

Worthing Counselling Centre

England & Wales · Charity number 1181141

Details

Other names	OFFINGTON COUNSELLING SERVICE, WORTHING COUNSELLING CENTRE
Status	Registered
Legal form	CIO
Registered	2018-12-12
Register	View on the Charity Commission register

Contact

Address Worthing Counselling Centre
47 South Street
Tarring
Worthing
West Sussex
BN14 7LU

Phone 01903212275

Email info@worthingcounsellingcentre.org

Website worthingcounsellingcentre.org

Activities

Objects: COUNSELLING FOR THE RELIEF OF PEOPLE IN NEED, HARDSHIP AND DISTRESS CAUSED BY MENTAL OR PHYSICAL ILL-HEALTH OR BY SOCIAL OR ECONOMIC CIRCUMSTANCES BY ESTABLISHING, MAINTAINING AND DEVELOPING A SERVICE FOR THE PROVISION OF COUNSELLING AND PRACTICAL ADVICE

Activities: We are a generalist counseling service, open to all, providing support to the community of Worthing.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** The Advancement Of Health Or Saving Of Lives
- **Who:** The General Public/mankind

Geography

- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£114,578	£90,098	-	-
2024-03-31	£101,431	£86,634	-	-
2023-03-31	£64,951	£77,963	-	-
2022-03-31	£75,909	£78,206	-	-
2021-03-31	£86,157	£70,085	-	-

Trustees

Name	Role	Appointed
Anne Margaret Garbutt		2023-06-29
Birgit Woolley		2024-09-02
DEBRA SCHNEIDER		2023-01-07
Joseph James Saville		2020-07-09
Mrs Corinne Samaras		2018-11-08
Rachel Nicola Misra		2025-10-16

Worthing Counselling Centre

England & Wales - Charity number 1181141

Accounts

Annual Report 2024/2025

WORTHING COUNSELLING CENTRE



Annual Report for the financial year ended March 2025

2024 - 2025 ANNUAL REPORT

INTRODUCTION

Worthing Counselling Centre was originally set up in 1983. It has changed its name and constitution but still maintains the same ethics and professional standards, with the same charitable objectives.

Worthing Counselling Centre (WCC) is a Charitable Incorporated Organisation (CIO) and as such the Trustees must apply the income of the Charity in furthering the following objectives: Counselling for the relief of people in need, hardship and distress caused by mental or physical ill health or by social or economic circumstances by establishing, maintaining and developing a service for the provision of counselling and practical advice. This has been achieved by:

- Providing 2,200 sessions for 173 clients during the financial year.
- We have continued to provide a professional supportive environment for counsellors offering supervision levels in line with British Association of Counselling and Psychotherapy (BACP).

REVIEW OF THE YEAR

2025 was a period of settling into our new premises and building community networks in the local areas. It was a very positive move and strengthened our already supportive organisation.

Funding received from Victoria Road Surgery and MIND gave some stability moving into 2025-2026. This along with the new pricing structure has continued to remove some of the initial financial challenges. However, other local counselling charities continue to struggle financially and WCC is no exception. We have continued to monitor our fee structure and take up of sessions at the various levels of the pricing structure. The new structure is now embedded and accepted by both counsellors and clients.

Our long-term aim is to be able to offer free or very low-cost sessions to some sectors of the community, and we hope to work towards this over the coming years.

Funding bids have become increasingly difficult to win, and this continues to be reviewed as the charity receives no external funding. We did achieve a bid with the Albert Trust to be part of a partnership project with a local charity Andy's Angels. This was an innovative project combining specialist bereavement counselling for adults and bespoke therapeutic creative sessions for children. We worked with local creatives who ran the creative spaces. The project was completed at the end of July 2025 and was very successful. Both the

counsellors, clients and Andy's Angels reported that they had gained significantly from this project.

WCC continues to support trainee counsellors, who in turn support WCC. The aim is to reach and support as many areas of the community as we are able.

Contract income enables us to offer subsidised counselling for those in need. We have several clients for whom we offer a counselling Employee Assistance Programme. In the period of April 2024 to March 2025 WCC carried out 596 contract sessions.

PEOPLE

Trustees

The trustees have operated as a strategic cohesive team and continue to be ambitious for the organisation but also recognising the risks faced by charities.

We have been fortunate to have retained our new trustees and are currently working to strengthen our board by recruiting trustees with specific skills.

Supervision

We continue to offer a very high standard of clinical supervision to the organisation.

Bereavement Training

We were able to secure funding for the staff team who were directly involved in the Andy's Angels project to have bereavement training for the project. This was extremely well received and proved essential to the work during the project. This has also meant that we have counsellors who now have some specialism in this area long term.

We are hoping to have some further training for working with Neurodivergent people as we are experiencing a significant rise in referrals from this client group.

We are exploring the possibility of offering couples counselling in the near future and we will be applying for bids in order to fund the specialist training necessary to offer this service.

FINANCIAL REVIEW

WCC have made a surplus for the year of £23,814; restricted funds of £42,250 were utilised during the year. This was above the budgeted surplus of £1,522.

WCC has reserves at the end of the year of £52,505, being £97 in restricted funds and £52,408 in unrestricted funds.

Our policy for reserves is under review with the intention to hold 3 months as an operating reserve. At March 2025 £49,159 was held in the bank.

Donations

We have received donations from:

The Albert Hunt Foundation donated £4,000 for a project carried out alongside another charity to deal with grief counselling for families.

Donations from private individuals and local organisations totalling £5,529.

CLOSING REMARKS

Although WCC continues to face financial challenges we are determined to provide the best service to our local community with compassion and professionalism. Whilst looking for new partnerships and ways to increase, and improve, our offering and reach we hope to gain the financial stability to ensure the service is secure for years to come.

Thank you to Emma Castledine, CEO, the team of supervisors and counsellors for your support during the last year, and many thanks to my fellow trustees for your continuing support and enthusiasm.



Debra Schneider

Chair of Trustees

Appendix 1

Details of the Service

Headquarters
Worthing Counselling Centre
47 South Street
Tarring
Worthing BN14 7LU

Contact Details

Telephone: 01903 212275 and 07565 546604
E-mail: info@worthingcounsellingcentre.org
Website: www.worthingcounsellingcentre.org

Board of Trustees

Debra Schneider Chair
Corrine Samaras
Joseph Saville
Anne Garbutt
Birgit Woolley
Rachel Misra

Charity Registration Number 1181141

Report to the trustees on my examination of the accounts for the year ended 31 March 2025.

Responsibilities and basis of report: As the charity 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.

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:

- Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- The accounts do not accord with those records; or
- The accounts 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 the 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.

Signed and Dated: _____

Joel Goacher
37 Grafton Gardens
Sompting
West Sussex
BN15 9SP



WORTHING COUNSELLING CENTRE
Charity no 1181141

Statement of Financial Activities for the year ending 31 March 25

	2024/25	Other	Total	2023/24
Counselling Income				
Client Income	57,430			55,273
Contract	3,800			5,460
Restricted Funds Projects Delivered		42,250		0
	61,230	42,250	103,480	60,733
Other Income				
Misc - key fobs	0			76
Bank Interest	172			288
DBS	98			220
Student Supervision Receipts	1,299			280
Grant Income		4,000		38,250
Donations		300		0
Donations		5,229		1,584
	1,569	9,529	11,098	40,698
Expenditure				
All Counselling Costs				
Contract	1,464			406
Counselling	7,304			7,529
Initial Consultation	1,020			940
Supervisors	12,005			13,200
Annual Leave	834			955
Associate Counsellor	3,780			2,850
All Payments to Counsellors	26,407	0	26,407	25,880
Management Costs				
Head of Clinical Services	22,230			22,230
Systems Co-ordinator	0			1,626
Administration	10,781			11,069
Pension Costs	1,029			973
Total Management Expenditure	34,040	0	34,040	35,898
Bank Charges	161			0
BID Expenditure		7,200		0
DBS Safety Checks	493			313
IT Equipment				3,695
Head of Clinical Services Supervision	450			3,394
Insurance	692			825
Marketing & Publicity Costs	0			616
Misc/Audit/Leaving Gifts/Travel	376			0
Misc refund	0			0
Panda doc	0			0
Payroll	1,019			1,027
Photocopying, Printing & Stationery	612			670
Postage	0			0
Subscriptions	53			402
Telephone	1,076			673
Training Costs		3,750		0
Utilities	975			0
Rent	9,079			8,304
Website & It running costs	3,715			3,305
Total of Operating Expenses	18,701	10,950	29,651	23,224
TOTAL EXPENDITURE	79,148	10,950	90,098	85,002
Surplus/Deficit (-)	(16,349)	40,829	24,480	16,429

