Additional information (optional)
You may choose to include further statements where relevant about:

	SORP reference	
	Para 1.38	**RCCC does not make grants**

Policy on grant making		
Policy on social investment including program related investment	Para 1.38	**Our counselling provision aims to strengthen our client's skills, resources, and resilience to life events. However no financial investments are made to any third-party organisation.**
Contribution made by volunteers	Para 1.38	**The counselling service would not be possible without the time, dedication, and commitment of its counsellors who volunteer their services at a lower sessional rate in relation to typical private fees. In addition, we offer placements to counsellors nearing the end of their formal training.** **Our counsellors remain fundamental to its success. The Trustees are hugely grateful for the Counsellors' on-going support which enables the service to meet its aims.** **In addition, the Trustees are grateful to the staff and volunteers at the locations used. Particularly our principal location Reigate Community Centre and Methodist Church whose commitment and warm welcome enables the service to offer a range of times from comfortable rooms including disabled access.**
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	**The Counselling service provides approx. 50 client sessions weekly including evenings. In addition, where needed we continue to offer on-line sessions although the majority are now in person.** **At least 715 clients have been supported since our establishment. By offering open ended sessions we can provide the time for clients to develop more effective coping strategies to manage distressing events and improve emotional resilience and their relationships. The service has a maximum time limit of 2 years unless there are exceptional reasons for continuing.** **At times we need to maintain a waiting list particularly for evening appointments which are often in most demand.** **The service receives enquiries from a range of sources including its website. In addition, it receives referrals from GPs, local mental health services and personal recommendation.**

Additional information (optional)
You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	**The Trustees consider that all objectives have been met.**
Performance of fundraising activities against objectives set	Para 1.41	**Fundraising is usually limited to the surplus generated from training events which are offered at reduced cost to our counsellors and at a reasonable level to other counsellors.**
Investment performance against objectives	Para 1.41	**Funds are held in a nominal interest earning account with CAF Bank.**
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	**The Charity is in a positive financial position**
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	**The Trustees have agreed to hold a minimum 3-month expenses to fund the service primarily if alternative premises are needed. Fixed costs are minimal, and these can be met from client contributions.**
Amount of reserves held	Para 1.22	**£0. However, the Trustees agree hold a minimum 3-month expenses which would amount to 7,500. These are in unrestricted funds and monitored.**
Reasons for holding zero reserves	Para 1.22	**Fixed costs are minimal at less than £600 and easily met from client contributions**
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	**There are no concerns**

Additional information (optional)
You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	**Client contributions remain the principal source of funds**
Investment policy and objectives including any social investment policy adopted	Para 1.46	**N/A**
A description of the principal risks facing the charity	Para 1.46	**The principal risk would be losing the availability of counselling rooms and needing to source alternative accommodation which may be at a higher cost.** **Sufficient funds are held to meet this likely expense.**
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	**Constitution incorporated 17 October 2013**
How is the charity constituted? (e.g., unincorporated association, CIO)	Para 1.25	**Charitable Incorporated Organisation**
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	**Trustees are appointed by the members**

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 Service has several policies and procedures as appropriate to counselling provision following professional guidelines. These include Privacy, Document retention, Health and Safety and Safeguarding**
The charity's organisational structure and any wider network with which the charity works	Para 1.51	**The Trustees meet at least bi-annually an agree policy reviews, assess the financial status and client needs.** **In addition, the day-to-day administration and client enquiries are managed by the centre manager, reporting to the Trustees.** **In addition, the service is supported by its treasurer and safeguarding officer.**
Relationship with any related parties	Para 1.51	**N/A**
Other		

Reference and Administrative details

Charity name	Reigate Community Counselling Centre
Other name the charity uses	RCCC
Registered charity number	1154986
Charity's principal address	38 Monks Walk. Reigate SURREY RH2 0SS

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	Jefh Davies	Chair of Trustees		
2	Mary Bryden			
3	Caroline Downton			
4	Lorraine Martin	Centre Manager		
5	Rosalind Walker		2nd July 2022	
6				
7				
8				
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14				
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16				
17				
18				
19				
20				

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

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

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	
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 adviser	Name	Address

