



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 04 2023	To	30 03 2024

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		(01/04/23 – 29/06/23)	
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 (left 30/04/23)

Amy Paterson – Centre Manager (left 12/05/23)

Jo McGrath – Acting Centre Manager (13/05/23) and Administrator

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.

Following the departure of the counselling lead and the centre manager at the end of May 2023 the trustees decided to proceed with the administrator acting up with the support and oversight of the Chair of Trustees, while a decision was made about the leadership structure going forward. The advisers have collaborated to ensure clients are allocated appropriately, with support and oversight from their supervisor.

It has been decided that a centre manager was the priority appointment and Expressions of Interest are being sought.

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

The treasurer is stepping down as a trustee from August 2024 and so additional trustees need to be sought.

There was an in-year surplus of £2,974.56 due to the 2 staff vacancies.

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 their partners whether physical, medical or psychological.

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.

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)

Counselling: the charity provides free face to face counselling. There is no limit on the number of sessions a client can receive.

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.

Information service: Email response and signposting for those requiring information or support but who are not in the local area.

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.

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.

Advisers are able to claim £30 per hour of face-to-face counselling. Some Advisers opt to do the counselling on a voluntary basis.

The Counselling Lead is able to carry a counselling caseload as required.

Volunteers carry out a range of roles for the charity including:

- Counselling
- Organisation of fundraising events
- Operational support and oversight
- Governance

There are also a number of supporters who:

- 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 2023/24 the operational structure was reduced due to key staff leaving the charity. (see section B).

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

- Winchester Round Table - £1000
- Hampshire County Council grant - £500
- Tesco - £375

Total: £1875

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

Financial Year: 2023 – 2024

Income £20,842.52

Expenditure £17,867.92

Charity balance: £14,877.01

Annual expenditure is lower than budgeted for; this is because the centre manager and counselling lead posts are still vacant.

Income is £4,192.52 higher than budgeted for, which is due primarily to a very generous gift over £4,300 from a client.

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

The centre's objectives over the next year (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.

4. Training

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

5. Digital and Data Transformation

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

Objectives 1, 3, 4 and 5 have been maintained over the last year. Objective 2 has not been possible in the absence of a centre manager or counselling lead.

Section D

Achievements and performance

We have received 19 new enquiries, of which 11 continued for at least 1 session of counselling. We provided 106 hours of counselling and 111 hours of admin linked to counselling. This is a reduction in enquires and hours of counselling compared to 22/23 due to the counselling lead leaving and one of the advisors taking 6 months leave. This meant our capacity was reduced and therefore we didn't advertise widely for new clients. The majority of clients found us through our website.

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 2023/24 financial year the charity's reserves were £14,877.01

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.

2023/24 financial year:
Regular supporters (monthly giving) - £795 x 12 = £9540
One off gift - £4379.25
Total gifts in kind - £1275
Total gift aid recovered – £1696
Total grants received – £1875
Fundraising and Just Giving – £1613

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

Money spent on:
Wages – £7681
Counselling and supervision – £4419 (including £1275 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**

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	20/07/24	

**WPCC Finance report for AIM.
April 2023 – end March 2024**

(H Steinbrecher , Treasurer, 6 June 2024)

GENERAL COMMENTS

The Charity has continued 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 (H Steinbrecher) takes on the responsibility of Treasurer.

The Charity Administrator (Jo McGrath) manages the day to day running of income and expenses under guidance of the centre manager and the Treasurer, although WPCC has been without a centre manager for much of the year.

Expenses and timesheets are checked and signed off by the appropriate line manager, and for much of the year this has been done by the Administrator and Treasurer who dual -sign them off online in the bank account before payment.

This year has been particularly challenging from a budgeting and operational perspective for the following reasons:

- The centre manager handed in their notice during the year and has to date not yet been replaced meaning the checking and signing off has been done by the Treasurer and / or the Chair of trustees
- The administrator has taken on much of the work of the centre manager aided by the Chair of trustees and one other of the trustees for certain activities (the latter mainly to do with counselling activity)
- Due to uncertainty about future direction and employment of personnel a new budget for the year 2425 was not put in place by the end of the financial year 2324. A provisional budget was put in place in June 2024.

The charity has continued to operate at a negative run monthly rate throughout some of the year despite not having to fund 2 salaries (but as a result increasing the salary of the administrator temporarily for the extra work done). The overall surplus for the year, however was £2974.56 due to significantly reduced staffing costs.

Trustees keep a constant eye on managing funds appropriately as well as drawing back on expenditure as required.

THANKFULNESS

The charity continues to obtain most of its income from the generous donations and gifts of 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, the details can be seen below in the table.

A few fund raising activities also supplemented the income during year.

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

CHALLENGES

The charity faces significant operational cost challenges should all personnel be in post and counsellors at capacity. Sustaining and increasing income during a time of persistent economic and political instability will be an ongoing difficulty.

The charity still faces an existential challenge with introducing the work to new generations of individuals and recruiting operational support.

SUMMARY

The work of WPCC continues to provide essential support according to its aims and vision. Costs of providing this support generally outstrip income although for much of the year this has been less due to a much reduced paid workforce.

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 continues to administer much of the work relating to the accounts and to Catherine Redgrave who is Chairing the Trustees and Charity through a difficult period.

Henrik Steinbrecher
Trustee and Treasurer WPCC

FINANCIAL SUMMARY

CASH BROUGHT FORWARD	£11902.45
INCOME	£20842.52
EXPENSES	-£17867.96

(INCOME – EXPENSES £2974.56)

CASH CARRIED FORWARD	£14877.01
OTHER FINANCIAL ASSETS	0

OTHER ASSETS (non 'valued') = Office furniture, computers, sundries) = ESTIMATE £5000.00

INCOME

Grant Funding	ongoing grant applications May 23 £1000 WTC Community July 23 £500. HCC grant Oct 23 £375. Ground work UK	1954.25
Donations		
	one off gift	0
	one off gifts non gift aided	4300.00
	regular gift aided (Guarantee)	6940.00
	regular non gift aided (Guarantee)	2700.00
Gift in Kind	Counselling	1275.00
Fund raising		1612.71
Gift aid	realised	1696.03
recovery	(@25%)	
Other		364.53
TOTAL		20842.52
INCOME		

EXPENSES

Business expenses

insurance -	PUBLIC LIABILITY tower gate ,	-455.24
insurance -	employer liability.	-244.55
internet		-144.00
services		
ICO	ICO DATA PROTECTION	-35.00
office		-364.28
rent	to Trinity Centre	-2400.00
	monthly line rental , TEAMS	-141.49
telephone	licence	

travel	0
Wages	
Admin	-6250.12
Centre mgr	-847.50
counsellingcounselling lead	0
HMRCpaye	-583.30
31:8 membership (previously CCPAS)	-145.00
community first	-10.00
Pastoral care UK	-107.00
Charity Donations	0
Conferences Annual PCN conference	0
Counselling	
1(A)	-1050.00
2(B)	-450.00
3(C)	-244.00
	-1275.00
4(D) (IN KIND)	
Supervision	-1400.00
Marketing	-72.68
PCN	-1500.00
Training	ANNUAL TRAINING BUDGET = -30.00
	mandatory training / yr -118.80
TOTAL EXPENSES	-17867.96