

ASHFORD COUNSELLING SERVICE LIMITED

TRUSTEES' ANNUAL REPORT FOR THE YEAR FROM 01/01/23 TO 31/12/2023

INTRODUCTION

With the Covid pandemic very much in our rear-view mirror, 2023 has been a year of rebuilding and drawing back together a Centre based team. In-person counselling has ensured a busy centre, which has returned to a well-used hub. We have developed a more hybrid way of working, incorporating the benefits of online work but with the emphasis on in-person contact.

The longer-term effects of Covid are likely to remain with us for many more years to come. There is a noticeable increase in the complexity of client cases and we have found that we are receiving client referrals from clients signposted to us from other oversubscribed mental health organisations and charities. Our referrals continue to increase year on year.

SECTION A - REFERENCE AND ADMINISTRATION

Charity registration number: 1169322

Registered charity: Ashford Counselling Service (CIO)

Principal Address: The Paul Bower Centre, 123 Church Road, Ashford TN24 0JQ

TRUSTEES WHO MANAGE THE CHARITY (Executive Committee)

Hugh Cooper	Chair	Elected at AGM 2022
John Rampton	Hon. Treasurer	Elected at AGM 2022
Susan Smith		Elected at AGM 2022
Darren Sharpe		Elected at AGM 2022

ADVISERS AND AGENTS

Edwards Williams Ltd	Accountant and Independent Examiner
vacant	Independent Consultant and Tax Adviser
Lloyds Bank, Ashford	Bankers

SENIOR STAFF During this period

Femmie Bonsier January 2023 to present	Manager
Brigitte McAndrew	Clinical Lead
Michelle Cage	Administrator

SECTION B - STRUCTURE, GOVERNANCE AND MANAGEMENT

The organisation was established in 1987 and is governed by its constitution. Since July 2021 the service is a CIO (Charitable Incorporated Organisation) managed by its Trustee Body. The Trustee Body consists of volunteers selected for the skills they can bring to the organisation as well as their interest and commitment to our work. They meet at least quarterly (January, April, July and October); in 2022 they met formally eight times.

Trustees are voted in each year at the Annual General Meeting by members of Ashford Counselling Service plus attendees from local organisations who have an interest in our work. Following last year's AGM trustees appointed Hugh Cooper and Susan Smith as Co-Chairs.

The Trustee Body delegates responsibility for the day to day running of the organisation to the Manager who is supported by a Clinical Lead and an Administrator; all staff are employed part-time.

ADDITIONAL GOVERNANCE ISSUES

Ashford Counselling Service is an organisational member of the British Association of Counselling and Psychotherapy. It adheres to its ethical framework.

The agency has a comprehensive Handbook of policies and procedures which is under rolling review. The Handbook includes all aspects of Health and Safety, Risk Assessment, Troubleshooting and problem resolution. An appendix includes the new constitution.

The organisation does not receive any year-on-year grant from statutory funders and as a result we have to elicit contributions from our clients. We also attempt to obtain grant-funding from appropriate bodies by submitting bids. This enables us to provide the clinical support and to continue to provide a high standard of service to our clients.

SECTION C - OBJECTIVES AND ACTIVITIES

The objectives as set out in the current constitution are as follows:

The objects of the CIO are:

- (1) To provide high quality, low-cost counselling to persons in Ashford and the surrounding area suffering from mental or emotional difficulties.
- (2) To provide continuous professional development to counsellors, counsellors-in-training and others.

CONTRIBUTION MADE BY VOLUNTEERS

It cannot be over-emphasised that the contribution made by our counsellors is the bedrock of the service and they are the means by which we deliver Objective 1 above. They deploy their skills and experience without remuneration beyond minimal expenses, and many of them waive even that. This is what enables ACS to offer a genuinely affordable service to our clients, many of whom may be considered to be 'less well-off'. And there is no compromising of standards: volunteer counsellors have an intensive interview to ensure that they meet the criteria which the organisation sets, are DBS

checked and are expected to give three counselling sessions per week. All counsellors have group supervision every two weeks with an experienced supervisor.

