

Annual Report 2022-2023

Chair of Trustees of Tor Support Services

This financial year has been a very busy year for Tor Support Services (TSS) both in terms of increased referrals and activity but also in changes in personnel and our premises.

We moved into our new premises at the other end of Okehampton College which has been a very positive change for the organisation. Not only do we have 4 large counselling rooms we have lots of space for our managerial staff, the ability to hold meetings and training sessions and as we no longer share with other organisations, the whole set up is more private and appropriate for the work we do. We want to extend our thanks to the college for making this possible in particular Derrick Brett, Susanne Kiff and Mike Coles.

After a lot of work over the summer holidays, the actual move was achieved in a couple of days just before the beginning of the Autumn term. I and all the trustees want to thank all the staff and volunteers who were involved in getting it set up and making the consulting rooms so attractive and welcoming for our clients. Everyone gave up free time to achieve this and which I think reflects the dedication of our staff and volunteers. In particular I want to thank our Service Manager Nicola Frost who was involved in all the logistics before hand as well as the negotiations with the College in trying to find a suitable place for TSS.

There were inevitably a few teething problems, particularly with IT, broadband and tele-communications and I especially want to thank Mel Pike for her tenacity in sorting out these glitches. It took quite a while but we are now fully functioning and connected. She was supported in these endeavors by our IT trustee Merv Scott.

We settled back into a more normal working pattern as we moved away from the Covid restrictions and all our counselling is now taking place in person. The need for counselling however has continued to rise with the deterioration in young people's mental health that has occurred in the wake of the Pandemic. There are some rather alarming statistics that have emerged nationally. The Centre for Mental Health believes that an additional 1.5 million children and young people will need support as a direct consequence of the pandemic. A study in Lancet Psychiatry found rates of depression have doubled and in a survey by Young Minds 67% of young people reported their mental health has worsened.

These figures are reflected in our own experience with referrals up by 14 % from 205 in 2021/22 to 234 in 2022/23. In particular there was a big increase in referrals for primary age children up from 24% of the total referrals to 30 %. Due to the increase of capacity in consulting rooms and increased number of volunteers we are now holding over 64 counselling appointments each week.

Our core offer to our clients remains unchanged - following an initial assessment, clients are offered up to eight 50 minutes sessions of 1 to 1 counselling. Occasionally if a clients problems are more complex a counsellor may ask to extend the number of sessions. A discussion then happens with their supervisor and if the supervisor agree the sessions are extended with a regular review. This way we aim to reach as many clients as possible while still having the flexibility to offer more time to the more complex cases.

Another exciting development has been a collaboration with the local Primary Care Network (PCN). We now provide counselling for young people on a Saturday morning. The referrals all come from GP practices within the North Dartmoor PCN and means that we are now seeing some clients from outside our usual geographical area under this separate contract.

All our counsellors have regular supervision of their work and we are grateful to the supervisors who have provided this service to Tor Support . The supervisors include Debbie Andrews and Rachel Hirsch who are staff members as well as some external providers.

We have two employed counsellors , Rachel Hirsch and Karen Hedges. Rachel specialises in complex trauma cases and has been using her specialised skill in EMDR (Eye Movement Desensitisation and Reprocessing Therapy) and that has, in some cases, reduced the number of sessions that clients with severe trauma have required. Karen works with the primary age children, a need has grown. Happily we now have a number of other counsellors -volunteers and external providers who have started to see some clients at the higher range of the primary level which has relieved some of the pressure on Karen and the primary waiting list.

The rest of the counselling is provided by a combination of volunteers, both fully qualified and in those in their final year of training, and external independent providers (EIPs) . At the end of March 2023 we had 6 volunteer counsellors offering their services - these are Nicolla Collinson, Patricia Wojnarowska, Julie Lloyd, and Devette Short with Sally Parkin, Sharon Stevens new to the team. In addition Antonella Depetro, Nikki Ellis, Emma White, Jackie Skinner, Julia Pearsall and Sonia Lee provide counselling as EIPs . After a long period as a volunteer Sonia moved from being a volunteer to being EIP during the course of the year. Carey Ehrenberg who has volunteered for very many

years has taken a period of leave and we remain hopeful she will return to us at some point. Gayle Leando has now left TSS and we wish her well. I want to thank all the counsellors for the work they do for our clients.

Our Service Manager, Nicola Frost has now been in place for 18 months and during this time she has overseen, and been instrumental, in a number of large pieces of work - the move of premises, the setting up of the PCN contract, reviewing all the recruitment processes and taking over the payroll from one of our trustees, Karen Nolan. Karen had been doing the pay-roll since the beginning of TSS so I know she is very grateful to Nicola for taking this on. Going forward Nicola will be a deputy safe-guarding lead and is working with a new trustee Jane Lake on a huge overhaul of the organisation's policies and procedures around safeguarding.

As mentioned before our administrator Mel Pike worked wonders getting the office set up as well as being fully involved in all the day to day activities of the organisation and we recognised that we had been under-valuing her contribution and skills and have sought to rectify that. As a result she will be stepping up into the service co-ordinator role from the beginning of April and taking on a role as deputy safe-guarding lead.

Helen Seaton-Burn has worked with us for many years now as a joint-service co-ordinator and Safeguarding Lead and she continues in this role on a Friday each week.