Balance b/f	27,928	38,347	66,275
SOFA	24,480	(38,250)	(13,770)
Transfers	0	0	0
Balance c/f	<u>52,408</u>	<u>97</u>	<u>52,505</u>

Notes

Notes 1 - Grants received in 2024/25	4,000	Albert Hunt - Andy's Angels Project
	<u>4,000</u>	

Note 3 - related parties

There were no trustee of other related party transactions or remuneration payments in 2024/25

Balance Sheet as at 31 March 2025

	2024/25	2023/24
Current Assets		
Cash at Bank	49,159	67,032
Debtor	4,030	540
Liabilities		
Other Creditor	(685)	(1,000)
Rent Creditor	0	(297)
Total Assets Less Liabilities	<u>52,505</u>	<u>66,275</u>
The Funds of the Charity		
Restricted Funds:-	97	38,347
Unrestricted Funds:-	<u>52,408</u>	<u>27,928</u>
	<u>52,505</u>	<u>66,275</u>

Reconciliation of The Funds of the Charity				
	2023/24	Income	Expenditure	2024/25
Restricted Funds total				
MIND	16,250		(16,250)	0
Victoria Road Surgery	22,000		(22,000)	0
Library	97			97
Albert Hunt - Andy's Angels Project	0	4,000	(4,000)	0
Restricted Funds total	38,347	4,000	(42,250)	97
Unrestricted Funds				
General	27,928	(300)	300	27,928
Donations	0	0	0	0
Donation - Time Out Fostering	0	300	(300)	0
Profit and Loss	0	114,578	(90,098)	24,480
	27,928	114,578	(90,098)	52,408
Total Funds	66,275	118,578	(132,348)	52,505

Signed By
Chairperson

D. Schneider

Treasurer

D. Schneider

Examined By

J. Gracher

Date

30/01/2026

Worthing Counselling Centre

England & Wales - Charity number 1181141

Accounts

Annual Report 2023/2024

WORTHING COUNSELLING CENTRE



Annual Report for the financial year ended March 2024

2023 - 2024 ANNUAL REPORT

INTRODUCTION

Worthing Counselling Centre was originally set up in 1983. It has changed its name and constitution but still maintains the same ethics and professional standards, with the same charitable objectives.

Worthing Counselling Centre (WCC) is a Charitable Incorporated Organisation (CIO) and as such the Trustees must apply the income of the Charity in furthering the following objectives: Counselling for the relief of people in need, hardship and distress caused by mental or physical ill health or by social or economic circumstances by establishing, maintaining and developing a service for the provision of counselling and practical advice. This has been achieved by:

- Providing 2,290 sessions for 127 clients during the financial year.
- We have continued to provide a professional supportive environment for counsellors offering supervision levels in line with British Association of Counselling and Psychotherapy (BACP).

REVIEW OF THE YEAR

For Worthing Counselling Centre (WCC) 2023 to 2024 has been a year of change. A number of trustees retired most after serving many years for the charity. New trustees joined and carried out a review of the Charity and the community we serve.

The demographics have changed since Covid with many counselling services struggling to survive. The trustees decided to meet this challenge head on and take some tough decisions. A new pricing structure was introduced in 2024 which should enable the Charity to continue providing low-cost counselling for a set length of time without the need to provide proof of need, which can be a barrier to asking for help.

The service is continuing to offer a more flexible service with Zoom and telephone counselling included in our offer. Our offices at South Downs Leisure's (SDL) Field Place have been a good match for us and we have built a long-lasting partnership. Due to meeting the increasing demand for counselling in Worthing and surrounding areas we found we had insufficient counselling space at Field Place and were also using the Friends Meeting Place in Worthing. We located a space that would meet our needs and were involved in lengthy negotiations to secure the accommodation. We are pleased to report that we moved into our new Premises at 47 South Street Tarring in September 2024. This is a purpose-built unit for a small counselling service. We feel very fortunate to have secured this and are looking

forward to building some new partnerships and relationships with West Worthing Baptist Church and the other organisation they support. Since September 2024 we have been able to carry out all sessions from one building. While we will miss the beautiful Field Place, we will have a place to call home.

WCC continues to support trainee counsellors, who in turn support WCC. The aim is to reach and support as many areas of the community as we are able.

Contract income enables us to offer subsidised counselling for those in need. We have several clients for whom we offer a counselling Employee Assistance Programme. In the period of March 2023 March 2024 WCC carried out 263 contract sessions.

PEOPLE

Trustees

The trustees have operated as a strategic cohesive team and continue to be ambitious for the organisation but also recognising the risks faced by charities.

A number of trustees retired. New trustees joined and carried out a review of the Charity and the community we serve.

We have recruited 2 new trustees Anne Garbutt and Debra Schneider. Debra became Chair of Trustees in December 2023.

We have advertised for trustees who may want to join our team in 2024.

Supervision

We continue to offer a very high standard of clinical supervision to the organisation. We have recruited another experienced and highly skilled supervisor to join the team, and this will enable us to meet demand and increase our offer.

Neurodivergent Training

We were able to secure funding for the staff team to have further Neurodivergent Affirming Training by a Neurodivergent trainer. We are aware that the numbers of Neurodivergent clients are increasing, and we want to ensure that our service continues to be more accessible for this client group. All staff were able to access the training, and this is an area we will continue to develop. This training also enabled us to continue to offer counselling, in partnership with West Sussex Mind, for their neurodivergent clients.

25 counsellors reported that they are confident and competent in offering a tailored approach to support neurodivergent young people. They gave written feedback to the service regarding the

impact. We are developing this knowledge as an organisation and are working to become a neurodivergent competent organisation.

We were able to offer free counselling for 21 young neurodivergent people in partnership with Mind. We use a clinical measure CORE OM to assess our clients progress and an exit interview at the end of therapy. We create a report using this data. We send anonymous feedback forms to enable clients to share their experiences. The feedback from the clients was recorded. We have had consistent positive feedback from the young people we have supported and, not only are people emerging from crisis situations, they are also reporting to 'feel better'. Many young people have made significant changes to their lives in a short time and having access to one impartial consistent person has been really valuable to them. Many of the young people would have liked more time allocated to them but they felt truly listened to without judgement.

We also secured another year of funding from the National Lottery to continue this work in Partnership with Mind and again hope to offer free places for over 20 young neurodivergent people.

FINANCIAL REVIEW

WCC have made a surplus of £14,796 for the year, this was above the budgeted deficit. Once last year's the level of deficit was noted, the service was reviewed and measures put in place to bring the finances back under control. These measures have been implemented during the 2024-2025 financial year so the effects will not be seen until then.

WCC has funding for the Victoria Road Surgery which will support the finances.

WCC has reserves at the end of the year of £66,276.

Our policy for reserves is under review with the intention to hold 3 months as an operating reserve which we have at the end of March 2024.

Donations

We have received donations from:

The Beckett Residents Association who raised £800 through various events they held throughout the year.

Donations from private individuals totalling £600.

A substantial donation from a local resident for patients to receive free counselling at the Victoria Road Surgery in Worthing £22,500.

CLOSING REMARKS

With new premises, a new structure and renewed enthusiasm Worthing Counselling Centre aims to secure the service for a number of years to come. Thank you to Emma Castledine, CEO, the team of supervisors and counsellors for your support during this time of change, and many thanks to my fellow trustees for coming on this journey.

A handwritten signature in black ink that reads "D. Schneider". The signature is written in a cursive style with a large initial 'D'.

Debra Schneider

Chair of Trustees

Appendix 1

Details of the Service

Headquarters
Worthing Counselling Centre
47 South Street
Tarring
Worthing BN14 7LU

Contact Details
Telephone: 01903 212275 and 07565 546604
E-mail: info@worthingcounsellingcentre.org
Website: www.worthingcounsellingcentre.org

Board of Trustees
Debra Schneider Chair
Corrine Samaras
Joseph Saville
Anne Garbutt

Charity Registration Number 1181141

Independent examiner's report to the trustees of Worthing Counselling Centre.

Charities Registration number 1181141


I report to the trustees on my examination of the accounts for the year ended 31 March 2024

Responsibilities and basis of report:-

As the charity 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or 3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts- and Reports) Regulation 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered, as part of the 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.



