

CHOICES PREGNANCY CENTRE EXETER

TRUSTEES' ANNUAL REPORT FOR THE PERIOD 6 APRIL 2020 to 5 APRIL 2021

Reference and administration details

Charity name: Choices Pregnancy Centre Exeter

Registered Charity Number: 1159847

Registered Address: 5 Heavitree Road, Exeter EX1 2LD

Trustees who managed the charity during the period:

Dr Christopher Scott Hamilton (Chair)

Mrs Victoria Ann Neal

Mrs Danielle Nadine Crosby

Mr Graham Edward Barding (Treasurer)

Structure, Governance and Management

Choices Pregnancy Centre Exeter (CHOICES) is a Charitable Incorporated Organisation, whose governing document is its constitution dated 11 August 2014. It is managed by its Board of Trustees and, In accordance with the governing document, those Trustees are appointed for a term of 3 years by a resolution passed at a properly convened Trustees meeting.

From 1 April 2019 CHOICES has employed a Centre Manager who reports directly to the Trustees. The Centre Manager's duties include:

Administration: managing the office, ensuring all privacy, data protection etc policies are adhered to and regularly reviewed, collating statistics, chairing management team meetings and providing progress reports to the Trustees.

Counselling: organising initial assessments of potential new clients, allocating clients to volunteer counsellors, co-ordinating and facilitating supervision sessions for those volunteers and carrying out some personal counselling casework.

Fundraising: researching potential sources of grant income and making recommendations to the Trustees based on that research, initiating and co-ordinating general fundraising activities.

Training: co-ordinating the recruitment and training of new volunteer counsellors, organising individual and group programmes of professional development of established volunteers and ensuring that her own professional training is kept up to date.

Liaison: raising awareness of the charity's activities within local organisations and acting as the first point of contact for the charity except where legislation dictates otherwise.

Objectives and activities

In accordance with its governing document, CHOICES' objects are:

- (a) Relief in need of those in distress by the provision of pregnancy choices counselling, post-abortion counselling and support for baby loss and pregnancy related concerns.
- (b) The advancement of education for the public benefit in the subject of sexual health and relationships.

It does the following in pursuit of those objectives:

- (1) Pregnancy crisis counselling – where clients faced with a pregnancy crisis meet with a volunteer to discuss their situation and the choices available to them.
- (2) Baby loss counselling – where, over a period of 4 to 6 months or so, clients who have suffered baby loss are taken through a step by step programme with a view to helping them to process grief and recover from associated difficulties such as depression and anxiety.
- (3) School visits – where the aim is to support local High Schools in the education of students regarding baby development, making informed choices regarding unplanned pregnancies and Sexually Transmitted Infections.

These services are provided by volunteers, all of whom have been trained by CHOICES. All of the counselling undertaken abides by the British Association for Counselling and Psychotherapy's Ethical Framework for Good Practice.

CHOICES recognises the national organisation known as Pregnancy Centres Network as a source of support and information in the areas in which CHOICES is active. CHOICES therefore makes small voluntary donations to them.

Achievements and Performance

During the year ended 5 April 2021 the CHOICES team consisted of 19 volunteers, 14 of whom were active practitioners. In the year we saw 17 new clients. For comparison, in the previous year we saw 55 new clients.

The Coronavirus pandemic affected CHOICES in several ways this year:

- Face to face meetings with clients were not possible
- Some clients were not able to take part in online counselling
- Some volunteers were not able to work online
- The planned face to face training of new practitioners could not take place
- Fundraising opportunities were severely restricted

CHOICES adapted as well as it could under the circumstances. In particular, a paid-for Zoom account was obtained, so that online counselling and meetings could be held without time restrictions. Also, a successful online workshop was held for volunteers, helping them to improve their Zoom skills. Consequently we have maintained our professional, confidential service as well as we possibly could have, given the restrictions facing the population as a whole.

Financial Review

Our funding comes via a mixture of regular and one-off donations by individuals, our own fundraising events and grants made by various organisations and Trusts. We were very grateful to receive a substantial grant from the J Van Mars Foundation towards the cost of employing the Centre Manager this year.

For the year ended 5 April 2021 CHOICES had total income of £26,834 and expenditure amounted to £28,325, resulting in a net deficit for the year of £1,491. However, £22,000 of the £26,834 income was in the form of ring-fenced grants and £26,389 of the £28,325 expenditure was similarly ring-fenced.

The Charity has a bank balance at 5 April 2021 of £39,685, of which £28,957 is ring-fenced (£26,424 for Centre Manager employment, £874 for running the Teignmouth office and £1,659 for conferences / training) and £10,728 is available for general use.

Going forward, the principle foreseeable expenditure will be the Centre Manager's salary and rent payable for the Teignmouth office. The cash held at the bank means that the short-term future of the Charity is assured. However, with the very generous three-year grant from J Van Mars Foundation having reached its end, we clearly need to explore our options for further funding in order to secure our longer-term future.