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

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	Jeff Davies	
Full name(s)	JEFF DAVIES	
Position (eg Secretary, Chair, etc)	CHAIR OF TRUSTEES	
Date	24/06/23	

CHARITY COMMISSION FOR ENGLAND AND WALES

Charity name	Charity no (if any)
Reigate Community Counselling Centre	1154986

Receipts and payments accounts

CC16a

For the period from	01-Feb-22	To	31-Jan-23

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
client fees	34,418	-	-	34,418	31,730
Amazon Smile	23	-	-	23	9
Bank interest	21	-	-	21	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total *(Gross income for AR)*	34,462	-	-	34,462	31,739
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	34,462	-	-	34,462	31,739
A3 Payments					
Counsellor fees	18,582	-	-	18,582	17,078
Centre Manager fee	3,240	-	-	3,240	1,500
Room Hire	6,845	-	-	6,845	5,155
Telephone	276	-	-	276	280
advertising	794	-	-	794	297
Insurance	314	-	-	314	314
Membership fees	145	-	-	145	180
office/bank/examiner	9,988	-	-	9,988	725
DBs/ICO/Training expense	302	-	-	302	647
Sub total	40,486	-	-	40,486	26,176
A4 Asset and investment purchases. (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	40,486	-	-	40,486	26,176
Net of receipts/(payments)	- 6,024	-	-	- 6,024	5,563
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	46,229	-	-	46,229	40,109
Cash funds this year end	40,205	-	-	40,205	46,229

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		-	-	-
		-	-	-
		-	-	-
	Total cash funds (agree balances with receipts and payments account(s))	40,205	-	-

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	Jeff Davies	JEFF DAVIES	24/06/23
	Caroline Downton	CAROLINE DOWNTON	24/6/23

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	Reigate Community Counselling Centre		
On accounts for the year ended	31st January 2023	**Charity no (if any)**	1154986
Set out on pages	1-2		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/01/2023**.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Signed:	JD Ditch	**Date:**	10/05/2023
Name:	Jenny Ditch		
Relevant professional qualification(s) or body (if any):	FICB PM. Dip Institute of Certified Bookkeepers Licensed Practise Number 12567		
Address:	34 Alma Road Reigate, Surrey RH2 0DH		

REIGATE COMMUNITY COUNSELLING CENTRE

England & Wales - Charity number 1154986

Accounts

CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01.02. 21 Period start date To 31.01.22 Period end date

Charity name: Reigate Community Counselling Centre

Charity registration number: 1154986

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	**To advance the mental and emotional health of people in the community (and beyond) by providing affordable and accessible counselling.**
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	**Provision of counselling to adults for a range of mental and emotional issues including depression, anxiety, stress, bereavement, relational difficulties, and life transitions such as divorce, separation, and retirement.**
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	**The Trustees have had regard to the guidance issued by the Charity Commission on public benefit. Counselling is provided to adults without discrimination for a broad range of emotional issues where the service believes that it has the appropriate resources to offer support. The service users are from a wide cross section of the public covering all genders and life stages such us young adults to retirees. The service is self-funded by client fees and set at a sliding scale depending on income and personal financial circumstances. We aim that no one is denied access due to cost. Current breakdown of contributions is** **10% contribute less than £20** **60% contribute £20** **20% contribute £25-£30** **10% contribute £35-£45** **The contribution levels enable affordable access to longer term counselling to many who would not otherwise be able to access such support.**

Additional information (optional)
You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	**RCCC does not make grants**
Policy on social investment including program related investment	Para 1.38	**By providing counselling we strengthen client's skills, resources, and resilience to life events, but no financial investment is made to any third-party organisation.**
Contribution made by volunteers	Para 1.38	**The counselling service would not be possible without the time, skills and commitment of its counsellors who volunteer their services at nominal sessional rates. The remain fundamental to its success.** **The Trustees remain hugely grateful for the counsellors in-going support and adapting to the challenges of Covid-19. In addition to the support of the Reigate Community Centre and its volunteers and the provision of counselling rooms.**
Other		**The centre was able to offer in person sessions from May 2021 although it was not until September 2021 that in person sessions resumed. Since then, the number of in person sessions has increased to over 90% of the total number of sessions. Some counsellors have remained on-line, and some offer a combination dependant on counsellor and client need.**