At the very end of March 2023 Debbie Andrews stepped down as joint service co-ordinator after 8 years in the role. We are very grateful for all her dedication to the organisation and its clients over that time, especially in the complex period when we were faced with moving all the work to on-line at the start of the Pandemic. She did amazing work ensuring that all the counsellors had appropriate training and that all the necessary policies and procedures were in place. Happily Debbie continues in her association with TSS as she will be providing supervision services to the counsellors as an external provider.

The board of trustees has also seen a lot of movement in the 12 months April 2022-March 2023. One of our founding Trustees - Theresa Weaver stepped down after nearly 12 years with the board. Over that time, during which she has been she has been Vice -Chair, she has seen many changes with a huge growth in the service and and increasing complexity in the work we do and the organisation behind it.

Sophie -Goodwin Hughes left in November. As the organisation grew we found that we needed more time spent on fund-raising and Sophie along with fellow trustee Helene Cox took on that role. Sophie and Helene, ably supported by Tony Barker our treasurer have really made a huge difference to our financial situation, and helped us steer through some challenging financial times and as

a result have enabled us to not only remain afloat but also help an increased number of clients.

The role of HR trustee was vacated by Tracey Green in July and this role was filled by another trustee Stacey Pavely but unfortunately Stacey also had to leave us in February of this year. Despite their relatively short stays with us they both made a significant contribution, Tracey with a thorough review of policies and Stacey with her expertise in HR. On behalf of all at TSS I want to thank all these trustees for the work they put into the organisation.

We are happy that 2 more trustees joined us in the year - Kim Whittle has taken the long-empty role of secretary and Anna-Marie Tooth has taken over Sophie's role as joint fund-raiser.

At the 31st March other members of the board were myself as Chair, Tony Barker as Treasurer, Helen Cox, fund raiser, Merv Scott, IT, Karen Nolan and Marilyn Livingstone.

The board and all the members of Tor Support want to thank all our generous funders and donors without whom there would be no service. Firstly we want to acknowledge the huge support and generous donations given to us by Okehampton United Charities- we are extremely grateful to them as their unwavering support has enabled us to function for many years now. Other local organisations that have supported us include Okehampton Town Council, Okehampton Hamlets Parish Council, Okehampton and Devon Community Foundations.

Further afield we have had grants from the Post-code Lottery, South West Water, the Newby Trust, the Farringdon House School Trust, the Viscount Amory Trust, Awards for All, the Albert Hunt Trust, the Foyle Foundation, Jamieson Bystock Trust and Tesco. We have also been given donations from smaller organisations and individuals such as Kevin Vogan, the Cogs and Wheels Morris Dance Group, the staff Okehampton Primary School, the Okehampton Lions

Going forward in to the next year we aim to continue to provide as many counselling sessions to as many young people as possible. We are looking to work with the college to see if there are some other ways of reaching more young people, such as group work, to provide early interventions. We have welcomed a new employed counsellor, Emma White, who is providing initial assessments, counselling of complex clients and providing clinical experience to support the administrative team.

We have already started strengthening our board of trustees with several new members joining since March, bringing with them a new range of skills and experience.

We are reviewing and strengthening our safeguarding processes to ensure policies and processes are as up to date with legislation, accessible and transparent as possible for our counsellors, clients and their parents or guardians. As part of that process we are now providing in-house safeguarding training. This safe-guarding work is supported by one of our new trustees Jane Lake who has very many years of experience in this field and runs her own Safeguarding Consultancy business.

Our IT trustee Merv Scott is working with the administrative team to streamline the referral system, enhancing the on-line functionality. This will enable the clients to book initial assessments at the time of referral and also populate the data base. This will reduce the administrative burden on the office staff.

