

CHOICES PREGNANCY CENTRE EXETER

TRUSTEES' ANNUAL REPORT FOR THE PERIOD 6 APRIL 2022 to 5 APRIL 2023

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

Mr Graham Edward Barding - retired October 2022

Ms Frances Mary Tilley – from 6 October 2022

Mrs Janice Mechelle Passmore – from 6 October 2022

Mr Andy Humphreys – from 6 October 2022

Structure, Governance and Management

Choices Pregnancy Centre Exeter (CHOICES) is a Charitable Incorporated Organisation, whose governing document is its constitution dated 1 December 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 to February 2023 CHOICES has employed a Centre Manager who reports directly to the Trustees. The Centre Manager's duties included:

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' objectives are:

- (a) Relieving persons in need, distress or hardship by the provision of support in the areas of pregnancy choices, issues arising from post-abortion or baby loss and crisis pregnancy..
- (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 support – where clients faced with a pregnancy crisis meet with a volunteer to discuss their situation and the choices available to them.
- (2) Baby loss support – 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 – (when volunteer numbers increase) 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 either been trained by CHOICES or, in the case of newer recruits, have undertaken accredited training provided by the Pregnancy Centres Network (PCN). All of the support undertaken is guided by the British Association for Counselling and Psychotherapy's Ethical Framework for Good Practice.

CHOICES recognises the national organisation known as PCN 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 2023 the Choices team consisted of 12 volunteers. In the year we saw 35 new clients, 2 crisis pregnancy, 14 miscarriage, 9 stillbirth, 8 termination of pregnancy and supported those experiencing anxiety during pregnancy. For comparison, in the previous year we saw 23 new clients.

Since the COVID pandemic several practitioners have changed their employment, affecting their ability to volunteer and done stepping down from their roles. The Team, although depleted, stepped in to support those in need and have commenced a drive to recruit more volunteers.

On a more positive note, one of our volunteers occupied the position of national training co-ordinator at PCN and two others acted as tutors in PCN's training scheme. This is as well their volunteer roles. As a result of both the drive and training, a new volunteer will be ready to take up a role in completion of her course in 2023.

In March 2023 the Choices Centre Manager retired after 12 years, having started the Charity itself. The Trustees celebrated and congratulated Sue Sharp on leading the Charity. Sue's unique communication and people skills formed a team that bonded well together, were trained and Supervised, ensuring the professionalism was of the highest standard.

The Centre is held at this time by the Trustees and volunteers, who ensure the clients list is managed. A new Manager will be sought in the New Year.

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 grants during the year from Albert Hunt Trust, Pedmore Trust, Devon County Council and Devon Community Foundation

We were also relieved to be able to restart our own fundraising events and began the year with a very well-supported dinner/dance which raised £2,207 net of all costs.

For the year ended 5 April 2023 CHOICES had total income of £25431 and expenditure amounted to £31339, resulting in a net deficit for the year of £5907. However, £12140 of the £25431 income was in the form of ring-fenced grants and £15827 of the £31339 expenditure was similarly ring-fenced.

The Charity has a bank balance at 5 April 2023 of £22383, of which £11005 is ring-fenced and £11378 is available for general use.

Going forward, the principle foreseeable expenditure continues to 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

Albert Hunt Trust

Pedmore Trust

Devon County Council

Devon Community Foundation

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

"I just wanted to say a massive thank you! You have given me my life back and help me put everything in perspective. Thanks to all of you, I have my confidence back and can now look forwards. I will be eternally grateful."

"You've helped me beyond measure - I'm not sure how to put it into words! Your constant support, overwhelming patience and kindness has honestly changed my life. The way you welcomed my husband and I and support us as a couple has meant that I no longer feel as if all is lost. I can now look forward to our future together safe in the knowledge it will get better. I have so much admiration and respect for you and I'll miss our weekly chats dearly. From the bottom of our hearts - thank you!"

CHOICES PREGNANCY CENTRE EXETER

Charity Number: 1159847

ACCOUNTS FOR THE YEAR ENDED

5TH APRIL 2023

**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 (Resigned 6th February 2023)

Ms Frances Mary Tilley (Treasurer)

Mr Andy Humphreys

Mrs Janice Passmore

INDEPENDENT EXAMINER'S REPORT
CHOICES PREGNANCY CENTRE EXETER

Charity Number: 1159847

ON ACCOUNTS FOR THE YEAR ENDED

5TH APRIL 2023

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 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 2001 ("the Act")

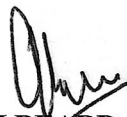
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directors given by the Charity Commission under section 145(5)(b) of the Act

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: 5/10/2023

**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 2023**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Last Year</u>
	<u>Funds</u>	<u>Funds</u>		
<u>RECEIPTS</u>				
Donations	4,442	5,050	9,492	2,235
Fundraising	3,513	-	3,513	106
Stewardship	3,934	-	3,934	3,328
Grants	1,000	7,090	8,090	11,260
Transfers from Fernlea Trust	-	-	-	2,468
Bank Interest	11	-	11	-
HMRC Gift Aid	391	-	391	312
TOTAL RECEIPTS	13,291	12,140	25,431	19,709
<u>PAYMENTS</u>				
Sundry Costs	-	-	-	106
Rent	4,798	50	4,848	4,320
Meeting Costs	25	-	25	9
Phone and Broadband	662	-	662	589
Office Costs	105	-	105	10
Stationery and Books	289	-	289	57
Training and Supervision Costs	70	710	780	1,166
Travel Costs	396	-	396	42
Insurance	469	-	469	454
Postage	-	-	-	49
DBS Checks	195	-	195	142
Website Costs	-	-	-	50
IT Costs	684	-	684	194
Conferences	591	551	1,142	1,952
Donation	-	-	-	56
Wages	5,140	14,516	19,656	21,443
Professional Fees	259	-	259	465
Recruitment Fees	299	-	299	-
iPad and case	314	-	314	-
Fundraising Costs	1215	-	1,215	-
TOTAL PAYMENTS	15,511	15,827	31,338	31,104
NET OF RECEIPTS/PAYMENTS	(2,220)	(3,687)	(5,907)	(11,395)
CASH FUND LAST YEAR END	13,597	14,693	28,290	39,685
CASH FUNDS THIS YEAR END	11,377	11,006	22,383	28,290

CHOICES PREGNANCY CENTRE EXETER**Charity Number: 1159847****STATEMENT OF ASSETS AND LIABILITIES AS AT****5TH APRIL 2023****CASH FUNDS**

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>
Cash at Bank	11,377	11,006
TOTAL CASH FUNDS	11,377	11,006

FIXED ASSETS

	<u>Carrying Value</u>	<u>Asset Fund</u>
	<u>£</u>	<u>£</u>
Office Equipment including computers	143	Restricted Fund
Office Furniture and Fittings	876	Unrestricted Fund
	711	Restricted Fund
	1,063	Unrestricted Fund
	2,793	

Chris Hamilton
 DR C S HAMILTON

Frances Tilley
 MS F M TILLEY