J. Gardner

**OFFINGTON COUNSELLING SERVICE trading as WORTHING COUNSELLING
CENTRE**
Charity no 1181141



Statement of Financial Activities for the year ending 31 March 24

	2023/24	2023/24 Restricted Funds	2023/24 Total	2022/23
Counselling Income				
Client Fees	55,273		55,273	52,940
Contract	5,460		5,460	10,189
Initial Consultations				
	<u>60,733</u>		<u>60,733</u>	<u>63,129</u>
Other Income				
Misc	76	-	76	35
Training	-	-	-	-
Interest	288	-	288	80
Student Supervision Receipts	280	-	280	1,400
DBS	220	-	220	120
Grant Income		38,250	38,250	3,529
Donations & Fundraising	1,584	-	1,584	-
	<u>2,448</u>	<u>38,250</u>	<u>40,698</u>	<u>5,163</u>
Expenditure				
All Counselling Costs				
Contract	406	-	406	3,742
Counsellors	-	7,529	7,529	7,860
Initial Consultation	940	-	940	1,590
Supervisors	5,954	7,246	13,200	11,451
Annual Leave	955	-	955	1,077
Young People Training	-	-	-	750
Associate Counsellor	2,850	-	2,850	2,850
All Payments to Counsellors	<u>11,105</u>	<u>14,775</u>	<u>25,880</u>	<u>27,820</u>
Management Costs				
Head of Clinical Services	22,230	-	22,230	21,077
Systems Co-ordinator	1,626	-	1,626	2,668
Administration	11,069	-	11,069	11,538
Grant expenditure for admin	-	-	-	-
Pension Costs	973	-	973	1,190
Total Management Expenditure	<u>35,898</u>	<u>-</u>	<u>35,898</u>	<u>36,473</u>
Bank Charges	-	-	-	-
Broadband	-	-	-	152
Covid	-	-	-	-
DBS Safety Checks	313	-	313	260
BIDs expenditure	3,695	-	3,695	-
New ICT Equipment & set up	-	3,394	3,394	-
Head of Clinical Services Supervision	825	-	825	553
Insurances	616	-	616	616
Marketing & Publicity Costs	-	-	-	-
Misc/Audit/Leaving Gifts/Travel	-	-	-	179
New office expenditure	-	-	-	240
Payroll	1,027	-	1,027	-
Photocopying, Printing & Stationery	670	-	670	552
Postage	-	-	-	-
Rental of Premises	9,936	-	9,936	9,243
Subscriptions	402	-	402	354
Telephone	673	-	673	1,077
Training Costs	-	-	-	100
Website	3,305	-	3,305	374
Total of Operating Expenses	<u>21,462</u>	<u>3,394</u>	<u>24,857</u>	<u>13,700</u>
TOTAL EXPENDITURE	<u>68,465</u>	<u>18,169</u>	<u>86,634</u>	<u>77,993</u>
Surplus/Deficit (-)	<u>- 5,285</u>	<u>20,081</u>	<u>14,796</u>	<u>- 9,701</u>

Balance b/f	33,213	18,266	51,479
SOFA	- 5,285	20,081	14,796
Transfers			-
Balance c/f	<u>27,928</u>	<u>38,347</u>	<u>66,275</u>

Notes

Notes 1 - Grants received in 2023/24	15,750	Lottery funding
	22,500	B Wooley - Vicroia Road Surgery
	<u>38,250</u>	

Note 3 - related parties

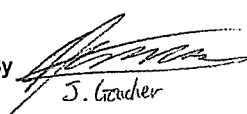
There were no trustee of other related part transactions or remuneration payments in 2023/24

Balance Sheet as at 31 Mar 2024

Current Assets	2023/24	2022/23
Cash at Bank	67,032	52,938
Debtor	540	990
Liabilities		
Rent Creditor	-1,000	-485
Other Creditor	-297	-1,670
Manual deposits		-294
Total Assets Less Liabilities	<u>66,275</u>	<u>51,479</u>
The Funds of the Charity		
Restricted Funds:-	38,347	18,266
Unrestricted Funds:-	<u>27,928</u>	<u>33,213</u>
	<u>66,276</u>	<u>51,479</u>

Reconciliation of The Funds of the Charity				
<u>Restricted Funds:-</u>	2022/23 b/f	Income	Expenditure	
Chris Boulter Bursary Fund	8,195		-8,195	0
Bursary	4,170		-4,170	0
Grants with specific allocation	3,712	38,250	-3,712	38,250
Library	96	1		97
Danielle Henderson - Family Bereavement	908		-908	0
Ian Wiseman Fund - Training	1,184		-1,184	0
Restricted Funds - Total	<u>18,266</u>	<u>38,251</u>	<u>-18,169</u>	<u>38,347</u>
<u>Unrestricted Funds:-</u>				
General	33,213	63,181	-68,465	27,928
Grants with no specific allocation	0	0		0
Unrestricted Funds - Total	<u>33,213</u>	<u>63,181</u>	<u>-68,465</u>	<u>27,928</u>
Total Funds	<u>51,479</u>	<u>101,432</u>	<u>-86,634</u>	<u>66,276</u>

Signed By
Chairperson

Examined By 
J. Goucher

Treasurer



Date

28/11/2025

Worthing Counselling Centre

England & Wales - Charity number 1181141

Accounts

Annual Report 22/23

WORTHING COUNSELLING CENTRE



Annual Report for the financial year ended March 2023

2022 - 2023 ANNUAL REPORT

INTRODUCTION

Worthing Counselling Centre was originally set up in 1983. It has changed its name and constitution but still maintains the same ethics and professional standards and with the same charitable objectives.

Worthing Counselling Centre (WCC) is a Charitable Incorporated Organisation (CIO) and as such the Trustees must apply the income of the Charity in furthering the following objectives: Counselling for the relief of people in need, hardship and distress caused by mental or physical ill health or by social or economic circumstances, by establishing, maintaining and developing a service for the provision of counselling and practical advice.

Activities performed:

- For the period April 2022 to March 2023 WCC carried out 2,278 counselling sessions.
- We have continued to provide a professional supportive environment for counsellors offering supervision levels in line with British Association of Counselling and Psychotherapy (BACP).

REVIEW OF THE YEAR

The service is continuing to offer a more flexible service with Zoom and telephone counselling included in our offer. Our offices at South Downs Leisure's (SDL) Field Place are a good match for us and fit well with their wellbeing programme at this venue. However, we often have insufficient counselling space at Field Place and are now also using the Friends Meeting Place in Worthing to meet increasing demand. We recognise that it would be difficult to have all our ideal accommodation needs met with our very specific requirements, and within our financial constraints, but they remain on our wish list. We continue to be proactive and consider any potential opportunities.

Contract income enables us to offer subsidised counselling for those in need. We have several clients for whom we offer a counselling Employee Assistance Programme. In the period April 2022 to March 2023 WCC carried out 263 contract sessions.

We have also continued to work closely with West Sussex MIND and developed a strong ongoing professional partnership. In addition, the Head of Service, Emma Castledine, has provided consultation work for MIND.

The main focus this year has been on operational issues. We have had challenges in securing a new IT system but we have now successfully begun this process and the impact upon our operational efficiency is already apparent. We will continue to develop this system and are

working to ensure that we have the system we need. Training for all staff is being rolled out over the next few months.

PEOPLE

Trustees

The trustees have operated as a strategic cohesive team and continue to be ambitious for the organisation but also recognising the risks faced by charities.

Jack Delbridge was a trustee for seven years and stepped down as a trustee due to poor health in 20/21. He has since sadly passed away.

Paula Spencer-Snell stepped down as a trustee. She made a valuable contribution with her social media and website expertise. She was very proactive and we are fortunate that she is still available to assist us from time to time.

Chris Corin stepped down as a trustee in December 2023, and has now retired from his longstanding duties at Worthing Counselling Centre

Chrissy Ryder, who was the Chair of Trustees, also resigned in September 2023 after being with the organisation as both Treasurer and latterly Chair.

Julia Foster, another longstanding trustee, has resigned due to family commitments after giving more than ten years to the organisation.

We have recruited three new trustees Anne Garbutt, Pippa Walcott and Debra Schneider. Debra became Chair of Trustees in December 2023.

We have advertised for additional trustees who may want to join our team in 2024.