Kathryn Vile

Chair of Trustees

November 2023

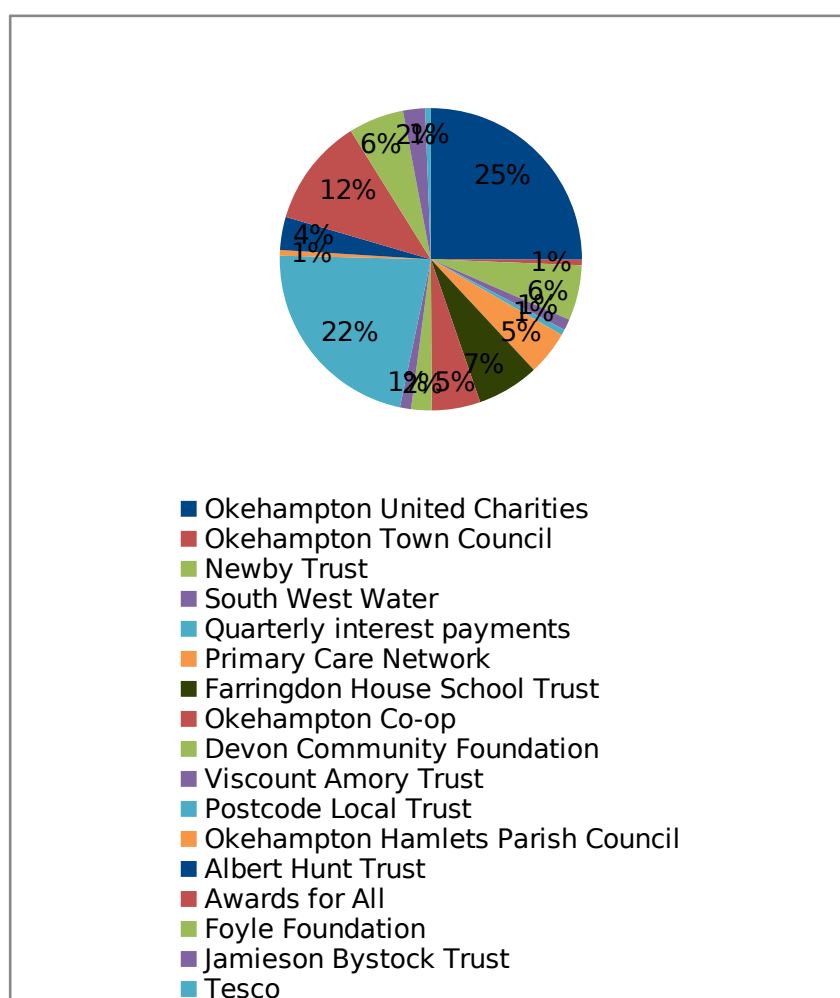
Treasurer's Financial Report

Grant aid received in response to bids made to individual funds remains our main source of income. At the start of the year in April 2022, our total assets amounted to £60,731 of which £20,309 was held in an investment fund. This was a severely reduced position to previous years and arose as a consequence of the decision to continue to meet as much of the demand for counselling as possible, at a total cost of £82,909, while being in receipt of just £45,784 in income from all sources, a net surplus of expenditure over income of £37,125.

Happily, we can report that fundraising efforts in 2022-2023 have been met with much greater success and amounted to a total of £81,709.

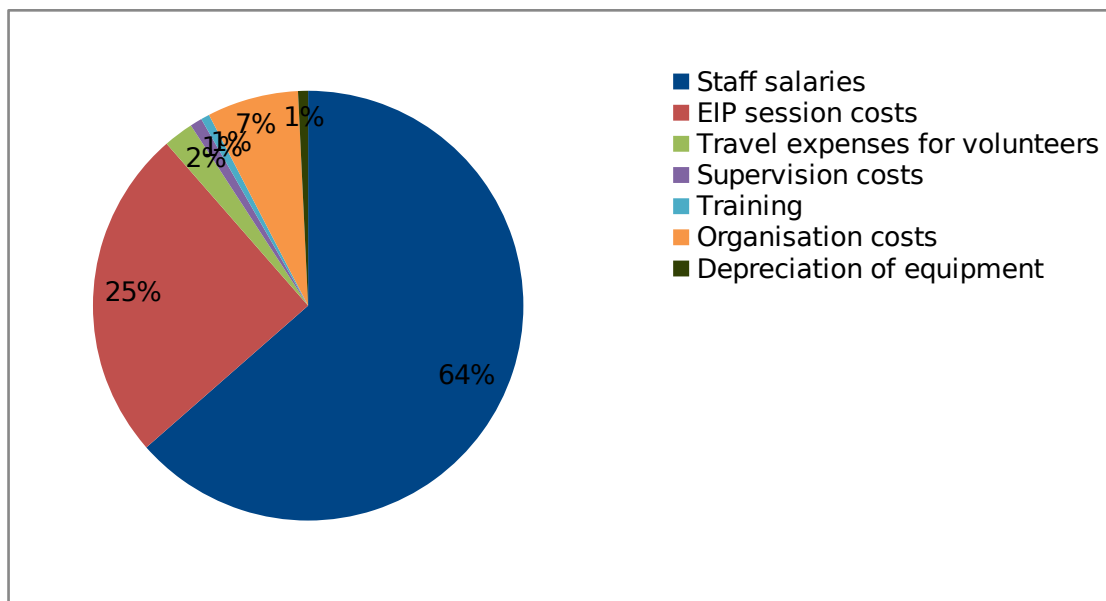
Among the organisations that were able to continue their support to us were Okehampton United Charities, Okehampton Town Council, Okehampton Hamlets Parish Council, the National Lottery in the guise of Awards for All, the Newby Trust, Devon Community Foundation and the Farringdon House School Trust. In addition, grants were awarded by a significant number of new funders, namely South West Water, the North Dartmoor Primary Care Network, Okehampton Co-op, the Viscount Amory Trust, the Postcode Local Trust, the Albert Hunt Trust, the Foyle Foundation, the Jamieson Bystock Trust and Tesco. We are most grateful to all of them for their support for our work.

The pie-chart below provides a snap-shot of the relative contributions of each of these funders.



During the year an arrangement was made with Okehampton College to provide 'drop-in' counselling sessions. Whilst this is deemed to have been a valuable exercise, it turned out to be quite short-lived. Also, starting in November 2022, an arrangement was made with the North Dartmoor Primary Care Network to provide counselling sessions on Saturdays during the 39 weeks of the academic year. This is proving to be a manageable and very successful addition to our activities.

As usual, expenditure was mainly on the core service delivery costs of our staff salaries and payments made to our EIPs for conducting counselling sessions as can be seen in the pie chart below.