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	**The total number of sessions per week is approx. 50, Monday to Friday inc evenings** **At least 665 clients have been supported since our establishment. By not time limiting sessions we are able to provide the time for clients to explore their issues at a deeper level and enable them to develop more effective coping strategies to manage distressing events and improve emotional resilience and their relationships. The service has a maximum time limit of 2 years unless there are exceptional reason for continuing. Waiting lists are maintained particularly for evening sessions which are most in demand.** **Clients self -refer and the service receives enquiries from a range of sources including recommendation, local mental health organisations and its website.**

Additional information (optional)
You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	**The Trustees consider that al objectives have been met.**
Performance of fundraising activities against objectives set	Para 1.41	**Specific fundraising is not undertaken the service is listed under Amazon Smile which raises a modest contribution. No training surplus was made in the past fiscal year as training opportunities were restricted due to Covid 19.**
Investment performance against objectives	Para 1.41	**Centre funds are held in a non-interest earning bank account**
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	**The Charity is in a positive financial position.**
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	**The Trustees have agreed to hod a minimum 3-month expenses to fund the service, primarily if alternative premises are needed. Fixed costs are minimal, and these are met from client contributions.**
Amount of reserves held	Para 1.22	**£0, however the Trustees agree to hold £7,500 in unrestricted funds to mee the possible additional room rental costs.**
Reasons for holding zero reserves	Para 1.22	**Fixed costs are minimal at £450.00 and considered easily met form client funds.**
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	**There are no concerns**

Additional information (optional)
You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	**Client contributions remain the principal source of funds**
Investment policy and objectives including any social investment policy adopted	Para 1.46	**N/A**
A description of the principal risks facing the charity	Para 1.46	**The principal risk would be losing the availability of counselling rooms and needing to source alternative counselling rooms which could be at a higher cost.** **Sufficient funds are currently held to meet this expense.**
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	**Constitution incorporated 17th October 2013.**
How is the charity constituted? (e.g., unincorporated association, CIO)	Para 1.25	**Charitable Incorporated Organisation**
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	**The Trustees are appointed by the members**

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	**RCCC has Policies and Procedures as appropriate to counselling provision following professional guidelines. These include health and safety, privacy, and safeguarding.**
The charity's organisational structure and any wider network with which the charity works	Para 1.51	**The Trustees meet at least bi-annually and agree policy review and financial status.** **The day-to -day administration and management of the service is undertaken by the Centre Manager reporting to the Trustees.** **In addition, the service is supported by the Treasurer and Safeguarding Officer**
Relationship with any related parties	Para 1.51	**N/A**
Other		

Reference and Administrative details

Charity name	Reigate Community Counselling Centre
Other name the charity uses	RCCC
Registered charity number	1154986

Charity's principal address	38 Monks Walk Reigate SURREY RH2 0SS

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	Jefh Davis	Chair of Trustees		
2	Mary Bryden			
3	Caroline Downton			
4	Lorraine Martin	Centre Manager		
5				
6				
7				
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17				
18				
19				
20				

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

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

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	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	Jeff Davies	
Full name(s)	JEFF DAVIES	
Position (e.g., Secretary, Chair, etc)	CHAIR	
Date	02/07/22	

CHARITY COMMISSION FOR ENGLAND AND WALES

Charity Name	No (if any)

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01-Feb-21		31-Jan-22

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Client fees	31,730	-	-	31,730	31,845
Taining Surplus	-	-	-	-	702
Amazon Smile	9	-	-	9	10
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
***Sub total** (Gross income for AR)*	31,739	-	-	31,739	32,557
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	31,739	-	-	31,739	32,557
A3 Payments					
Counsellor expenses	17,078	-	-	17,078	17,801
Centre Manager fee	1,500	-	-	1,500	1,500
Room hire	5,155	-	-	5,155	2,970
Telephone	280	-	-	280	281
Advertising	297	-	-	297	274
Insurance	314	-	-	314	314
Membership fees	180	-	-	180	175
office/bank/examiner	725	-	-	725	670
DBS/ Training expense	647	-	-	647	-
Sub total	26,176	-	-	26,176	23,985
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	26,176	-	-	26,176	23,985
Net of receipts/(payments)	5,563	-	-	5,563	8,572
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	40,109	-	-	40,109	31,056
Cash funds this year end	46,229	-	-	46,229	40,109