Supervision and training

Annette Quinn and Jane Dale continue to offer a very high standard of clinical supervision to the organisation. We are looking to recruit another supervisor to join the team, but the existing supervisors have capacity to fill the gap until we find a suitable replacement.

Neurodivergent training

We were able to secure funding for the staff team to have Neurodivergent Affirming Training by an Autistic trainer and specialist Jodie Isitt. We are aware that the numbers of Neurodivergent clients are increasing and wanted to ensure that our service was more accessible for this client group. All staff were able to access the training, and this is an area we will continue to develop. This training also enabled us to offer counselling, in partnership with West Sussex Mind, for their neurodivergent clients.

25 counsellors reported that they are confident and competent in offering a tailored approach to support neurodivergent young people. They gave written feedback to the service

regarding the impact. We are developing this knowledge as an organisation and are working to become a neurodivergent competent organisation.

Free counselling was offered for 21 young neurodivergent people in partnership with Mind. We use a clinical measure CORE OM to assess our clients progress and an exit interview at the end of therapy. We create a report using this data. We send anonymous feedback forms to enable clients to share their experiences. The feedback from the clients was recorded being consistently positive. Not only are the young people emerging from crisis situations, they are also reporting to 'feel better' . Many young people have made significant changes to their lives in a short time and having access to one impartial consistent person has been really valuable to them. Many of the young people would have liked more time allocated to them but they felt truly listened to without judgement.

We also ran one of our mandatory training sessions on using CORE within practice and Initial Consultation training sessions for counsellors who are eligible for this.

The reputable Confer organisation provided psychotherapy CPD training for our counsellors. Counsellors were able to claim 20.5 hours towards their total hours required. Thank you to Annette Quinn for putting the Confer training together, running the discussion sessions and designing the assessment documents.

FINANCIAL REVIEW

WCC have made a deficit of £13,012 for the year, this was slightly more than budgeted. WCC retains reserves at the end of the year of £51,696.

Our policy for reserves is to hold 6-12 months as an operating reserve for working capital which we have done.

Donations

South Downs Leisure kindly gave us a £500 grant donation and Broadwater Residents Association adopted us as one of their charities and gave us a donation of £741.

We raised £800 at the Broadwater Carnival in July 2023

CLOSING REMARKS

There are challenging times ahead as the mix of clients and their ability to pay has changed dramatically since the Covid pandemic, but we are confident that measures are being put in place to overcome these.

I am very grateful for all the work and commitment of our counsellors, supervisors, management team and my fellow trustees. It is the people who make WCC the fine counselling service that it is.

Debra Schneider

Chair of Trustees

Appendix 1

Details of the Service

Headquarters
Worthing Counselling Centre
Field Place Manor House,
The Boulevard,
Worthing BN13 1NP

Contact Details

Telephone: 01903 212275 and 07565 546604
E-mail: info@worthingcounsellingcentre.org
Website: www.worthingcounsellingcentre.org

Board of Trustees

Christine Ryder 2017 Treasurer from 2017 – Chair from July 2021, resigned September 2023
Chris Corin (Chair) Trustee since 1985 (Chair since 1995) stood down as Chair July 2021, resigned December 2023
Julia Foster 2013, resigned December 2023
Corrine Samaras November 2018
Joseph Saville July 2020
Paula Spencer -Snell **date appointed**, resigned September 2022
Debra Schneider June 2023, Chair from December 2023
Anne Garbutt June 2023

Charity Registration Number 1181141

Appendix 2

Counselling sessions provided by WCC

A Statistical summary

	22-23	21-22	20-21	19-20	18-19
Initial Consultation	150	120	123	90	65
Supported Counselling	1447	1349	1147	1791	1261
Bursary	274	325	187		
Full Fee Paying	144	209	113	406	690
Contract or Employer Funded	263	250	523	88	64
Total Number	2,278	2253	2093	2375	2080

Notes

1. Before 2020 Full Fee-Paying clients did not have a separate Initial Consultation, it was their first session.

**OFFINGTON COUNSELLING SERVICE trading as WORTHING COUNSELLING
CENTRE**
Charity no 1181141



Statement of Financial Activities for the year ending 31 March 23

	2022/23 Unrestricted Funds	2022/23 Restricted Funds	2022/23 Total
Counselling Income			
Client Fees	48,940		48,940
Contract	10,828		10,828
	<u>59,768</u>		<u>59,768</u>
Other Income			
Misc	35	-	35
Training	-	-	-
Interest	79	-	79
Student Supervision Receipts	1,420		1,420
DBS	120		120
Grant Income to match expenditure		2,419	2,419
Misc Recs/Donations	1,110		1,110
	<u>2,764</u>	<u>2,419</u>	<u>5,103</u>
Expenditure			
All Counselling Costs			
Contract	3,502		3,502
Counsellors	7,770		7,770
Initial Consultation	1,590		1,590
Supervisors	11,405		11,405
Annual Leave	1,077		1,077
Young People Training	750	-	750
Associate Counsellor	2,610		2,610
All Payments to Counsellors	<u>27,204</u>	<u>-</u>	<u>27,204</u>
Management Costs			
Head of Clinical Services	21,077	-	21,077
Systems Co-ordinator	2,668		2,668
Administration	11,538	-	11,538
Grant expenditure for admin		-	-
Pension Costs	1,022		1,022
Total Management Expenditure	<u>36,305</u>	<u>-</u>	<u>36,305</u>
Bank Charges	-		-
Broadband	152		152
Covid	457		457
DBS Safety Checks	260		260
Grant Expenditure		-	-
Head of Clinical Services Supervision	552		552
Insurances	616	-	616
Marketing & Publicity Costs	179		179
Misc/Audit/Leaving Gifts/Travel	226		226
New office expenditure	-		-
Payroll	457		457
Photocopying, Printing & Stationery	456		456
Postage	-		-
Rental of Premises	9,203		9,203
Subscriptions	354		354
Telephone	1,067		1,067
Training Costs	100		100
Website	374		374
Total of Operating Expenses	<u>14,454</u>	<u>-</u>	<u>14,454</u>
TOTAL EXPENDITURE	<u>77,963</u>	<u>-</u>	<u>77,963</u>
Surplus/Deficit (-)	<u>- 15,431</u>	<u>2,419</u>	<u>- 13,012</u>
Balance b/f	33,212	31,497	64,709
SOFA	- 15,431	2,419	- 13,012

Transfers	15,431	-	15,431	-	-
Balance c/f	<u>33,212</u>	<u>-</u>	<u>18,484</u>	<u>51,696</u>	<u>-</u>

Notes

Notes 1 - Grants received in 2022/23

2,419

Note 3 - related parties

There were no trustee of other related part transactions or remuneration payments in 2022/23


Balance Sheet as at 31 Mar 2023

Current Assets	2022/23	2021/22
Cash at Bank	53,577	66,288
Debtor	990	5,363
Liabilities		
HMRC	-75	-1,472
pension	-511.1	-192
Other Creditor	-614	-4,412
Rent Creditor	-1,670	-866
Total Assets Less Liabilities	<u>51,696</u>	<u>64,709</u>
The Funds of the Charity		
Restricted Funds:-	20,902	31,496
Unrestricted Funds:-	30,795	33,213
	<u>51,696</u>	<u>64,709</u>


0.00

Reconciliation of The Funds of the Charity

<u>Restricted Funds:-</u>	2021/22 b/f	Income	Expenditure	
Chris Boulter Bursary Fund	21,425		-13,012	8,413
Bursary	4,170			4,170
Grants with specific allocation	3,712	2,419	0	6,131
Library	96			96
Danielle Henderson - Family Bereavement	908			908
Ian Wiseman Fund - Training	1,184			1,184
Restricted Funds - Total	<u>31,497</u>	<u>2,419</u>	<u>-13,012</u>	<u>20,902</u>
<u>Unrestricted Funds:-</u>				
General	33,213	13,012	-15,431	30,795
Grants with no specific allocation	0	0		0
Unrestricted Funds - Total	<u>33,213</u>	<u>13,012</u>	<u>-15,431</u>	<u>30,795</u>
Total Funds	<u>64,710</u>	<u>15,431</u>	<u>-28,443</u>	<u>51,696</u>

Signed By 
 Chairperson **DEBRA SCHNEIDER**

Treasurer 
JOSEPH SAVILLE

Examined By 
J. GRACHER

Date **30/01/2024**

Independent examiner's report to the trustees of Worthing Counselling Centre.

