

# **THE YOUTH COUNSELLING PROJECT**

**Registered Charity 1174102**

## **Annual Report and Financial Statements for Year Ending 31 July 2020**

Prepared by:  
The Youth Counselling Project  
19 Upper Belgrave Rd  
SEAFORD  
East Sussex  
BN25 3SQ

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## The Youth Counselling Project

### Reference and Administrative Details

Charity Name: The Youth Counselling Project

Registered Number: 1174102

Registered Address: 19 Upper Belgrave Road  
SEAFORD  
East Sussex  
BN25 3SQ

Phone: 07435 872231

E-mail Address [office@tycp.org.uk](mailto:office@tycp.org.uk)

Website [www.tycp.org.uk](http://www.tycp.org.uk)

Trustees:	Mrs Julia Hancock	Chair
	Mrs Mairin Colleary	Secretary
	Mrs Josephine Stone	Treasurer
	Mrs Susan Silvester	

Independent Examiner: X5 Chartered Accountants  
2 Upperton Gardens  
EASTBOURNE  
East Sussex  
BN21 2AH

## The Youth Counselling Project

### Trustees' Report - 1<sup>st</sup> August 2019 to 31<sup>st</sup> July 2020

The Youth Counselling Project was established in early 2017 and registered with the Charity Commission in August 2017. This is our 3<sup>rd</sup> year of operation.

The charity has been run by 4 trustees this year who are part of a Management Team of 6-7. Each have specific roles and responsibilities and are all volunteers. There is a wider group of local volunteers who help mainly with fund raising events.

We have no paid staff. We engage 3 therapists with specialist training who invoice us on a monthly basis. One takes the lead and is responsible for liaison with the schools, supervision and providing evaluation reports.

The Trustees ensure that the charity is run according to Charity Commission guidelines. We have an annual and 3 year business plan, budget, relevant insurance and all required policies, including Safeguarding and GDPR/confidentiality. Contracts between The Youth Counselling Project and the schools, the therapists and the children are reviewed at least on an annual basis.

During this academic and financial year, we provided 667 sessions for 69 different children. Most have 10 sessions but this varies per case. The majority were from Seaford Head School and the rest from 3 primary schools, Seaford Primary, Chyngton Primary and Cradle Hill Primary.

The children face a range of issues including self harm, bereavement, neglect, low mood and anxiety. Counselling is performed on a strictly confidential basis so we cannot comment on individual clients or case work. This forms an important part of our commitment to our clients although an evaluation has shown marked improvement in behaviour, mood and attainment in many of the children.

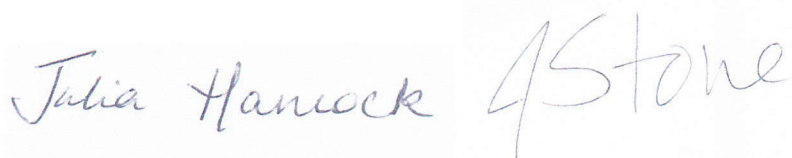
We raised a total of £41,791 this year: £26,900 from grants, £11,369 from donations and £3,522 from fund raising events.

We have appointed a new grant co-ordinator who we pay 20% of successful funding. We were pleased to be nominated one of the Seaford Mayor's and the Martello Rotary's charity for the year and benefit from the local Co-Operative Community Fund.

Our counsellors adapted quickly and efficiently to the challenges thrown up by Covid-19 and we were very pleased to have been able to continue counselling during lockdown and beyond using telephone, video or text. We were also able to increase our numbers and extend the service into the summer holidays to support many children who were particularly vulnerable.

All our fund raising events planned from March to July had to be cancelled but we were successful in securing emergency funding from National Lottery Community Fund, Sussex Community Crisis Fund, The Chalk Cliff Trust, Ernest Kleinwort Charitable Trust and The Hendy Foundation.

Approved by the Trustees on 21<sup>st</sup> August 2020 and signed on their behalf by:

The image shows two handwritten signatures in blue ink. The signature on the left is 'Julia Hancock' and the signature on the right is 'Josephine Stone'.

