

TIME TO TALK WEST BERKSHIRE

England & Wales · Charity number 1155235

Details

Other names	T2TWB
Status	Registered
Legal form	CIO
Registered	2014-01-08
Register	View on the Charity Commission register

Contact

Address	Time To Talk West Berkshire 4-8 The Broadway Newbury RG14 1BA
Phone	01635760331
Email	office@t2twb.org
Website	www.t2twb.org

Activities

Objects: FOR THE PUBLIC BENEFIT, TO ADVANCE HEALTH BY PROMOTING THE EMOTIONAL AND PSYCHOLOGICAL WELLBEING OF YOUNG PEOPLE AGED 11 – 25 AND PARENTS RESIDENT, IN EDUCATION, TRAINING, WORKING OR REGISTERED WITH A GP IN WEST BERKSHIRE, INCLUDING, BUT NOT EXCLUSIVELY, BY ESTABLISHING, MAINTAINING AND DEVELOPING A SERVICE TO PROVIDE COUNSELLING, A SUPPORTED ONLINE PROGRAMME, COMMUNITY OUTREACH ACTIVITIES, INFORMATION, ADVICE AND OTHER SUPPORT AND TO PROMOTE AWARENESS OF, AND DO SUCH OTHER THINGS AS MAY COMBAT, THE UNDERLYING CAUSES OF THE NEED FOR SUCH COUNSELLING AND RELATED ACTIVITIES.

Activities: Time to Talk West Berkshire provides a confidential counselling service, free at the point of delivery, for young people aged 11 to 25 who are resident, in education, training, working or registered with a GP in West Berkshire. It provides counselling from its premises in Newbury, at some schools and through other outreach work, and runs courses.

Classification

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

Geography

- West Berkshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£415,774	£377,651	-	-
2024-03-31	£316,843	£323,640	-	-
2023-03-31	£317,076	£317,672	-	-
2022-03-31	£368,420	£261,355	-	-
2021-03-31	£265,186	£168,459	-	-

Trustees

Name	Role	Appointed
Amanda Hatcher		2021-03-01
Catie Colston		2024-10-01
Elizabeth O'Keeffe		2013-11-06
GEORGINA PUNTER		2016-09-14
Geoff Hogg		2023-01-18
Jack Marriott		2022-08-01
James Maunder		2024-11-01
Paul Stratton		2019-03-12
ROSEMARY LILLEY		2024-03-27
Tracey Leeson		2020-09-01

Accounts

REGISTERED CHARITY NUMBER: 1155235

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025
FOR
TIME TO TALK WEST BERKSHIRE**

Banks & Co Limited
Chartered Certified Accountants
1 Carnegie Road
Newbury
Berkshire
RG14 5DJ

TIME TO TALK WEST BERKSHIRE

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TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES

For The Year Ended 31 March 2025

The trustees present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of 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) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Vision, Mission and Values

Charity Number 1155235

Registered Office: Broadway House, 4-8 The Broadway, Newbury, Berkshire, RG14 1BA

Our Vision

A West Berkshire where all young people feel empowered and have the same opportunity to reach their full potential and grow up to be actively engaged in society as happy, confident and achieving adults.

Our Mission

Is to provide an emotional and psychological well-being support service for young people aged 11-25 and parents. This is delivered through quality controlled counselling, a supported online programme and community outreach activities. Clients should be connected to West Berkshire. This service is free at the point of delivery and helps our clients deal with their specific challenges in a sustainable and confidential way.

Our Values

Listening	-	We listen
Respect	-	We treat everyone with respect
Trustworthy	-	We behave in a manner that makes us worthy of your trust
Caring	-	We care about our clients, our colleagues and our service
Quality	-	We continuously ensure our service is of the highest quality

Public benefit

In order to be able to make the required Public Benefit Statement within this Report, the Trustees considered the charity's performance and achievements against the objectives and activities set out within the CIO and the priorities set during the Annual Strategic Review.

The Trustees consider that the charity has met the Public Benefit challenge required of all charities.

ACHIEVEMENT AND PERFORMANCE

In the year under review, Time to Talk West Berkshire has supported 847 young people and parents. 701 young people in counselling, 41 parents in counselling and a total of 105 people using our Supported Online Programme. The number of young people on the waiting list has varied, but across the year the average number has been 106 with an average waiting time of 10.4 weeks before being seen for regular weekly sessions.

Initial assessment of clients will determine a "CORE Score" - This produces a calculation between 0 and 40, where 40 is the highest score possible and indicates the greatest level of distress. A person presenting as mentally healthy would be likely to have a score in the region of 0-12. We then measure the CORE scores during and at the end of counselling, in this way we can see the amount that the CORE score reduces, indicating a reduction in distress for that young person.

The average score for our clients at the start of counselling sessions was 19.1 and the average score for our clients at the end of counselling was 12.4. The average reduction in CORE score was 6.7 because of support from Time to Talk West Berkshire. This indicates that counselling is having a significant positive impact for the majority of young people.

100 % of young people referred to our service are contacted within 2 weeks. On average there was a 1.6 week wait for assessment.

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES

For The Year Ended 31 March 2025

FINANCIAL REVIEW

Key Strategic Priorities set by the charity during our Annual Strategic Review, were:

- o To produce an annual fundraising plan and budget in line with the strategy and pre-determined projects/deliverables
- o Secure 6-9 months non-core funding reserves as per Charity Commission guidelines
- o YOY improvement in employee engagement scores
- o Sustaining our accredited status

Funds fall into two categories:

- o Unrestricted (in that they can be used for any purpose that the Trustees deem will fit with the Charitable Objects), and
- o Restricted (in that they have been granted by Funders for specific purposes).

The Service Director maintains financial records which are presented to the Trustees monthly so that the Trustees can determine that the charity has sufficient unrestricted and restricted Funds to discharge its liabilities at any point throughout the year.

Our principal funding sources for the year were from NHS Berkshire West CCG, Partnership Development Fund (PDF), the Public Health Fund (PHF), Greenham Trust, The National Lottery and, through Service Level Agreements, with 11 local schools.

Specifically for grants, we received grant funds of around £237,604 from 19 different funders. We have received £30,420 PDF statutory funding, and we have also received £12,150 from PHF. We have received some multiple grants from funders over the year, including Greenham Trust and The National Lottery. We also received donations totalling just over £94,209.

Time to Talk West Berkshire has a Reserves Policy which is reviewed annually in April or whenever there are significant changes in staff hours or numbers. Reserves must be held for the following reasons:

- o To meet contractual liabilities should the organisation have to close
- o To ensure that it can continue to provide a stable and quality service to those in need
- o To ensure that all Restricted Funding is spent in line with the Funding Agreement signed with the Funder (this is a legal requirement)

Over and above the reserves required to ensure the completion of specifically funded projects, Time to Talk West Berkshire aims to have Reserves to cover six months' running costs (nine months if possible) built up from Unrestricted (earned) income. We currently have six months' reserves, although there has been an increase in the services provided which has resulted in additional running costs required. The reserves policy is currently being rebased to include these additional requirements.

Each month the Charity Service Director presents the Financial Status and forward projections of the charity's financial position to the Trustees so that the Trustees are reassured that the charity is operating on a sound financial basis.

Annually, as part of the review of service we survey staff regarding employee engagement, the results show a year on year improvement.

We remain up to date with our BACP accreditation.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a Constitution and is a Charitable Incorporated Organisation.

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES

For The Year Ended 31 March 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

Time to Talk West Berkshire (T2TWB) was formally registered as a CIO on 17th December 2013 but it has actually been in existence for over 30 years. The charity was originally established in 1986 by the then Newbury District Council, as the Newbury Youth Counselling & Advisory Service. With the issues and concerns that young people were bringing to NYCAS, it became apparent that the provision of counselling was the essential cornerstone of the service and a much needed form of support for young people.

Within three years it became 14:21 Time to Talk and was registered as a charity in November 1989. Over time, confusion had arisen about the name of the charity. During 2013, the Trustees, stakeholders and the confusion of major funders, led to a decision that the charity should adopt a more appropriate name. Around the same time, new legislation introduced by the Charities Act of 2006, allowed smaller charities to amend their constitution and become a Charitable Incorporated Organisation (CIO). The Trustees in post at the time of the new constitution became Trustees of the new CIO.

The objects of the CIO:-

For the public benefit, to advance health by promoting the emotional and psychological wellbeing of young people aged 11 - 25 and parents resident, in education, training, working or registered with a GP in West Berkshire, including, but not exclusively, by establishing, maintaining and developing a service to provide counselling, a supported online programme, community outreach activities, information, advice and other support and to promote awareness of, and do such other things as may combat, the underlying causes of the need for such counselling and related activities.

In the year under review the Trustees of the CIO have changed as follows (all are still in post unless otherwise shown):

- o Georgina Punter
- o Elizabeth O'Keeffe
- o Paul Stratton
- o Tracey Leeson
- o Amanda Hatcher
- o Jack Marriott
- o Geoff Hogg
- o Rosemary Lilley
- o James Maunder (Joined November 2024)
- o Catie Colston (Joined October 2024)

Trustees are recruited for the skills that they can bring to the charity and the Board of Trustees. There is a recruitment process in place including our Trustee Code of Practice and Trustees are introduced to the work of the charity by attending Operations and Trustees meetings. The Trustees have designated roles and responsibilities to ensure all aspects of the charity requirements will be addressed.

The Trustees are responsible for the management of the risks faced by the organisation, with detailed considerations of the risks delegated to the Charity Service Director, Clinical Director and Deputy Clinical Lead. Risks are identified, assessed, entered into a risk register as approved by the Trustees and controls established throughout the year. A formal review of the charity's risk management processes is undertaken on an annual basis. Through the risk management processes established, the Trustees are satisfied that any major risks identified have been adequately mitigated where necessary.

The Trustees confirm that they have complied with the requirements of S 17 of the Charities Act 2011 to have due regard to any public benefit guidance published by the Charity Commission for England Wales.

Trustees undergo an orientation meeting to brief them on their obligations under Charity law, and are provided with The Charity Commission Guide to being a Trustee, along with the Charity's governing constitutional documents. New Trustees will then meet key employees and other Trustees. Trustees are encouraged to complete Trustee training sessions provided by ICAEW and these are an agenda item at Trustee meetings whereby the sessions are discussed for compliance and ongoing understanding.

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES

For The Year Ended 31 March 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity has seven part time members of staff:

- o Davina Nicholson - Clinical Director - whose role is to provide clinical leadership and direction to T2TWB's counsellors. She is responsible for the management of the clinical practice and quality of services and also represents T2TWB with local stakeholders and partners and to develop and sustain these relationships.
- o Tammy Willsher - Charity Service Director - whose broad role includes day to day running of the service, management of finances and applications for grants and other funding opportunities.
- o Kate Adams - Deputy Clinical Lead - This role is to oversee the outreach and schools counselling services; she reports to Davina the Clinical Director.
- o Judy Matthews - Administrator - Judy is responsible for our client journey; from the moment a young person is added to the waiting list until they finish their counselling with us.
- o Jackie Oliver - Data & Admin Assistant - Jackie books client assessments and helps with the day to day admin tasks involved in the service.
- o Clare Lunn- CRM Admin - Clare's role is to manage our CRM system for events, marketing and communications.
- o Tia Bartlett - Supported Online Programme Lead - Tia is responsible for running the SOP team and the implementation of our digital support programme in the community.

The service is delivered by approximately 30 Counsellors. Some work on a voluntary basis and some on a part paid and part voluntary basis.

Currently the counselling service operates in Broadway House and also in the following schools across West Berkshire under a Service Level Agreement with the Headteacher of each school:

- o The Downs School
- o Willink School
- o John O'Gaunt School
- o Mary Hare School
- o Calcot Primary School
- o Theale Green Primary School
- o Trinity School
- o St Bartholomew's School
- o Park House School
- o Brookfields School
- o Engaging Potential

An Outreach service is also operational at Thatcham, Hungerford and Lambourn GP surgeries as a result of grants secured to support clients in rural areas.

The charity has one contract worker who works on fundraising one day per week, and five contract workers who provide the Supervision function for our Counsellor Volunteers in addition to the Clinical Director (necessary to meet the criteria of the BACP). We have six contract workers who act as Assessors. As well as being paid contractors for this aspect of our service, they are also volunteer counsellors in their own right.

We have a team of 10 trained SOP volunteer supporters.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1155235

Principal address

Broadway House
4 - 8 The Broadway
Newbury
Berkshire
RG14 1BA

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES

For The Year Ended 31 March 2025

Trustees

Elizabeth O'Keeffe
Georgina Punter
Paul Stratton
Tracey Leeson
Amanda Hatcher
Jack Marriott
Geoff Hogg
Rosemary Lilley
James Maunder (appointed 1.11.24)
Catie Colston (appointed 1.10.24)

Trusted Advisors

Alexandra Scott-Malden - Law
Christabel D'Souza - Database Management

Independent Examiner

Banks & Co Limited
Chartered Certified Accountants
1 Carnegie Road
Newbury
Berkshire
RG14 5DJ

CONCLUSION

Our stated aims for the year were to expand the work we do with young people in schools and with parents of young children, as well as growing our existing counselling and supported online services. These aims have largely been met: we now have counsellors in all but two of West Berkshire's secondary schools; we have grown our parenting project by 150%, we have provided 20% more counselling sessions for children and young people and have nearly 20% more supported online users. This growth has been largely funded by generous grants from the National Lottery and Greenham Trust, both of whom have appreciated the quality and value of the services we deliver.

We plan to continue growing our services this year and have recruited staff to support this. One key initiative will be our first Mental Wellbeing Conference in October, which we hope will become an annual event. All of this work is only possible due to the talent and enthusiasm of our staff, trustees and supporters. I thank them all for their amazing efforts

Chair

On behalf of the Trustees of Time to Talk West Berkshire

Approved by order of the board of trustees on 17 July 2025 and signed on its behalf by:



Geoff Hogg - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF TIME TO TALK WEST BERKSHIRE

Independent examiner's report to the trustees of Time to Talk West Berkshire

I report to the charity trustees on my examination of the accounts of Time to Talk West Berkshire (the Trust) for the year ended 31 March 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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

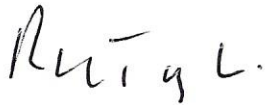
Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



R M L Taylor FCCA

Banks & Co Limited
Chartered Certified Accountants
1 Carnegie Road
Newbury
Berkshire
RG14 5DJ

Date: 17. July 2025

TIME TO TALK WEST BERKSHIRE

STATEMENT OF FINANCIAL ACTIVITIES
For The Year Ended 31 March 2025

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	181,743	229,797	411,540	313,816
Investment income	3	4,234	-	4,234	3,027
Total		<u>185,977</u>	<u>229,797</u>	<u>415,774</u>	<u>316,843</u>
EXPENDITURE ON					
Other	4	<u>180,501</u>	<u>197,150</u>	<u>377,651</u>	<u>323,640</u>
NET INCOME/(EXPENDITURE)	4	5,476	32,647	38,123	(6,797)
RECONCILIATION OF FUNDS					
Total funds brought forward	4	244,143	45,937	290,080	296,877
TOTAL FUNDS CARRIED FORWARD	4	<u>249,619</u>	<u>78,584</u>	<u>328,203</u>	<u>290,080</u>

TIME TO TALK WEST BERKSHIRE**BALANCE SHEET
31 March 2025**

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
FIXED ASSETS					
Tangible assets	9	1,898	-	1,898	318
CURRENT ASSETS					
Debtors	10	19,283	-	19,283	13,604
Cash at bank		242,765	78,584	321,349	291,892
		<u>262,048</u>	<u>78,584</u>	<u>340,632</u>	<u>305,496</u>
CREDITORS					
Amounts falling due within one year	11	(14,327)	-	(14,327)	(15,734)
NET CURRENT ASSETS		<u>247,721</u>	<u>78,584</u>	<u>326,305</u>	<u>289,762</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>249,619</u>	<u>78,584</u>	<u>328,203</u>	<u>290,080</u>
NET ASSETS		<u>249,619</u>	<u>78,584</u>	<u>328,203</u>	<u>290,080</u>
FUNDS	12				
Unrestricted funds				249,619	244,143
Restricted funds				78,584	45,937
TOTAL FUNDS				<u>328,203</u>	<u>290,080</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 17 July 2025 and were signed on its behalf by:



Geoff Hogg - Trustee

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS For The Year Ended 31 March 2025

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Gift Aid

Gift aid is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 25% on cost
Computer equipment	- 33% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The charity has two unrestricted funds, General and Outreach. These can be used at the discretion of the Trustees.