Charities Registration number 1181141


I report to the trustees on my examination of the accounts for the year ended 31 March 2023

Responsibilities and basis of report:-

As the charity 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or 3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts- and Reports) Regulation 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered, as part of the 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.

Signed: 
Joel Goacher
37 Grogton Gardens
Sompting BN15 9 512

Worthing Counselling Centre

England & Wales - Charity number 1181141

Accounts

WORTHING COUNSELLING CENTRE



Annual Report for the financial year ended 31 March 2022

2021 - 22 ANNUAL REPORT

INTRODUCTION

Worthing Counselling Centre was originally set up in 1983. It has changed its name and constitution but still maintains the same ethics and professional standards and with the same charitable objectives.

Worthing Counselling Centre (WCC) is a Charitable Incorporated Organisation (CIO) and as such the Trustees must apply the income of the Charity in furthering the following objectives: Counselling for the relief of people in need, hardship and distress caused by mental or physical ill health or by social or economic circumstances, by establishing, maintaining and developing a service for the provision of counselling and practical advice. This we have done:-

- WCC carried out 2253 counselling sessions, which is back to pre-pandemic levels.
- We have continued to provide a professional supportive environment for counsellors offering supervision levels in line with British Association of Counselling and Psychotherapy (BACP).

REVIEW OF THE YEAR

Strategic planning remained challenging within the background of a pandemic.

Going forward, the pandemic has enabled us to work more flexibly and telephone and Zoom counselling will continue to be part of our offer. Face to face counselling within the boundaries of COVID restrictions did not resume until June 2021, so the level of activity achieved this year is a very positive outcome.

The main focus this year has been on operational issues. This included the introduction of new working practices associated with Covid and the completion of a comprehensive review and update of our policies and procedures.

Our office move to South Downs Leisure's (SDL) Field Place has worked well and has been a step forward for us. SDL use WCC for their Employee Assistance Programme (EAP) and we are good fit with their wellbeing programme. We recognise that it would be difficult to have all our ideal accommodation needs met with our very specific requirements and within our financial constraints but they remain on our wish list. We continue to be proactive and consider any potential opportunities.

Contract income enables us to offer subsidised counselling for those in need. We have several clients we offer a counselling Employee Assistance Programme. We carried out 250 contract sessions which made a valuable contribution to the charity.

We have also continued to work closely with West Sussex MIND and developed a strong ongoing professional partnership. The Head of Service, Emma Castledine has provided consultation work for MIND. This included a coproduction model of a psychoeducation course. Annette Quinn has run reflective practice groups for Guildcare and we have offered to facilitate the same formatted reflective practice for MIND.

An example of WCC meeting its objectives of providing practical advice was the young people training that Emma and Annette offered to counsellors. This was part funded by Worthing Community Chest. It was an intensive 20-hour course over 2 weekends and was extremely well received by all the counsellors who attended. It was compliant with new guidelines and framework for counselling young people.

We can now offer counselling from the age of 16. We have worked with MIND and young people to develop a specific young people leaflet and poster under the umbrella name of Express Yourself.

PEOPLE

Trustees

The trustees have operated as a strategic cohesive team and continue to be ambitious for the organisation but also recognising the risks faced by charities.

Chris Corin has stood down as Chair. He has been chair since 1995 and has been the key player calmly guiding WCC through the ups and downs of the Charity's life and ensured its continuity. His contribution cannot be overstated. He is continuing as a trustee and has kindly offered his services as minute taker for trustee meetings.

Christine Ryder is now Chair and Joseph Saville has taken over the important role of Treasurer.

Jack Delbridge and Louise Wellcome have stepped down as trustees.

Paula Spencer-Snell joined the trustee team. Her background is social media and her involvement has been invaluable. She is very proactive and has completely revamped our website. She has also set up Facebook and Instagram accounts, including a donation button facility on Facebook.

Supervisors

Ivan Thorpe has been a supervisor since 1993 and has now retired. He was also a lecturer at Northbrook College and many of our counsellors past and present were also his students. He is an iconic legend at WCC and will be missed.

Ivan's leaving party did highlight the goodwill that WCC has accumulated over the years and we want to develop this into a positive outcome by setting up a Friends of Worthing Counselling Centre group.

FINANCIAL REVIEW

Although, we have made a small operating deficit of £2,297 for the year this was anticipated and WCC is in quite a strong financial position with reserves at the end of the year of £64,709.

Our policy for reserves is to hold 6-12 months as an operating reserve for working capital which we have done.

Our normal donations streams from Moongate Gardens and Broadwater Carnival did not happen this year, hopefully donations will improve next year as activities resume to pre-pandemic levels.

CLOSING REMARKS

I am very grateful for all the work and commitment of our counsellors, supervisors, management team and my fellow trustees. It is the people who make WCC the fine counselling service that it is.

Chrissy Ryder

Chair of Trustees

Appendix 1

Details of the Service

Headquarters
Worthing Counselling Centre
Field Place Manor House,
The Boulevard,
Worthing BN13 1NP

Contact Details

Telephone: 01903 212275 and 07565 546604
E-mail: info@worthingcounsellingcentre.org
Website: www.worthingcounsellingcentre.org

Board of Trustees

Christine Ryder 2017 Treasurer from 2017 – Chair from July 2021
Chris Corin (Chair) Trustee since 1985 (Chair since 1995) stood down as Chair July 2021
Jack Delbridge 2015 stood down March 2022
Julia Foster 2013
Corrine Samaras 2018
Joseph Saville 2020
Louise Welcome 2020 stood down February 2022
Paula Spencer -Snell May 2021

Charity Registration Number 1181141

Appendix 2

Counselling sessions provided by WCC

A Statistical summary

	21-22	20-21	19-20	18-19	17-18
Initial Consultation	120	123	90	65	67
Supported Counselling	1349	1147	1791	1261	1271
Bursary	325	187			
Full Fee Paying	209	113	406	690	655
Contract or Employer Funded	250	523	88	64	27
Total Number	2253	2093	2375	2080	2033

Notes

1. Before 2020 Full Fee-Paying clients did not have a separate Initial Consultation, it was their first session.

OFFINGTON COUNSELLING SERVICE trading as WORTHING COUNSELLING CENTRE
Charity no 1181141



Statement of Financial Activities for the year ending 31 March 22

	2021/22 Unrestricted Funds	2021/22 Restricted Funds	2021/22 Total	2020/21
Counselling Income				
Client Fees	48,959		48,959	38,618
Contract	13,181		13,181	23,523
Initial Consultations				
	62,140		62,140	62,141
Other Income				
Misc	235	-	235	
Training	-		-	1,800
Interest		-		72
Student Supervision Receipts	2,060		2,060	1,000
DBS	214		214	370
Grant Income		11,160	11,160	750
Grant Income to match expenditure		-	-	
Misc Recs/Donations	100		100	20,020
Gift Aid	-			5
	2,609	11,160	13,769	24,017
Expenditure				
All Counselling Costs				
Contract	537	372	909	1,670
Counsellors	4,164	2,896	7,060	5,442
Initial Consultation	436	304	740	330
Supervisors	7,620	5,300	12,920	9,637
Annual Leave	614	428	1,042	884
Young People Training	885	615	1,500	1,080
Associate Counsellor	1,186	824	2,010	4,990
All Payments to Counsellors	15,443	10,739	26,182	24,033
Management Costs				
Head of Clinical Services	24,968	-	24,968	23,880
Systems Co-ordinator	3,014		3,014	2,748
Administration	9,516	-	9,516	8,852
Grant expenditure for admin		-	-	
Pension Costs	837		837	880
Total Management Expenditure	38,336	-	38,336	36,360
Bank Charges	30		30	69
Broadband	514		514	274
Covid	173		173	158
DBS Safety Checks	368		368	374
Grant Expenditure		421	421	97
Head of Clinical Services Supervision	198		198	825
Insurances	616	-	616	1,429
Marketing & Publicity Costs	100		100	
Misc/Audit/Leaving Gifts/Travel	923		923	318
New office expenditure	24		24	177
Payroll	1,977		1,977	458
Photocopying, Printing & Stationery	1,368		1,368	702
Postage	-		-	49
Rental of Premises	6,035		6,035	2,009
Subscriptions	404		404	374
Telephone	182		182	534
Training Costs	25		25	1,382
Website	331		331	511
Total of Operating Expenses	13,268	421	13,688	9,740
TOTAL EXPENDITURE	67,046	11,160	78,206	70,133
Surplus/Deficit (-)	- 2,297	0	- 2,296	16,025

