



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 04 2022	To	30 03 2023

Section A Reference and administration details

Charity name Winchester Pregnancy Crisis Centre

Other names charity is known by WPCC

Registered charity number (if any) 1179212

Charity's principal address Bradbury House

Durngate Place

Winchester

Postcode

SO23 8DX

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Catherine Redgrave	Chair		
2	Hannah Scott			
3	Henrik Steinbrecher	Treasurer		
4	Janet Crick			
5	Steve Chick			
6				
7				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Mandy Cummings – Counselling Lead (01/05/21)
Amy Paterson – Centre Manager (01/07/21)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust deed
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Interested parties can apply to be trustees, are interviewed and then are elected by the board of trustees.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The operational structure implemented in 2021 has been in operation for the last two years, with a new centre manager working for 10 hours per week and a counselling lead working for 1 hour per week with up to 5 hrs per week on a claims basis. This could include counselling as well as additional work as the counselling lead.

This structure has enabled the continued development of digital systems for counselling records and data collection, to comply with GDPR advice and policies (using SharePoint and TEAMS).

Roles undertaken by trustees include safeguarding, data protection and treasurer. We have secured an External Data Protection Officer.

A new organisational chart has been adopted to reflect the changes in staff and roles.

From the end of May 23 both counselling lead and centre manager roles are vacant and trustees have agreed that the centre administrator will undertake the majority of operational activities for the centre, with the support and oversight of the Chair of Trustees, and that the advisers would collaborate to ensure clients are allocated appropriately, with support and oversight from their supervisor.

The management structure of the centre and potential recruitment to vacant posts will be considered by the trustees and implemented over the next few months.

The in-year deficit will be mitigated by not replacing the 2 key leadership personnel for the initial few months of the next financial year.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

1. The preservation and protection of women's health by the provision of counselling and assistance to women, their partners and families who are suffering from any physical or mental illness, distress or poverty during or as a result of unplanned pregnancy or following an abortion, miscarriage, cot death, still birth or loss of a child.

2. The advancement of education in the subject of pregnancy and the termination of pregnancy and into the effects thereof upon women and

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

<p>their partners whether physical, medical or psychological.</p> <p>3. The promotion of such other purposes which are deemed to be charitable within the laws of England and Wales which may conveniently be carried on in connection with the above objects.</p>
<p>Counselling: the charity provides free face to face counselling. There is no limit on the number of sessions a client can receive.</p> <p>Pregnancy support: this may be provided for clients who request it, who have previously used the counselling service, when they are going through a new pregnancy and may be anxious due to their earlier experiences.</p> <p>Information service: Email response and signposting for those requiring information or support but who are not in the local area.</p> <p>The trustees referred to and considered the guidance document 'Public benefit: the public benefit requirement (PB1)' when reviewing the objects of the charity as part of the application for the change to a CIO.</p>

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

<p>Advisers are able to claim £30 per hour of face-to-face counselling. Some Advisers opt to do the counselling on a voluntary basis.</p> <p>The Counselling Lead is able to carry a counselling caseload as required.</p> <p>Volunteers carry out a range of roles for the charity including:</p> <ul style="list-style-type: none"> • Counselling • Organisation of fundraising events • Operational support and oversight • Governance <p>There are also a number of supporters who:</p> <ul style="list-style-type: none"> • Donate money on a regular basis • Attend fundraising events • Undertake sponsored events to raise money • Attend prayer meetings to support the work

Summary of the main achievements of the charity during the year

There has been a centre to support women facing crisis pregnancy, post abortion and pregnancy loss in Winchester since 1997.

During 2022/23 the operational structure instigated in 21/22 continued and has led to significant development of policies, systems and processes, specifically the digital record keeping of counselling notes (see section B).

The charity has continued to secure additional grants from external sources including:

- National Emergencies Trust - £3655
- Albert Hunt Trust - £1000
- Tesco Community Grants - £1125 (75% of grant)
- Winchester City Council - £990

Total: £6770

We have continued to benefit from generous monetary gifts and sponsored events over the year.

Financial Year: 2022 – 2023

Income £27,403.49

Expenditure £30,087.93

Charity balance: £11,902.45

Annual expenditure has increased by £2730.57. This is less than the budgeted increase of £10,488 which was the expected increase in staff wages reflecting the new staffing structure. The reduction in counselling lead hours from 6 per week to 1 per week is the reason for the difference in the actual increase against the budgeted increase.

Income is £4725.32 higher than the previous year, which is due primarily to the successful crowdfunding and match-funding event that totalled over £7000.

The match-funding was used to re-furbish the office and counselling space and provide additional IT equipment for the advisers to use.

Advisors continue to see clients either face-to-face or in virtual counselling sessions.

We have received 36 new enquiries, of which 25 continued for at least 1 session of counselling. We provided 196 hours of counselling and 202 hours of admin linked to counselling.

The centre's objectives over the next 3 years (2022 – 2025) are:

1. Advice and counselling

To provide a free, face to face counselling service, that supports clients through times of pregnancy crisis.

2. Education

To provide appropriate, and up to date resources, both online and through other means, that enables clients to make informed decisions.

