

REGISTERED CHARITY NUMBER: 1155864

REPORT OF THE TRUSTEES AND UNAUDITED
FINANCIAL STATEMENTS FOR THE YEAR ENDED
31ST DECEMBER 2020

DUDLEY COUNSELLING CENTRE

OPERATING AS

LIGHTHOUSE COUNSELLING

DUDLEY COUNSELLING CENTRE

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FOR THE YEAR ENDING 31ST DECEMBER 2020

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REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31ST DECEMBER 2020

The trustees present their report with the financial statements of the charity for the year ended 31st December 2020. 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 2015)

OBJECTIVES AND ACTIVITIES

In 2020 Dudley Counselling Centre continued to fulfill its objectives in providing adult and child counselling services and support for the poor and vulnerable.

During the year the trustees have engaged the services of R & P Accounting Services Ltd for the centre's payroll and the book keeping has been carried out by Miss N Y Lam.

ACHIEVEMENT AND PERFORMANCE

The last year has been extremely challenging and rewarding, it has involved adapting to doing what we do in different ways.

The Pandemic and Government restrictions meant that we did Services online most of the year, and when meeting in person we follow government guidance on COVID.

Despite the challenges and delays in moving into the new Centre, we continued counselling services via Zoom and telephone when we could not meet in person.

We have supported the emotionally vulnerable, dealing with issues from self-harm to suicide. While our children's counselling was put on hold due to Zoom not being a suitable method for counselling children, we have seen an increase in schools and in person at the Centre after restrictions changed.

We have worked with Beacon Centre for the Blind and trained with them to provide specialist counselling for the blind. We worked with steps to work to help the long term unemployed back into work and proved to be the most successful projection in the country.

This year we support around 750 clients, offering up to ten counselling sessions. We have introduced a donations system for clients to give to the charity.

We continue to operate mainly on Lottery Funding, with small grants coming from other funders.

The Social enterprises of Counselling and Café have struggled to take off due to the Pandemic. There remains at the manager's discretion the provision of free counselling support to the most needy.

We moved into the new building in August 2020, we are delighted with the new facilities and look forward to developing even further the work of Dudley Counselling Centre.

Continued

REPORT OF THE TRUSTEES
FOR THE YEAR ENDING 31ST DECEMBER 2020

FINANCIAL REVIEW

Financial position

The trustees consider the financial position as stable and satisfactory for the level of income.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1155864

Principal address

24 - 36 Salop Street

Dudley

West Midlands

DY1 3AT

Trustees

Rev J Hayes

Mr M Jones

Mr H Treasure

Independent examiner

R & P Accounting Services Limited

Spencer House

114 High Street

Wordsley

Stourbridge

West Midlands

DY8 5QR

Approved by order of the board of trustees on 16th July 2021 and signed on its behalf by:

.....
Rev J Hayes - Trustees



INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
DUDLEY COUNSELLING CENTRE

Independent examiner's report to the trustees of Dudley Counselling Centre

I report to the charity trustees on my examination of the accounts of Dudley Counselling Centre (the Trust) for the year ended 31st December 2020.

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

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 part of an independent examination.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



R & P Accounting Services Limited
Spencer House
114 High Street
Wordsley
Stourbridge
West Midlands
DY8 5QR

Date: 16th July 2021

DUDLEY COUNSELLING CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDING 31ST DECEMBER 2020

| | | | Year ended 31.12.20 | Year ended 31.12.19 |
|------------------------------------|----------------------|--------------------|------------------------|------------------------|
| | Unrestricted fund | Restricted fund | Total funds | Total funds |
| Notes | £ | £ | £ | £ |
| INCOME AND ENDOWMENTS FROM | | | | |
| Donations and legacies | 21,645 | 216,306 | 237,951 | 161,387 |
| Other trading activities | 2 | 50 | 50 | 3 |
| | <u>21,695</u> | <u>216,306</u> | <u>238,001</u> | <u>161,390</u> |
| EXPENDITURE ON | | | | |
| Running Costs | 3 | 1,018 | 134,992 | 136,010 |
| | | | | |
| Other | | 0 | 19,439 | 5,519 |
| | <u>1,018</u> | <u>19,439</u> | <u>155,449</u> | <u>44,507</u> |
| NET INCOME/(EXPENDITURE) | | | | |
| | <u>20,677</u> | <u>61,875</u> | <u>82,552</u> | <u>116,883</u> |
| RECONCILIATION OF FUNDS | | | | |
| Total funds brought forward | <u>33,533</u> | <u>79,988</u> | <u>113,521</u> | <u>(3,362)</u> |
| TOTAL FUNDS CARRIED FORWARD | <u>54,210</u> | <u>141,863</u> | <u>196,073</u> | <u>113,521</u> |

