

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

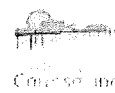
	22-23	21-22	20-21	19-20	18-19
Initial Consultation	150	120	123	90	65
Supported Counselling	1447	1349	1147	1791	1261
Bursary	274	325	187		
Full Fee Paying	144	209	113	406	690
Contract or Employer Funded	263	250	523	88	64
Total Number	2,278	2253	2093	2375	2080

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
	59,768		59,768
Other Income			
Misc	35	-	35
Training	-	-	-
Interest	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
	2,764	2,419	5,103
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	27,204	-	27,204
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	36,305	-	36,305
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	14,454	-	14,454
TOTAL EXPENDITURE	77,963	-	77,963
Surplus/Deficit (-)	- 15,431	2,419	- 13,012
Balance b/f	33,212	31,497	64,709
SOFA	- 15,431	2,419	- 13,012

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

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	51,696	64,709
The Funds of the Charity		
Restricted Funds:-	20,902	31,496
Unrestricted Funds:-	30,795	33,213
	51,696	64,709

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	31,497	2,419	-13,012	20,902
<u>Unrestricted Funds:-</u>				
General	33,213	13,012	-15,431	30,795
Grants with no specific allocation	0	0		0
Unrestricted Funds - Total	33,213	13,012	-15,431	30,795
Total Funds	64,710	15,431	-28,443	51,696

Signed By

D. Schneider

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