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	Reigate Community Counselling Centre		
On accounts for the year ended	31st January 2022	**Charity no (if any)**	1154986
Set out on pages	10-11		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/01/2022**.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Signed:	JJ Ditch	**Date:**	11/05/2022
Name:	Jenny Ditch		
Relevant professional qualification(s) or body (if any):	FICB PM. Dip Institute of Certified Bookkeepers Licensed Practise Number 12567		
Address:	34 Alma Road Reigate, Surrey RH2 0DH		

REIGATE COMMUNITY COUNSELLING CENTRE

England & Wales - Charity number 1154986

Accounts

CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01 Feb 20 Period start date to 31 Jan 2021 Period end date

Charity name: Reigate Community Counselling Centre

Charity registration number:1154986

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	**To advance mental and emotional health for people in the local community (and beyond) by providing affordable and accessible counselling regardless of faith, gender, or sexual orientation.**
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	**Provision of counselling to adults for a range of mental and emotional issues including depression, anxiety, stress, bereavement, relational difficulties, and life transitions such as divorce, separation, and retirement.**
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	**The trustees have had regard to the guidance issued by the Charity Commission on public benefit. Counselling is provided to adults without discrimination for a broad range of emotional issues where the service believes it has the appropriate resources to offer support. The service users are from a wide cross section of the public, both male and female, retired and unemployed, young adults and single parents. The service is funded by clients and fees are set at a sliding scale depending on income and personal financial circumstances. We aim that no one is denied access due to cost. The breakdown of contributions is.** **20% contribute less than £20.** **45% contribute £20.** **28% contribute £25-£30.** **07% contribute £35 -£45.** **The level of contribution enables affordable access to counselling to many who would otherwise be unable to afford counselling.**

Additional information (optional)
You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	**RCCC does not make grants**
Policy on social investment including program related investment	Para 1.38	**Our counselling provision aims to strengthen our client's skills, resources, and resilience to life events. However no financial investments are made to any third-party organisation.**
Contribution made by volunteers	Para 1.38	**The counselling service would not be possible without the time, dedication, and commitment of its counsellors who volunteer their services at a nominal sessional rate. They remain fundamental to its success.** **This has been a particularly challenging year as the service moved to on-line only in March 2020, following the national lockdown due to the Covid-19 pandemic. Each of our counsellors continued to work remotely with most clients adapting to the change.** **The Trustees are hugely grateful for the Counsellors on-going support which enables the service to meet its aims.** **In addition, the Trustees are grateful to the staff and volunteers at the locations used prior to the change to remote working and as we begin to resume in person work. Particularly our principal location Reigate Community Centre and Methodist Church whose commitment enables the service to offer a range of times from comfortable rooms including disabled access.**
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	**The Counselling service provides approx. 45 client sessions weekly including evenings.** **At least 615 clients have been supported since our establishment. By offering open ended sessions we can provide the time for clients to develop more effective coping strategies to manage distressing events and improve emotional resilience and their relationships. The service has a maximum time limit of 2 years unless there are exceptional reasons for continuing.** **At times we need to maintain a waiting list particularly for evening appointments which are often in most demand.** **The service receives enquiries from a range of sources including its website. In addition, it receives referrals from GPs, local mental health services and personal recommendation.**

Additional information (optional)
You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	**The Trustees consider that all objectives have been met.**
Performance of fundraising activities against objectives set	Para 1.41	**Fundraising is usually limited to the surplus generated from training events which are offered at reduced cost to our counsellors and at a reasonable level to other counsellors. Only one event was possible in the last financial year. Training Surplus amounted to £702 in the past financial year.**
Investment performance against objectives	Para 1.41	**Funds are held in a non-interest earning account**
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	**The Charity is in a positive financial position**
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	**The Trustees have agreed to hold a minimum 3-month expenses to fund the service primarily if alternative premises are needed. Fixed costs are minimal, and these are able to be met from client contributions.**
Amount of reserves held	Para 1.22	**£0. However, the Trustees agree hold a minimum 3-month expenses which would amount to 7,500. These are in unrestricted funds and monitored.**
Reasons for holding zero reserves	Para 1.22	**Fixed costs are minimal at less than £300 and easily met from client contributions**
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	**There are no concerns**

