

## 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, reading "D. Schneider". The signature is written in a cursive, flowing 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](mailto:info@worthingcounsellingcentre.org)  
Website: [www.worthingcounsellingcentre.org](http://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

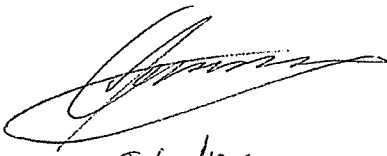
I report to the trustees on my examination of the accounts for the year ended 31 March 2024

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. Gardiner

**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
<b>Counselling Income</b>				
Client Fees	55,273		55,273	52,940
Contract	5,460		5,460	10,189
Initial Consultations				
	<b>60,733</b>		<b>60,733</b>	<b>63,129</b>
<b>Other Income</b>				
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	
	<b>2,448</b>	<b>38,250</b>	<b>40,698</b>	<b>5,163</b>
<b>Expenditure</b>				
<b>All Counselling Costs</b>				
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
<b>All Payments to Counsellors</b>	<b>11,105</b>	<b>14,775</b>	<b>25,880</b>	<b>27,820</b>
<b>Management Costs</b>				
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
<b>Total Management Expenditure</b>	<b>35,898</b>	<b>-</b>	<b>35,898</b>	<b>36,473</b>
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
<b>Total of Operating Expenses</b>	<b>21,462</b>	<b>3,394</b>	<b>24,857</b>	<b>13,700</b>
<b>TOTAL EXPENDITURE</b>	<b>68,465</b>	<b>18,169</b>	<b>86,634</b>	<b>77,993</b>
<b>Surplus/Deficit (-)</b>	<b>- 5,285</b>	<b>20,081</b>	<b>14,796</b>	<b>- 9,701</b>



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

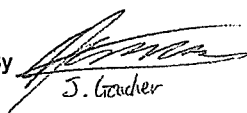
#### Balance Sheet as at 31 Mar 2024

	2023/24	2022/23
<b>Current Assets</b>		
Cash at Bank	67,032	52,938
Debtor	540	990
<b>Liabilities</b>		
Rent Creditor	-1,000	-485
Other Creditor	-297	-1,670
Manual deposits		-294
<b>Total Assets Less Liabilities</b>	<u>66,275</u>	<u>51,479</u>
<b>The Funds of the Charity</b>		
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
<b>Restricted Funds - Total</b>	<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
<b>Unrestricted Funds - Total</b>	<u>33,213</u>	<u>63,181</u>	<u>-68,465</u>	<u>27,928</u>
<b>Total Funds</b>	<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

  
28/1/2025