The notes form part of these financial statements

DUDLEY COUNSELLING CENTRE

BALANCE SHEET
AT 31ST DECEMBER 2020

| | | | Year ended 31.12.20 | Year ended 31.12.19 |
|--|-------|----------------------|------------------------|------------------------|
| | | Unrestricted fund | Restricted fund | Total funds |
| | Notes | £ | £ | £ |
| FIXED ASSETS | | | | |
| Tangible assets | 7 | | 22,144 | 2,706 |
| CURRENT ASSETS | | | | |
| Cash at bank and in hand | | | 177,589 | 112,582 |
| CREDITORS | | | | |
| Amounts falling due within one year | 8 | | (3,660) | (1,767) |
| NET CURRENT ASSETS | | 0 | 173,929 | 110,815 |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | 0 | 196,073 | 113,521 |
| NET ASSETS | | 0 | 196,073 | 113,521 |
| FUNDS | 9 | | | |
| Unrestricted funds | | | 54,210 | 33,533 |
| Restricted funds | | | 141,863 | 79,988 |
| TOTAL FUNDS | | | 196,073 | 113,521 |

The financial statements were approved by the Board of Trustees on 16th July 2021

and were signed on its behalf by



Rev J Hayes - Trustee

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST DECEMBER 2020

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting 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 2015)', 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.

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 the 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 | - 15% on reducing balance |
| Computer Equipment | - 25% on reducing balance |

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

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.

1. ACCOUNTING POLICIES

Going Concern

The main source of funding for the Centre during the year to 31st December 2020 was from Lottery grants in conjunction with donations from the community. The Centre is fully supported by Dudley Community Church, both with the provision of premises for the Centre to operate from and also financially to ensure that the services provided by the Centre continue to be available to those who need it within the community.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST DECEMBER 2020

2. OTHER TRADING ACTIVITIES

| | Year ended 31.12.20 £ | Year ended 31.12.19 £ |
|-------|-----------------------------|-----------------------------|
| Other | 50 | 3 |

3. RUNNING COSTS

| | Year ended 31.12.19 £ | Year ended 31.12.19 £ |
|---------------|-----------------------------|-----------------------------|
| Support costs | 131,820 | 38,510 |

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st December 2020 nor for the year ended 31st December 2019.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st December 2020 nor for the year ended 31st December 2019.

5. STAFF COSTS

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

| Year ended 31.12.20 | Year ended 31.12.19 |
|------------------------|------------------------|
| 8 | 6 |

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

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

| | Unrestricted fund £ | Restricted fund £ | Total funds £ |
|-----------------------------------|---------------------------|-------------------------|------------------|
| INCOME AND ENDOWMENTS FROM | | | |
| Donations and legacies | 34,557 | 126,830 | 161,387 |
| Other trading activities | 3 | 0 | 3 |
| | 34,560 | 126,830 | 161,390 |
| EXPENDITURE ON | | | |
| Running Costs | 1,027 | 37,961 | 38,988 |
| Other | | 5,519 | 5,519 |
| Total | 1,027 | 43,480 | 44,507 |
| NET INCOME/(EXPENDITURE) | 33,533 | 83,350 | 116,883 |
| RECONCILIATION OF FUNDS | | | |
| Total funds brought forward | 0 | (3,362) | (3,362) |
| TOTAL FUNDS CARRIED FORWARD | 33,533 | 79,988 | 113,521 |

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST DECEMBER 2020

7. TANGIBLE FIXED ASSETS

| | Fixtures & Fittings £ | Computer Equipment £ | Fixtures & Fittings £ |
|--|-----------------------------|----------------------------|-----------------------------|
| COST | | | |
| At 1st January 2020 and 31st December 2020 | 5,342 | 0 | 5,342 |
| Additions | <u>21,225</u> | <u>2,402</u> | <u>23,627</u> |
| | 26,567 | 2,402 | 28,969 |
| DEPRECIATION | | | |
| At 1st January 2020 | 2,636 | 0 | 2,636 |
| Charge for year | <u>3,589</u> | <u>600</u> | <u>4,189</u> |
| At 31st December 2020 | 6,225 | 600 | 6,825 |
| NET BOOK VALUE | | | |
| At 31st December 2020 | <u>20,342</u> | <u>1,802</u> | <u>22,144</u> |
| At 31st December 2019 | <u>2,706</u> | <u>0</u> | <u>2,706</u> |

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | Year ended 31.12.20 £ | Year ended 31.12.19 £ |
|------------------------------|-----------------------------|-----------------------------|
| Taxation and Social Security | 0 | 1,442 |
| Accruals | 325 | 325 |
| Other creditors | <u>3,335</u> | <u>1</u> |
| | 3,660 | 1,768 |