Additional information (optional)
You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	**Client contributions remain the principal source of funds**
Investment policy and objectives including any social investment policy adopted	Para 1.46	**N/A**
A description of the principal risks facing the charity	Para 1.46	**The principal risk would be losing the availability of counselling rooms and needing to source alternative accommodation which may be at a higher cost.** **Sufficient funds are held to ease any such change. Furthermore, we do not know the extent to which clients will wish to remain online rather than in person. This may lessen any impact**
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	**Constitution incorporated 17 October 2013**
How is the charity constituted? (e.g., unincorporated association, CIO)	Para 1.25	**Charitable Incorporated Organisation**
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	**Trustees are appointed by the members**

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 Service has several policies and procedures as appropriate to counselling provision following professional guidelines. These include Privacy, Document retention, Health and Safety and Safeguarding**
The charity's organisational structure and any wider network with which the charity works	Para 1.51	**The Trustees meet at least bi-annually an agree the principal policies and structural changes.** **In addition, the day-to-day administration and client enquiries are managed by the centre manager, reporting to the Trustees.** **In addition, the service is supported by its treasurer and safeguarding officer.**
Relationship with any related parties	Para 1.51	**N/A**
Other		

Reference and Administrative details

Charity name	Reigate Community Counselling Centre

Other name the charity uses	RCCC
Registered charity number	1154986
Charity’s principal address	38 Monks Walk. Reigate SURREY RH2 0SS

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	Jefh Davies	Chair of Trustees		
2	Mary Bryden			
3	Caroline Downton			
4	Lorraine Martin	Centre Manager		
5	Carolyn Mckie			
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

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	
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 adviser	Name	Address

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

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		

CHARITY COMMISSION FOR ENGLAND AND WALES

Charity Name	No (if any)
Reigate Community Counselling Centre	1154986

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01-Feb-20		31-Jan-21

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Client fees	31,845	-	-	31,845	25,963
training surplus	702	-	-	702	683
Amazon Smile	10	-	-	10	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
***Sub total** (Gross income for AR)*	32,557	-	-	32,557	26,646
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	32,557	-	-	32,557	26,646
A3 Payments					
Counsellor expenses	17,801	-	-	17,801	13,845
Centre Manager Admin fee	1,500	-	-	1,500	1,225
room hire	2,970	-	-	2,970	6,412
Telephone	281	-	-	281	303
advertising	274	-	-	274	260
Insurance	314	-	-	314	270
membership fees	175	-	-	175	175
other	670	-	-	670	612
dbs	-	-	-		24
Sub total	23,984	-	-	23,984	23,126
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	23,984	-	-	23,984	23,126
Net of receipts/(payments)	8,573	-	-	8,573	3,519
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	31,056	-	-	31,056	25,687
Cash funds this year end	40,109	-	-	40,109	31,056

Section B Statement of assets and liabilities at the end of the period

B1 Cash funds

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	CAF Bank Account	40,109	-	-
		-	-	-
		-	-	-
	Total cash funds	40,109	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
	MRS MARY BRADEN	8/9/2021
Carolyn McKie	CAROLYN McKIE	11-9-21

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	Reigate Community Counselling Centre		
On accounts for the year ended	31st January 2021	**Charity no (if any)**	1154986
Set out on pages	9-10		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/01/2021**.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Signed:	JD Ditch	**Date:**	11/08/2021
Name:	Jenny Ditch		
Relevant professional qualification(s) or body (if any):	FICB PM. Dip Institute of Certified Bookkeepers Licensed Practise Number 12567		
Address:	34 Alma Road Reigate, Surrey RH2 0DH		

Section B	Disclosure
	Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).
Give here brief details of any items that the examiner wishes to disclose.	