Mrs Julia Hancock (Chair)

Mrs Josephine Stone (Treasurer)

## Independent Examiner's Report to the Trustees of The Youth Counselling Project

I report on the accounts of the Trust for the year ended 31 July 2020 which are set out on the following pages.

### Respective responsibilities of trustee and examiner

The trustees are responsible for the preparation of the accounts.  
They consider that an audit is not required for this financial year under section 144(2) of The Charities Act 2011 (the 2011 Act) but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act
- Follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act; and
- State whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the General Directions as given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit and consequently, no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

### Independent Examiner's statement

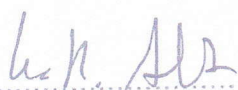
In connection with my examination, no matter has come to my attention:

- 1) Which gives me reasonable cause to believe that in any material aspect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

Have not been met; or

- 2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: 

Date: 21/8/20

On behalf of  
X Chartered Accountants

2 Upperton Gardens  
Eastbourne BN21 2AH

## The Youth Counselling Project

### Statement of Financial Activities for Year Ended 31 July 2020

	Note	Unrestricted funds £	Restricted funds £	Total Year ended 31 July 2020 £	Prior year 31 July 2019 £
<b>Incoming Resources</b>					
Donations and legacies	3	5,000	33,269	38,269	24,817
Other Trading Activities		3,522	-	3,522	7,222
Charitable activities		-	-	-	-
<b>Total</b>		<b>8,522</b>	<b>33,269</b>	<b>41,791</b>	<b>32,039</b>
<b>Resources expended</b>					
Raising funds	6	820	-	820	
Charitable activities		142	27,501	27,643	21,418
Separate material item of expense		1,000	4,060	5,060	-
Other			591	591	544
<b>Total</b>		<b>1,962</b>	<b>32,152</b>	<b>34,114</b>	<b>21,962</b>
<b>Net movement in funds</b>		<b>6,560</b>	<b>1,117</b>	<b>7,677</b>	<b>10,077</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		10,443	19,734	30,177	20,100
<b>Total funds carried forward</b>		<b>17,003</b>	<b>20,851</b>	<b>37,854</b>	<b>30,177</b>

All incoming resources and resources expended derive from continuing activities

The charity has no recognised gains or losses for the year other than the results above.

# The Youth Counselling Project

## Balance Sheet at 31 July 2020

	Note	Unrestricted funds	Restricted income funds	Total this year	Total last year
		£	£	£	£
<b>Current assets</b>					
Stocks	18	-	-	-	142
Debtors	19	-	735	735	405
Cash at bank and in hand	24	-	40,004	40,004	29,630
<b>Total current assets</b>		-	40,739	40,739	30,177
<b>Creditors: amounts falling due within one year</b>					
	20	-	2,885	2,885	-
<b>Net current assets/(liabilities)</b>		-	37,854	37,854	30,177
<b>Total net assets or liabilities</b>		-	37,854	37,854	30,177
<b>Funds of the Charity</b>					
Restricted income funds			20,851	20,851	19,734
Unrestricted income funds		17,003		17,003	10,443
<b>Total charity funds</b>		17,003	20,851	37,854	30,177

Date:

Mrs Josephine Stone (Treasurer)

21/08/2020

Mrs Julia Hancock (Chair)

21/08/2020

## Notes to the Financial Statements for the Year Ended 31 July 2020

### Note 1: Accounting Policies

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

And with:

the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

#### Fund Accounting Policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

### Note 2: Incoming resources

Donations and grants are recognised when there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

The charity has received government grants during the period.

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

The charity has incurred expenditure on support costs.

### Note 2: Resources Expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice including examination of accounts, insurance, trustee meetings, legal advice.

These include central functions and have been allocated to activity cost categories and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating staff costs by the time spent.

Stocks: The charity does not normally need to hold any stocks but if it ever do so, it would be held at the lower of cost and net realisable value.