The restricted funds are detailed below:

Good Exchange/Greenham Trust	- Funding for various projects across the charity
NHS Wokingham CCG (PDF Fund)	- Charity core costs
Public Health Fund	- Charity core costs
EBM Charitable Trust	- Clinical employment cost
Tony Metheril Charitable Trust	- Charitable core activities
Parent Project	- Parent related project
Winter bid	- Funding for additional Covid related demand
Bernard Sunly	- Funding for counselling in primary schools
Eating Disorder	- Funding earmarked for Disorder Eating Project
Lottery Waterside	- Funding for additional counselling
James Cowper	- Funding for workshops
Sovereign	- Funding for additional counselling
West Berkshire Community Fund	- Funding for additional counselling
Berkshire Community Foundation	- Funding for Deputy Clinical Lead extra hours

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued For The Year Ended 31 March 2025

1. ACCOUNTING POLICIES - continued

Fund accounting

Berkshire Community Foundation	
Parent	- Funding for parent online programme
West Berkshire Council Public Health	
Fund	- Charity core costs
National Lottery	- Charity core costs
	- Funding for additional counselling in
Outreach	schools

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. DONATIONS AND LEGACIES

	2025	2024
	£	£
Donations	94,209	101,084
Gift aid	2,293	2,129
Contract payments	42,570	54,720
Grants received	237,604	128,828
Outreach	34,864	27,055
	<u>411,540</u>	<u>313,816</u>

3. INVESTMENT INCOME

	2025	2024
	£	£
Deposit account interest	<u>4,234</u>	<u>3,027</u>

4. OTHER

	2025	2024
	£	£
Staff costs	164,980	137,763
Rent	5,462	6,449
Insurance	1,669	1,741
Office expenses	2,066	2,786
Telephone & IT	37,221	25,573
DBS checks	1,876	1,642
Event fees	23,424	20,056
Contracted services	105,989	92,448
Subscriptions	1,045	495
Supervision	14,158	12,244
Training	2,852	443
Travel - Broadway House	12,233	13,572
Travel - Schools	270	502
Advertising & Marketing	963	5,093
Accountancy & legal	428	-
Support costs	3,015	2,833
	<u>377,651</u>	<u>323,640</u>

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued For The Year Ended 31 March 2025

5. INDEPENDENT EXAMINERS' REMUNERATION

	2025	2024
	£	£
Independent examiners' remuneration	1,625	1,544
Independent examiners' remuneration - Non IE	811	772
	<u>2,436</u>	<u>2,316</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

7. STAFF COSTS

	2025	2024
	£	£
Wages and salaries	154,191	129,885
Social security costs	7,491	5,175
Other pension costs	3,298	2,703
	<u>164,980</u>	<u>137,763</u>

The average monthly number of employees during the year was as follows:

	2025	2024
Part time	<u>7</u>	<u>6</u>

No employees received emoluments in excess of £60,000.

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	177,194	136,622	313,816
Investment income	3,027	-	3,027
Total	<u>180,221</u>	<u>136,622</u>	<u>316,843</u>
EXPENDITURE ON			
Other	<u>191,515</u>	<u>132,125</u>	<u>323,640</u>
NET INCOME/(EXPENDITURE)	(11,294)	4,497	(6,797)
RECONCILIATION OF FUNDS			
Total funds brought forward	255,437	41,440	296,877

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued **For The Year Ended 31 March 2025**

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
TOTAL FUNDS CARRIED FORWARD	<u>244,143</u>	<u>45,937</u>	<u>290,080</u>

9. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2024	410	580	990
Additions	-	1,939	1,939
At 31 March 2025	<u>410</u>	<u>2,519</u>	<u>2,929</u>
DEPRECIATION			
At 1 April 2024	282	390	672
Charge for year	103	256	359
At 31 March 2025	<u>385</u>	<u>646</u>	<u>1,031</u>
NET BOOK VALUE			
At 31 March 2025	<u>25</u>	<u>1,873</u>	<u>1,898</u>
At 31 March 2024	<u>128</u>	<u>190</u>	<u>318</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Trade debtors	5,270	-
Prepayments	14,013	13,604
	<u>19,283</u>	<u>13,604</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Taxation and social security	2,510	2,385
Other creditors	11,817	13,349
	<u>14,327</u>	<u>15,734</u>

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued For The Year Ended 31 March 2025

12. MOVEMENT IN FUNDS

	At 1.4.24 £	Net movement in funds £	At 31.3.25 £
Unrestricted funds			
General	243,594	2,097	245,691
Outreach	549	3,379	3,928
	<u>244,143</u>	<u>5,476</u>	<u>249,619</u>
Restricted funds			
Good Exchange - Core	25,814	(7,687)	18,127
Parent project	6,743	(6,743)	-
Eating Disorder	7,000	-	7,000
Lottery Waterside	-	48,577	48,577
James Cowper - Workshops	4,880	-	4,880
West Berkshire Community Fund	1,500	(1,500)	-
	<u>45,937</u>	<u>32,647</u>	<u>78,584</u>
TOTAL FUNDS	<u>290,080</u>	<u>38,123</u>	<u>328,203</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	151,113	(149,016)	2,097
Outreach	34,864	(31,485)	3,379
	<u>185,977</u>	<u>(180,501)</u>	<u>5,476</u>
Restricted funds			
Good Exchange - Core	58,738	(66,425)	(7,687)
NHS Wokingham CCG (PDF Fund)	30,420	(30,420)	-
Public Health Fund	12,150	(12,150)	-
Berkshire Community Foundation	6,100	(6,100)	-
Parent project	2	(6,745)	(6,743)
Lottery Waterside	122,387	(73,810)	48,577
West Berkshire Community Fund	-	(1,500)	(1,500)
	<u>229,797</u>	<u>(197,150)</u>	<u>32,647</u>
TOTAL FUNDS	<u>415,774</u>	<u>(377,651)</u>	<u>38,123</u>

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued For The Year Ended 31 March 2025

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.23 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General	255,437	(11,843)	243,594
Outreach	-	549	549
	<u>255,437</u>	<u>(11,294)</u>	<u>244,143</u>
Restricted funds			
Good Exchange - Core	18,394	7,420	25,814
Tony Metherill Charitable Trust	1,049	(1,049)	-
Parent project	2,439	4,304	6,743
Winter Bid	6,061	(6,061)	-
Bernard Sunley	6,497	(6,497)	-
Eating Disorder	7,000	-	7,000
James Cowper - Workshops	-	4,880	4,880
West Berkshire Community Fund	-	1,500	1,500
	<u>41,440</u>	<u>4,497</u>	<u>45,937</u>
TOTAL FUNDS	<u>296,877</u>	<u>(6,797)</u>	<u>290,080</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	153,166	(165,009)	(11,843)
Outreach	27,055	(26,506)	549
	<u>180,221</u>	<u>(191,515)</u>	<u>(11,294)</u>
Restricted funds			
Good Exchange - Core	44,322	(36,902)	7,420
NHS Wokingham CCG (PDF Fund)	30,420	(30,420)	-
Public Health Fund	24,300	(24,300)	-
EBM Charitable trust	19,999	(19,999)	-
Tony Metherill Charitable Trust	-	(1,049)	(1,049)
Parent project	9,265	(4,961)	4,304
Winter Bid	-	(6,061)	(6,061)
Bernard Sunley	-	(6,497)	(6,497)
James Cowper - Workshops	4,880	-	4,880
Sovereign	936	(936)	-
West Berkshire Community Fund	2,500	(1,000)	1,500
	<u>136,622</u>	<u>(132,125)</u>	<u>4,497</u>
TOTAL FUNDS	<u>316,843</u>	<u>(323,640)</u>	<u>(6,797)</u>

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued For The Year Ended 31 March 2025

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.23 £	Net movement in funds £	At 31.3.25 £
Unrestricted funds			
General	255,437	(9,746)	245,691
Outreach	-	3,928	3,928
	<u>255,437</u>	<u>(5,818)</u>	<u>249,619</u>
Restricted funds			
Good Exchange - Core	18,394	(267)	18,127
Tony Metherill Charitable Trust	1,049	(1,049)	-
Parent project	2,439	(2,439)	-
Winter Bid	6,061	(6,061)	-
Bernard Sunley	6,497	(6,497)	-
Eating Disorder	7,000	-	7,000
Lottery Waterside	-	48,577	48,577
James Cowper - Workshops	-	4,880	4,880
	<u>41,440</u>	<u>37,144</u>	<u>78,584</u>
TOTAL FUNDS	<u>296,877</u>	<u>31,326</u>	<u>328,203</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	304,279	(314,025)	(9,746)
Outreach	61,919	(57,991)	3,928
	<u>366,198</u>	<u>(372,016)</u>	<u>(5,818)</u>
Restricted funds			
Good Exchange - Core	103,060	(103,327)	(267)
NHS Wokingham CCG (PDF Fund)	60,840	(60,840)	-
Public Health Fund	36,450	(36,450)	-
Berkshire Community Foundation	6,100	(6,100)	-
EBM Charitable trust	19,999	(19,999)	-
Tony Metherill Charitable Trust	-	(1,049)	(1,049)
Parent project	9,267	(11,706)	(2,439)
Winter Bid	-	(6,061)	(6,061)
Bernard Sunley	-	(6,497)	(6,497)
Lottery Waterside	122,387	(73,810)	48,577
James Cowper - Workshops	4,880	-	4,880
Sovereign	936	(936)	-
West Berkshire Community Fund	2,500	(2,500)	-
	<u>366,419</u>	<u>(329,275)</u>	<u>37,144</u>
TOTAL FUNDS	<u>732,617</u>	<u>(701,291)</u>	<u>31,326</u>

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 March 2025

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024
FOR
TIME TO TALK WEST BERKSHIRE**

Banks & Co Limited
Chartered Certified Accountants
1 Carnegie Road
Newbury
Berkshire
RG14 5DJ

TIME TO TALK WEST BERKSHIRE

**CONTENTS OF THE FINANCIAL STATEMENTS
For The Year Ended 31 March 2024**

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TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES

For The Year Ended 31 March 2024

The trustees present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of 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) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Vision, Mission and Values

Charity Number 1155235

Registered Office: Broadway House, 4-8 The Broadway, Newbury, Berkshire, RG14 1BA

Our Vision

A West Berkshire where all young people feel empowered and have the same opportunity to reach their full potential and grow up to be actively engaged in society as happy, confident and achieving adults.

Our Mission

To provide an effective quality-controlled counselling service, free at the point of delivery, for young people aged 11-25 who are resident, in education, training, working or registered with a GP in West Berkshire, which helps them deal with their specific challenges in a sustainable way.

Our Values

Listening	-	We listen
Respect	-	We treat everyone with respect
Trustworthy	-	We behave in a manner that makes us worthy of your trust
Caring	-	We care about our clients, our colleagues and our service
Quality	-	We continuously ensure our service is of the highest quality

Public benefit

In order to be able to make the required Public Benefit Statement within this Report, the Trustees considered the charity's performance and achievements against the objectives and activities set out within the CIO and the priorities set during the Annual Strategic Review.

The Trustees consider that the charity has met the Public Benefit challenge required of all charities.

ACHIEVEMENT AND PERFORMANCE

In the year under review, Time to Talk West Berkshire has supported 811 young people and parents. The number of young people on the waiting list has varied, but across the year the average number has been 103 (up 40% from last year) with an average waiting time of 10.4 weeks before being seen for regular weekly sessions.

Initial assessment of clients will determine a "CORE Score" - This produces a calculation between 0 and 40, where 40 is the highest score possible and indicates the greatest level of distress. A person presenting as mentally healthy would be likely to have a score in the region of 0-12. We then measure the CORE scores during and at the end of counselling, in this way we can see the amount that the CORE score reduces, indicating a reduction in distress for that young person.

The average score for our clients at the start of counselling sessions was 20.3 and the average score for our clients at the end of counselling was 12.7. The average reduction in CORE score was 7.6 because of support from Time to Talk West Berkshire. This indicates that counselling is having a significant positive impact for the majority of young people.

100 % of young people referred to our service are contacted within 2 weeks. On average there was a 2.5 week wait for assessment.

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES

For The Year Ended 31 March 2024

FINANCIAL REVIEW

Key Strategic Priorities set by the charity during our Annual Strategic Review, were:

- o To produce an annual fundraising plan and budget in line with the strategy and pre-determined projects/deliverables
- o Secure 6-9 months non-core funding reserves as per Charity Commission guidelines
- o YOY improvement in employee engagement scores
- o Sustaining our accredited status

Funds fall into two categories:

- o Unrestricted (in that they can be used for any purpose that the Trustees deem will fit with the Charitable Objects), and
- o Restricted (in that they have been granted by Funders for specific purposes).

The Service Manager presents Trustees with monthly financials on liquidity of the Charity and a quarterly update on financial position against budget financial year to date. A Trustee responsible for financial matters oversees all financial transactions and liases with the Service Manager.

Our principal funding sources for the year were from NHS Berkshire West CCG, Partnership Development Fund (PDF), the Public Health Fund (PHF), Greenham Trust and, through Service Level Agreements, with six local schools. A full list of funders can be found at the end of this report.

Specifically for grants, we received grant funds of around £128,000 from 22 different funders. We have received £30,000 PDF statutory funding, and we have also received £24,300 from PHF. We have received some multiple grants from funders over the year, including Greenham Trust. We also received donations totalling just over £101,000.

Time to Talk West Berkshire has a Reserves Policy which is reviewed annually in April or whenever there are significant changes in staff hours or numbers. Reserves must be held for the following reasons:

- o To meet contractual liabilities should the organisation have to close
- o To ensure that it can continue to provide a stable and quality service to those in need
- o To ensure that all Restricted Funding is spent in line with the Funding Agreement signed with the Funder (this is a legal requirement)

Over and above the reserves required to ensure the completion of specifically funded projects, Time to Talk West Berkshire aims to have Reserves to cover six months' running costs (nine months if possible) built up from Unrestricted (earned) income. We currently have six months reserves, although there has been an increase in the services provided which has resulted in additional running costs required. The reserves policy is currently being rebased to include these additional requirements.

Each month the Service Manager presents the Financial Status and forward projections of the charity's financial position to the Trustees so that the Trustees are reassured that the charity is operating on a sound financial basis.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a Constitution and is a Charitable Incorporated Organisation.

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES

For The Year Ended 31 March 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Time to Talk West Berkshire (T2TWB) was formally registered as a CIO on 17th December 2013 but it has actually been in existence for over 30 years. The charity was originally established in 1986 by the then Newbury District Council, as the Newbury Youth Counselling & Advisory Service. With the issues and concerns that young people were bringing to NYCAS, it became apparent that the provision of counselling was the essential cornerstone of the service and a much needed form of support for young people.

Within three years it became 14:21 Time to Talk and was registered as a charity in November 1989. Over time, confusion had arisen about the name of the charity. During 2013, the Trustees, stakeholders and the confusion of major funders, led to a decision that the charity should adopt a more appropriate name. Around the same time, new legislation introduced by the Charities Act of 2006, allowed smaller charities to amend their constitution and become a Charitable Incorporated Organisation (CIO). The Trustees in post at the time of the new constitution became Trustees of the new CIO.

The objects of the CIO are to promote the mental health and emotional wellbeing of young people who are resident, in education, training, working or registered with a GP in West Berkshire by:

- o Establishing, maintaining and developing a service to provide counselling, information, advice and other support,
- o Undertaking research into young people's mental health and emotional wellbeing, and
- o Promoting awareness of, and do such other things as may combat, the underlying causes of the need for such counselling

In the year under review the Trustees of the CIO have changed as follows (all are still in post unless otherwise shown):

- o Georgina Punter
- o Elizabeth O'Keeffe
- o Paul Stratton
- o Tracey Leeson
- o Amanda Hatcher
- o Jack Marriott
- o Geoff Hogg
- o Rosemary Lilley (Joined March 2024)
- o Tracy Walker-Reed (Resigned December 2023)
- o Melissa Kilding (Resigned September 2023)
- o Sheelagh Brown (Resigned September 2023)

Trustees are recruited for the skills that they can bring to the charity and the Board of Trustees. There is a recruitment process in place including our Trustee Code of Practice and are introduced to the work of the charity by attending Operations and Trustees meetings. The Trustees have designated roles and responsibilities to ensure all aspects of the charity requirements will be addressed.