During 2023 we have had the support of three clinical supervisors, Brigitte McAndrew, Barbara Akers and Heather Lewis who, in addition to their support for counsellors, have continued to be pivotal in the development of the service. Their remuneration is significantly below the market rate and they are crucial to the delivery of Objective 2 above. We currently offer eight supervision groups and in 2024 we are looking to expand on this, as we will have additional Supervision capacity. We have made provision for one in-person supervision group back in the centre and hope to establish a second during 2024. Thus, ensuring a hybrid system that gives counsellors the choice. During the year there were on average 22 counsellors.

Brigitte McAndrew is also our Clinical Lead and continued during 2023 to ensure the quality and safety of counsellors and the clinical work in conjunction with Barbara and Heather. Sadly, Heather Lewis resigned in December 2023. We are extremely grateful for her support of ACS, particularly during the difficult Pandemic years. Recruitment of an additional Supervisor and a Supervisor-in-Training has taken place.

There is a well-regarded programme of Continuous Professional Development to ensure that our volunteers continue to develop their skills. As well as trained counsellors we recruit and develop trainee counsellors who are undertaking their Diploma in Counselling at local colleges, training establishments and universities.

Our supervisors and volunteers have worked very hard throughout 2023 and shown much perseverance in adapting to new systems, that have helped streamline and improve operational procedures. There continued to be some natural turnover of volunteers during the year: however, this slowed during 2023. We continue to welcome new volunteer counsellors from a diverse range of backgrounds, and we hope your time here will be rewarding.

All members of the Trustee Body are themselves volunteers and put in many hours of work to ensure the smooth-running of the service; their role is not only strategic: each trustee makes a real 'hands-on' contribution to the organisation as well. John Rampton, our Treasurer has spent many hours on maintenance to the fabric of the building and continues to follow up on the refurbishment of the toilet. Susan has liaised with the administrator, so that Newsletters are out on time and Darren has facilitated excellent EDI training for our counsellors.

SECTION D - ACHIEVEMENTS AND PERFORMANCE

1. HOPES AS EXPRESSED IN PREVIOUS TRUSTEES ANNUAL REPORT

a. Re-establish a centre-based team, which creates a well-used Hub

A centre-based team has been re-established with either the Manager or Administrator working from the office each day. This has resulted in a more engaging environment within the centre. Improved communication at all levels and a tangible sense of teamwork. Following the establishment of the shared drive the previous year, Michelle Cage our administrator and Femmie Bonsier our Manager have introduced some different procedures and documentation to streamline and improve operations.

Like all procedural change, this has not been without teething problems.

The most prominent changes have been to the screening procedure, where an appointment system and new documentation have been introduced.

Thanks must be given to the supervision team for their co-operation and perseverance during these changes. This system is in its infancy but looks to be moving forward in the right direction and with amendments along the way, should prove worth the hard work.

b. Develop services and attract funding, in order to reduce waiting times for clients.

The NHS have rented a room on four days a week and this is hoped to continue but each financial year they are dependent on their allocated budget. We continue to monitor this closely, to see if there is any competing demand for counselling rooms from counsellors but have not found this to be an issue. This continues to help greatly with our finances. The NHS counsellors have become a welcome extension to the ACS team and have on occasion attended ACS CPD events. Their presence in the building has also assisted by reducing the frequency of chaperone requests. We have limited room hire to outside agencies to one room at a time, to enable our counsellors to book rooms. Effective targeting of recruitment to match room availability has also helped ensure optimum room usage.

The excellent administration skills of Michelle Cage, who has kept a very tight control on session dates and payments have ensured that very few payment anomalies or arrears occurred.

Increased counsellor sessions have resulted in much higher client contributions in 2023 but the Manager's time has not allowed for extra funding bids to be submitted. Extra funding for specific needs, would be useful. For example, update of Centre facilities and CPD provision.

It costs the service approximately £35 to run a counselling session and ACS relies on client contributions to enable it to function.

c. Free/heavily subsidised CPD provision

Much of the CPD provision for this year has been heavily subsidised and high attendance achieved for some events, for instance, Hybrid and remote working, EDI (Equality and Diversity Inclusion) and Sand Tray therapy. However, it has proved generally difficult to encourage counsellors back to in-person training. This may be due to the high amount of CPD now offered on-line post pandemic and also the number of demands that many of the counsellors have, where they are balancing work/parental responsibilities/their course training and practice hours. We continue to try and improve our CPD offering. In particular we would like to offer EUPD (Emotionally Unstable Personality Disorder) training to our qualified counsellors. This would assist us in reducing some of our more complex clients that remain longer on the waiting list, until a more experienced counsellor becomes available.

d. Strengthen counsellor retention through e.g. improved communication, greater involvement in cross-service activities, more team-building, improved attendance at CPD events.