While, as noted above, income in 2022-2023 was considerably higher than in 2021-2022, at £101,814 expenditure was also considerably higher reflecting a further increase in activity levels and in demand for our counselling services. At the end of March 2023, our total assets amounted to £38,977 which was a further reduction on the previous year of £9,540. £20,846.53 of this was held in our bank account, £18,660.00 remained in our investment fund and the balance of £529.53 being a mix of creditors/debtors and the depreciated value of our small amount of fixed assets.

The Trustees have, as always, paid due regard to the Charity Commission's guidance on public benefit when deciding on the appropriateness of expenditure on particular activity. The financial records for Tor Support Services have been subject to external examination by Westcotts (Chartered Accountants) and are deemed to be a true and fair reflection of the finances. A full copy of their report can be found on our website at www.torsupportservices.org.uk.

Tony Barker

Treasurer Trustee

October 2023

Service Manager's report

2022-23 has been a year of significant change and growth for Tor Support Services (TSS). Firstly, Okehampton College required the use of our offices in the Community Centre, necessitating the relocation of TSS. After working together with the team from the College to establish our requirements, we were assigned new premises in the former Sixth Form common room. We vacated our old premises in July 2022 and the College contractors and Premises Team worked hard over the summer break to create our new suite of rooms. A concerted effort by staff, aided by the Chair of Trustees, in the first week of the new Autumn term in September 2022, saw us able to open to clients the following week in our new space.

We now have a purpose-made office suite, comprising four generous counselling rooms plus a large open office space with kitchenette. Our offices have an external and internal entrance, plus entrance lobby, to accommodate clients coming to us from both inside College and from outside. All of the counselling rooms are well furnished and well resourced, with two designated mainly for primary age clients and the other two for secondary age and above. The new office suite has significantly enhanced Tor's capacity and facilities for counsellors, clients, the office team, training sessions, visitors etc and we look forward to a secure future in our new location. Our thanks go to both the College team and the builders for our fabulous new premises.

One issue that arose during our move was the provision of a new fibre to premises cable for our internet broadband connection. This became a protracted issue for many months following our move to the new premises in September and Mel spent many hours seeking to resolve this issue with BT OpenReach, Spitfire and the Dartmoor Multi Academy Trust (DMAT). Finally, in April this year, the new connection was made and Tor now has reliable and fast broadband provision. Our thanks go to Mark Ackland at Independent Fire and Security for his team's work installing the cable and Sandy Sinclair at Spitfire for working to co-ordinate all elements to finally get the cable correctly connected. Thanks also to Mel for her patience and dedication in this matter!

Secondly, TSS has contracted with the North Dartmoor Primary Care Network (PCN) to provide counselling services to clients specifically referred to it through this channel. The North Dartmoor PCN comprises five surgeries located in Okehampton, on Dartmoor and extending to Black Torrington. TSS has contracted to provide four counselling sessions by two counsellors each per week (a total of eight sessions), to be delivered on a Saturday at Castle Ham Lodge in Okehampton. Two of our existing External Independent Providers (EIPs) have taken on these Saturday roles and the counselling rooms used at Castle Ham Lodge are of a high standard.

Following the signing of contracts, this work commenced in November 2022 and is ongoing. TSS has purchased resources and equipment to facilitate this work away from the main office, including sand trays, art materials, other counselling resources etc, to replicate some of our core offering at Castle Ham Lodge. In addition, our thanks go to the Scheme Manager and the team at

Castle Ham Lodge for their assistance in the provision of these facilities. The money that TSS receives from this contract goes, in some part, to assisting fund our core work of providing free counselling to the majority of our clients.

The core function of TSS remains constant – the provision of counselling, at no charge, to clients aged 5 to 25 living in Okehampton and the surrounding parishes. Demand for our service continues to grow and, notably, demand from primary age clients has increased. It was necessary during the year to close both our secondary and primary age waiting lists for some period as they had both become lengthy, and the amount of time clients were waiting, excessive. We managed this situation by redirecting EIP capacity and recruiting new counsellors to enhance total capacity. In terms of paid sessions, Okehampton College chose not to continue purchasing their two weekly drop-in sessions after the end of summer term in July 22.

Our service offering remains a series of eight sessions for each client with one counsellor. If the counsellor feels that they need to continue working with a client beyond this, the case is assessed with the clinical supervisor to determine how many additional sessions may be required, if any. The majority of appointments take place during the school day but we do have capacity to offer a limited number of after-school appointments (outside of the contracted Saturday sessions). We also have the capacity to work online, as learnt during the pandemic, for clients unable to access the office for any reason.

Typically, across the year, Tor was able to increase the number of weekly sessions it offered from around 47 sessions per week to 64 sessions per week. This represents approaching 1,900 sessions per year from TSS, an amazing figure given our limited budget and charitable status.

On this note, I would also like to extend my thanks to the whole team at Tor, the office team, the counsellors and the Trustees, for making these numbers possible. We welcomed three new/returning counsellors in the year – Sally, Sharon and Deevette – and said goodbye to Gayle, who has moved onto pastures new. We continue to look to work with new volunteer and placement counsellors, to enhance our provision, and deploy our staff members and EIP (contracted) counsellors to best effect.