The charity has seven part time members of staff:

- o Davina Nicholson - Clinical Lead - whose role is to provide clinical leadership and direction to T2TWB's counsellors. She is responsible for the management of the clinical practice and quality of services and also represents T2TWB with local stakeholders and partners and to develop and sustain these relationships.
- o Tammy Willsher - Charity Service Manager - whose broad role includes day to day running of the service, management of finances and applications for grants and other funding opportunities.
- o Kate Adams - Deputy Clinical Lead - This role is to oversee the outreach and schools counselling services; she reports to Davina the Clinical Lead.
- o Judy Matthews - Administrator - Judy is responsible for our client journey; from the moment a young person is added to the waiting list until they finish their counselling with us.
- o Jackie Oliver - Data & Admin Assistant - Jackie books client assessments and helps with the day to day admin tasks involved in the service.
- o Clare Lunn- CRM Admin - Clare's role is to manage our CRM system for events, marketing and communications.
- o Tia Bartlett - Supported Online Programme Lead - Tia is responsible for running the SOP team and the implementation of our digital support programme in the community.

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES

For The Year Ended 31 March 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

The service is delivered by approximately 30 Counsellors. Some work on a voluntary basis and some on a part paid and part voluntary basis.

Currently the counselling service operates in Broadway House and also in the following schools across West Berkshire under a Service Level Agreement with the Headteacher of each school:

- o The Downs School
- o Willink School
- o John O'Gaunt School
- o Mary Hare School
- o Calcot Primary School
- o Little Heath School

An Outreach service is also operational at Thatcham, Hungerford, Woolton Hill and Lambourn GP surgeries as a result of grants secured to support clients in rural areas.

The charity has one contract worker who works on fundraising one day per week, one contract worker, who is responsible for overseeing the service provided within the schools' SLA function (an Outreach Worker), and five contract workers who provide the Supervision function for our Counsellor Volunteers in addition to the Clinical Lead (necessary to meet the criteria of the BACP). We have six contract workers who act as Assessors. As well as being paid contractors for this aspect of our service, they are also volunteer counsellors in their own right.

We have a team of 10 trained SOP volunteer supporters and one member of staff who oversees our SilverCloud supporter team.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1155235

Principal address

Broadway House
4 - 8 The Broadway
Newbury
Berkshire
RG14 1BA

Trustees

Elizabeth O'Keeffe
Georgina Punter
Paul Stratton
Tracy Walker-Reed (resigned 31.12.23)
Tracey Leeson
Melissa Kilding (resigned 30.9.23)
Sheelagh Brown (resigned 30.9.23)
Amanda Hatcher
Jack Marriott
Geoff Hogg
Rosemary Lilley (appointed 31.3.24)

Trusted Advisors

Derek Peaple - Education
Alexandra Scott-Malden - Law
Niti Sodhi - General practice
Christabel D'Souza - Database Management

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES

For The Year Ended 31 March 2024

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Banks & Co Limited
Chartered Certified Accountants
1 Carnegie Road
Newbury
Berkshire
RG14 5DJ

CONCLUSIONS

I have now completed my first year as Chair and feel privileged to be part of such a wonderful organisation. We deliver a vital service to young people in our community in a very professional manner, we are effective in helping our clients and we get over 90% positive feedback. This year we have been recognised for our work, receiving the Young People Charity of the Year award from Greenham Trust, which is very gratifying. All of this has been achieved due to our very strong team of trustees, staff and volunteers. I thank them all for their diligence and enthusiasm.

However we need to do more. Demand for our services is ever-increasing and we want to expand the work we do with young people in schools and with parents of young children, as well as growing our existing counselling and supported online services. This requires additional funding, given that we do not charge our clients, and we are working hard to secure this.

Chair

On behalf of the Trustees of Time to Talk

Approved by order of the board of trustees on 18th July 2024..... and signed on its behalf by:



.....
Geoff Hogg - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
TIME TO TALK WEST BERKSHIRE**

Independent examiner's report to the trustees of Time to Talk West Berkshire

I report to the charity trustees on my examination of the accounts of Time to Talk West Berkshire (the Trust) for the year ended 31 March 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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

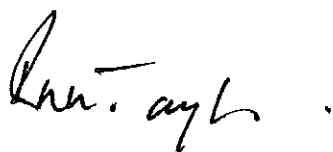
Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



R M L Taylor FCCA

Banks & Co Limited
Chartered Certified Accountants
1 Carnegie Road
Newbury
Berkshire
RG14 5DJ

Date: 18 July 2024

TIME TO TALK WEST BERKSHIRE**STATEMENT OF FINANCIAL ACTIVITIES
For The Year Ended 31 March 2024**

	Notes	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	177,194	136,622	313,816	316,685
Investment income	3	3,027	-	3,027	391
Total		<u>180,221</u>	<u>136,622</u>	<u>316,843</u>	<u>317,076</u>
EXPENDITURE ON					
Other	4	<u>191,515</u>	<u>132,125</u>	<u>323,640</u>	<u>317,672</u>
NET INCOME/(EXPENDITURE)	4	(11,294)	4,497	(6,797)	(596)
RECONCILIATION OF FUNDS					
Total funds brought forward	4	255,437	41,440	296,877	297,473
TOTAL FUNDS CARRIED FORWARD	4	<u>244,143</u>	<u>45,937</u>	<u>290,080</u>	<u>296,877</u>

The notes form part of these financial statements

TIME TO TALK WEST BERKSHIRE

BALANCE SHEET 31 March 2024

	Notes	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
FIXED ASSETS					
Tangible assets	9	318	-	318	435
CURRENT ASSETS					
Debtors	10	13,604	-	13,604	5,837
Cash at bank		245,955	45,937	291,892	308,144
		259,559	45,937	305,496	313,981
CREDITORS					
Amounts falling due within one year	11	(15,734)	-	(15,734)	(17,539)
NET CURRENT ASSETS		243,825	45,937	289,762	296,442
TOTAL ASSETS LESS CURRENT LIABILITIES		244,143	45,937	290,080	296,877
NET ASSETS		244,143	45,937	290,080	296,877
FUNDS	12				
Unrestricted funds				244,143	255,437
Restricted funds				45,937	41,440
TOTAL FUNDS				290,080	296,877

The financial statements were approved by the Board of Trustees and authorised for issue on 18th July 2024 and were signed on its behalf by:


Geoff Hogg - Trustee

NOTES TO THE FINANCIAL STATEMENTS
For The Year Ended 31 March 2024

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Gift Aid

Gift aid is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 25% on cost
Computer equipment	- 33% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The charity has two unrestricted funds, General and Outreach. These can be used at the discretion of the Trustees.

The restricted funds are detailed below:

Good Exchange - Core	- Charity core costs
NHS Wokingham CCG (PDF Fund)	- Charity core costs
Greenham Trust	- Rent costs
Thatcham Outreach	- New outreach hub core costs
Public Health Fund	- Charity core costs
EBM Charitable Trust	- Clinical employment cost
Tony Metheril Charitable Trust	- Charitable core activities
Hungerford GP Outreach	- New outreach project
Parent Project	- Parent related project
Achievement for all	- Schools project
BAME	- Mental health amongst diverse communities project
Digital transformation	- Funding for case management system/Silver Cloud
Ground works Tesco	- Funding for additional counselling
Lottery Covid grant	- Additional counselling slots
Winter bid	- Funding for additional Covid related demand

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued For The Year Ended 31 March 2024

1. ACCOUNTING POLICIES - continued

Fund accounting

Waterside	- Funding for additional counselling
Bernard Sunly	- Funding for counselling in primary schools
Cameron Grants	- Funding for posters in schools
CAMHS - 2022	- Funding for additional counselling
Eating Disorder	- Funding for training
Focus foundation	- Funding for specific client demographic
Lottery Waterside	- Funding for additional counselling
St James	- Funding for Thatcham counselling
Garfield Weston	- Online support programme (SilverCloud)
Peter Harrison	- Online support programme (SilverCloud)
James Cowper	- Funding for workshops
Sovereign	- Funding for additional counselling
West Berkshire Community Fund	- Funding for additional counselling

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. DONATIONS AND LEGACIES

	2024	2023
	£	£
Donations	101,084	61,717
Gift aid	2,129	12,509
Contract payments	54,720	66,534
Grants received	128,828	150,658
Outreach	27,055	25,267
	<u>313,816</u>	<u>316,685</u>

3. INVESTMENT INCOME

	2024	2023
	£	£
Deposit account interest	<u>3,027</u>	<u>391</u>

4. OTHER

	2024	2023
	£	£
Staff costs	137,763	137,960
Rent	6,449	4,980
Insurance	1,741	1,714
Office expenses	2,786	3,151
Telephone & IT	25,573	45,219
DBS checks	1,642	2,107
Event fees	20,056	17,825
Contracted services	92,448	81,209
Subscriptions	495	443
Supervision	12,244	6,739
Training	443	1,593
Travel - Broadway House	13,572	11,428
Travel - Schools	502	136
Advertising & Marketing	5,093	428
Support costs	2,833	2,740
	<u>323,640</u>	<u>317,672</u>

TIME TO TALK WEST BERKSHIRE**NOTES TO THE FINANCIAL STATEMENTS - continued**
For The Year Ended 31 March 2024**5. INDEPENDENT EXAMINERS' REMUNERATION**

	2024	2023
	£	£
Independent examiners' remuneration	1,544	1,472
Independent examiners' remuneration - Non IE	772	736
	<u>2,316</u>	<u>2,208</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

7. STAFF COSTS

	2024	2023
	£	£
Wages and salaries	129,885	131,635
Social security costs	5,175	4,082
Other pension costs	2,703	2,243
	<u>137,763</u>	<u>137,960</u>

The average monthly number of employees during the year was as follows:

	2024	2023
Part time	<u>6</u>	<u>6</u>

No employees received emoluments in excess of £60,000.

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	147,847	168,838	316,685
Investment income	391	-	391
Total	<u>148,238</u>	<u>168,838</u>	<u>317,076</u>
EXPENDITURE ON			
Other	124,003	193,669	317,672
NET INCOME/(EXPENDITURE)	24,235	(24,831)	(596)
RECONCILIATION OF FUNDS			
Total funds brought forward	231,202	66,271	297,473

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 March 2024

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
TOTAL FUNDS CARRIED FORWARD	<u>255,437</u>	<u>41,440</u>	<u>296,877</u>

9. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2023			
Additions	410	445	855
	-	135	135
At 31 March 2024	<u>410</u>	<u>580</u>	<u>990</u>
DEPRECIATION			
At 1 April 2023			
Charge for year	180	240	420
	102	150	252
At 31 March 2024	<u>282</u>	<u>390</u>	<u>672</u>
NET BOOK VALUE			
At 31 March 2024	<u>128</u>	<u>190</u>	<u>318</u>
At 31 March 2023	<u>230</u>	<u>205</u>	<u>435</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Prepayments	<u>13,604</u>	<u>5,837</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Taxation and social security	2,385	2,016
Other creditors	<u>13,349</u>	<u>15,523</u>
	<u>15,734</u>	<u>17,539</u>

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued **For The Year Ended 31 March 2024**

12. MOVEMENT IN FUNDS

	At 1.4.23 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General	255,437	(11,843)	243,594
Outreach	-	549	549
	<u>255,437</u>	<u>(11,294)</u>	<u>244,143</u>
Restricted funds			
Good Exchange - Core	18,394	7,420	25,814
Tony Metherill Charitable Trust	1,049	(1,049)	-
Parent project	2,439	4,304	6,743
Winter Bid	6,061	(6,061)	-
Bernard Sunley	6,497	(6,497)	-
Eating Disorder	7,000	-	7,000
James Cowper - Workshops	-	4,880	4,880
West Berkshire Community Fund	-	1,500	1,500
	<u>41,440</u>	<u>4,497</u>	<u>45,937</u>
TOTAL FUNDS	<u>296,877</u>	<u>(6,797)</u>	<u>290,080</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	153,166	(165,009)	(11,843)
Outreach	27,055	(26,506)	549
	<u>180,221</u>	<u>(191,515)</u>	<u>(11,294)</u>
Restricted funds			
Good Exchange - Core	44,322	(36,902)	7,420
NHS Wokingham CCG (PDF Fund)	30,420	(30,420)	-
Public Health Fund	24,300	(24,300)	-
EBM Charitable trust	19,999	(19,999)	-
Tony Metherill Charitable Trust	-	(1,049)	(1,049)
Parent project	9,265	(4,961)	4,304
Winter Bid	-	(6,061)	(6,061)
Bernard Sunley	-	(6,497)	(6,497)
James Cowper - Workshops	4,880	-	4,880
Sovereign	936	(936)	-
West Berkshire Community Fund	2,500	(1,000)	1,500
	<u>136,622</u>	<u>(132,125)</u>	<u>4,497</u>
TOTAL FUNDS	<u>316,843</u>	<u>(323,640)</u>	<u>(6,797)</u>

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued **For The Year Ended 31 March 2024**

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General	228,465	26,972	255,437
Outreach	2,737	(2,737)	-
	231,202	24,235	255,437
Restricted funds			
Good Exchange - Core	13,306	5,088	18,394
EBM Charitable trust	2,386	(2,386)	-
Tony Metherill Charitable Trust	5,729	(4,680)	1,049
Parent project	2,255	184	2,439
Winter Bid	-	6,061	6,061
Waterside	5,000	(5,000)	-
Bernard Sunley	13,765	(7,268)	6,497
Cameron Grants	1,000	(1,000)	-
Eating Disorder	7,000	-	7,000
Focus Foundation	700	(700)	-
Lottery Waterside	8,234	(8,234)	-
St James	6,896	(6,896)	-
	66,271	(24,831)	41,440
TOTAL FUNDS			
	297,473	(596)	296,877

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued For The Year Ended 31 March 2024

12. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	120,471	(93,499)	26,972
Outreach	27,767	(30,504)	(2,737)
	<u>148,238</u>	<u>(124,003)</u>	<u>24,235</u>
Restricted funds			
Good Exchange - Core	35,289	(30,201)	5,088
NHS Wokingham CCG (PDF Fund)	30,420	(30,420)	-
Public Health Fund	24,114	(24,114)	-
EBM Charitable trust	-	(2,386)	(2,386)
Tony Metherill Charitable Trust	-	(4,680)	(4,680)
Parent project	6,563	(6,379)	184
Winter Bid	12,000	(5,939)	6,061
Waterside	-	(5,000)	(5,000)
Bernard Sunley	-	(7,268)	(7,268)
Cameron Grants	-	(1,000)	(1,000)
CAMHS - 2022	22,999	(22,999)	-
Focus Foundation	-	(700)	(700)
Digital Trans 18701	2,453	(2,453)	-
Lottery Waterside	-	(8,234)	(8,234)
St James	-	(6,896)	(6,896)
Garfield Weston	15,000	(15,000)	-
Peter Harrison	20,000	(20,000)	-
	<u>168,838</u>	<u>(193,669)</u>	<u>(24,831)</u>
TOTAL FUNDS	<u>317,076</u>	<u>(317,672)</u>	<u>(596)</u>

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued **For The Year Ended 31 March 2024**

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.22 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General	228,465	15,129	243,594
Outreach	2,737	(2,188)	549
	231,202	12,941	244,143
Restricted funds			
Good Exchange - Core	13,306	12,508	25,814
EBM Charitable trust	2,386	(2,386)	-
Tony Metherill Charitable Trust	5,729	(5,729)	-
Parent project	2,255	4,488	6,743
Waterside	5,000	(5,000)	-
Bernard Sunley	13,765	(13,765)	-
Cameron Grants	1,000	(1,000)	-
Eating Disorder	7,000	-	7,000
Focus Foundation	700	(700)	-
Lottery Waterside	8,234	(8,234)	-
St James	6,896	(6,896)	-
James Cowper - Workshops	-	4,880	4,880
West Berkshire Community Fund	-	1,500	1,500
	66,271	(20,334)	45,937
TOTAL FUNDS			
	297,473	(7,393)	290,080

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued For The Year Ended 31 March 2024

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	273,637	(258,508)	15,129
Outreach	54,822	(57,010)	(2,188)
	<u>328,459</u>	<u>(315,518)</u>	<u>12,941</u>
Restricted funds			
Good Exchange - Core	79,611	(67,103)	12,508
NHS Wokingham CCG (PDF Fund)	60,840	(60,840)	-
Public Health Fund	48,414	(48,414)	-
EBM Charitable trust	19,999	(22,385)	(2,386)
Tony Metherill Charitable Trust	-	(5,729)	(5,729)
Parent project	15,828	(11,340)	4,488
Winter Bid	12,000	(12,000)	-
Waterside	-	(5,000)	(5,000)
Bernard Sunley	-	(13,765)	(13,765)
Cameron Grants	-	(1,000)	(1,000)
CAMHS - 2022	22,999	(22,999)	-
Focus Foundation	-	(700)	(700)
Digital Trans 18701	2,453	(2,453)	-
Lottery Waterside	-	(8,234)	(8,234)
St James	-	(6,896)	(6,896)
Garfield Weston	15,000	(15,000)	-
Peter Harrison	20,000	(20,000)	-
James Cowper - Workshops	4,880	-	4,880
Sovereign	936	(936)	-
West Berkshire Community Fund	2,500	(1,000)	1,500
	<u>305,460</u>	<u>(325,794)</u>	<u>(20,334)</u>
TOTAL FUNDS	<u>633,919</u>	<u>(641,312)</u>	<u>(7,393)</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024.