Examined By

Date

1

Balance b/f	33,213	33,791	67,004
SOFA	- 2,297	0	- 2,296
Transfers	2,297	- 2,297	-
Balance c/f	<u>33,213</u>	<u>31,495</u>	<u>64,708</u>

Notes**Notes 1 - Grants received in 2021/22**

1,500

Worthing Community Partnership
Sussex Community Foundation9,66011,160**Note 2 - related parties**

There were no trustee of other related part transactions or remuneration payments in 2021/22

Balance Sheet as at 31 Mar 2022

Current Assets	2021/22	2020/21
Cash at Bank	66,288	64,372
Debtor	5,363	5,948
Liabilities		
HMRC	-1,472	
pension	-192	
Other Creditor	-4,412	-2,124
Rent Creditor	-866	-1,052
Manual deposits		-140
Total Assets Less Liabilities	<u>64,709</u>	<u>67,004</u>
The Funds of the Charity		
Restricted Funds:-	31,496	33,791
Unrestricted Funds:-	33,213	33,213
	<u>64,709</u>	0.00 <u>67,004</u>

Reconciliation of The Funds of the Charity

<u>Restricted Funds:-</u>	2021/22 b/f	Income	Expenditure	
Chris Boulter Bursary Fund	23,722		-2,297	21,425
Bursary	4,170			4,170
Grants with specific allocation	3,712	11,160	-11,160	3,712
Library	96			96
Danielle Henderson - Family Bereavement	908			908
Ian Wiseman Fund - Training	1,184			1,184
Restricted Funds - Total	<u>33,791</u>	<u>11,160</u>	<u>-13,456</u>	<u>31,496</u>
<u>Unrestricted Funds:-</u>				
General	33,213	2,297	-2,297	33,213
Grants with no specific allocation	0	0		0
Unrestricted Funds - Total	<u>33,213</u>	<u>2,297</u>	<u>-2,297</u>	<u>33,213</u>
Total Funds	<u>67,004</u>	<u>13,457</u>	<u>-15,753</u>	<u>64,709</u>

Signed By

Treasurer

JOSEPH SAVILLE


Examined By

Date

J. Goocher



31/1/23

Independent examiner's report to the trustees of Worthing Counselling Centre.

Charities Registration number 1181141

I report to the trustees on my examination of the accounts for the year ended 31 March 2022

Responsibilities and basis of report:-

As the charity 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or 3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts- and Reports) Regulation 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered, as part of the 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.

Signed : 

Name : Joel Goacher

Address : 309 Honybeton Road
Hove
East Sussex
BN3 7CR

OFFINGTON COUNSELLING SERVICE trading as WORTHING COUNSELLING CENTRE
Charity no 1181141



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DBS	214		214	370
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Grant Income to match expenditure		-	-	
Misc Recs/Donations	100		100	20,020
Gift Aid	-			5
	2,609	11,160	13,769	24,017
Expenditure				
All Counselling Costs				
Contract	537	372	909	1,670
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Examined By

Date

1

Balance b/f	33,213	33,791	67,004
SOFA	- 2,297	0	- 2,296
Transfers	2,297	- 2,297	-
Balance c/f	<u>33,213</u>	<u>31,495</u>	<u>64,708</u>

Notes**Notes 1 - Grants received in 2021/22**

1,500

Worthing Community Partnership
Sussex Community Foundation9,66011,160**Note 2 - related parties**

There were no trustee of other related part transactions or remuneration payments in 2021/22

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Debtor	5,363	5,948
Liabilities		
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pension	-192	
Other Creditor	-4,412	-2,124
Rent Creditor	-866	-1,052
Manual deposits		-140
Total Assets Less Liabilities	<u>64,709</u>	<u>67,004</u>
The Funds of the Charity		
Restricted Funds:-	31,496	33,791
Unrestricted Funds:-	33,213	33,213
	<u>64,709</u>	0.00 <u>67,004</u>

Reconciliation of The Funds of the Charity

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Danielle Henderson - Family Bereavement	908			908
Ian Wiseman Fund - Training	1,184			1,184
Restricted Funds - Total	<u>33,791</u>	<u>11,160</u>	<u>-13,456</u>	<u>31,496</u>
<u>Unrestricted Funds:-</u>				
General	33,213	2,297	-2,297	33,213
Grants with no specific allocation	0	0		0
Unrestricted Funds - Total	<u>33,213</u>	<u>2,297</u>	<u>-2,297</u>	<u>33,213</u>
Total Funds	<u>67,004</u>	<u>13,457</u>	<u>-15,753</u>	<u>64,709</u>

Signed By

Treasurer

JOSEPH SAVILLE


Examined By

Date

J. Goocher



31/1/23

Independent examiner's report to the trustees of Worthing Counselling Centre.

Charities Registration number 1181141

I report to the trustees on my examination of the accounts for the year ended 31 March 2022

Responsibilities and basis of report:-

As the charity 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or 3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts- and Reports) Regulation 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered, as part of the 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.

Signed : 

Name : Joel Goacher

Address : 309 Houghton Road
Hove
East Sussex
BN3 7CR

Worthing Counselling Centre

England & Wales - Charity number 1181141

Accounts

WORTHING COUNSELLING CENTRE



Annual Report for the financial year ended 31 March 2021

2020 - 21 ANNUAL REPORT

INTRODUCTION

Last year I began by saying that the year was finishing better than anticipated at one time and that I was very proud of the way that WCC, under the energetic leadership of Emma Castledine, our Head of Clinical Services, has responded to the national situation and is playing its part in facing up to the situation and the need for our services. Twelve months on I can only reinforce those points. It has been a year of major change and challenge, which WCC has met. We have had to counsel remotely and moved our headquarters.

Worthing Counselling Centre (WCC) is a Charitable Incorporated Organisation (CIO) and as such the Trustees must apply the income of the Charity in furthering the following objectives: Counselling for the relief of people in need, hardship and distress caused by mental or physical ill health or by social or economic circumstances, by establishing, maintaining and developing a service for the provision of counselling and practical advice. This we have done. In spite of the pandemic, WCC carried out 2093 counselling sessions, not quite as many as last year but more than in any of the five years before that. This is a magnificent achievement. An example of WCC providing practical advice was the training which Emma gave to the management team of West Sussex Mind, and Annette Quinn's reflexive practice sessions for Guild Care staff at a difficult time for the organisation.

STRATEGIC PLANNING

Strategic planning in a pandemic is testing, but Worthing Counselling Centre has passed the test with flying colours. The trustees and the management team have been proactive.

1. From the start, counsellors and clients have been very well supported so that work could continue. Emma with Annette set up training and gave clear guidance around remote counselling whether on Zoom or telephone. It has borne fruit and we are able to maintain a high level of activity. It is clear that e-counselling and telephone counselling will remain part of our offering once face to face counselling can return.
2. Right from the beginning of lockdown WCC worked with the CEO of West Sussex Mind and with Guild Care. We have been aware for the last two years that increasing the amount of contract work was vital for WCC financially. The lion's share of the big increase in our contract work this year has come from West Sussex Mind.
3. Probably the biggest strategic decision was to move our headquarters. The counselling service was founded in 1983 by the then Minister at Offington Park Methodist Church (OPMC), Rev Clifford Johnson, and Ian Wiseman, our first Director and we operated there for 37 years. We are conscious of, and grateful for, our past. However the pandemic has meant that access to the office we share with the church became so restricted that we decided we had to look for alternative premises. We examined various alternatives, and thanks to the initiative of Corrine Samaras (trustee), we began negotiations with Field Place, moving there in September - initially for three months. This worked well. South Downs Leisure (SDL), which runs Field Place, uses WCC for their Employee Assistance Programme (EAP) and we are a good fit with their wellbeing programme. The SDL manager has been extremely helpful and welcoming. The size of the rooms and opening hours were an advantage and the presence of a Duty Manager meant that it was a much safer environment for counsellors than OPMC. The site was well suited for walk and talk and had extensive, well-lit car parking. It is a big change but

it is good to have sole use of an office and a very therapeutic environment when we are able to start face to face counselling again. We do not need as many counselling rooms now and have other options if we require more capacity.