3. Financial

To scale and administer resources appropriately to achieve the vision of WPCC.

Section D

Achievements and performance

4. Training

Develop the skills of all personnel and advisers in line with the needs of clients

5. Digital and Data Transformation

Ensure consistency of operational resources, supporting reporting requirements and GDPR compliance.

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees have agreed that the minimum reserves that should be held covers 3 months of rent and staff payment (approx. £4200).

At the end of the 2022/23 financial year the charity's reserves were £11,902

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

2022/23 financial year:

Regular supporters (monthly giving) - £795 x 12 = £9540

Total donations – £3190

Total gifts in kind – £2600

Total gift aid recovered – £2428

Fundraising – £7944 (includes £3655 National Emergencies Trust match-funding)

Total grants – £6770

Other - £192

We give regularly to Pregnancy Centres' Network – £100 per month

Money spent on:

Wages – £12,129

Counselling and supervision – £6761 (including £2302 gift in kind)

Whilst we are aware that the monthly giving does not cover our monthly expenditure, we have been successful in securing funds through gifts, grants and fundraising events over the last year. We have also benefitted from 'funds in kind'. We recognise that we need to increase our monthly income and look to reduce costs where possible, such as through the change of room used reducing our rent by £50 per month.

The centre is well placed to provide a service for an increasing number of clients and will continue to prioritise increasing the number of monthly supporters who give financially to the charity, the support of local churches, grant-funding and fundraising events, in order to maintain the centre's long-term sustainability.

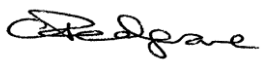
Section F	Other optional information
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Section G	Declaration
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The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Catherine Redgrave	
Position (eg Secretary, Chair, etc)	Chair of Trustees	
Date	29/06/23	

WPCC AIM FINANCIAL REPORT 29 June 2023 (for financial year 2022/23)

GENERAL COMMENTS

The Charity continues to manage its finances in a responsible manner with annual budget setting and monthly review of cash flow and operating expenses.

One of the Trustees takes on the responsibility of Treasurer.

The Charity Administrator manages the day to day running of income and expenses under guidance of the centre manager and the Treasurer.

Expenses and timesheets are checked and signed off by the appropriate line manager

Expenses are dual signed off online in the bank account before payment.

The charity has continued to operate at a negative run monthly rate throughout the year and the trustees keep a constant eye on managing funds appropriately as well as drawing back on expenditure as required.

THANKFULNESS

The charity obtains most of its income from the generous donations and gifts from individuals and from 2 churches within Winchester. We are extremely thankful and grateful for the ongoing support that is regularly given.

The charity also manages to secure a few grants obtained after competitive applications.

A few fund raising activities also supplement the income every year.

We are grateful to one counsellor providing counselling as a Gift in Kind and funding their own ongoing training in a similar way.

We are also grateful for the Specific marketing costs of £1500 that were given as a Gift in Kind

Grants have been secured from a number of sources this year.

Fundraising income was healthy.

The Quiz Night raised £440

A Crowdfunding initiative raised £3700 from individual donors and this was matched to over £7000 this year.

CHALLENGES

The charity faces significant operational cost challenges when all personnel are in post and counsellors are at capacity. Sustaining and increasing income during a time of persistent economic instability and recession is an ongoing difficulty.

SUMMARY

The work of WPCC continues to provide essential support according to its aims and vision. Costs of providing this support outstrip income and the charity continues to operate with a significant element of Faith and trust in God that what is needed will be provided for.

My thanks goes to Jo McGrath who administers much of the work relating to the accounts.

Henrik Steinbrecher
Trustee and Treasurer WPCC

ACCOUNTS:

£

Cash at beginning of the year (April 2022) 14586.89

Cash at end of the year (March 2023) 11902.45

DEFICIT in YEAR 2684.44

INCOME:22/23

3115	Grant Funding	
	one off gift aided	
83.26	one off non gift aided	
6840	regular gift aided (Guarantee)	
2700	regular non gift aided (Guarantee) = Hope church, Vineyard church	
2302.5	Gift in Kind	Counselling
297.6	GIFT in kind	training
7943.93	Fund raising	
2428.75	Gift aid recovery	
1692.45	OTHER	
TOTAL	27403.49	

EXPENSES:22/23

	Business expenses	
-418.3	insurance - PUBLIC LIABILITY	
-230.28	insurance - EMPLOYER LIABILITY	
-490.8	internet services	
-144	website	
-2659.01	office	
-2650	rent premises	
-364.79	telephone	
0	travel	
-126.73	Marketing	
-1500	SPECIFIC Marketing (IN KIND)	
	Wages	
-4381.12	Admininstrator	
-6600	Centre manager	
-1148	counselling Lead	
-738.8	HMRC	
-10	Communities First	
	Charity	
0	Conferences	
	Counselling	
-360	A	
-1710	B	
-844	C	
-2302.5	D (IN KIND)	
-1545	Supervision	
-1378	PCN	
-60	Training	
-129	"31:8	
-297.6	(IN KIND) training	
TOTAL	-30087.93	

H Steinbrecher 29 June 2023

Independent Examiner's Report to follow...