During 2023 there has been a period of stability with improved counsellor retention. The feedback from Counsellors has been that the Centre has become a positive and engaging environment. Improvements have been made to the layout and tidiness of the office. The Manager and Administrator have worked hard to build and develop a team spirit. Inductions of counsellors are arranged, so that both the Manager and Administrator are present at the office and this establishes a clear line of contact from the start, with counsellors encouraged to ask for any support they might need.

As previously mentioned, uptake of CPD needs further encouragement. Frequent and ongoing discussions continue to take place regarding the payment of qualified counsellors to aid retention. The issue of retention of counsellors, particularly after qualifying, continues to be a focus for the whole executive team.

e. Enhance the premises.

The Centre has undergone somewhat of a facelift during 2023, to make it a more user-friendly environment: disposal of the sofa from the office, allowing greater room; addition of storage for counsellor bags/belongings; additional storage cupboards; a microwave and coffee machine; a replacement shredder and vacuum-cleaner; plants to improve the air quality and ambience. The Centre is cleaned fortnightly. Counsellors continue to leave the rooms as they find them, and the Administrator and Manager undertake the removal of waste and the laundering of towels and tea towels.

Quotes have been requested to cost the replacement of the toilet to ensure disabled compliancy and replacement of the old metal windows and door at the rear of the building with UPVC ones.

f. Increase the size of the trustee body.

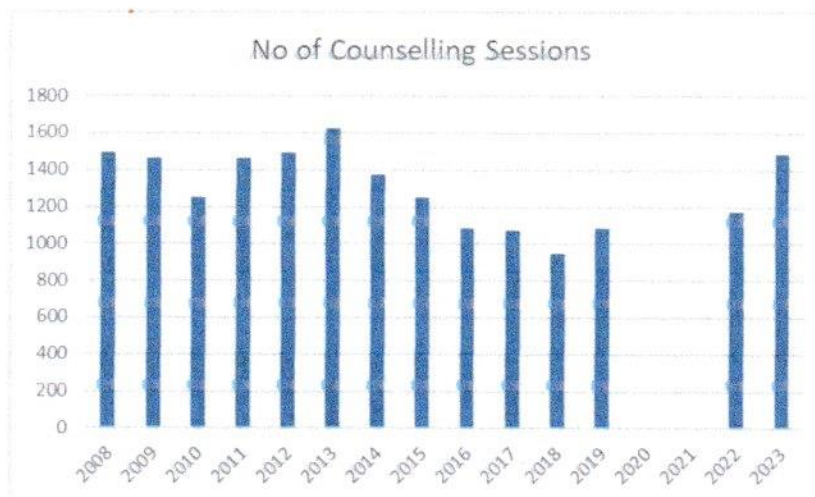
Darren Sharpe has been a very welcome and proactive addition to the Trustee body. He has facilitated CPD sessions and has succeeded in setting up a regular counsellor networking event.

At the beginning of 2024, we have been pleased to welcome Michelle Hamer as an additional trustee. Additional Trustees with specific skills (IT, Media, Fundraising) are still very much needed. Despite some local advertising this continues to be an issue.

2. DETAILS OF COUNSELLING WORK UNDERTAKEN IN 2023

Numbers of clients

This year has seen a further increase in enquiries and referrals into the service. ACS continued to offer counselling that met client need for short, medium and long-term work.



Client profiles

We experienced a large increase this year in the number of enquiries for the service, 298 people contacted us during 2023 up from 244 in 2022, an increase of 22%.

Counselling hours in 2023 increased by 35% on the previous year.