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023
FOR
TIME TO TALK WEST BERKSHIRE**

Banks & Co Limited
Chartered Certified Accountants
1 Carnegie Road
Newbury
Berkshire
RG14 5DJ

**CONTENTS OF THE FINANCIAL STATEMENTS
For The Year Ended 31 March 2023**

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TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES

For The Year Ended 31 March 2023

The trustees present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of 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) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Vision, Mission and Values

Charity Number 1155235

Registered Office: Broadway House, 4-8 The Broadway, Newbury, Berkshire, RG14 1BA

Our Vision

A West Berkshire where all young people feel empowered and have the same opportunity to reach their full potential and grow up to be actively engaged in society as happy, confident and achieving adults.

Our Mission

To provide an effective quality-controlled counselling service, free at the point of delivery, for young people aged 11-25 who are resident, in education, training, working or registered with a GP in West Berkshire, which helps them deal with their specific challenges in a sustainable way.

Our Values

Listening	-	We listen
Respect	-	We treat everyone with respect
Trustworthy	-	We behave in a manner that makes us worthy of your trust
Caring	-	We care about our clients, our colleagues and our service
Quality	-	We continuously ensure our service is of the highest quality

Public benefit

In order to be able to make the required Public Benefit Statement within this Report, the Trustees considered the charity's performance and achievements against the objectives and activities set out within the CIO and the priorities set during the Annual Strategic Review.

The Trustees consider that the charity has met the Public Benefit challenge required of all charities.

ACHIEVEMENT AND PERFORMANCE

In the year under review, Time to Talk West Berkshire has supported 716 young people and parents. The number of young people on the waiting list has varied, but across the year the average number has been 73 with an average waiting time of 8.1 weeks before being seen for regular weekly sessions.

Initial assessment of clients will determine a "CORE Score" - This produces a calculation between 0 and 40, where 40 is the highest score possible and indicates the greatest level of distress. A person presenting as mentally healthy would be likely to have a score in the region of 0-12. We then measure the CORE scores during and at the end of counselling, in this way we can see the amount that the CORE score reduces, indicating a reduction in distress for that young person

The average score for our clients at the start of counselling sessions was 19.7 and the average score for our clients at the end of counselling was 13.5. The average reduction in CORE score was 6.2 because of support from Time to Talk West Berkshire. This indicates that counselling is having a significant positive impact for the majority of young people.

100 % of young people referred to our service are contacted within 2 weeks. On average there was a 1.8 week wait for assessment.

In addition to those young people and parents in counselling, we have recently introduced support via our Supported Online Mental Health programme. Young people and their parents can access the programme and work through it independently or with one of our supervised, trained supporters. With 10% already using the programme we hope to see this grow and enable our community, especially those who are psychologically curious to develop an improved psychological understanding as a preventative as well as helping mechanism.

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES

For The Year Ended 31 March 2023

FINANCIAL REVIEW

Key Strategic Priorities set by the charity during our Annual Strategic Review, were:

- o To produce an annual fundraising plan and budget in line with the strategy and pre-determined projects/deliverables
- o Secure 6-9 months non-core funding reserves as per Charity Commission guidelines
- o YOY improvement in employee engagement scores
- o Sustaining our accredited status

Funds fall into two categories:

- o Unrestricted (in that they can be used for any purpose that the Trustees deem will fit with the Charitable Objects), and
- o Restricted (in that they have been granted by Funders for specific purposes).

The Service Manager maintains financial records which are presented to the Trustees on a monthly basis so that the Trustees can determine that the charity has sufficient unrestricted and restricted Funds in order to discharge its liabilities at any point throughout the year.

Our principal funding sources for the year were from NHS Berkshire West CCG, Partnership Development Fund (PDF), the Public Health Fund (PHF), Greenham Trust and, through Service Level Agreements, with five local schools. A full list of funders can be found at the end of this report.

Specifically for grants, we received grant funds of £155,000 from 15 different funders (this includes £23,000 from CAMHS). We have received £30,000 PDF statutory funding, and we have also received £24,114 from PHF. We have received some multiple grants from funders over the year, including Greenham Trust. We also received donations totalling £61,000.

Time to Talk West Berkshire has a Reserves Policy which is reviewed annually in April or whenever there are significant changes in staff hours or numbers. Reserves must be held for the following reasons:

- o To meet contractual liabilities should the organisation have to close
- o To ensure that it can continue to provide a stable and quality service to those in need
- o To ensure that all Restricted Funding is spent in line with the Funding Agreement signed with the Funder (this is a legal requirement)

Over and above the reserves required to ensure the completion of specifically funded projects, Time to Talk West Berkshire aims to have Reserves to cover six months' running costs (nine months if possible) built up from Unrestricted (earned) income. We currently have six months reserves, although there has been an increase in the services provided which has resulted in additional running costs required. The reserves policy is currently being rebased to include these additional requirements.

Each month the Service Manager presents the Financial Status and forward projections of the charity's financial position to the Trustees so that the Trustees are reassured that the charity is operating on a sound financial basis.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES

For The Year Ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Time to Talk West Berkshire (T2TWB) was formally registered as a CIO on 17th December 2013 but it has actually been in existence for over 30 years. The charity was originally established in 1986 by the then Newbury District Council, as the Newbury Youth Counselling & Advisory Service. With the issues and concerns that young people were bringing to NYCAS, it became apparent that the provision of counselling was the essential cornerstone of the service and a much needed form of support for young people.

Within three years it became 14:21 Time to Talk and was registered as a charity in November 1989. Over time, confusion had arisen about the name of the charity. During 2013, the Trustees, stakeholders and the confusion of major funders, led to a decision that the charity should adopt a more appropriate name. Around the same time, new legislation introduced by the Charities Act of 2006, allowed smaller charities to amend their constitution and become a Charitable Incorporated Organisation (CIO). The Trustees in post at the time of the new constitution became Trustees of the new CIO.

The objects of the CIO are to promote the mental health and emotional wellbeing of young people who are resident, in education, training, working or registered with a GP in West Berkshire by:

- o Establishing, maintaining and developing a service to provide counselling, information, advice and other support,
- o Undertaking research into young people's mental health and emotional wellbeing, and
- o Promoting awareness of, and do such other things as may combat, the underlying causes of the need for such counselling

In the year under review the Trustees of the CIO have changed as follows (all are still in post unless otherwise shown):

- o Georgina Punter
- o Elizabeth O'Keeffe
- o Paul Stratton
- o Tracy Walker-Reed
- o Tracey Leeson
- o Melissa Kilding
- o Sheelagh Brown
- o Amanada Hatcher
- o Jack Marriot (Joined Aug 2022)
- o Geoff Hogg (Joined Jan 2023)
- o Julie Carlisle (Resigned Sept 2022)
- o John Foster (Sadly Died Oct 2022)

Trustees are recruited for the skills that they can bring to the charity and the Board of Trustees. There is a recruitment process in place including our Trustee Code of Practice and are introduced to the work of the charity by attending Operations and Trustees meetings. The Trustees have designated roles and responsibilities to ensure all aspects of the charity requirements will be addressed.

The charity has five part time members of staff:

- o Davina Nicholson - Clinical Lead - whose role is to provide clinical leadership and direction to T2TWB's counsellors. She is responsible for the management of the clinical practice and quality of services and also represents T2TWB with local stakeholders and partners and to develop and sustain these relationships.
- o Tammy Willsher - Charity Service Manager - whose broad role includes day to day running of the service, management of finances and applications for grants and other funding opportunities.
- o Kate Adams - Deputy Clinical Lead - This role is to oversee the outreach and schools counselling services; she reports to Davina the Clinical Lead.
- o Judy Matthews - Administrator - Judy is responsible for our client journey; from the moment a young person is added to the waiting list until they finish their counselling with us.
- o Jackie Oliver - Data & Admin Assistant - Jackie books client assessments and helps with the day to day admin tasks involved in the service.
- o Neil Muir - SilverCloud Implementor - Neil is responsible for the implementation of our digital support programme in the community.

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES

For The Year Ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

The service is delivered by approximately 30 Counsellors. Some work on a voluntary basis and some on a part paid and part voluntary basis.

Currently the counselling service operates in Broadway House and also in the following schools across West Berkshire under a Service Level Agreement with the Headteacher of each school:

- o The Downs School
- o Willink School
- o John O'Gaunt School
- o Mary Hare School
- o Calcot Primary School

We have also conducted counselling this year in Lambourn and Kintbury Primary Schools as part of a funded outreach project.

An Outreach service is also operational at Thatcham, Hungerford, Woolton Hill and Lambourn GP surgeries as a result of grants secured to support clients in rural areas.

The charity has one contract worker who works on fundraising one day per week, one contract worker, who is responsible for overseeing the service provided within the schools' SLA function (an Outreach Worker), three contract workers who provide the Supervision function for our Counsellor Volunteers in addition to the Clinical Lead (necessary to meet the criteria of the BACP), and six contract workers who act as Assessors. As well as being paid contractors for this aspect of our service, they are also volunteer counsellors in their own right.

During this year we have launched a Supported Online CBT programme, SilverCloud, aimed at helping young people and parents/carers with issues such as anxiety and low mood.

We have a team of 10 trained SilverCloud volunteer supporters and one contract worker who oversees our SilverCloud supporter team.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1155235

Principal address

Broadway House
4 - 8 The Broadway
Newbury
Berkshire
RG14 1BA

Trustees

Elizabeth O'Keeffe
Georgina Punter
Paul Stratton
Julie Carlisle
Tracy Walker-Reed
Tracey Leeson
John Foster
Melissa Kilding
Sheelagh Brown
Amanda Hatcher

Independent Examiner

Banks & Co Limited
Chartered Certified Accountants
1 Carnegie Road
Newbury
Berkshire
RG14 5DJ

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES

For The Year Ended 31 March 2023

CONCLUSIONS

Time to Talk West Berkshire (T2TWB) continues to make a significant impact on the emotional well being and lives of many young people and those supporting them. As ever the last 12 months' has presented both challenges and opportunities for the organisation. T2TWB has continued to embrace digital opportunities to improve not only the efficiency and effectiveness of the service but also to have a greater visibility of the service for all stakeholders to enable reflection and insight into the opportunities and threats each areas faces.

We have introduced new and innovative ways to continue to grow our funding streams with continued increased demand as well as finding new ways of clinically supporting this need. This year T2TWB's Events and Communications teams have been particularly instrumental, growing not only our funds but also contributing to our profile within the community enabling us to attract more volunteers, trustees, staff, and clinical team members. This effort has been supported by introducing robust Customer Relationship Management (CRM) technology to not only support communications with all our stakeholders, in the short term but to also help future-proof our long-term communications strategy.

We have also continued to commit to technology to help us cope with the increased pressure from organisations like CAHMS who expect us to take on increasingly complex cases, so much so that we saw funding coming directly from this strategic partner this year which was truly fabulous. We have continued to innovate around our Supported Online Programme which means we are now able to offer additional and often more timely support to both young people and their parents. By developing other innovative options to services, we are in a better position to assist. Trustees, supported by our equally valuable Trusted Advisors, remain committed to supporting and serving the young people of West Berkshire and to the provision of high-quality counselling services.

Chair

On behalf of the Trustees of Time to Talk

Approved by order of the board of trustees on 13th July 2023..... and signed on its behalf by:



.....
Georgina Punter - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
TIME TO TALK WEST BERKSHIRE**

Independent examiner's report to the trustees of Time to Talk West Berkshire

I report to the charity trustees on my examination of the accounts of Time to Talk West Berkshire (the Trust) for the year ended 31 March 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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

R M L Taylor, L.

R M L Taylor FCCA

Banks & Co Limited
Chartered Certified Accountants
1 Carnegie Road
Newbury
Berkshire
RG14 5DJ

Date: *13.7.2023*

TIME TO TALK WEST BERKSHIRE

STATEMENT OF FINANCIAL ACTIVITIES For The Year Ended 31 March 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	147,847	168,838	316,685	364,912
Investment income	3	391	-	391	17
Other income		-	-	-	3,491
Total		<u>148,238</u>	<u>168,838</u>	<u>317,076</u>	<u>368,420</u>
EXPENDITURE ON					
Other	4	<u>124,003</u>	<u>193,669</u>	<u>317,672</u>	<u>261,355</u>
NET INCOME/(EXPENDITURE)	4	24,235	(24,831)	(596)	107,065
RECONCILIATION OF FUNDS					
Total funds brought forward	4	<u>231,202</u>	<u>66,271</u>	<u>297,473</u>	<u>190,408</u>
TOTAL FUNDS CARRIED FORWARD	4	<u><u>255,437</u></u>	<u><u>41,440</u></u>	<u><u>296,877</u></u>	<u><u>297,473</u></u>

The notes form part of these financial statements

TIME TO TALK WEST BERKSHIRE

BALANCE SHEET 31 March 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	9	435	-	435	458
CURRENT ASSETS					
Debtors	10	5,837	-	5,837	14,478
Cash at bank		266,704	41,440	308,144	285,772
		<u>272,541</u>	<u>41,440</u>	<u>313,981</u>	<u>300,250</u>
CREDITORS					
Amounts falling due within one year	11	(17,539)	-	(17,539)	(3,235)
NET CURRENT ASSETS		<u>255,002</u>	<u>41,440</u>	<u>296,442</u>	<u>297,015</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>255,437</u>	<u>41,440</u>	<u>296,877</u>	<u>297,473</u>
NET ASSETS		<u>255,437</u>	<u>41,440</u>	<u>296,877</u>	<u>297,473</u>
FUNDS	12				
Unrestricted funds				255,437	231,202
Restricted funds				41,440	66,271
TOTAL FUNDS				<u>296,877</u>	<u>297,473</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 13th July 2023..... and were signed on its behalf by:

.....
Georgina Punter - Trustee

NOTES TO THE FINANCIAL STATEMENTS
For The Year Ended 31 March 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Gift Aid

Gift aid is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 25% on cost
Computer equipment	- 33% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The charity has two unrestricted funds, General and Outreach. These can be used at the discretion of the Trustees.

The restricted funds are detailed below:

Good Exchange - Core	- Charity core costs
NHS Wokingham CCG (PDF Fund)	- Charity core costs
Greenham Trust	- Rent costs
Thatcham Outreach	- New outreach hub core costs
Public Health Fund	- Charity core costs
EBM Charitable Trust	- Clinical employment cost
Tony Metheril Charitable Trust	- Charitable core activities
Hungerford GP Outreach	- New outreach project
Parent Project	- Parent related project
Achievement for all	- Schools project
BAME	- Mental health amongst diverse communities project
Digital transformation	- Funding for case management system/Silver Cloud
Ground works Tesco	- Funding for additional counselling

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 March 2023

1. ACCOUNTING POLICIES - continued

Fund accounting

Lottery Covid grant	- Additional counselling slots
Winter bid	- Funding for additional Covid related demand
Waterside	- Funding for additional counselling
Bernard Sunly	- Funding for counselling in primary schools
Cameron Grants	- Funding for posters in schools
CAMHS - 2022	- Funding for additional counselling
Eating Disorder	- Funding for training
Focus foundation	- Funding for specific client demographic
Lottery Waterside	- Funding for additional counselling
St James	- Funding for Thatcham counselling
Garfield Weston	- Online support programme (SilverCloud)
Peter Harrison	- Online support programme (SilverCloud)

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. DONATIONS AND LEGACIES

	2023	2022
	£	£
Donations	61,717	106,722
Gift aid	12,509	12,737
Contract payments	66,534	57,534
Grants received	150,658	161,255
Outreach	25,267	26,664
	<u>316,685</u>	<u>364,912</u>

3. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	<u>391</u>	<u>17</u>

4. OTHER

	2023	2022
	£	£
Staff costs	137,960	96,742
Rent	4,980	5,210
Insurance	1,714	1,532
Office expenses	3,151	16,006
Telephone & IT	45,219	19,308
DBS checks	2,107	972
Event fees	17,825	17,308
Contracted services	81,209	79,375
Subscriptions	443	377
Supervision	6,739	6,321
Training	1,593	2,351
Travel - Broadway House	11,428	10,739
Travel - Schools	136	483
Advertising & Marketing	428	160
Support costs	2,740	4,471
	<u>317,672</u>	<u>261,355</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 March 2023

5. INDEPENDENT EXAMINERS' REMUNERATION

	2023	2022
	£	£
Independent examiners' remuneration	1,472	2,760
Independent examiners' remuneration - Non IE	736	1,380
	<u>2,208</u>	<u>4,140</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

7. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	131,635	93,107
Social security costs	4,082	2,067
Other pension costs	2,243	1,568
	<u>137,960</u>	<u>96,742</u>

The average monthly number of employees during the year was as follows:

	2023	2022
Part time	<u>6</u>	<u>4</u>

No employees received emoluments in excess of £60,000.