Importantly, our long term staff member, Debbie Andrews, resigned her position as Joint Co-ordinator, with effect from the end of March 23. I would like to thank Debbie for all the years of hard work and dedication, and wish her all the best in her continued endeavours. It is to the benefit of TSS that Debbie will continue to work with us as an external supervisor. In addition, Rachel, our trauma counsellor, has decided to take a years' sabbatical, also with effect from end of March 23, although she too will to work within our staff as a trainee supervisor. We wish Rachel all the best for her sabbatical year. Both of these changes have provided an opportunity to review the staff provision at Tor, and what changes could be made to best reflect the demands of the service, and we will be advertising for a new counsellor. With a wealth of experience and knowledge, Mel will be taking on the vast majority of the administrative hours

from the Joint Co-ordinator role to become Tor's new Non-clinical Co-ordinator. Our congratulations and thanks to Mel.

To ensure the continued robust implementation of safeguarding measures, we offered Safeguarding Refresher training in November, run by Jane Lake, a very experienced safeguarding practitioner. The individuals who attending this training reported it to be informative and useful, and we thank Jane for her ongoing work with Tor in providing training and advice, often on an ad hoc basis.

I attach below some statistics summarising the profile of our clients:

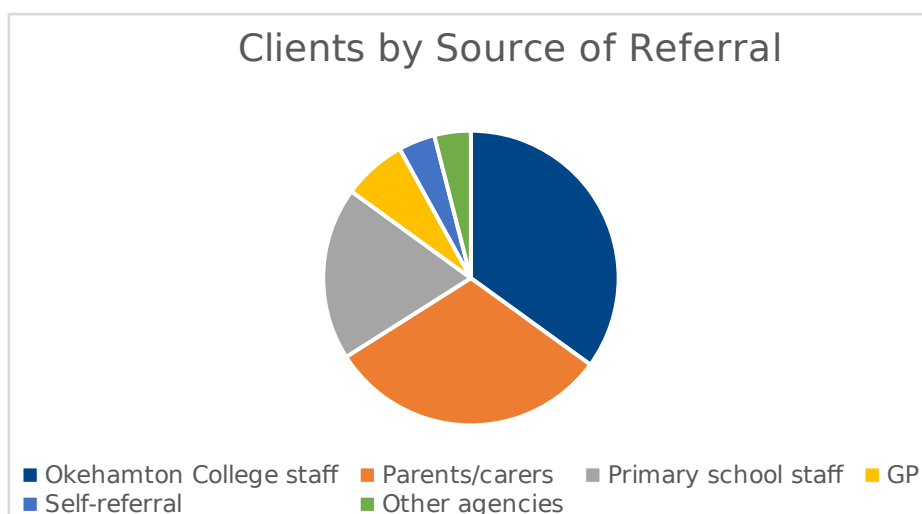
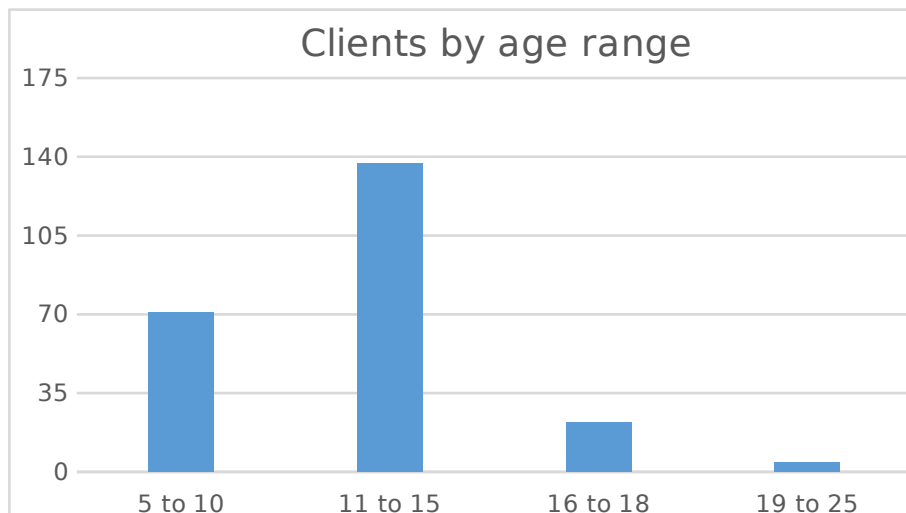
Figures for 2022-23 are given below. Figures for 2021-22 are given in brackets.

During this financial year, we received a total of 234 (205) referrals. The age range of clients were 71 (53) aged 5-10, 137 (114) aged 11-15, 22 (32) aged 16-18 and 4 (6) between 19 and 25. This data demonstrates both the increase in total number of referrals, and the marked increase in primary age clients. Some of the continued demand for our services may be a longer term effect of the Covid-19 pandemic, whilst the increased awareness of social, emotional and mental health needs, particularly for those individuals with neurodiversity, may also be a factor.

In 2022-23, 59% (64%) of our clients were students at Okehampton College, 30% (24%) from primary schools with the remaining 11% either no longer in education, home schooled or at another secondary school.

The reasons for referral continue to multiple and varied, with the majority of clients presenting with general anxiety and stress. Roughly 10% of clients disclose thoughts of suicide ideation at their initial assessment, whilst counsellors have notice an anecdotal increase in clients presenting with issues of gender identity.