Client Referrals 2023 (up to 31/12/23)

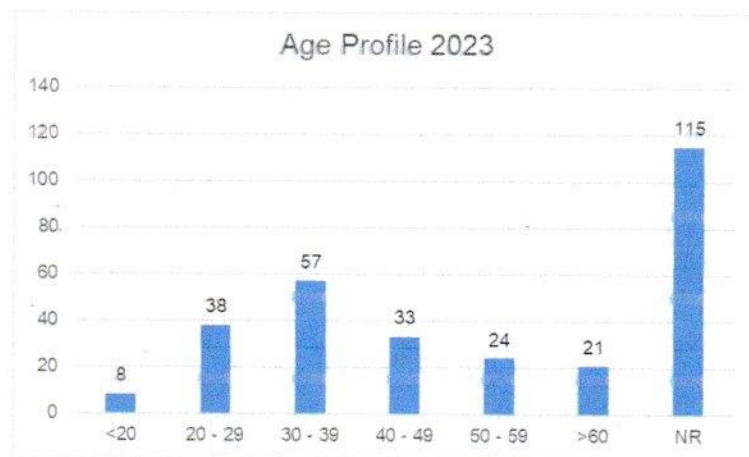
2018	2019	2020	2021	2022	2023
104	115	104	189	244	298

Counselling Hours 2023 (up to 31/12/23)

2021	2022	2023	2024 – End of May	2024 – Total Estimate
NA/Covid	1102	1485	816	1600

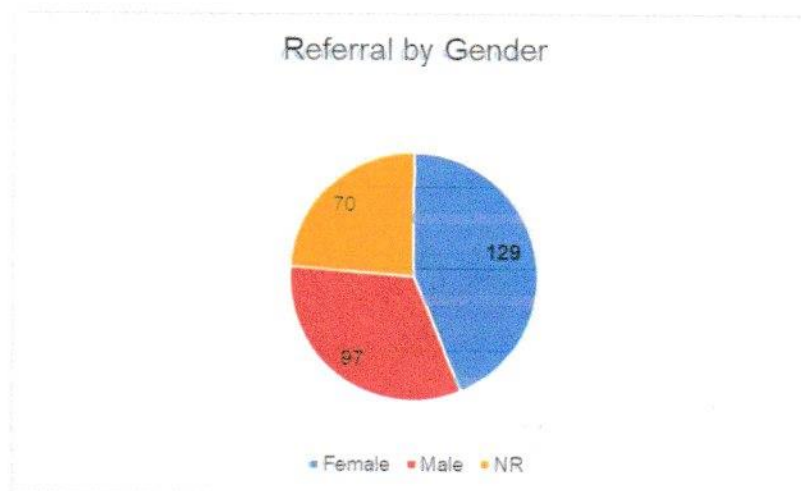
Age Profile 2023

Age of clients is not always recorded, but the majority fall into the 19-39 age bracket.



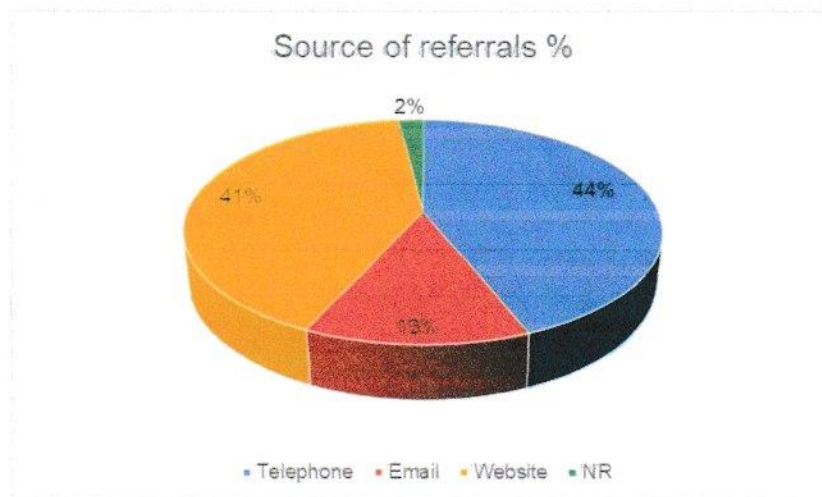
Gender 2023

Rather predictably, about 75% of clients are female.



Source of Referrals 2023

All of our clients are treated as self-referrals; none were funded by outside agencies. The majority come after a recommendation from their GP, a previous client or are returning, but we also see a significant number who have been signposted by other Mental Health services.



Clients access us by telephone or by electronic contact, in roughly equal proportions.