Debtors: (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

# The Youth Counselling Project

## Notes to the Financial Statements for the Year Ended 31 July 2020 ..... cont'd

Note 3: Analysis of Income	Unrestricted	Restricted	Total funds	Prior
	funds	funds		year
	£	£	£	£
Donations and gifts	-	11,369	11,369	9,337
Gift Aid	-	-	-	-
Legacies	-	-	-	-
General grants provided by government/other charities	5,000	21,900	26,900	15,480
Other	-	-	-	-
<b>Total</b>	<b>5,000</b>	<b>33,269</b>	<b>38,269</b>	<b>24,817</b>
Fundraising Events organised by charity	3,522	-	3,522	7,222
Other	-	-	-	-
<b>Total</b>	<b>3,522</b>	<b>-</b>	<b>3,522</b>	<b>7,222</b>
<b>Total Income</b>	<b>8,522</b>	<b>33,269</b>	<b>41,791</b>	<b>32,039</b>

### Other information:

All income in the prior year was unrestricted except for: (please provide description and amounts)

£15,480 from grants. £9,337 was received from donations which mostly do not specify any restriction.

## Note 4: Receipts of Government Grants

	This year	Last year
	£	£
National Lottery Awards for All	-	9,180
National Lottery Community Fund	10,000	-
	-	-
	-	-
<b>Total</b>	<b>10,000</b>	<b>9,180</b>

## The Youth Counselling Project

### Notes to the Financial Statements for the Year Ended 31 July 2020 ..... cont'd

<b>Note 6: Analysis of Expenditure</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total funds £</b>	<b>Prior year £</b>
Incurred seeking donations	-	-	-	-
Incurred seeking legacies	-	-	-	-
Incurred seeking grants	1,000	4,060	5,060	
Staging fundraising events	820		820	3,498
Advertising, marketing, direct mail and publicity	390	-	390	240
<b>Total expenditure on raising funds</b>	<b>2,210</b>	<b>4,060</b>	<b>6,270</b>	<b>3,738</b>
	-	-	-	-
Counselling fees & admin	-	27,110	27,110	16,847
Support costs	-	-	-	833
Governance	-	591	591	544
<b>Total expenditure on charitable activities</b>	<b>-</b>	<b>27,701</b>	<b>27,701</b>	<b>18,224</b>
<b>Other</b>				
Stock held last year - expended immediately this year	-	142	142	-
<b>Total</b>	<b>-</b>	<b>142</b>	<b>142</b>	<b>-</b>
<b>Total Resources Expended</b>	<b>2,210</b>	<b>31,903</b>	<b>34,114</b>	<b>21,962</b>

### Note 10: Independent Examiner Fees

There have not been any charges to date in any year to date. This is not to say that there will not be charges in the future.

### Note 18: Stock

The charity does not normally hold any stock. Any therapy or publicity materials ordered are distributed for use immediately. However, we did have an insignificant amount of leaflets just received at the end of the prior year (see Note 6). These were distributed immediately at the start of this year.

## Notes to the Financial Statements for the Year Ended 31 July 2020 ..... cont'd

<b>Note 19: Debtors and Prepayments</b>	<b>This year</b>	<b>Last year</b>
	<b>£</b>	<b>£</b>
<b>Trade debtors</b> (Seaford Head School July)	735	405
Prepayments and accrued income		
Other debtors		
<b>Total</b>	<u>735</u>	<u>405</u>

<b>Note 20: Analysis of creditors</b>	<b>Amounts falling due within one year</b>	
	<b>This year</b>	<b>Last year</b>
	<b>£</b>	<b>£</b>
Trade creditors (Counsellor invoices July 2020)	2,885	-
Other creditors	-	-
<b>Total</b>	<u>2,885</u>	<u>-</u>

<b>Note 24: Cash at bank and in hand</b>	<b>This year</b>	<b>Last year</b>
	<b>£</b>	<b>£</b>
Short term deposits	-	-
Cash at bank and on hand	40,004	29,630
Other	-	-
<b>Total</b>	<u>40,004</u>	<u>29,630</u>