Post-counselling evaluation demonstrates that 90% of clients who responded agreed that 'The counsellor helped me to understand my situation and my feelings', whilst 92% agreed that 'I think counselling is a good way to deal with problems'. Additional feedback on what was the best thing about counselling include the responses 'Being able to make painful memories of my past less painful' and 'Being able to talk without judgement. And have other perspectives on my issues'.



*Other agencies include Community Links South West, Children's and Young People's Mentor, social worker, Action for Children, TSS counsellor)

Nicola Frost

Service Manager

November 2023

Tor Support Services
Unaudited Financial Statements
31 March 2023

WESTCOTTS (SW) LLP

Chartered accountants
Timberly
South Street
Axminster
Devon
EX13 5AD

Tor Support Services

Financial Statements

Year ended 31 March 2023

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Tor Support Services

Trustees' Annual Report

Year ended 31 March 2023

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2023.

Reference and administrative details

Registered charity name	Tor Support Services
Charity registration number	1163407
Principal office	Okehampton College 20 Mill Road Okehampton EX20 1PW

The trustees

Dr Kathryn Vile
Mr Anthony Barker
Mrs Karen Nolan
Mr Mervin Scott
Dr Marilyn Livingstone
Ms Kim Whittle
Ms Anna-Marie Tooth
Mrs Helene Cox

Independent examiner	Robyn Gifford-England ACA Westcotts (SW) LLP Timberly South Street Axminster Devon EX13 5AD
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Structure, governance and management

Tor Support Services is a Charitable Incorporated Organisation (since September 2015) but has been a registered charity since November 2011. The charity is managed by its Trustee Board currently of 8.

Tor Support Services

Trustees' Annual Report *(continued)*

Year ended 31 March 2023

Objectives and activities

Tor Support Services provides a confidential counselling, information and advice service for children and young people between the ages of 5 and 25 and their families from our base at Okehampton College.

Our counselling services is provided with a mixture of paid staff and volunteers with each counsellor receiving regular clinical supervision from a paid supervisor. Each child and young person requiring counselling is assessed by our co-ordinator who will explore initial presenting issues and assign the CYP to the most appropriate counsellor. We are members of the British Association of Counselling and Psychotherapy and adhere to its framework in the delivery of our service.

Our staff and volunteers are enhanced DBS checked every three years and all are required to complete Level 3 Safeguarding.

Achievements and performance

2022-23 has been a year of significant change and growth for Tor Support Services (TSS). Firstly, Okehampton College required the use of our offices in the Community Centre, necessitating the relocation of TSS. After working together with the team from the College to establish our requirements, we were assigned new premises in the former Sixth Form common room. We vacated our old premises in July 2022 and the College contractors and Premises Team worked hard over the summer break to create our new suite of rooms. A concerted effort by staff, aided by the Chair of Trustees, in the first week of the new Autumn term in September 2022, saw us able to open to clients the following week in our new space.

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Tor Support Services

Trustees' Annual Report *(continued)*

Year ended 31 March 2023

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Post-counselling evaluation demonstrates that 90% of clients who responded agreed that 'The counsellor helped me to understand my situation and my feelings', whilst 92% agreed that 'I think counselling is a good way to deal with problems'. Additional feedback on what was the best thing about counselling include the responses 'Being able to make painful memories of my past less painful' and 'Being able to talk without judgement. And have other perspectives on my issues'.

During 2022-2023, the Board of Trustees changed with the resignations of Tracey Green in July 2022, Theresa Weaver and Sophie Goodwin Hughes in November 2022 and Stacey Pavely in February 2023 and the appointments of Anna-Marie Tooth in February 2023 and Kim Whittle in March 2023.

As at 31 March 2023, the Board comprises: Kathryn Vile (Chair), Tony Barker (Treasurer), Helene Cox, Marilyn Livingstone, Karen Nolan, Mervin Scott, Anna-Marie Tooth and Kim Whittle.

Tor Support Services

Trustees' Annual Report *(continued)*

Year ended 31 March 2023

Financial review

Total incoming resources generated during the period were £81,709 (2022: £45,784).

As at 31 March 2023, the charity had reserves totalling £38,977 of which £4,365 is unrestricted. This level of unrestricted reserves equates to approximately one month of expenditure. The trustees believe that the unrestricted reserves held are adequate to enable the charity to continue but endeavour to increase the level of unrestricted reserves.

Public benefit

In planning our activities for the year we have kept in mind the Charity Commission guidance on public benefit.

Plans for future periods

The trustees will continue to achieve the objectives of the charity and look to increase incoming resources.

Risk review

Risks to which the charity is exposed are regularly reviewed by the Trustees and steps taken as necessary to mitigate these.

Internal risks are minimised by procedures which require authorisation of all transactions and projects and a system of regular supervision and appraisal to ensure consistent quality of delivery of all operational aspects of the charitable company.

The trustees' annual report was approved on 5 October 2023 and signed on behalf of the board of trustees by:



Dr Kathryn Vile
Trustee



Mr Anthony Barker
Trustee

Tor Support Services

Independent Examiner's Report to the Trustees of Tor Support Services

Year ended 31 March 2023

I report to the trustees on my examination of the financial statements of Tor Support Services ('the charity') for the year ended 31 March 2023.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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.