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	185,314	179,598	364,912
Investment income	17	-	17
Other income	3,491	-	3,491
Total	<u>188,822</u>	<u>179,598</u>	<u>368,420</u>
EXPENDITURE ON			
Other	<u>51,672</u>	<u>209,683</u>	<u>261,355</u>
NET INCOME/(EXPENDITURE)	<u>137,150</u>	<u>(30,085)</u>	<u>107,065</u>
Transfers between funds	<u>(21,760)</u>	<u>21,760</u>	<u>-</u>
Net movement in funds	<u>115,390</u>	<u>(8,325)</u>	<u>107,065</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	115,812	74,596	190,408

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 March 2023

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
TOTAL FUNDS CARRIED FORWARD	<u>231,202</u>	<u>66,271</u>	<u>297,473</u>

9. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2022	338	306	644
Additions	72	139	211
At 31 March 2023	<u>410</u>	<u>445</u>	<u>855</u>
DEPRECIATION			
At 1 April 2022	85	101	186
Charge for year	95	139	234
At 31 March 2023	<u>180</u>	<u>240</u>	<u>420</u>
NET BOOK VALUE			
At 31 March 2023	<u>230</u>	<u>205</u>	<u>435</u>
At 31 March 2022	<u>253</u>	<u>205</u>	<u>458</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Other debtors	-	552
Prepayments	5,837	13,926
	<u>5,837</u>	<u>14,478</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Taxation and social security	2,016	-
Other creditors	15,523	3,235
	<u>17,539</u>	<u>3,235</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 March 2023

12. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General	228,465	26,972	255,437
Outreach	2,737	(2,737)	-
	<u>231,202</u>	<u>24,235</u>	<u>255,437</u>
Restricted funds			
Good Exchange - Core	13,306	5,088	18,394
EBM Charitable trust	2,386	(2,386)	-
Tony Metherill Charitable Trust	5,729	(4,680)	1,049
Parent project	2,255	184	2,439
Winter Bid	-	6,061	6,061
Waterside	5,000	(5,000)	-
Bernard Sunley	13,765	(7,268)	6,497
Cameron Grants	1,000	(1,000)	-
Eating Disorder	7,000	-	7,000
Focus Foundation	700	(700)	-
Lottery Waterside	8,234	(8,234)	-
St James	6,896	(6,896)	-
	<u>66,271</u>	<u>(24,831)</u>	<u>41,440</u>
TOTAL FUNDS	<u>297,473</u>	<u>(596)</u>	<u>296,877</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	120,471	(93,499)	26,972
Outreach	27,767	(30,504)	(2,737)
	<u>148,238</u>	<u>(124,003)</u>	<u>24,235</u>
Restricted funds			
Good Exchange - Core	35,289	(30,201)	5,088
NHS Wokingham CCG (PDF Fund)	30,420	(30,420)	-
Public Health Fund	24,114	(24,114)	-
EBM Charitable trust	-	(2,386)	(2,386)
Tony Metherill Charitable Trust	-	(4,680)	(4,680)
Parent project	6,563	(6,379)	184
Winter Bid	12,000	(5,939)	6,061
Waterside	-	(5,000)	(5,000)
Bernard Sunley	-	(7,268)	(7,268)
Cameron Grants	-	(1,000)	(1,000)
CAMHS - 2022	22,999	(22,999)	-
Focus Foundation	-	(700)	(700)
Digital Trans 18701	2,453	(2,453)	-
Lottery Waterside	-	(8,234)	(8,234)
St James	-	(6,896)	(6,896)
Garfield Weston	15,000	(15,000)	-
Peter Harrison	20,000	(20,000)	-
	<u>168,838</u>	<u>(193,669)</u>	<u>(24,831)</u>
TOTAL FUNDS	<u>317,076</u>	<u>(317,672)</u>	<u>(596)</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 March 2023

12. MOVEMENT IN FUNDS - continued**Comparatives for movement in funds**

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General	108,778	141,385	(21,698)	228,465
Outreach	7,034	(4,235)	(62)	2,737
	115,812	137,150	(21,760)	231,202
Restricted funds				
Good Exchange - Core	35,567	(22,021)	(240)	13,306
NHS Wokingham CCG (PDF Fund)	-	162	(162)	-
Greenham Trust	74	(74)	-	-
Thatcham Outreach	4,324	(4,324)	-	-
EBM Charitable trust	17,000	(14,614)	-	2,386
Tony Metherill Charitable Trust	5,729	-	-	5,729
Hungerford GP outreach	430	(430)	-	-
Parent project	2,142	113	-	2,255
AFA	4,830	(4,668)	(162)	-
BAME	1,500	(1,500)	-	-
Digital Transformation	2,000	(2,000)	-	-
Groundworks Tesco	1,000	(1,000)	-	-
Lottery Covid Grant	-	(162)	162	-
Winter Bid	-	(162)	162	-
Waterside	-	5,000	-	5,000
Bernard Sunley	-	13,765	-	13,765
Cameron Grants	-	1,000	-	1,000
Eating Disorder	-	7,000	-	7,000
Focus Foundation	-	700	-	700
Digital Trans 18701	-	(22,000)	22,000	-
Lottery Waterside	-	8,234	-	8,234
St James	-	6,896	-	6,896
	74,596	(30,085)	21,760	66,271
TOTAL FUNDS	190,408	107,065	-	297,473

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 March 2023

12. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	162,159	(20,774)	141,385
Outreach	26,663	(30,898)	(4,235)
	<u>188,822</u>	<u>(51,672)</u>	<u>137,150</u>
Restricted funds			
Good Exchange - Core	46,479	(68,500)	(22,021)
NHS Wokingham CCG (PDF Fund)	30,420	(30,258)	162
Public Health Fund	24,113	(24,113)	-
Greenham Trust	-	(74)	(74)
Thatcham Outreach	1,175	(5,499)	(4,324)
EBM Charitable trust	1	(14,615)	(14,614)
Thatcham Nurses outreach	1,000	(1,000)	-
Hungerford GP outreach	-	(430)	(430)
Parent project	3,000	(2,887)	113
AFA	-	(4,668)	(4,668)
BAME	-	(1,500)	(1,500)
Digital Transformation	-	(2,000)	(2,000)
Groundworks Tesco	2,000	(3,000)	(1,000)
Lottery Covid Grant	-	(162)	(162)
Winter Bid	-	(162)	(162)
Waterside	5,000	-	5,000
Bernard Sunley	15,000	(1,235)	13,765
Cameron Grants	1,000	-	1,000
Eating Disorder	7,000	-	7,000
Focus Foundation	700	-	700
Digital Trans 18701	11,208	(33,208)	(22,000)
18833 Rent			
	<u>2,500</u>	<u>(2,500)</u>	<u>-</u>
Lottery Waterside	10,001	(1,767)	8,234
Patient Organisations Recovery Fund	9,000	(9,000)	-
St James	10,001	(3,105)	6,896
	<u>179,598</u>	<u>(209,683)</u>	<u>(30,085)</u>
TOTAL FUNDS	<u>368,420</u>	<u>(261,355)</u>	<u>107,065</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 March 2023

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General	108,778	168,357	(21,698)	255,437
Outreach	7,034	(6,972)	(62)	-
	<u>115,812</u>	<u>161,385</u>	<u>(21,760)</u>	<u>255,437</u>
Restricted funds				
Good Exchange - Core	35,567	(16,933)	(240)	18,394
NHS Wokingham CCG (PDF Fund)	-	162	(162)	-
Greenham Trust	74	(74)	-	-
Thatcham Outreach	4,324	(4,324)	-	-
EBM Charitable trust	17,000	(17,000)	-	-
Tony Metherill Charitable Trust	5,729	(4,680)	-	1,049
Hungerford GP outreach	430	(430)	-	-
Parent project	2,142	297	-	2,439
AFA	4,830	(4,668)	(162)	-
BAME	1,500	(1,500)	-	-
Digital Transformation	2,000	(2,000)	-	-
Groundworks Tesco	1,000	(1,000)	-	-
Lottery Covid Grant	-	(162)	162	-
Winter Bid	-	5,899	162	6,061
Bernard Sunley	-	6,497	-	6,497
Eating Disorder	-	7,000	-	7,000
Digital Trans 18701	-	(22,000)	22,000	-
	<u>74,596</u>	<u>(54,916)</u>	<u>21,760</u>	<u>41,440</u>
TOTAL FUNDS	<u>190,408</u>	<u>106,469</u>	<u>-</u>	<u>296,877</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 March 2023

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	282,630	(114,273)	168,357
Outreach	54,430	(61,402)	(6,972)
	337,060	(175,675)	161,385
Restricted funds			
Good Exchange - Core	81,768	(98,701)	(16,933)
NHS Wokingham CCG (PDF Fund)	60,840	(60,678)	162
Public Health Fund	48,227	(48,227)	-
Greenham Trust	-	(74)	(74)
Thatcham Outreach	1,175	(5,499)	(4,324)
EBM Charitable trust	1	(17,001)	(17,000)
Thatcham Nurses outreach	1,000	(1,000)	-
Tony Metherill Charitable Trust	-	(4,680)	(4,680)
Hungerford GP outreach	-	(430)	(430)
Parent project	9,563	(9,266)	297
AFA	-	(4,668)	(4,668)
BAME	-	(1,500)	(1,500)
Digital Transformation	-	(2,000)	(2,000)
Groundworks Tesco	2,000	(3,000)	(1,000)
Lottery Covid Grant	-	(162)	(162)
Winter Bid	12,000	(6,101)	5,899
Waterside	5,000	(5,000)	-
Bernard Sunley	15,000	(8,503)	6,497
Cameron Grants	1,000	(1,000)	-
CAMHS - 2022	22,999	(22,999)	-
Eating Disorder	7,000	-	7,000
Focus Foundation	700	(700)	-
Digital Trans 18701	13,661	(35,661)	(22,000)
18833 Rent			
	2,500	(2,500)	-
Lottery Waterside	10,001	(10,001)	-
Patient Organisations Recovery Fund	9,000	(9,000)	-
St James	10,001	(10,001)	-
Garfield Weston	15,000	(15,000)	-
Peter Harrison	20,000	(20,000)	-
	348,436	(403,352)	(54,916)
TOTAL FUNDS	685,496	(579,027)	106,469

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

TIME TO TALK WEST BERKSHIRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES For The Year Ended 31 March 2023

	2023 £	2022 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	61,717	106,722
Gift aid	12,509	12,737
Contract payments	66,534	57,534
Grants received	150,658	161,255
Outreach	25,267	26,664
	316,685	364,912
Investment income		
Deposit account interest	391	17
Other income		
Other income	-	3,491
	317,076	368,420
Total incoming resources		
	317,076	368,420
EXPENDITURE		
Other		
Wages	131,635	93,107
Social security	4,082	2,067
Pensions	2,243	1,568
Rent	4,980	5,210
Insurance	1,714	1,532
Office expenses	3,151	16,006
Telephone & IT	45,219	19,308
DBS checks	2,107	972
Event fees	17,825	17,308
Contracted services	81,209	79,375
Subscriptions	443	377
Supervision	6,739	6,321
Training	1,593	2,351
Travel - Broadway House	11,428	10,739
Travel - Schools	136	483
Advertising & Marketing	428	160
	314,932	256,884
Support costs		
Management		
Fixtures and fittings	95	85
Computer equipment	139	101
	234	186
Finance		
Bank charges	298	145
Governance costs		
IE's remuneration	2,208	4,140
	317,672	261,355
Total resources expended		
	317,672	261,355
Net (expenditure)/income	(596)	107,065

This page does not form part of the statutory financial statements

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
FOR
TIME TO TALK WEST BERKSHIRE**

Banks & Co Limited
Chartered Certified Accountants
1 Carnegie Road
Newbury
Berkshire
RG14 5DJ

TIME TO TALK WEST BERKSHIRE

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TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES For The Year Ended 31 March 2022

The trustees present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of 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) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Vision, Mission and Values

Charity Number 1155235

Registered Office: Broadway House, 4-8 The Broadway, Newbury, Berkshire, RG14 1BA

Our Vision

A West Berkshire where all young people feel empowered and have the same opportunity to reach their full potential and grow up to be actively engaged in society as happy, confident and achieving adults.

Our Mission

To provide an effective quality-controlled counselling service, free at the point of delivery, for young people aged 11-25 who are resident, in education, training, working or registered with a GP in West Berkshire, which helps them deal with their specific challenges in a sustainable way.

Our Values

Listening	-	We listen
Respect	-	We treat everyone with respect
Trustworthy	-	We behave in a manner that makes us worthy of your trust
Caring	-	We care about our clients, our colleagues and our service
Quality	-	We continuously ensure our service is of the highest quality

Public benefit

In order to be able to make the required Public Benefit Statement within this Report, the Trustees considered the charity's performance and achievements against the objectives and activities set out within the CIO and the priorities set during the Annual Strategic Review.

The Trustees consider that the charity has met the Public Benefit challenge required of all charities.

ACHIEVEMENT AND PERFORMANCE

In the year under review, Time to Talk West Berkshire has supported 511 clients from our main waitlist, and a further 111 in local schools, in addition to this we have supported 24 parents. The number of young people on the waiting list has varied, but across the year the average number has been 105 with an average waiting time of 10.1 weeks before being seen for regular weekly sessions. There was a 1.4 week wait for assessment.

Initial assessment of clients will determine a "CORE Score" - This produces a calculation between 0 and 40, where 40 is the highest score possible and indicates the greatest level of distress. A person presenting as mentally healthy would be likely to have a score in the region of 0-12. We then measure the CORE scores during and at the end of counselling, in this way we can see the amount that the CORE score reduces, indicating a reduction in distress for that young person

The average score for our clients at the start of counselling sessions was 20.2 (the highest average we have ever seen) and the average score for our clients at the end of counselling was 14.7. For those young people who completed counselling with us, just over 40% had a CORE score of 12 or below (This is considered 'normal'). The average reduction in CORE score was 5.5 as a result of support from Time to Talk West Berkshire. This indicates that the counselling is having a significant positive impact in all but a very few cases.

100 % of young people referred to our service are contacted within 2 weeks.

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES For The Year Ended 31 March 2022

FINANCIAL REVIEW

Key Strategic Priorities set by the charity during our Annual Strategic Review, were:

- o To produce an annual fundraising plan and budget in line with the strategy and pre-determined projects/deliverables
- o Secure 6 months non-core funding reserves as per Charity Commission guidelines
- o YOY improvement in employee engagement scores
- o Sustaining our accredited status

Funds fall into two categories:

- o Unrestricted (in that they can be used for any purpose that the Trustees deem will fit with the Charitable Objects), and
- o Restricted (in that they have been granted by Funders for specific purposes).

The Service Manager maintains financial records which are presented to the Trustees on a monthly basis so that the Trustees can determine that the charity has sufficient unrestricted and restricted Funds in order to discharge its liabilities at any point throughout the year.

Our principal funding sources for the year were from NHS Berkshire West CCG, Partnership Development Fund (PDF), the Public Health Fund (PHF), Greenham Trust and, through Service Level Agreements, with seven local schools. A full list of funders can be found at the end of this report.

Specifically for grants, we received grant funds of £191,254 from 19 different funders (this includes £30,000 PDF statutory funding). We have also received £24,114 from contract payments including PHF. We have received some multiple grants from funders over the year, including Greenham Trust. We also received donations totalling £106,718.

Time to Talk West Berkshire has a Reserves Policy which is reviewed annually in April or whenever there are significant changes in staff hours or numbers. Reserves must be held for the following reasons:

- o To meet contractual liabilities should the organisation have to close
- o To ensure that it can continue to provide a stable and quality service to those in need
- o To ensure that all Restricted Funding is spent in line with the Funding Agreement signed with the Funder (this is a legal requirement)

Over and above the reserves required to ensure the completion of specifically funded projects, Time to Talk West Berkshire aims to have Reserves to cover six months' running costs built up from Unrestricted (earned) income. We currently have six months reserves, although there has been an increase in the services provided which has resulted in additional running costs required. The reserves policy is currently being rebased to include these additional requirements.