As always, we remain very grateful to the following organisations who have provided valued financial support to enable us to run CHOICES:

The Andre Christian Trust

Yapp Charitable Trust

J Van Mars Foundation

Santander

National Lottery

Teignmouth United Reform Church

North Teignmouth Community Church

At the conclusion of our baby-loss counselling programme we ask our clients for feedback, with the aim of seeking to continuously improving the service which we provide. It is heartening to have received the following feedback from one such client:

“Thank you for walking with me on my journey through miscarriage and beyond. You have brought so much peace to every meeting and have a real gift of coming alongside and soothing. You are treasures and I appreciate all you have done for me. Choices is a Godsend and I’m so grateful that you exist in Exeter. May you go from strength to strength and reach more of those struck down by the grief of miscarriage.”

CHOICES PREGNANCY CENTRE EXETER

Charity Number: 1159847

ACCOUNTS FOR THE YEAR ENDED

5TH APRIL 2021

**Beard & Co
Accountants
Primrose House
6 Blackboy Road
Exeter
Devon
EX4 6SG**

CHOICES PREGNANCY CENTRE EXETER

Charity Number: 1159847

TRUSTEES IN THE FINANCIAL YEAR

Dr Christopher Scott Hamilton (Chair)

Mrs Victoria Ann Neal

Mr Graham Edward Barding (Treasurer)

Mrs Danielle Nadine Crosby

INDEPENDENT EXAMINER'S REPORT

CHOICES PREGNANCY CENTRE EXETER

Charity Number: 1159847

ON ACCOUNTS FOR THE YEAR ENDED

5TH APRIL 2021

SET OUT ON PAGES

1 and 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 5th April 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 2001 ("the Act")

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

Independent examiner's statement

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

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

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



E G M BEARD FFA/FIPA Date: 23/8/2021

**Beard & Co Accountants,
Primrose House,
6 Blackboy Road,
Exeter,
EX4 6SG**

CHOICES PREGNANCY CENTRE EXETER**CHARITY NO: 1159847****RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED****5TH APRIL 2021**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Last Year</u>
	<u>Funds</u>	<u>Funds</u>		
<u>RECEIPTS</u>				
Donations	1,981	-	1,981	2,974
Fundraising	18	-	18	266
Stewardship	2,419	-	2,419	1,122
Grants	-	22,000	22,000	26,750
Course Fees Received	-	-	-	240
HMRC Gift Aid	416	-	416	409
TOTAL RECEIPTS	4,834	22,000	26,834	31,761
<u>PAYMENTS</u>				
Sundry Costs	49	-	49	48
Rent	-	3,960	3,960	3,478
Meeting Costs	-	-	-	69
Phone and Broadband	590	108	698	682
Office Costs	63	-	63	320
Creative Resources	-	-	-	108
Stationery and Books	30	-	30	819
Training and Supervision Costs	120	200	320	1,140
Travel Costs	25	-	25	508
Insurance	489	-	489	426
Postage	42	-	42	91
DBS Checks	182	-	182	234
Website Costs	90	-	90	240
IT Costs	144	-	144	-
Conferences	-	-	-	2,207
Fundraising Costs	-	-	-	685
Office Furniture and Equipment	-	-	-	3,139
Teignmouth Launch Costs	-	-	-	320
Donation	112	-	112	101
Wages	-	21,443	21,443	21,446
Professional Fees	-	678	678	460
TOTAL PAYMENTS	1,936	26,389	28,325	36,521
NET OF RECEIPTS/PAYMENTS	2,898	(4,389)	(1,491)	(4,760)
CASH FUND LAST YEAR END	7,830	33,346	41,176	45,936
CASH FUNDS THIS YEAR END	10,728	28,957	39,685	41,176

CHOICES PREGNANCY CENTRE EXETER**Charity Number: 1159847****STATEMENT OF ASSETS AND LIABILITIES AS AT****5TH APRIL 2021****CASH FUNDS**

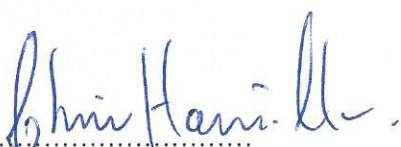
	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>
Cash at Bank	10,727	28,958
TOTAL CASH FUNDS	10,727	28,958

FIXED ASSETS

	<u>Carrying Value £</u>	<u>Asset Fund £</u>
Office Equipment including computers	253	Restricted Fund
Office Furniture and Fittings	1,141	Unrestricted Fund
	984	Restricted Fund
	1,472	Unrestricted Fund
	3,850	



 GRAHAM EDWARD BARDING



 DR CHRISTOPHER SCOTT HAMILTON

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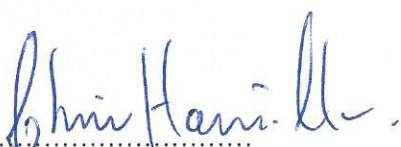
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