Robyn Gifford-England ACA
Independent Examiner
Westcotts (SW) LLP
Timberly
South Street
Axminster
Devon
EX13 5AD

06 October 2023

Tor Support Services

Statement of Financial Activities

Year ended 31 March 2023

		Unrestricted funds £	2023 Restricted funds £	Total funds £	2022 Total funds £
	Note				
Income and endowments					
Donations and legacies	4	16,144	63,993	80,137	44,284
Charitable activities	5	1,058	—	1,058	627
Investment income	6	514	—	514	873
Total income		<u>17,716</u>	<u>63,993</u>	<u>81,709</u>	<u>45,784</u>
Expenditure					
Expenditure on charitable activities	7,8	43,748	58,066	101,814	81,028
Total expenditure		<u>43,748</u>	<u>58,066</u>	<u>101,814</u>	<u>81,028</u>
Net losses on investments	9	—	(1,649)	(1,649)	(1,881)
Net expenditure and net movement in funds		<u>(26,032)</u>	<u>4,278</u>	<u>(21,754)</u>	<u>(37,125)</u>
Reconciliation of funds					
Total funds brought forward		30,397	30,334	60,731	97,856
Total funds carried forward		<u>4,365</u>	<u>34,612</u>	<u>38,977</u>	<u>60,731</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 8 to 17 form part of these financial statements.

Tor Support Services

Statement of Financial Position

31 March 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible fixed assets	14	303	768
Investments (restricted fund)	15	18,660	20,309
		<u>18,963</u>	<u>21,077</u>
Current assets			
Debtors	16	1,691	4,627
Cash at bank and in hand		20,847	37,107
		<u>22,538</u>	<u>41,734</u>
Creditors: amounts falling due within one year	17	2,524	2,080
Net current assets		<u>20,014</u>	<u>39,654</u>
Total assets less current liabilities		<u>38,977</u>	<u>60,731</u>
Net assets		<u>38,977</u>	<u>60,731</u>
Funds of the charity			
Restricted funds		34,612	30,334
Unrestricted funds		4,365	30,397
Total charity funds	18	<u>38,977</u>	<u>60,731</u>

These financial statements were approved by the board of trustees and authorised for issue on 5 October 2023 and are signed on behalf of the board by:



Dr Kathryn Vile
Trustee



Mr Anthony Barker
Trustee

The notes on pages 8 to 17 form part of these financial statements.

Tor Support Services

Notes to the Financial Statements

Year ended 31 March 2023

1. General information

The charity is a Charitable Incorporated Organisation (CIO) managed by its Trustee Board. The address of the principle office is Community Hub, Okehampton College, 20 Mill Road, Okehampton, Devon, EX20 1PW.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Disclosure exemptions

The entity satisfies the criteria of being a qualifying entity as defined in FRS 102. As such, advantage has been taken of the following disclosure exemptions available under paragraph 1.12 of FRS 102:

(a) No cash flow statement has been presented.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Tor Support Services

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

3. Accounting policies *(continued)*

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Tor Support Services

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

3. Accounting policies *(continued)*

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment	- 3 Years
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Investments

Unlisted equity investments are initially recorded at cost, and subsequently measured at fair value. If fair value cannot be reliably measured, assets are measured at cost less impairment.

Tor Support Services

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

3. Accounting policies *(continued)*

Investments *(continued)*

Listed investments are measured at fair value with changes in fair value being recognised in income or expenditure.

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Donations			
Donations	(61,856)	63,993	2,137
Grants			
Grants receivable	78,000	—	78,000
	<u>16,144</u>	<u>63,993</u>	<u>80,137</u>

Tor Support Services

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

4. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Donations			
Donations	3,646	–	3,646
Grants			
Grants receivable	11,773	28,865	40,638
	<u>15,419</u>	<u>28,865</u>	<u>44,284</u>

5. Charitable activities

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Other income from charitable activities	<u>1,058</u>	<u>1,058</u>	<u>627</u>	<u>627</u>

6. Investment income

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Income from listed investments	<u>514</u>	<u>514</u>	<u>873</u>	<u>873</u>

7/8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	2023 Total £	2022 Total £
Salaries & staff costs inc supervision	33,852	32,431	66,283	54,895
Memberships	40	275	315	275
Travel/Volunteer expenses	2,234	-	2,234	2,317
Legal and Governance (support)	464	50	514	895
Office costs – other	4,666	-	4,666	2,112
Training	630	-	630	1,325
Depreciation	755	-	755	658
Insurance	529	-	529	529
Entertaining	-	-	-	25
Session Resources	-	25,310	25,310	17,625
Bank charges	362	-	362	156
Fundraising expenses	216	-	216	216
	<u>43,748</u>	<u>58,066</u>	<u>101,814</u>	<u>81,028</u>

Tor Support Services

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

9. Net losses on investments

	Restricted Funds £	Total Funds 2023 £	Restricted Funds £	Total Funds 2022 £
Gains/(losses) on listed investments	<u>(1,649)</u>	<u>(1,649)</u>	<u>(1,881)</u>	<u>(1,881)</u>

10. Net expenditure

Net expenditure is stated after charging/(crediting):

	2023 £	2022 £
Depreciation of tangible fixed assets	<u>755</u>	<u>658</u>

11. Independent examination fees

	2023 £	2022 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>376</u>	<u>350</u>

12. Staff costs

The average head count of employees during the year was 6 (2022: 6).