Each month the Service Manager presents the Financial Status and forward projections of the charity's financial position to the Trustees so that the Trustees are reassured that the charity is operating on a sound financial basis.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES

For The Year Ended 31 March 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Time to Talk West Berkshire (T2TWB) was formally registered as a CIO on 17th December 2013 but it has actually been in existence for over 30 years. The charity was originally established in 1986 by the then Newbury District Council, as the Newbury Youth Counselling & Advisory Service. With the issues and concerns that young people were bringing to NYCAS, it became apparent that the provision of counselling was the essential cornerstone of the service and a much needed form of support for young people.

Within three years it became 14:21 Time to Talk and was registered as a charity in November 1989. Over time, confusion had arisen about the name of the charity. During 2013, the Trustees, stakeholders and the confusion of major funders, led to a decision that the charity should adopt a more appropriate name. Around the same time, new legislation introduced by the Charities Act of 2006, allowed smaller charities to amend their constitution and become a Charitable Incorporated Organisation (CIO). The Trustees in post at the time of the new constitution became Trustees of the new CIO.

The objects of the CIO are to promote the mental health and emotional wellbeing of young people who are resident, in education, training, working or registered with a GP in West Berkshire by:

- o Establishing, maintaining and developing a service to provide counselling, information, advice and other support,
- o Undertaking research into young people's mental health and emotional wellbeing, and
- o Promoting awareness of, and do such other things as may combat, the underlying causes of the need for such counselling

In the year under review the Trustees of the CIO have changed as follows (all are still in post unless otherwise shown):

- o Georgina Punter (Chair Oct 2020)
- o Elizabeth O'Keeffe
- o Paul Stratton
- o Julie Carlisle
- o Tracy Walker-Reed
- o Tracey Leeson
- o John Foster
- o Melissa Kilding
- o Sheelagh Brown
- o Amanada Hatcher

Trustees are recruited for the skills that they can bring to the charity and the Board of Trustees. There is a recruitment process in place including our Trustee Code of Practice and are introduced to the work of the charity by attending Operations and Trustees meetings. The Trustees have designated roles and responsibilities to ensure all aspects of the charity requirements will be addressed.

The charity has five part time members of staff:

- o Davina Nicholson - Clinical Lead - whose role is to provide clinical leadership and direction to T2TWB's counsellors. She is responsible for the management of the clinical practice and quality of services and also represent T2TWB with local stakeholders and partners and to develop and sustain these relationships.
- o Tammy Willsher - Charity Service Manager - whose broad role includes day to day running of the service, management of finances and applications for grants and other funding opportunities.
- o Kate Adams - Deputy Clinical Lead - This role is to oversee the outreach and schools counselling services; she reports to Davina the Clinical Lead.
- o Judy Matthews - Administrator - Judy is responsible for our client journey; from the moment a young person is added to the waiting list until they finish their counselling with us.
- o Jackie Oliver - Data & Admin Assistant - Jackie books client assessments and helps with the day to day admin tasks involved in the service.

The service is delivered by approximately 30 Counsellors. Some work on a voluntary basis and some on a part paid and part voluntary basis.

Currently the counselling service operates in Broadway House and also in the following schools across West Berkshire under a Service Level Agreement with the Headteacher of each school:

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES For The Year Ended 31 March 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

- o Park House School
- o The Downs School
- o Willink School
- o Brookfield's School
- o John O'Gaunt School
- o Mary Hare School
- o Calcot Primary School

An Outreach service is also operational at Lambourn and Woolton Hill GP surgeries as a result of a Grant secured to support clients in rural areas.

The charity has one contract worker who works on fundraising one day per week, one contract worker, who is responsible for overseeing the service provided within the schools' SLA function (an Outreach Worker), three contract workers who provide the Supervision function for our Counsellor Volunteers in addition to the Clinical Lead (necessary to meet the criteria of the BACP), and six contract workers who act as Assessors. As well as being paid contractors for this aspect of our service, they are also volunteer counsellors in their own right.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number
1155235

Principal address

Broadway House
4 - 8 The Broadway
Newbury
Berkshire
RG14 1BA

Trustees

Elizabeth O'Keeffe
Georgina Punter
Paul Stratton
Julie Carlisle
Tracy Walker-Reed
Tracey Leeson
John Foster
Melissa Kilding
Sheelagh Brown
Amanda Hatcher

Independent Examiner

Banks & Co Limited
Chartered Certified Accountants
1 Carnegie Road
Newbury
Berkshire
RG14 5DJ

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES

For The Year Ended 31 March 2022

CONCLUSIONS

Time to Talk West Berkshire continues to make a significant difference to the emotional well-being and lives of many young people and those supporting them. The last 12 months has presented both challenges and opportunities for the organisation. T2TWB has continued to embrace digital opportunities to improve not only the efficiency and effectiveness of the service but also to provide greater visibility of the service for all stakeholders to enable reflection and insight into the opportunities and threats each of its areas face. One such area of the service is funding; this has been particularly helpful in light of our commitment to additional funding resource. We have also used technology to help us cope with the increased pressure from organisations like CAHMS who expect us to take on increasingly complex cases. This year has seen the launch of Silvercloud, an online emotional support tool, which means we are now able to offer additional and often more timely support to both young people and their parents. By developing other innovative options for the service, we are in a better position to assist and support the community. Trustees, supported by our equally valuable Trusted Advisors, remain committed to supporting those working and volunteering in the organisation to continue to provide high-quality counselling services for the young people of West Berkshire and their supporters.

Chair

On behalf of the Trustees of Time to Talk

Approved by order of the board of trustees on 12th July 2022 and signed on its behalf by:



.....
Georgina Punter - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
TIME TO TALK WEST BERKSHIRE**

Independent examiner's report to the trustees of Time to Talk West Berkshire

I report to the charity trustees on my examination of the accounts of Time to Talk West Berkshire (the Trust) for the year ended 31 March 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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

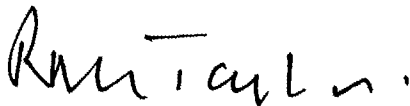
Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of _ which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



R M L Taylor FCCA
Banks & Co Limited
Chartered Certified Accountants
1 Carnegie Road
Newbury
Berkshire
RG14 5DJ

Date: 25.7.2022

TIME TO TALK WEST BERKSHIRE

STATEMENT OF FINANCIAL ACTIVITIES For The Year Ended 31 March 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		185,314	179,598	364,912	264,999
Investment income	2	17	-	17	35
Other income		3,491	-	3,491	152
Total		<u>188,822</u>	<u>179,598</u>	<u>368,420</u>	<u>265,186</u>
EXPENDITURE ON					
Other		<u>51,672</u>	<u>209,683</u>	<u>261,355</u>	<u>168,459</u>
NET INCOME/(EXPENDITURE)		137,150	(30,085)	107,065	96,727
Transfers between funds	10	<u>(21,760)</u>	<u>21,760</u>	-	-
Net movement in funds		115,390	(8,325)	107,065	96,727
RECONCILIATION OF FUNDS					
Total funds brought forward		115,812	74,596	190,408	93,681
TOTAL FUNDS CARRIED FORWARD		<u><u>231,202</u></u>	<u><u>66,271</u></u>	<u><u>297,473</u></u>	<u><u>190,408</u></u>

The notes form part of these financial statements

TIME TO TALK WEST BERKSHIRE

BALANCE SHEET

31 March 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	7	259	199	458	-
CURRENT ASSETS					
Debtors	8	14,478	-	14,478	-
Cash at bank		220,063	65,709	285,772	191,022
		<u>234,541</u>	<u>65,709</u>	<u>300,250</u>	<u>191,022</u>
CREDITORS					
Amounts falling due within one year	9	(3,598)	363	(3,235)	(614)
NET CURRENT ASSETS		<u>230,943</u>	<u>66,072</u>	<u>297,015</u>	<u>190,408</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>231,202</u>	<u>66,271</u>	<u>297,473</u>	<u>190,408</u>
NET ASSETS		<u>231,202</u>	<u>66,271</u>	<u>297,473</u>	<u>190,408</u>
FUNDS	10				
Unrestricted funds				231,202	115,812
Restricted funds				<u>66,271</u>	<u>74,596</u>
TOTAL FUNDS				<u>297,473</u>	<u>190,408</u>

The financial statements were approved by the Board of Trustees and authorised for issue on ...12th July 2022..... and were signed on its behalf by:



.....
Georgina Punter - Trustee

NOTES TO THE FINANCIAL STATEMENTS
For The Year Ended 31 March 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Overall risk to operations

In common with many other charities, the outbreak of COVID-19 in the UK and the measures being taken to control its spread, have had an impact on our activities. The impact is not considered to have been significant and the charity has still managed to remain in surplus.

Following the year end, there have been no substantial developments that would affect the Charity's ability to continue its activities. The Charity has therefore determined that there are no post balance sheet events and accordingly, the financial position as at, and results of the operations for, the year ended 31 March 2022 have not been adjusted to reflect their impact.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Gift Aid

Gift aid is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 25% on cost
Computer equipment	- 33% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The charity has two unrestricted funds, General and Outreach. These can be used at the discretion of the Trustees.

The restricted funds are detailed below:

Thatcham Town Council - Office

Manager

Newby Trust

Good Exchange - Core

NHS Wokingham CCG (PDF Fund)

- Office manager employment costs

- Office manager employment costs

- Charity core costs

- Charity core costs

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued For The Year Ended 31 March 2022

1. ACCOUNTING POLICIES - continued

Fund accounting

Public Health Fund	- Charity core costs
Greenham Trust	- Rent costs
Assessments	- Client assessments
Supervision	- Counsellor supervision
Thatcham Hub Pilot Project	- Establishing the level of demand for a new center
Thatcham Outreach	- New outreach hub core costs
EBM Charitable Trust	- Clinical employment cost
Thatcham Nurses Outreach	- New outreach hub core costs
Tony Metheril Charitable Trust	- Charitable core activities
Hungerford GP Outreach	- New outreach project
Parent Project	- Parent related project
Gordon Palmer Memorial Trust	- Anxiety project
Berkshire Community Fund	- Online counselling project
BAME	- Mental health amongst diverse communities project
Winter bid	- Funding for additional Covid related demand
Lottery Covid grant	- Additional counselling slots
Digital transformation	- Funding for case management system/Silver Cloud
Ground works Tesco	- Funding for additional counselling
Achievement for All	- Youth counselling project

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. INVESTMENT INCOME

	2022	2021
	£	£
Deposit account interest	17	35

3. INDEPENDENT EXAMINERS' REMUNERATION

	2022	2021
	£	£
Independent examiners' remuneration	2,760	1,130
Independent examiners' remuneration - Non IE	1,380	624
	<u>4,140</u>	<u>1,754</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued For The Year Ended 31 March 2022

5. STAFF COSTS

	2022 £	2021 £
Wages and salaries	93,107	71,626
Social security costs	2,067	1,515
Other pension costs	1,568	1,211
	<u>96,742</u>	<u>74,352</u>

The average monthly number of employees during the year was as follows:

	2022	2021
Part time	<u>4</u>	<u>5</u>

No employees received emoluments in excess of £60,000.

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	95,245	169,754	264,999
Investment income	35	-	35
Other income	152	-	152
Total	<u>95,432</u>	<u>169,754</u>	<u>265,186</u>
EXPENDITURE ON			
Other	28,665	139,794	168,459
NET INCOME	<u>66,767</u>	<u>29,960</u>	<u>96,727</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	49,045	44,636	93,681
TOTAL FUNDS CARRIED FORWARD	<u>115,812</u>	<u>74,596</u>	<u>190,408</u>

7. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
Additions	338	306	644
DEPRECIATION			
Charge for year	85	101	186
NET BOOK VALUE			
At 31 March 2022	<u>253</u>	<u>205</u>	<u>458</u>
At 31 March 2021	<u>-</u>	<u>-</u>	<u>-</u>

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued For The Year Ended 31 March 2022

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Other debtors	552	-
Prepayments	13,926	-
	<u>14,478</u>	<u>-</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Other creditors	<u>3,235</u>	<u>614</u>

10. MOVEMENT IN FUNDS

	At 1.4.21	Net movement in funds	Transfers between funds	At 31.3.22
	£	£	£	£
Unrestricted funds				
General	108,778	141,385	(21,698)	228,465
Outreach	7,034	(4,235)	(62)	2,737
	<u>115,812</u>	<u>137,150</u>	<u>(21,760)</u>	<u>231,202</u>
Restricted funds				
Good Exchange - Core	35,567	(22,021)	(240)	13,306
NHS Wokingham CCG (PDF Fund)	-	162	(162)	-
Greenham Trust	74	(74)	-	-
Thatcham Outreach	4,324	(4,324)	-	-
EBM Charitable trust	17,000	(14,614)	-	2,386
Tony Metherill Charitable Trust	5,729	-	-	5,729
Hungerford GP outreach	430	(430)	-	-
Parent project	2,142	113	-	2,255
AFA	4,830	(4,668)	(162)	-
BAME	1,500	(1,500)	-	-
Digital Transformation	2,000	(2,000)	-	-
Groundworks Tesco	1,000	(1,000)	-	-
Lottery Covid Grant	-	(162)	162	-
Winter Bid	-	(162)	162	-
Waterside	-	5,000	-	5,000
Bernard Sunley	-	13,765	-	13,765
Cameron Grants	-	1,000	-	1,000
Eating Disorder	-	7,000	-	7,000
Focus Foundation	-	700	-	700
Digital Trans 18701	-	(22,000)	22,000	-
Lottery Waterside	-	8,234	-	8,234
St James	-	6,896	-	6,896
	<u>74,596</u>	<u>(30,085)</u>	<u>21,760</u>	<u>66,271</u>
TOTAL FUNDS	<u>190,408</u>	<u>107,065</u>	<u>-</u>	<u>297,473</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 March 2022

10. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	162,159	(20,774)	141,385
Outreach	26,663	(30,898)	(4,235)
	<u>188,822</u>	<u>(51,672)</u>	<u>137,150</u>
Restricted funds			
Good Exchange - Core	46,479	(68,500)	(22,021)
NHS Wokingham CCG (PDF Fund)	30,420	(30,258)	162
Public Health Fund	24,113	(24,113)	-
Greenham Trust	-	(74)	(74)
Thatcham Outreach	1,175	(5,499)	(4,324)
EBM Charitable trust	1	(14,615)	(14,614)
Thatcham Nurses outreach	1,000	(1,000)	-
Hungerford GP outreach	-	(430)	(430)
Parent project	3,000	(2,887)	113
AFA	-	(4,668)	(4,668)
BAME	-	(1,500)	(1,500)
Digital Transformation	-	(2,000)	(2,000)
Groundworks Tesco	2,000	(3,000)	(1,000)
Lottery Covid Grant	-	(162)	(162)
Winter Bid	-	(162)	(162)
Waterside	5,000	-	5,000
Bernard Sunley	15,000	(1,235)	13,765
Cameron Grants	1,000	-	1,000
Eating Disorder	7,000	-	7,000
Focus Foundation	700	-	700
Digital Trans 18701	11,208	(33,208)	(22,000)
18833 Rent			
	2,500	(2,500)	-
Lottery Waterside	10,001	(1,767)	8,234
Patient Organisations Recovery Fund	9,000	(9,000)	-
St James	10,001	(3,105)	6,896
	<u>179,598</u>	<u>(209,683)</u>	<u>(30,085)</u>
TOTAL FUNDS	<u>368,420</u>	<u>(261,355)</u>	<u>107,065</u>

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued For The Year Ended 31 March 2022

10. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General	39,489	69,289	108,778
Outreach	9,556	(2,522)	7,034
	<u>49,045</u>	<u>66,767</u>	<u>115,812</u>
Restricted funds			
Good Exchange - Core	16,612	18,955	35,567
Greenham Trust	51	23	74
Assessments	350	(350)	-
Berkshire Community Foundation	2,507	(2,507)	-
Thatcham Outreach	1,213	3,111	4,324
EBM Charitable trust	4,707	12,293	17,000
Thatcham Nurses outreach	1,000	(1,000)	-
Tony Metherill Charitable Trust	5,829	(100)	5,729
Hungerford GP outreach	1,966	(1,536)	430
Parent project	3,591	(1,449)	2,142
Good Exchange - Office Admin			
	6,810	(6,810)	-
AFA	-	4,830	4,830
BAME	-	1,500	1,500
Digital Transformation	-	2,000	2,000
Groundworks Tesco	-	1,000	1,000
	<u>44,636</u>	<u>29,960</u>	<u>74,596</u>
TOTAL FUNDS	<u>93,681</u>	<u>96,727</u>	<u>190,408</u>