4. The two extremely generous donations from Chris Boulter were vital and gave us confidence that we could meet the financial challenges posed by the pandemic. Chris's preference, as previously, is that his money is used to provide frontline counselling to those of limited financial means and/or other hardship but he recognised however that there could be pressures at the operational level. We are very grateful for his generosity and foresight.
5. The number of senior counsellors has fallen over the past two or three years, for a variety of reasons, nearly all unconnected with WCC. While we have recruited more student counsellors during the year, this has meant that we have had fewer counsellors able to take on more complex cases. By the end of the year 2 students had qualified as senior counsellors, and we have called on our associate counsellors which has helped. We have had to be strict on the minimum number of clients counsellors see if they are to justify a supervision group place. This has been enshrined in new counsellor contracts. The counsellors have accepted this and aided by the hard work of our Administrator, Sarah Poulton, and Emma, the waiting list has been reduced. From the beginning of the pandemic Emma has ensured that the sense of community has been maintained by regular meet ups for counsellors, deliberately scheduled at different times to allow maximum access and we held a very successful virtual Christmas party.
6. In February and March, the Trustees with Emma made a thorough re-examination of our business plan in the light of the pandemic. The most important developments were the recasting of our vision, mission and values and a close look at our objectives and priorities for 2021-22. These appear as appendix 3.

PEOPLE

The fact that WCC carried out nearly as many counselling sessions as last year is a tribute both to our counsellors and to our management team. Emma and Sarah have achieved wonders in very difficult circumstances with so little office access. Terry Atkinson, our Systems Coordinator and the third member of the management team, has made sure that new counsellors and student counsellors are inducted thoroughly. Terry has revised our safeguarding policy and with help from Emma and Corrine spent a lot of time revising counsellor contracts. This has been completed with full consultation with the counsellors. Annette acts as Emma's deputy if she is away at all and has been a great support in our measures to adjust to COVID-19 and putting together training materials.

The trustees have been particularly active this year. We have had more meetings, 7 instead of our usual 4 and 6 of these on Zoom. In spite of the fact that we have not met new colleagues in person, the trustees have worked together more effectively than ever before. We have been strengthened by 3 new members. Joseph Saville joined us in July and his local government and finance background has proved useful. Louise Welcome who joined us in July played an important role in our successful bid to Worthing Community Chest. Revisiting the business plan was important and we identified the need to work on digital transformation and our social media presence. We invited Paula Spencer-Snell to join us and take the lead in this area. We are delighted that she has accepted. Helen Knox, the secretary to the Trustees, has stood down. Helen was an extremely efficient minute taker and we are grateful for her 7 years service and her work in maintaining communications with GP surgeries.

Right across the organisation we came together to work out what would be required for the return to face to face counselling. A thorough plan is in place and a risk assessment has been carried out. We have worked closely with Field Place on this.

WCC has lost some experienced counsellors over the year. Some have made contributions which have gone well beyond counselling alone, and we are grateful to them. Cathy Servante has stepped down as an associate counsellor. She has been a great help in ensuring that, at a time when we have been under pressure, we have been able to fulfil contracts. Melanie Green has joined us in this role, and it is a great help to have an experienced counsellor available when we are faced with more complex cases. We shall miss all the counsellors who have left.

ESTABLISHING RELATIONSHIPS WITH STAKEHOLDERS AND POTENTIAL PARTNERS

Nationally

As well as our membership of BACP, WCC is a founder member of The National Counselling Network (NCN). Emma and I have attended the regular Zoom meetings which allow all centres in the network to exchange ideas and good practice on coping with the COVID-19 crisis. It is reassuring that all are facing the same challenges and have similar experiences.

Locally

Our most important local relationships are with South Downs Leisure (SDL) and West Sussex Mind. SDL are not just our new landlords but they use us for their Employee Assistance Programme (EAP). Emma ran a very well received Work Place Champions session with them. We are excited that our relationship with West Sussex Mind is developing strongly and anticipate it becoming a partnership in 2021.

As mentioned earlier we have also worked closely with Guild Care. Guild Care is a major Worthing charity providing over 30 community services to support older people and children and adults with learning disabilities. We also have contracts with CSM and Compass Travel (Sussex).

Some connections have had to be placed on hold - like our fruitful partnership with Blueprint 22, an organisation for, and run by, young people aged 16-25 - as they have been unable to continue through the pandemic. The Broadwater Carnival and Fire Station Open Day, a major event locally, which has proved a good fundraising opportunity, was cancelled in 2020 and will not take place in 2021 either.

FINANCIAL REVIEW

Thanks to the Mind contract we finished the year strongly. The operating deficit (excluding donations and grants) of £3,328 was considerably less than looked likely at one stage. The big increase in contract work (see appendix 2) has been crucial. It allows us to offer financially supported counselling and we have done so. If the number of sessions of supported counselling and bursary sessions are added together, the amount of supported counselling is actually higher than for the 3 years before 2019-20. Full fee sessions however have fallen very sharply indeed and underlines the importance of contract work for the future.

As mentioned earlier, the two extremely generous donations from Chris Boulter were vital and gave us confidence that we could meet the financial challenges posed by the pandemic

We made a successful bid to the West Sussex County Council Micro fund for equipment to prepare for face to face counselling and were awarded in full the £750. We are very grateful to Elizabeth Sparkes, our local county councillor, for her support. Another successful bid was for £1500 to Worthing Community Chest for youth counselling training, granted at the end of March. WCC will be featured in their 20th anniversary celebrations in 2021.

At the end of the financial year our total funds stood at £68,058 evenly split between restricted and unrestricted funds.

TRAINING

The year began with training for all counsellors in remote counselling, devised by Emma and Annette. There was also group and individual support from the supervisors. The Mind contract meant that we were now working with 16 -18 year-olds and further training was needed for those involved. As this is becoming an increasing part of our work, Emma and Annette have developed a top-up course on Young People's counselling, which they hope to get BACP accredited. This will be funded by the successful Worthing Community Chest bid. The course will take place in June and consist of 20 hours on a Saturdays and two Sundays. All WCC counsellors may access the training.

As proposed in the business plan, Julia Foster (trustee) and Emma had a full discussion on training. The main focus would be on in-house provision as the pandemic has seen a growth in provision of on-line CPD and we have a close and effective provider in Brighton Therapy Centre.

Emma has begun EMDR Trauma training. Marjorie Dale is qualified in this area but it is valuable to have more expertise in the team.

PLANS FOR THE NEXT FINANCIAL YEAR

The year will still be dominated by COVID-19 and its impact on society. However, WCC is in very positive mood we look forward to returning to face-to-face counselling and making the most of our new surroundings. We look forward to developing partnerships and our objectives and priorities are set out in our updated business plan (see Appendix 3) and are in train already.

CLOSING REMARKS

I look forward to presenting this report at a real rather than virtual AGM. Under Emma's leadership WCC has faced up to and coped with the unprecedented crisis very well. An enormous amount has been accomplished. I am very grateful for all the work and commitment of our counsellors, supervisors, management team and my fellow trustees. We may have changed our headquarters but it is the people who make WCC the fine counselling service that it is.

Chris Corin

Chair of Trustees

Appendix 1

Details of the Service

Headquarters
Worthing Counselling Centre
Field Place Manor House,
The Boulevard,
Worthing BN13 1NP

Contact Details
Telephone: 01903 212275 and 07565 546604
E-mail: info@worthingcounsellingcentre.org
Website: www.worthingcounsellingcentre.org

Board of Trustees
Chris Corin (Chair) Trustee since 1985 (Chair since 1995)
Jack Delbridge 2015
Julia Foster 2013
Christine Ryder 2017 Treasurer from June 2017
Corrine Samaras 2018
Joseph Saville 2020
Louise Welcome 2020

Management Team	
Emma Castledine 2018	Head of Clinical Services
Sarah Poulton 2018	Administrator
Terry Atkinson 1995	Systems Coordinator

Independent Examiner
David Barnes
2 Gorse Avenue
Worthing
BN14 9PG

Bankers
Santander
37 Chapel Road
Worthing BN11

Charity Registration Number 1181141

Appendix 2

Counselling sessions provided by WCC 1 April 2020 - 31 March 2021

A Statistical summary

	20-21	19-20	18 - 19	17 -18	16-17
1.1 Initial Consultation Sessions (Assessment)					
Number of Initial Consultations held	123	90	65	67	55
1.2 Supported Counselling					
Total number of sessions	1,147	1,791	1261	1271	1208
1.3 Bursary clients					
Total number of sessions	187				
1.4 Full paying Clients (before 2020 Fast access clients)					
Total number of sessions	113	406	690	655	519
1.5 Contract or Employer Funded					
Total number of sessions	523	88	64	27	48
1.6 Total number of counselling sessions during the year	2093	2375	2080	2033	1898

Notes

1. Contract sessions have gone up exponentially thanks to the Mind contract.
2. Before 2020 Fast Access clients did not have a separate Initial Consultation, it was their first session.
3. The bursary fund was established in October 2017 but until this year sessions for clients accessing it have been included in supported counselling figures. If the same thing was done for 2020-21 the number of sessions of supported counselling is actually higher than for the 3 years before 2019 -20.