9. MOVEMENT IN FUNDS

| | At 01.01.20 £ | Net movement in funds £ | At 31.12.20 £ |
|--|-----------------------|----------------------------------|----------------------|
| Unrestricted funds | | | |
| General fund | 33,533 | 20,677 | 54,210 |
| Restricted funds | | | |
| Grants | 79,988 | 61,875 | 141,863 |
| TOTAL FUNDS | <u>113,521</u> | <u>82,552</u> | <u>196,073</u> |
| Net movement in funds, included in the above are as follows: | | | |
| | Incoming resources | Resources expended | Movement in funds |
| Unrestricted funds | | | |
| General fund | 21,695 | (1,018) | 20,677 |
| Restricted funds | | | |
| Grants | 216,306 | (154,431) | 61,875 |
| TOTAL FUNDS | <u>238,001</u> | <u>(155,449)</u> | <u>82,552</u> |

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31ST DECEMBER 2020

9. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

| | At 01.01.19 £ | Net movement in funds £ | At 31.12.19 £ |
|--------------------|------------------|----------------------------------|------------------|
| Unrestricted funds | | | |
| General fund | 0 | 33,533 | 33,533 |
| Restricted funds | | | |
| Grants | (3,362) | 83,350 | 79,988 |
| | <u>(3,362)</u> | <u>116,883</u> | <u>113,521</u> |
| TOTAL FUNDS | | | |

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

| | Incoming resources | Resources expended | Movement in funds |
|--------------------|-----------------------|-----------------------|----------------------|
| Unrestricted funds | | | |
| General fund | 34,560 | (1,027) | 33,533 |
| Restricted funds | | | |
| Grants | 126,830 | (43,480) | 83,350 |
| | <u>161,390</u> | <u>(44,507)</u> | <u>116,883</u> |
| TOTAL FUNDS | | | |

10. RELATED PARTY DISCLOSURES

In 2020 Dudley Counselling Centre received £4,500 from Dudley Community Church for the cost of flooring in the Centre which has been capitalised in the Fixed Assets for the year.

DUDLEY COUNSELLING CENTREDETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDING 31ST DECEMBER 2020

| | Year ended 31.12.20 | | Year ended 31.12.19 | |
|---|---------------------|---------|---------------------|---------|
| | £ | £ | £ | £ |
| INCOME AND ENDOWMENTS | | | | |
| Donations and legacies | | | | |
| Gifts | 0 | | 5,057 | |
| Grants - General Funds | 4,339 | | 29,500 | |
| Grants - Restricted Funds | 200,246 | | 126,830 | |
| Counselling Sessions Donations | 17,306 | | 0 | |
| COVID 19 Furlough Grants | 16,060 | | 0 | |
| | | 237,951 | | 161,387 |
| | | 237,951 | | 161,387 |
| Other trading activities | | | | |
| Bank Interest Received | | 50 | | 3 |
| | | | | |
| Total incoming resources | | 238,001 | | 161,390 |
| EXPENDITURE | | | | |
| Other trading activities | | | | |
| Fixtures and Fittings Depreciation | 3,590 | | 478 | |
| Computer Equipment | 600 | | 0 | |
| | | 4,190 | | 478 |
| Other | | | | |
| Supervision and Counselling | 12,674 | | 4,194 | |
| Sessional Fees | 725 | | 1,325 | |
| Project Costs | 6,040 | | 0 | |
| | | 19,439 | | 5,519 |
| SUPPORT COSTS | | | | |
| Management | | | | |
| Wages | 113,762 | | 33,438 | |
| Pension | 1,897 | | 399 | |
| Other Expenses | 124 | | 26 | |
| Café Expenses | 2,133 | | 333 | |
| Rent | 7,800 | | 713 | |
| Bank Charges | 0 | | 33 | |
| Insurance | 1,018 | | 1,027 | |
| Computer Expenses | 187 | | 243 | |
| Telephone | 1,462 | | 543 | |
| Postage, Printing & Stationery | 288 | | 318 | |
| Sundries | 162 | | 126 | |
| Repairs & Renewals | 616 | | 391 | |
| Travelling & Mileage | 40 | | 268 | |
| Training Fees | 973 | | 0 | |
| | | 130,462 | | 37,858 |
| Expenditure subtotal carried forward | | 154,091 | | 43,855 |

Continued

This page does not form part of the statutory financial statements

DUDLEY COUNSELLING CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDING 31ST DECEMBER 2020

| | Year ended 31.12.20 | | Year ended 31.12.19 | |
|--|---------------------|----------------------|---------------------|-----------------------|
| | £ | £ | £ | £ |
| Expenditure total brought forward | | 154,091 | | 43,855 |
| Governance Costs | | | | |
| Accountancy and legal fees | 772 | | 169 | |
| Professional fees | <u>586</u> | | <u>483</u> | |
| | | 1,358 | | 652 |
| Total resources expended | | <u>155,449</u> | | <u>44,507</u> |
| Net Income/(Expenditure) | | <u><u>82,552</u></u> | | <u><u>116,883</u></u> |

This page does not form part of the statutory financial statements