Recommended by:	Actual
GP	7
Dads Unlimited	1
Invicta Health	7
Friend/Family	5
Previous Client	4
Live it Well	1
Forward Trust	3
We are with You	1
Mental Health Service	4
IAPT	4
TOTAL	37

Presenting Issues 2023

Stress, anxiety, depression, trauma and bereavement were issues for 50% of our clients. These were often presenting along with other difficulties and/or diagnoses. The increase in complexity of issues presented to us and the loss of some of our more experienced counsellors meant that often people had a longer wait for allocation to an appropriate counsellor.

We have continued to work with clients suffering from financial hardship this year and have been able to offer 'affordable counselling' to those who need it.

SECTION E - FINANCIAL REVIEW, INCLUDING POLICY ON RESERVES

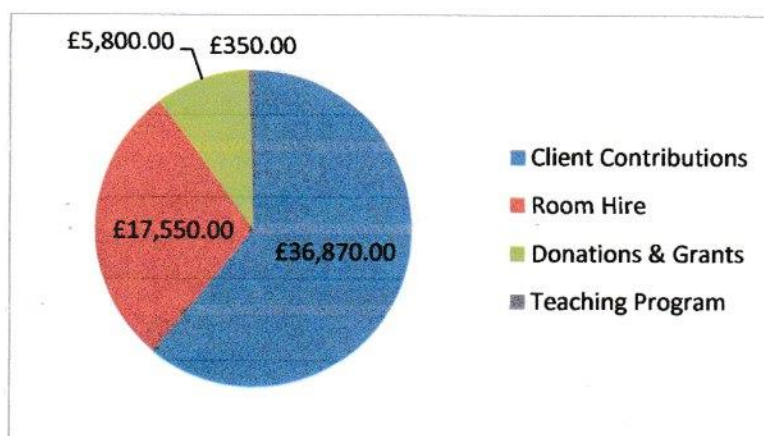
Income for the year 1st January to 31st December 2023 was £61,300 and expenditure was £43,800. Thus the service made an operating surplus of £17,470 and consequently our bank accounts were in a very positive situation at the end of the year. Fixed assets (the property, furniture, fittings) were valued at £81,600. Full details are in the pages following Section G (Declaration).

Income. Our income was a significant increase in comparison to previous years, due to three factors: a high level of client contributions, high income from room hire (primarily by the Kent Community Trust), and the first of three yearly £5,000 grants from the Colyer-Fergusson Trust.

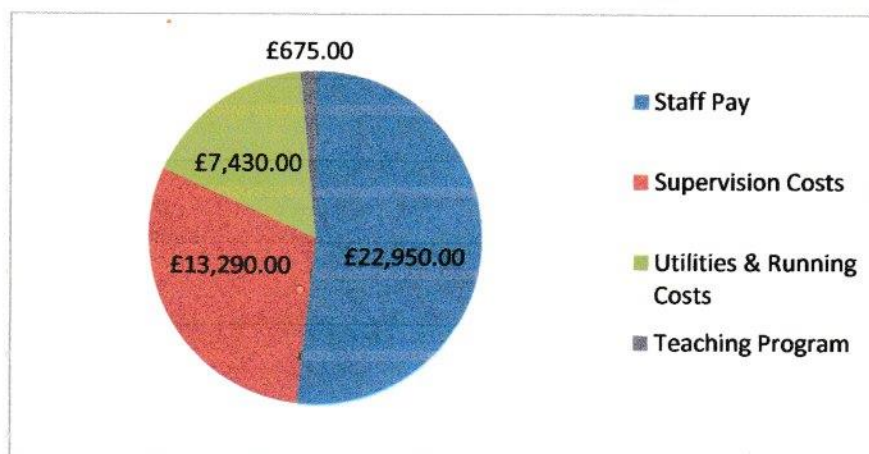
Expenditure. During the year we increased the rates of pay for our staff, and due to workload overtime pay was required late in the year. We also increased the rate of pay for the supervisors. Utility costs also increased.

	1st January 2023	31 st December 2023
ACS Current Accounts	£5,997	£23,469
ACS Reserve Account	£4,972	£5,016

Income for 2023 - £61,300



Expenditure for 2023 - £43,800



POLICY ON RESERVES

The trustees have decided that the Reserve Account (£5000 approximately) is for emergency, unpredicted expenditure. The norm is for it to be a contingency fund to be drawn upon only to support clients who are unable to contribute more than a token amount per session.