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued For The Year Ended 31 March 2022

10. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	72,679	(3,390)	69,289
Outreach	22,753	(25,275)	(2,522)
	95,432	(28,665)	66,767
Restricted funds			
Good Exchange - Core	51,224	(32,269)	18,955
NHS Wokingham CCG (PDF Fund)	29,999	(29,999)	-
Public Health Fund	24,300	(24,300)	-
Greenham Trust	5,136	(5,113)	23
Assessments	-	(350)	(350)
Berkshire Community Foundation	-	(2,507)	(2,507)
Thatcham Outreach	8,326	(5,215)	3,111
EBM Charitable trust	17,000	(4,707)	12,293
Thatcham Nurses outreach	-	(1,000)	(1,000)
Tony Metherill Charitable Trust	-	(100)	(100)
Hungerford GP outreach	-	(1,536)	(1,536)
Parent project	-	(1,449)	(1,449)
Good Exchange - Office Admin	-	(6,810)	(6,810)
AFA	5,200	(370)	4,830
BAME	1,500	-	1,500
Digital Transformation	2,000	-	2,000
Groundworks Tesco	1,000	-	1,000
Lottery Covid Grant	17,069	(17,069)	-
Winter Bid	7,000	(7,000)	-
	169,754	(139,794)	29,960
TOTAL FUNDS	265,186	(168,459)	96,727

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued For The Year Ended 31 March 2022

10. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General	39,489	210,674	(21,698)	228,465
Outreach	9,556	(6,757)	(62)	2,737
	49,045	203,917	(21,760)	231,202
Restricted funds				
Good Exchange - Core	16,612	(3,066)	(240)	13,306
NHS Wokingham CCG (PDF Fund)	-	162	(162)	-
Greenham Trust	51	(51)	-	-
Assessments	350	(350)	-	-
Berkshire Community Foundation	2,507	(2,507)	-	-
Thatcham Outreach	1,213	(1,213)	-	-
EBM Charitable trust	4,707	(2,321)	-	2,386
Thatcham Nurses outreach	1,000	(1,000)	-	-
Tony Metherill Charitable Trust	5,829	(100)	-	5,729
Hungerford GP outreach	1,966	(1,966)	-	-
Parent project	3,591	(1,336)	-	2,255
Good Exchange - Office Admin				
	6,810	(6,810)	-	-
AFA	-	162	(162)	-
Lottery Covid Grant	-	(162)	162	-
Winter Bid	-	(162)	162	-
Waterside	-	5,000	-	5,000
Bernard Sunley	-	13,765	-	13,765
Cameron Grants	-	1,000	-	1,000
Eating Disorder	-	7,000	-	7,000
Focus Foundation	-	700	-	700
Digital Trans 18701	-	(22,000)	22,000	-
Lottery Waterside	-	8,234	-	8,234
St James	-	6,896	-	6,896
	44,636	(125)	21,760	66,271
TOTAL FUNDS	93,681	203,792	-	297,473

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued For The Year Ended 31 March 2022

10. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	234,838	(24,164)	210,674
Outreach	49,416	(56,173)	(6,757)
	<u>284,254</u>	<u>(80,337)</u>	<u>203,917</u>
Restricted funds			
Good Exchange - Core	97,703	(100,769)	(3,066)
NHS Wokingham CCG (PDF Fund)	60,419	(60,257)	162
Public Health Fund	48,413	(48,413)	-
Greenham Trust	5,136	(5,187)	(51)
Assessments	-	(350)	(350)
Berkshire Community Foundation	-	(2,507)	(2,507)
Thatcham Outreach	9,501	(10,714)	(1,213)
EBM Charitable trust	17,001	(19,322)	(2,321)
Thatcham Nurses outreach	1,000	(2,000)	(1,000)
Tony Metherill Charitable Trust	-	(100)	(100)
Hungerford GP outreach	-	(1,966)	(1,966)
Parent project	3,000	(4,336)	(1,336)
Good Exchange - Office Admin	-	(6,810)	(6,810)
AFA	5,200	(5,038)	162
BAME	1,500	(1,500)	-
Digital Transformation	2,000	(2,000)	-
Groundworks Tesco	3,000	(3,000)	-
Lottery Covid Grant	17,069	(17,231)	(162)
Winter Bid	7,000	(7,162)	(162)
Waterside	5,000	-	5,000
Bernard Sunley	15,000	(1,235)	13,765
Cameron Grants	1,000	-	1,000
Eating Disorder	7,000	-	7,000
Focus Foundation	700	-	700
Digital Trans 18701	11,208	(33,208)	(22,000)
18833 Rent	2,500	(2,500)	-
Lottery Waterside	10,001	(1,767)	8,234
Patient Organisations Recovery Fund	9,000	(9,000)	-
St James	10,001	(3,105)	6,896
	<u>349,352</u>	<u>(349,477)</u>	<u>(125)</u>
TOTAL FUNDS	<u>633,606</u>	<u>(429,814)</u>	<u>203,792</u>

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 March 2022

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.

TIME TO TALK WEST BERKSHIRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES For The Year Ended 31 March 2022

	2022 £	2021 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	106,722	63,493
Gift aid	12,737	-
Contract payments	57,534	29,500
Grants received	161,255	149,254
Outreach	26,664	22,752
	<u>364,912</u>	<u>264,999</u>
Investment income		
Deposit account interest	17	35
Other income		
Other income	3,491	152
	<u>368,420</u>	<u>265,186</u>
Total incoming resources		
EXPENDITURE		
Other		
Wages	93,107	71,626
Social security	2,067	1,515
Pensions	1,568	1,211
Rent	5,210	5,113
Insurance	1,532	1,097
Office expenses	16,006	11,863
Telephone & IT	19,308	4,777
DBS checks	972	734
Event fees	17,308	4,696
Contracted services	79,375	52,562
Subscriptions	377	788
Supervision	6,321	6,556
Training	2,351	533
Travel - Broadway House	10,739	3,339
Travel - Schools	483	188
Advertising & Marketing	160	20
	<u>256,884</u>	<u>166,618</u>
Support costs		
Management		
Fixtures and fittings	85	-
Computer equipment	101	-
	<u>186</u>	<u>-</u>
Finance		
Bank charges	145	87
Governance costs		
IE's remuneration	4,140	1,754
	<u>261,355</u>	<u>168,459</u>
Total resources expended		
Net income	<u>107,065</u>	<u>96,727</u>

This page does not form part of the statutory financial statements

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
FOR
TIME TO TALK WEST BERKSHIRE**

Banks & Co Limited
Chartered Certified Accountants
1 Carnegie Road
Newbury
Berkshire
RG14 5DJ

TIME TO TALK WEST BERKSHIRE

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TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES For The Year Ended 31 March 2021

The trustees present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of 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) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Vision, Mission and Values

Over the year under review, we revisited our Vision, Mission and Values as part of our annual Strategic Review and they are as follows:

Our Vision

A West Berkshire where all young people feel empowered and have the same opportunity to reach their full potential and grow up to be actively engaged in society as happy, confident and achieving adults.

Our Mission

To provide an effective quality-controlled counselling service, free at the point of delivery, for young people aged 11-25 who are resident, in education, training, working or registered with a GP in West Berkshire, which helps them deal with their specific challenges in a sustainable way.

Our Values

Listening	-	We listen
Respect	-	We treat everyone with respect
Trustworthy	-	We behave in a manner that makes us worthy of your trust
Caring	-	We care about our clients, our colleagues and our service
Quality	-	We continuously ensure our service is of the highest quality

Public benefit

In order to be able to make the required Public Benefit Statement within this Report, the Trustees considered the charity's performance and achievements against the objectives and activities set out within the CIO and the priorities set during the Annual Strategic Review.

The charity has met the objective to provide a counselling service, free at the point of delivery, for young people aged 11-25 who are resident, in education, training, working or registered with a GP in West Berkshire.

Two of the eight Key Strategic Priorities, set by the charity during our Annual Strategic Review, were aligned with the charity's focus on providing a benefit to the public:

- o To determine how best to provide support to parents
- o To proactively drive our relationships with key strategic partners, potential funders and our core target market of 11-25 year olds

Throughout the year under review, the number of Counsellors within the organisation has been 30, increasing our capacity to satisfy rising demand.

The Deputy Clinical Lead has published 2 articles for the West Berkshire Training Consortium and the Clinical Lead is a valued part of the local EHA Triage Service raising our profile, credibility and authority.

The Trustees consider that the charity has met the Public Benefit challenge required of all charities.

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES For The Year Ended 31 March 2021

ACHIEVEMENT AND PERFORMANCE

In the year under Review, Time to Talk West Berkshire has supported 393 clients. The number of young people on the waiting list has varied, but across the year the average number has been 72 with an average waiting time of 12.1 weeks before being seen for regular weekly sessions. There was a 2.07 week wait for assessment.

Initial assessment of clients will determine a "Core Score" - This produces a calculation between 0 and 40, where 40 is the highest score possible and indicates the greatest level of distress. A person presenting as mentally healthy would be likely to have a score in the region of 0-12. We then measure the CORE scores during and at the end of counselling, in this way we can see the amount that the CORE score reduces, indicating a reduction in distress for that young person

The average score for our clients at the start of counselling sessions was 19.1 and the average score for our clients at the end of counselling was 12.1 (only 0.1 out of the mentally healthy range). For those young people who completed counselling with us, almost 60% had a CORE score of 12 or below. The average reduction in CORE score was 6.95 as a result of support from Time to Talk West Berkshire. This indicates that the counselling is having a significant positive impact in all but a very few cases.

Total number of sessions offered

	2020-21	2019-20	2018-19	2017-18	2016-17
All Outreach	1,356	1,535	1,606	1,499	1,084
Broadway House	3,543	3,158	2,865	2,247	2,167
Total	4,899	4,693	4,471	3,746	3,251

The figures show that the total number of sessions has increased by around 4% on last year.

Whilst the number of sessions we have offered has increased, the total number of young people who completed counselling with us has decreased. This is due to a number of reasons:

1. The average number of sessions needed by a young person, on average, has increased from around 9 sessions to 12.
2. The Covid-19 pandemic meant that fewer sessions were held in Q1 & Q2 of last year, as counsellors and clients took time to adjust to the new ways of working.
3. We have dramatically increased the number of sessions we offer in Q4, however, those young people may still have been in counselling at year end and therefore will appear on next year's statistics.

100 % of young people referred to our service are contacted within 2 weeks. 65% of young people are matched with a counsellor within 10 weeks of referral.

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES For The Year Ended 31 March 2021

FINANCIAL REVIEW

Key Strategic Priorities set by the charity during our Annual Strategic Review, were:

- o To produce an annual fundraising plan and budget in line with the strategy and pre-determined projects/deliverables
- o Secure 6 months non-core funding reserves as per Charity Commission guidelines
- o YOY improvement in employee engagement scores
- o Sustaining our accredited status

Funds fall into two categories:

- o Unrestricted (in that they can be used for any purpose that the Trustees deem will fit with the Charitable Objects), and
- o Restricted (in that they have been granted by Funders for specific purposes).

The Service Manager maintains financial records which are presented to the Trustees on a monthly basis so that the Trustees can determine that the charity has sufficient unrestricted and restricted Funds in order to discharge its liabilities at any point throughout the year.

Our principal funding sources for the year were from NHS Berkshire West CCG, Partnership Development Fund (PDF), the Public Health Fund (PHF), Greenham Trust and, through Service Level Agreements, with six local schools. A full list of funders can be found at the end of this report.

Specifically for grants, we received grant funds of £149,254 from 13 different funders (this includes £30,000 PDF statutory funding). We have also received £29,499 from contract payments including PHF and AFA. We have received some multiple grants from funders over the year, for example EBM and Greenham Trust. We also received donations totalling £63,491.

Time to Talk West Berkshire has a Reserves Policy which is reviewed annually in April or whenever there are significant changes in staff hours or numbers. Reserves must be held for the following reasons:

- o To meet contractual liabilities should the organisation have to close
- o To ensure that it can continue to provide a stable and quality service to those in need
- o To ensure that all Restricted Funding is spent in line with the Funding Agreement signed with the Funder (this is a legal requirement)

Over and above the reserves required to ensure the completion of specifically funded projects, Time to Talk West Berkshire aims to have Reserves to cover six months running costs built up from Unrestricted (earned) income. We currently have six months reserves, although there has been an increase in the services provided which has resulted in additional running costs required. The reserves policy is currently being rebased to include these additional requirements.

Each month the Service Manager presents the Financial Status and forward projections of the charity's financial position to the Trustees so that the Trustees are reassured that the charity is operating on a sound financial basis.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES

For The Year Ended 31 March 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Time to Talk West Berkshire (T2TWB) was formally registered as a CIO on 17th December 2013 but it has actually been in existence for over 30 years. The charity was originally established in 1986 by the then Newbury District Council, as the Newbury Youth Counselling & Advisory Service. With the issues and concerns that young people were bringing to NYCAS, it became apparent that the provision of counselling was the essential cornerstone of the service and a much needed form of support for young people.

Within three years it became 14:21 Time to Talk and was registered as a charity in November 1989. Over time, confusion had arisen about the name of the charity. Some clients and funders believed that the use of 14:21 reflected the age of the client group (which it did not, as Time to Talk supports clients from age 11 to age 25). It did, in fact, reflect the opening hours of the service (14.00 hrs to 21.00 hrs Monday to Friday) - but this confusion needed clarification. During 2013, the Trustees, stakeholders and the confusion of major funders, led to a decision that the charity should adopt a more appropriate name. Around the same time, new legislation introduced by the Charities Act of 2006, allowed smaller charities to amend their constitution and become a Charitable Incorporated Organisation (CIO). The Trustees in post at the time of the new constitution became Trustees of the new CIO.

The objects of the CIO are to promote the mental health and emotional wellbeing of young people who are resident, in education, training, working or registered with a GP in West Berkshire by:

- o Establishing, maintaining and developing a service to provide counselling, information, advice and other support,
- o Undertaking research into young people's mental health and emotional wellbeing, and
- o Promoting awareness of, and do such other things as may combat, the underlying causes of the need for such counselling

In the year under review the Trustees of the CIO have changed as follows (all are still in post unless otherwise shown):

- o Georgina Punter (Chair Oct 2020)
- o Elizabeth O'Keeffe
- o Paul Stratton
- o Julie Carlisle
- o Tracy Walker-Reed
- o Tracey Leeson (Joined Sept 2020)
- o John Foster (Joined Sept 2020)
- o Melissa Kilding (Joined Sept 2020)
- o Sheelagh Brown (Joined Oct 2020)
- o Amanada Hatcher (Joined March 2021)

Trustees are recruited for the skills that they can bring to the charity and the Board of Trustees. There is a recruitment process in place including our Trustee Code of Practice and are introduced to the work of the charity by attending Operations and Trustees meetings. The Trustees have designated roles and responsibilities to ensure all aspects of the charity requirements will be addressed.

The charity has five part time members of staff:

- o Davina Nicholson - Clinical Lead - whose role is to provide clinical leadership and direction to T2TWB's counsellors. Being responsible for the management of the clinical practice and quality of services. To represent T2TWB with local stakeholders and partners and to develop and sustain these relationships.
- o Tammy Willsher - Charity Service Manager - whose broad role includes day to day running of the service, management of finances and applications for grants and other funding opportunities.
- o Kate Adams - Deputy Clinical Lead - This role is to oversee the outreach and schools counselling services, she reports to Davina the Clinical Lead.
- o Judy Matthews - Administrator - Judy is responsible for our client journey, from the moment a young person is added to the waiting list until they finish their counselling with us.
- o Holly Harrington - Admin Assistant - Holly helps with the day to day admin tasks involved in the service.

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES For The Year Ended 31 March 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

The service is delivered by approximately 30 Counsellors. Some work on a voluntary basis and some on a part paid and part voluntary basis.

Currently the counselling service operates in Broadway House and also in the following schools across West Berkshire under a Service Level Agreement with the Headteacher of each school:

- o Park House School
- o The Downs School
- o Willink School
- o Brookfield's School
- o John O'Gaunt School
- o Mary Hare School
- o Calcot Primary School (In conjunction with AFA)

An Outreach service is also operational at Lambourn and Woolton Hill GP surgeries as a result of a Grant secured to support clients in rural areas.