Appendix 3

Key elements of our business plan revised March 2021

Our vision

Our vision is to be a well-recognised point of access to support the emotional and mental wellbeing of those who need it in the Worthing area through providing an excellent counselling service with allied support.

We will provide services to as wide a group as possible through our caring and compassionate ethos, regardless of ability to pay.

We will maintain a committed, dedicated and well- trained team with a strong sense of community and identity.

We will continue to maintain and build partnerships wherever they help to improve our service.

Our mission

Our mission is to support people in Worthing and the surrounding areas by enabling them to make the changes in their lives and relationships, which will improve their wellbeing.

This will include improved family and working relationships, improved overall health, better performance at work, decreased sickness absence and greater community cohesion. Outcomes depend on the individual concerned - we will work with people to enable them to make the changes they need within their individual circumstances.

Our values

Competence - through our qualifications and training, the wide range of our counsellors' skills, our supervision programme and our understanding of the local area and issues, we will continue to look for ways of improving our service.

Ethics and safety – we are BACP accredited and work within the Ethical Framework for the Counselling Professions, we adhere to high standards of care, confidentiality & safeguarding. Our work with clients is reviewed through regular, consistent supervision.

Compassion - we care about our clients and the community and want to make a difference. We remain environmentally aware and take account of this in all our actions.

Community - our commitment comes from working with others who share the same values of wanting to make a difference.

We take people as they are - regardless of income, age, ability, ethnicity, beliefs, sexuality, gender. As far as possible, we do not impose time limits on counselling, preferring to work at the client's pace.

Objectives & priorities this year

1. Prepare a road map for a return to face to face counselling at Field Place and other possible venues.
2. Recruit a new supervisor, ideally with responsibility for training.
3. Recruit more counsellors within financial limitations and client need. Calculate the number of paid counsellors and supervision groups we can afford.
4. Fine tune staff contracts throughout the organisation.
5. Work on team roles, responsibilities and job descriptions to enable collaborative working.
 - Set up a working party on training to develop a robust CPD e.g. regular IC training to enable recruitment of more IC counsellors.
 - Develop online training for mandatory training.
 - Explore and develop training as a source of income making the most of our new venue.
6. Networking to develop longer-term partnership relationships e.g.
 - Building partnership with Mind which the Head of Clinical Services is developing, and with SDL's well-being community hub. Such partnerships, and the funding which contracts bring in, are vital to allow us to continue to provide supported counselling.
7. Strengthening links with Brighton and Chichester Universities, important for providing student counsellors. Investigate further links with Chichester University Marketing course.
8. Work, ideally with Paula Spencer-Snell, on digital transformation and our social media presence.
9. Develop opportunities for counsellors e.g. Young people's counselling and relationship counselling.
10. Consider the re-introduction of Fast Track to help pay for supported counselling.
11. Funding proposals
 - a. To identify appropriate national / regional / local funders. Louise Welcome (one of the Trustees) will take the lead here.

OFFINGTON COUNSELLING SERVICE trading as WORTHING COUNSELLING CENTRE

Charity no 1181141



Statement of Financial Activities for the year ending 31 March 2021

	2020/21 Unrestricted Funds	2020/21 Restricted Funds	2020/21 Total	2019/20
Counselling Income				
Client Fees	38,618		38,618	56,067
Contract	23,523		23,523	4,038
Initial Consultations				2,805
	62,141		62,141	62,910
Other Income				
Training	1,800		1,800	
Interest	72		72	650
Student Supervision Receipts	1,000		1,000	223
DBS	370		370	380
Grant Income		750	750	296
Grant Income to match expenditure				10,900
Misc Recs/Donations	20	20,000	20,020	3,148
Gift Aid	5		5	425
	3,267	20,750	24,016	16,022
Expenditure				
All Counselling Costs				
Contract	1,670		1,670	1,477
Counsellors	5,442		5,442	15,860
Initial Consultation	330		330	1,698
Supervisors	9,637		9,637	10,212
Annual Leave	884		884	2,480
Training salary	1,080		1,080	
Associate Counsellor	4,990		4,990	1,400
All Payments to Counsellors	24,033	0	24,033	33,127
Management Costs				
Head of Clinical Services	22,921	959	23,880	18,600
Systems Co-ordinator	2,748		2,748	0
Administration	8,510	342	8,852	2,431
Grant expenditure for admin				6,742
Pension Costs	881		881	1,791
Total Management Expenditure	35,060	1,300	36,360	30,269
Bank Charges	69		69	
Broadband	274		274	0
Covid	158		158	400
DBS Safety Checks	374		374	25
Grant Expenditure		97	97	274
Head of Clinical Services Supervision	825		825	462
Insurances	1,429		1,429	4,252
Marketing & Publicity Costs				1,429
Misc/Audit/Leaving Gifts/Travel	318		318	356
New office expenditure	177		177	440
Payroll	458		458	549
Photocopying, Printing & Stationery	702		702	584
Postage	49			72
Rental of Premises	2,009		2,009	6,836
Subscriptions	374		374	369
Telephone	534		534	892
Training Costs	1,382		1,382	150
Website	511		511	333
Total of Operating Expenses	9,643	97	9,691	17,423
TOTAL EXPENDITURE	68,736	1,397	70,085	80,819
Surplus/Deficit (-)	-3,328	19,353	16,025	-1,887

Balance b/f	33,213	17,768	50,981
SOFA	-3,328	19,353	16,025
Transfers	3,328	-3,328	
Balance c/f	<u>33,213</u>	<u>33,792</u>	<u>67,005</u>

Notes

Notes 1 - Grants received in 2020/21

The charity received £749.63 from West Sussex County Council for additional costs relating to future face to face counselling

Note 2 - related parties

There were no trustee of other related part transactions or remuneration payments in 2020/21

Balance Sheet as at 31 Mar 2021

	2020/21	2019/20
Current Assets		
Cash at Bank	64,372	50,761
Debtor	5,949	1,979
Liabilities		
Other Creditor	-2,124	-1,069
Rent Creditor	-1,052	-552
Manual deposits	-140	-140
Total Assets Less Liabilities	<u>67,004</u>	<u>50,979</u>
The Funds of the Charity		
Restricted Funds:-	33,791	17,767
Unrestricted Funds:-	<u>33,213</u>	<u>33,212</u>
	<u>67,004</u>	<u>50,979</u>

Reconciliation of The Funds of the Charity

	2019/20 b/f	Income	Expenditure	20/21
<u>Restricted Funds:-</u>				
Chris Boulter Fund	7,050	20,000	-3,328	23,722
Bursary	4,170			4,170
Grants with specific allocation	4,359	750	-1,397	3,712
Library	96			96
Danielle Henderson - Family Bereavement	908			908
Ian Wiseman Fund - Training	1,184			1,184
Restricted Funds - Total	<u>17,768</u>	<u>20,750</u>	<u>-4,725</u>	<u>33,791</u>
<u>Unrestricted Funds:-</u>				
General	33,213	3,328	-3,328	33,213
Unrestricted Funds - Total	<u>33,213</u>	<u>3,328</u>	<u>-3,328</u>	<u>33,213</u>
Total Funds	<u>50,981</u>	<u>24,078</u>	<u>-8,053</u>	<u>67,004</u>

Signed By

Chairperson

Treasurer

Examined By

Date

Independent examiner's report to the trustees of Worthing Counselling Centre.

Charities Registration number 1181141

I report to the trustees on my examination of the accounts for the year ended 31 March 2021.

Responsibilities and basis of report:-

As the charity 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 giving me cause to believe that in any material respect:

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2. the accounts do not accord with those records; or 3. the accounts 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.

Signed: Name: David Barnes



Relevant professional qualification or membership of professional bodies (if any)

FCCA

Address

2 Gorse Ave,
Worthing
West Sussex
BN14 9PG

Date 19/1/22