SECTION F - OTHER OPTIONAL INFORMATION



HOPES FOR 2024

- a. Reduce waiting times for clients.
- b. Reduce the administrative burden of the Manager.
- c. Strengthen counsellor retention.
- d. Increase the size of the trustee body.

SECTION G - DECLARATION

The trustees declare that they have approved the Trustees Annual Report (TAR) above.

Signed on behalf of the trustees:

Signature/s		
Full Name/s	HUGH & QUENTIN COOPER	SUSAN MARIE LOUISE SMITH
Position	CO-CHAIR OF TRUSTEES	Co-Chair of Trustees
Date	9th July 2024	9th July 2024

Ashford Counselling Service Limited

Report and accounts

31 December 2023

Registered Charity No
1169322

Ashford Counselling Service Limited
Report and accounts
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Ashford Counselling Service Limited

Registered Charity No 1169322

Income and Expenditure Accounts for the Year ending 31st December 2023

	<u>2023</u>	<u>2022</u>
	£	£
<u>Income</u>		
Client Contributions	36,874.40	25,547.50
Room Hire	17,550.00	9,606.00
Fund Raising	397.14	287.78
Donations	5,804.52	10,724.00
Teaching Program Income/Study Days	350.00	460.00
Miscellaneous:		
Coronavirus Support Grants	-	-
Gift Aid	296.88	436.16
Refund National lottery		(7,765.00)
Bank Account Interest	43.76	3.32
TOTAL	61,316.70	39,299.76
<u>LESS: Expenditure</u>		
Staff & Counsellor Pay & Expenses	36,334.23	33,202.59
Utilities & Running Costs	7,428.20	6,271.67
Teaching Program Costs	37.50	675.00
BLF Contractors & Staff	-	2,590.55
Depreciation	2,066.26	2,066.26
Accrued Expenses	(755.30)	(755.30)
TOTAL	45,110.89	44,050.77
Excess (Expenditure)/Surplus over Income	16,205.81	(4,751.01)

The Trustees have prepared, the above statement of Income and expenditure from their records which have been examined by Sealy & Johnson Accountants Ltd.

We have no concerns and have come across no matters in connection with the examination to which attention should be drawn in order to better understand the report.

The report is made solely to the Trustees. Our work has been undertaken so that we might state to the charity's Trustees, those matters we are required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its Trustees as a body, for our work on this report.

.....
Sharon Edwards
Accountant
Sealy & Johnson Accountants Ltd
22 Evegate Business Park
Smeeth
Ashford
Kent TN25 6SX

07/06/2024

Ashford Counselling Service Limited

Registered Charity No 1169322

Balance Sheet at 31st December 2023

	Notes	2023 £	£	2022 £	£
Fixed Assets					
Property at 123, Church Road		75,000.00		75,000.00	
Furniture, fixtures, fittings		6,612.03		8,265.04	
			81,612.03		83,265.04
Current Assets					
Bank Accounts:					
8068		-		753.56	
3360		-		-	
4368		-		-	
6862		24,469.63		5,243.06	
5163		5,016.06		4,972.62	
		29,485.69		10,969.24	
Current Liabilities					
Unpaid Expenses - Accruals		657.63			
Net Current Assets			28,828.06		10,969.24
Net Assets			<u>110,440.09</u>		<u>94,234.28</u>
Capital Account					
Balance at start of period		58,344.28		63,095.29	
Revaluation Surplus		35,890.00		35,890.00	
Surplus/(Deficit)		16,205.81		(4,751.01)	
Charity funds			<u>110,440.09</u>		<u>94,234.28</u>

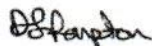
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For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.



John Rampton

Director - Treasurer & Trustee

Approved by the board on 9th July 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Ashford Counselling Service

On accounts for the year
ended

31 December 2023

Charity no
(if any)

1169322

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2023

Responsibilities and
basis of report

As the charity's trustees, 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 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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

07/06/2024

Name:

Sharon Edwards

Relevant professional
qualification(s) or body
(if any):

ACCA

Address:

Sealy & Johnson Accountants Ltd

22 The Barn, Evegate Business Park

Ashford, Kent, TN25 6SX

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

I have satisfied myself that the accounts of the company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination.

