

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

9,660

Sussex Community Foundation

11,160**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>	<u>67,004</u>

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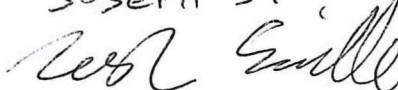
Reconciliation of The Funds of the Charity

<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
BN1 3 7LR

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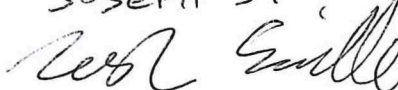
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