No employee received employee benefits of more than £60,000 during the year (2022: Nil).

13. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees (2022: none).

No trustee expenses have been incurred (2022: none).

Tor Support Services

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

14. Tangible fixed assets

	Equipment £
Cost	
At 1 April 2022	1,975
Additions	290
At 31 March 2023	<u>2,265</u>
Depreciation	
At 1 April 2022	1,207
Charge for the year	755
At 31 March 2023	<u>1,962</u>
Carrying amount	
At 31 March 2023	<u>303</u>
At 31 March 2022	<u>768</u>

15. Investments (restricted fund)

	Listed investments £
Cost or valuation	
At 1 April 2022	20,309
Additions	—
Fair value movements	(1,649)
At 31 March 2023	<u>18,660</u>
Impairment	
At 1 April 2022 and 31 March 2023	
Carrying amount	
At 31 March 2023	<u>18,660</u>
At 31 March 2022	<u>20,309</u>

All investments shown above are held at valuation.

Financial assets held at fair value

The fair value valuation has been provided by the investment managers.

16. Debtors

	2023 £	2022 £
Trade debtors	<u>1,691</u>	<u>4,627</u>

Tor Support Services

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

17. Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	2,244	1,830
Accruals and deferred income	280	250
	<u>2,524</u>	<u>2,080</u>

18. Analysis of charitable funds

Unrestricted funds

	At 1 April 2022	Income	Expenditure	Transfers	At 31 March 2023
	£	£	£	£	£
Unrestricted funds	<u>30,397</u>	<u>17,716</u>	<u>(43,748)</u>	<u>—</u>	<u>4,365</u>

	At 1 April 2021	Income	Expenditure	Transfers	At 31 March 2022
	£	£	£	£	£
Unrestricted funds	<u>27,522</u>	<u>16,919</u>	<u>(44,044)</u>	<u>30,000</u>	<u>30,397</u>

Tor Support Services

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

18. Analysis of charitable funds *(continued)*

Restricted funds

	At 1 April 2022 £	Income £	Expenditure £	Transfers £	Gains and losses £	At 31 March 2023 £
United charities	7,187	11,146	(18,221)	—	—	112
Investments held	20,309	—	—	—	(1,649)	18,660
Awards 4 All	2,838	9,814	(8,867)	—	—	3,785
Postcode Lottery Fund	—	18,692	(14,139)	—	—	4,553
Farringdon House	—	11,506	(5,608)	—	—	5,898
Foyle Foundation	—	5,000	(5,000)	—	—	—
Devon Community Foundation	—	3,835	(2,231)	—	—	1,604
Primary Care Network	—	4,000	(4,000)	—	—	—
	<u>30,334</u>	<u>63,993</u>	<u>(58,066)</u>	<u>—</u>	<u>(1,649)</u>	<u>34,612</u>

	At 1 April 2021 £	Income £	Expenditure £	Transfers £	Gains and losses £	At 31 March 2022 £
Restricted Funds	—	—	—	—	—	—
United charities	7,187	19,051	(16,213)	—	—	10,025
Investments held	52,190	—	—	(30,000)	(1,881)	20,309
Awards 4 All	4,354	9,814	(14,168)	—	—	—
Farringdon Trust	5,132	—	(5,132)	—	—	—
Newby Trust	1,471	—	(1,471)	—	—	—
	<u>70,334</u>	<u>28,865</u>	<u>(36,984)</u>	<u>(30,000)</u>	<u>(1,881)</u>	<u>30,334</u>

Tor Support Services

Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

18. Analysis of charitable funds *(continued)*

The investment fund is restricted in that the capital cannot be disposed.

Any income arising from the investments is available to be spent at the discretion of the trustees.

United Charities - this fund is for the cost of conducting counselling sessions.

Awards 4 All - this fund is for the cost of conducting counselling sessions.

Farringdon Trust - this fund is for the cost of conducting counselling sessions.

Devon Community Foundation - this fund is for the cost of conducting counselling sessions.

Foyle Foundation - this fund is for the cost of conducting counselling sessions.

Postcode Lottery Fund - this fund is for the cost of conducting counselling sessions.

Primary Care Network – this fund is used (a) to meet the costs of conducting counselling sessions on the 39 Saturdays each year that fall within school term time and (b) towards the general costs of conducting other counselling sessions throughout the year.

19. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Tangible fixed assets	303	–	303
Investments	–	18,660	18,660
Current assets	6,586	15,952	22,538
Creditors less than 1 year	(2,524)	–	(2,524)
Net assets	4,365	34,612	38,977

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Tangible fixed assets	768	–	768
Investments	–	20,309	20,309
Current assets	31,709	10,025	41,734
Creditors less than 1 year	(2,080)	–	(2,080)
Net assets	30,397	30,334	60,731

20. Related parties

There were no related party transactions during the year (2022: none)

Tor Support Services

Independent Examiner's Report to the Trustees of Tor Support Services

Year ended 31 March 2023

I report to the trustees on my examination of the financial statements of Tor Support Services ('the charity') for the year ended 31 March 2023.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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.

Robyn Gifford-England ACA

Independent Examiner

Westcotts (SW) LLP

Timberly

South Street

Axminster

Devon

EX13 5AD