In 2018 the property at 123 Church Road was revalued to £75,000 which created a revaluation surplus of £35,890. The property has not been depreciated.

Ashford Counselling Service Limited

Report and accounts

31 December 2023

Registered Charity No
1169322

Ashford Counselling Service Limited
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Ashford Counselling Service Limited
Registered Charity No 1169322
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	<u>2023</u>	<u>2022</u>
<u>Income</u>	<u>£</u>	<u>£</u>
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John Rampton

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Approved by the board on 9th July 2024



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Ashford Counselling Service Limited

Report and accounts

31 December 2023

Registered Charity No
1169322

Ashford Counselling Service Limited
Report and accounts
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Ashford Counselling Service Limited
Registered Charity No 1169322
Income and Expenditure Accounts for the Year ending 31st December 2023

	<u>2023</u>	<u>2022</u>
<u>Income</u>	<u>£</u>	<u>£</u>
Client Contributions	36,874.40	25,547.50
Room Hire	17,550.00	9,606.00
Fund Raising	397.14	287.78
Donations	5,804.52	10,724.00
Teaching Program Income/Study Days	350.00	460.00
Miscellaneous:		
Coronavirus Support Grants	-	-
Gift Aid	296.88	436.16
Refund National lottery		(7,765.00)
Bank Account Interest	43.76	3.32
TOTAL	<u>61,316.70</u>	<u>39,299.76</u>
 <u>LESS: Expenditure</u>		
Staff & Counsellor Pay & Expenses	36,334.23	33,202.59
Utilities & Running Costs	7,428.20	6,271.67
Teaching Program Costs	37.50	675.00
BLF Contractors & Staff	-	2,590.55
Depreciation	2,066.26	2,066.26
Accrued Expenses	(755.30)	(755.30)
TOTAL	<u>45,110.89</u>	<u>44,050.77</u>
 Excess (Expenditure)/Surplus over Income	<u><u>16,205.81</u></u>	<u><u>(4,751.01)</u></u>

The Trustees have prepared, the above statement of Income and expenditure from their records which have been examined by Sealy & Johnson Accountants Ltd.

We have no concerns and have come across no matters in connection with the examination to which attention should be drawn in order to better understand the report.

The report is made solely to the Trustees. Our work has been undertaken so that we might state to the charity's Trustees, those matters we are required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its Trustees as a body, for our work on this report.

.....
Sharon Edwards
Accountant
Sealy & Johnson Accountants Ltd
22 Evegate Business Park
Smeeth
Ashford
Kent TN25 6SX

07/06/2024

Ashford Counselling Service Limited

Registered Charity No 1169322

Balance Sheet at 31st December 2023

	Notes	2023 £	£	2022 £	£
Fixed Assets					
Property at 123, Church Road		75,000.00		75,000.00	
Furniture, fixtures, fittings		6,612.03		8,265.04	
			81,612.03		83,265.04
Current Assets					
Bank Accounts:					
8068		-		753.56	
3360		-		-	
4368		-		-	
6862		24,469.63		5,243.06	
5163		5,016.06		4,972.62	
		29,485.69		10,969.24	
Current Liabilities					
Unpaid Expenses - Accruals		657.63			
Net Current Assets			28,828.06		10,969.24
Net Assets			110,440.09		94,234.28
Capital Account					
Balance at start of period		58,344.28		63,095.29	
Revaluation Surplus		35,890.00		35,890.00	
Surplus/(Deficit)		16,205.81		(4,751.01)	
Charity funds			110,440.09		94,234.28

0.00

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.



John Rampton

Director - Treasurer & Trustee

Approved by the board on 9th July 2024



Section A

Independent Examiner's Report

Report to the trustees/
members of

Ashford Counselling Service

On accounts for the year
ended

31 December 2023

Charity no
(if any)

1169322

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2023

Responsibilities and
basis of report

As the charity's trustees, 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 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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

07/06/2024

Name:

Sharon Edwards

Relevant professional
qualification(s) or body
(if any):

ACCA

Address:

Sealy & Johnson Accountants Ltd

22 The Barn, Evegate Business Park

Ashford, Kent, TN25 6SX

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

I have satisfied myself that the accounts of the company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination.

In 2018 the property at 123 Church Road was revalued to £75,000 which created a revaluation surplus of £35,890. The property has not been depreciated.