The charity has one contract worker, who is responsible for overseeing the service provided within the schools' SLA function (an Outreach Worker), three contract workers who provide the Supervision function for our Counsellor Volunteers in addition to the Clinical Lead (necessary to meet the criteria of the BACP), and six contract workers who act as Assessors. As well as being paid contractors for this aspect of our service, they are also volunteer counsellors in their own right.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1155235

Principal address

Broadway House
4 - 8 The Broadway
Newbury
Berkshire
RG14 1BA

Trustees

Elizabeth O'Keeffe
Lesley Boler (resigned 1.4.20)
Georgina Punter
Christopher Thomas (resigned 1.4.20)
Paul Stratton
Julie Carlisle
Tracy Walker-Reed
Tracey Leeson (appointed 1.9.20)
John Foster (appointed 1.9.20)
Melissa Kilding (appointed 1.9.20)
Sheelagh Brown (appointed 1.10.20)
Amanda Hatcher (appointed 1.3.21)

Independent Examiner

Banks & Co Limited
Chartered Certified Accountants
1 Carnegie Road
Newbury
Berkshire
RG14 5DJ

TIME TO TALK WEST BERKSHIRE

REPORT OF THE TRUSTEES For The Year Ended 31 March 2021

CONCLUSIONS

Time to Talk West Berkshire continues to make a significant difference to the mental health and lives of many young people and those supporting them. The last 12 months' Covid climate has presented both challenges and opportunities for the organisation. As a result T2TWB have embraced digital opportunities and are now providing counselling to young people remotely as well as face to face. Despite the opportunities to engage with young people in an increased number of ways, we continue to see waiting list numbers increase. Our funding drive has provided us with increased opportunity to grow the organisation over the coming year when we plan to continue to provide and develop innovative options to services, in order to ensure that the core delivery of counselling free at the point of delivery remains. As the challenges to deliver services across a wider range of needs increase in the complexity of a changing landscape of funding, the Trustees of the charity remain committed to supporting and serving the young people of West Berkshire and to the provision of high quality counselling services.

Chair

On behalf of the Trustees of Time to Talk

Approved by order of the board of trustees on 6th July 2021..... and signed on its behalf
by:



.....
Georgina Punter - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF TIME TO TALK WEST BERKSHIRE

Independent examiner's report to the trustees of Time to Talk West Berkshire

I report to the charity trustees on my examination of the accounts of Time to Talk West Berkshire (the Trust) for the year ended 31 March 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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of _ which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

R L Taylor

R M L Taylor FCCA
Banks & Co Limited
Chartered Certified Accountants
1 Carnegie Road
Newbury
Berkshire
RG14 5DJ

Date: *27 August 2021*

TIME TO TALK WEST BERKSHIRE

STATEMENT OF FINANCIAL ACTIVITIES For The Year Ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		95,245	169,754	264,999	163,189
Other trading activities	2	-	-	-	535
Investment income	3	35	-	35	148
Other income		152	-	152	14
Total		<u>95,432</u>	<u>169,754</u>	<u>265,186</u>	<u>163,886</u>
EXPENDITURE ON					
Other		<u>28,665</u>	<u>139,794</u>	<u>168,459</u>	<u>171,754</u>
NET INCOME/(EXPENDITURE)		<u>66,767</u>	<u>29,960</u>	<u>96,727</u>	<u>(7,868)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		49,045	44,636	93,681	101,549
TOTAL FUNDS CARRIED FORWARD		<u><u>115,812</u></u>	<u><u>74,596</u></u>	<u><u>190,408</u></u>	<u><u>93,681</u></u>

The notes form part of these financial statements

TIME TO TALK WEST BERKSHIRE

BALANCE SHEET 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
CURRENT ASSETS					
Debtors	8	-	-	-	396
Cash at bank		116,426	74,596	191,022	96,009
		<u>116,426</u>	<u>74,596</u>	<u>191,022</u>	<u>96,405</u>
CREDITORS					
Amounts falling due within one year	9	(614)	-	(614)	(2,724)
NET CURRENT ASSETS		<u>115,812</u>	<u>74,596</u>	<u>190,408</u>	<u>93,681</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>115,812</u>	<u>74,596</u>	<u>190,408</u>	<u>93,681</u>
NET ASSETS		<u>115,812</u>	<u>74,596</u>	<u>190,408</u>	<u>93,681</u>
FUNDS	10				
Unrestricted funds				115,812	49,045
Restricted funds				<u>74,596</u>	<u>44,636</u>
TOTAL FUNDS				<u>190,408</u>	<u>93,681</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 6th July 2021 and were signed on its behalf by:



Georgina Punter - Trustee

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS
For The Year Ended 31 March 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Overall risk to operations

In common with many other charities, the outbreak of COVID-19 in the UK and the measures being taken to control its spread, have had an impact on our activities. The impact is not considered to have been significant and the charity has still managed to remain in surplus.

Following the year end, there have been no substantial developments that would affect the Charity's ability to continue its activities. The Charity has therefore determined that there are no post balance sheet events and accordingly, the financial position as at, and results of the operations for, the year ended 31 March 2021 have not been adjusted to reflect their impact.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Gift Aid

Gift aid is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The charity has two unrestricted funds, General and Outreach. These can be used at the discretion of the Trustees.

The restricted funds are detailed below:

Thatcham Town Council - Office Manager	- Office manager employment costs
Newby Trust	- Office manager employment costs
Good Exchange - Core	- Charity core costs
NHS Wokingham CCG (PDF Fund)	- Charity core costs
Public Health Fund	- Charity core costs
Greenham Trust	- Rent costs
Assessments	- Client assessments
Supervision	- Counsellor supervision
Thatcham Hub Pilot Project	- Establishing the level of demand for a new center
Thatcham Outreach	- New outreach hub core costs

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 March 2021

1. ACCOUNTING POLICIES - continued

Fund accounting

EBM Charitable Trust	- Clinical employment cost
Thatcham Nurses Outreach	- New outreach hub core costs
Tony Metheril Charitable Trust	- Charitable core activities
Hungerford GP Outreach	- New outreach project
Parent Project	- Parent related project
Gordon Palmer Memorial Trust	- Anxiety project
Berkshire Community Fund	- Online counselling project
BAME	- Mental health amongst diverse communities project
Winter bid	- Funding for additional Covid related demand
Lottery Covid grant	- Additional counselling slots
Digital transformation	- Funding for case management system/Silver Cloud
Ground works Tesco	- Funding for additional counselling
Achievement for All	- Youth counselling project

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Earned income	-	535
	<u> </u>	<u> </u>

3. INVESTMENT INCOME

	2021	2020
	£	£
Deposit account interest	35	148
	<u> </u>	<u> </u>

4. INDEPENDENT EXAMINERS' REMUNERATION

	2021	2020
	£	£
Independent examiners' remuneration	1,130	-
Independent examiners' remuneration - Non IE	624	540
	<u> </u>	<u> </u>
	<u>1,754</u>	<u>540</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 March 2021

6. STAFF COSTS

	2021	2020
	£	£
Wages and salaries	71,626	69,112
Social security costs	1,515	4,533
Other pension costs	1,211	1,997
	<u>74,352</u>	<u>75,642</u>

The average monthly number of employees during the year was as follows:

	2021	2020
Part time	<u>5</u>	<u>3</u>

No employees received emoluments in excess of £60,000.

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	41,300	121,889	163,189
Other trading activities	535	-	535
Investment income	148	-	148
Other income	14	-	14
Total	<u>41,997</u>	<u>121,889</u>	<u>163,886</u>
EXPENDITURE ON			
Other	<u>28,003</u>	<u>143,751</u>	<u>171,754</u>
NET INCOME/(EXPENDITURE)	<u>13,994</u>	<u>(21,862)</u>	<u>(7,868)</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	35,051	66,498	101,549
TOTAL FUNDS CARRIED FORWARD	<u>49,045</u>	<u>44,636</u>	<u>93,681</u>

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Prepayments	<u>-</u>	<u>396</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 March 2021

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Taxation and social security	-	1,924
Other creditors	614	800
	<u>614</u>	<u>2,724</u>

10. MOVEMENT IN FUNDS

	At 1.4.20	Net movement in funds	At 31.3.21
	£	£	£
Unrestricted funds			
General	39,489	69,289	108,778
Outreach	9,556	(2,522)	7,034
	<u>49,045</u>	<u>66,767</u>	<u>115,812</u>
Restricted funds			
Good Exchange - Core	16,612	18,955	35,567
Greenham Trust	51	23	74
Assessments	350	(350)	-
Berkshire Community Foundation	2,507	(2,507)	-
Thatcham Outreach	1,213	3,111	4,324
EBM Charitable trust	4,707	12,293	17,000
Thatcham Nurses outreach	1,000	(1,000)	-
Tony Metherill Charitable Trust	5,829	(100)	5,729
Hungerford GP outreach	1,966	(1,536)	430
Parent project	3,591	(1,449)	2,142
Good Exchange - Office Admin			
	<u>6,810</u>	<u>(6,810)</u>	<u>-</u>
AFA	-	4,830	4,830
BAME	-	1,500	1,500
Digital Transformation	-	2,000	2,000
Groundworks Tesco	-	1,000	1,000
	<u>44,636</u>	<u>29,960</u>	<u>74,596</u>
TOTAL FUNDS	<u>93,681</u>	<u>96,727</u>	<u>190,408</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 March 2021

10. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	72,679	(3,390)	69,289
Outreach	22,753	(25,275)	(2,522)
	<u>95,432</u>	<u>(28,665)</u>	<u>66,767</u>
Restricted funds			
Good Exchange - Core	51,224	(32,269)	18,955
NHS Wokingham CCG (PDF Fund)	29,999	(29,999)	-
Public Health Fund	24,300	(24,300)	-
Greenham Trust	5,136	(5,113)	23
Assessments	-	(350)	(350)
Berkshire Community Foundation	-	(2,507)	(2,507)
Thatcham Outreach	8,326	(5,215)	3,111
EBM Charitable trust	17,000	(4,707)	12,293
Thatcham Nurses outreach	-	(1,000)	(1,000)
Tony Metherill Charitable Trust	-	(100)	(100)
Hungerford GP outreach	-	(1,536)	(1,536)
Parent project	-	(1,449)	(1,449)
Good Exchange - Office Admin	-	(6,810)	(6,810)
AFA	5,200	(370)	4,830
BAME	1,500	-	1,500
Digital Transformation	2,000	-	2,000
Groundworks Tesco	1,000	-	1,000
Lottery Covid Grant	17,069	(17,069)	-
Winter Bid	7,000	(7,000)	-
	<u>169,754</u>	<u>(139,794)</u>	<u>29,960</u>
TOTAL FUNDS	<u>265,186</u>	<u>(168,459)</u>	<u>96,727</u>

TIME TO TALK WEST BERKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued For The Year Ended 31 March 2021

10. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds			
General	29,455	10,034	39,489
Outreach	5,596	3,960	9,556
	<u>35,051</u>	<u>13,994</u>	<u>49,045</u>
Restricted funds			
Good Exchange - Core	20,806	(4,194)	16,612
Greenham Trust	51	-	51
Assessments	-	350	350
Berkshire Community Foundation	-	2,507	2,507
Thatcham Outreach	10,354	(9,141)	1,213
EBM Charitable trust	15,347	(10,640)	4,707
Thatcham Nurses outreach	-	1,000	1,000
Tony Metherill Charitable Trust	10,000	(4,171)	5,829
Hungerford GP outreach	5,000	(3,034)	1,966
Parent project	4,940	(1,349)	3,591
Good Exchange - Office Admin			
	<u>-</u>	<u>6,810</u>	<u>6,810</u>
	<u>66,498</u>	<u>(21,862)</u>	<u>44,636</u>
TOTAL FUNDS	<u>101,549</u>	<u>(7,868)</u>	<u>93,681</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 March 2021

10. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	12,270	(2,236)	10,034
Outreach	29,727	(25,767)	3,960
	<u>41,997</u>	<u>(28,003)</u>	<u>13,994</u>
Restricted funds			
Good Exchange - Core	34,961	(39,155)	(4,194)
NHS Wokingham CCG (PDF Fund)	29,998	(29,998)	-
Public Health Fund	24,114	(24,114)	-
Greenham Trust	5,444	(5,444)	-
Assessments	1,432	(1,082)	350
Berkshire Community Foundation	5,000	(2,493)	2,507
Gordon Palmer Memorial Trust	500	(500)	-
Thatcham Outreach	11,594	(20,735)	(9,141)
EBM Charitable trust	1	(10,641)	(10,640)
Thatcham Nurses outreach	1,000	-	1,000
Tony Metherill Charitable Trust	-	(4,171)	(4,171)
Hungerford GP outreach	-	(3,034)	(3,034)
Parent project	-	(1,349)	(1,349)
Good Exchange - Office Admin			
	<u>7,845</u>	<u>(1,035)</u>	<u>6,810</u>
	<u>121,889</u>	<u>(143,751)</u>	<u>(21,862)</u>
TOTAL FUNDS	<u>163,886</u>	<u>(171,754)</u>	<u>(7,868)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General	29,455	79,323	108,778
Outreach	5,596	1,438	7,034
	<u>35,051</u>	<u>80,761</u>	<u>115,812</u>
Restricted funds			
Good Exchange - Core	20,806	14,761	35,567
Greenham Trust	51	23	74
Thatcham Outreach	10,354	(6,030)	4,324
EBM Charitable trust	15,347	1,653	17,000
Tony Metherill Charitable Trust	10,000	(4,271)	5,729
Hungerford GP outreach	5,000	(4,570)	430
Parent project	4,940	(2,798)	2,142
AFA	-	4,830	4,830
BAME	-	1,500	1,500
Digital Transformation	-	2,000	2,000
Groundworks Tesco	-	1,000	1,000
	<u>66,498</u>	<u>8,098</u>	<u>74,596</u>
TOTAL FUNDS	<u>101,549</u>	<u>88,859</u>	<u>190,408</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
For The Year Ended 31 March 2021

10. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	84,949	(5,626)	79,323
Outreach	52,480	(51,042)	1,438
	<u>137,429</u>	<u>(56,668)</u>	<u>80,761</u>
Restricted funds			
Good Exchange - Core	86,185	(71,424)	14,761
NHS Wokingham CCG (PDF Fund)	59,997	(59,997)	-
Public Health Fund	48,414	(48,414)	-
Greenham Trust	10,580	(10,557)	23
Assessments	1,432	(1,432)	-
Berkshire Community Foundation	5,000	(5,000)	-
Gordon Palmer Memorial Trust	500	(500)	-
Thatcham Outreach	19,920	(25,950)	(6,030)
EBM Charitable trust	17,001	(15,348)	1,653
Thatcham Nurses outreach	1,000	(1,000)	-
Tony Metherill Charitable Trust	-	(4,271)	(4,271)
Hungerford GP outreach	-	(4,570)	(4,570)
Parent project	-	(2,798)	(2,798)
Good Exchange - Office Admin			
	7,845	(7,845)	-
AFA	5,200	(370)	4,830
BAME	1,500	-	1,500
Digital Transformation	2,000	-	2,000
Groundworks Tesco	1,000	-	1,000
Lottery Covid Grant	17,069	(17,069)	-
Winter Bid	7,000	(7,000)	-
	<u>291,643</u>	<u>(283,545)</u>	<u>8,098</u>
TOTAL FUNDS	<u>429,072</u>	<u>(340,213)</u>	<u>88,859</u>

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

TIME TO TALK WEST BERKSHIRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES For The Year Ended 31 March 2021

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	63,493	23,556
Gift aid	-	372
Contract payments	29,500	24,114
Grants received	149,254	85,420
Outreach	22,752	29,727
	264,999	163,189
Other trading activities		
Earned income	-	535
Investment income		
Deposit account interest	35	148
Other income		
Other income	152	14
Total incoming resources	265,186	163,886
EXPENDITURE		
Other		
Wages	71,626	69,112
Social security	1,515	4,533
Pensions	1,211	1,997
Rent	5,113	8,418
Insurance	1,097	1,168
Office expenses	11,863	4,264
Telephone & IT	4,777	5,652
DBS checks	734	688
Event fees	4,696	291
Contracted services	52,562	49,194
Subscriptions	788	354
Supervision	6,556	6,478
Training	533	503
Travel - Broadway House	3,339	13,781
Travel - Schools	188	932
Advertising & Marketing	20	1,190
	166,618	168,555
Support costs		
Finance		
Bank charges	87	2,659
Governance costs		
IE's remuneration	1,754	540
Total resources expended	168,459	171,754
Net income/(expenditure)	96,727	(7,868)

This page does not form part of the statutory financial statements