

SPECTRUM INC. LTD Trustees' Annual Report

From: 1st June 2021 **To:** 31st May 2022

Charity Name: SPECTRUM INC. LTD

Charity Registration Number: 1184920

Company Registration Number: 09594485

Charity's Principal Address: 361 Barking Road
Plaistow
London E13 8EE

Trustees

Verna Francois	Director
Godfrey Jones	Director
Ian Jones	Director
Shikira Gordon	Administrator
Donnamarie Sharp	
Lloyd LaRose-Jones	Company Secretary

Structure, Governance and Management

The organisation is a charitable company limited by guarantee, incorporated on 16th May 2015 and registered as a charity on 15th August 2019.

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

Structure and Appointment of Management Committee

When a need has been identified to recruit a trustee, the Director will manage the process and panel. A Panel will include the Director and at least one other trustee together with one member of staff deemed appropriate by the trustees.

Whenever a trustee departs, a skills audit of the board will be done. Efforts at recruiting a replacement will take account of the skills audit and of the skills being lost by the departure. Consideration must also be given to any specific roles or duties that the individual leaving the board was undertaking.

Spectrum Inc. seeks to have:

- At least 5 trustees on its board, 2 elected at AGMs and 3 co-opted by the board.
- No one under 18
- No one serving a conviction
- No one recently filed for bankruptcy

No person other than a trustee retiring by rotation shall be appointed or reappointed a trustee at any general meeting unless:

- He/she is recommended by the trustees; or
- Not less than fourteen nor more than twenty-eight clear days before the date appointed for the meeting, notice executed by a member qualified to vote at the meeting has been given to the Charity of the intention to propose that person for appointment or reappointment stating the particulars which would, if he/she were so appointed or reappointed, be required to be included in the Charity's register of Charity's register of trustees
- Membership must be approved at a Board meeting.
- The powers of the Trustees are only limited by law, the articles and special resolution.
- The powers are to be exercised in quorum (3 minimum).
- Retiring Trustee may be re-elected if willing to act for a maximum of 3 consecutive terms unless it is resolved at a meeting not to fill the vacancy, or the reappointment is disapproved.
- Spectrum Inc. Ltd seeks to ensure diversity in its board of trustees. However, at the point of selection we will not discriminate unfairly on any of the grounds listed in the Equal Opportunities Policy.

Following the appointment of a new charity trustee, the board of trustees must ensure that:

The details of a newly appointed charity trustee are entered in the Public Register of Charities as soon as possible.

As Spectrum Inc. Ltd is a company, the details of the newly appointed charity trustee are provided to the Companies Registration Office.

Public Benefit

Spectrum Inc Ltd trustees have complied with the regulations of the 2008 Act to have due regard to guidance published by the Charity Commission on public benefit.

The trustees are aware and have regard of the Charity Commission's public benefit guidance, and they have taken it into account when making decisions to which the guidance is relevant.

How Our Activities Deliver Public Benefit

The 2021/22 financial year has seen many changes yet again. Post Covid'19 we still offer mediation sessions online via zoom for those who are not yet comfortable with returning to in-person appointments.

Schools have resumed in-person counselling and we have seen an increase in the number of students requesting counselling. To address this, we have taken on an additional full-time counsellor to assist with reducing the large waiting list of students dealing with the aftermath of the Covid'19 pandemic.

Our commitment remains to developing and improving our services solely to support the ongoing community, which we feel brings enormous benefits to some of the less affluent members of the communities we serve.

AIMS and OBJECTIVES

Spectrum Inc Ltd is a company limited by guarantee and has charity status. We provide mediation & therapeutic services to the destitute, Legal Aided, and personal clients in London and the surrounding Boroughs.

We aim to:

- To serve individuals and families from the most disadvantaged communities
- To alleviate hardship and distress caused by the break-up of family and marriage relationships
- To preserve and protect the health both mental and physical of children and adults involved therein
- To provide assistance through conciliation for couples whose relationships appear to be breaking down and where such relationships have already broken down, in particular but not exclusively by operating a family mediation service including child inclusive mediation.
- To Support families experiencing domestic violence, anxieties, separation and mental health challenges
- To Work with those on the edge of care to prevent them from entering the care system.

MAIN ACTIVITIES

1. Mediation

Assistance through mediation for couples, offering advice and help in the settlement of issues or potential differences over associated matters such as custody, child contact arrangements and financial matters relating to divorce and separation.

- Mediation is offered in person, via telephone or zoom
- Free half hour consultations 1 day per week
- Emergency therapeutic service for those who have been registered with the charity
- Where the clients are indigent, but one is entitled to legal aid, the other party is offered the service free of charge
- Concession is made for those who had no recourse to public funds or on state benefit

Offering information on legal rights or obligations.

2. School Student/Teachers Counselling

Therapeutic counselling is offered to students and teachers in schools and other educational institutions.

- Provide therapy to local schools. Initially providing in-person counselling then transferred to online counselling because of schools being closed due to the Covid Pandemic.
- Provide therapeutic counselling for teachers.

3. Bereavement Counselling

Bereavement counselling is offered for anyone who has suffered a loss.

ACHIEVEMENTS AND PERFORMANCE

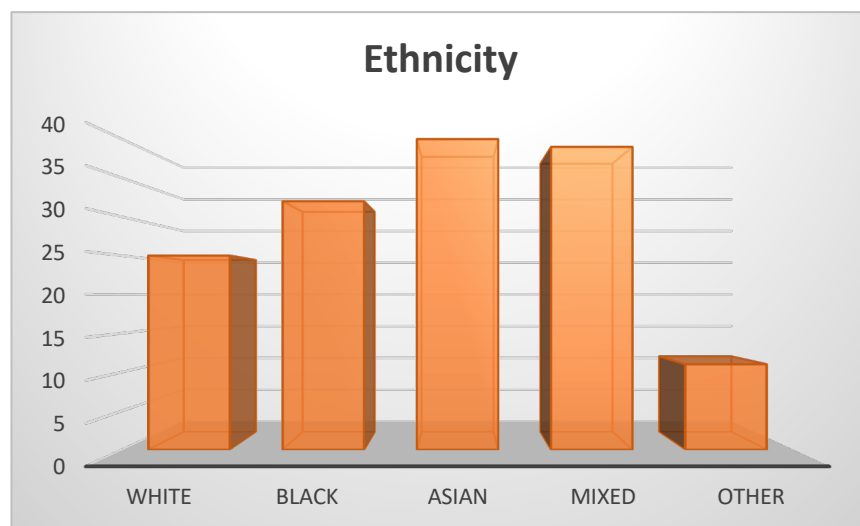
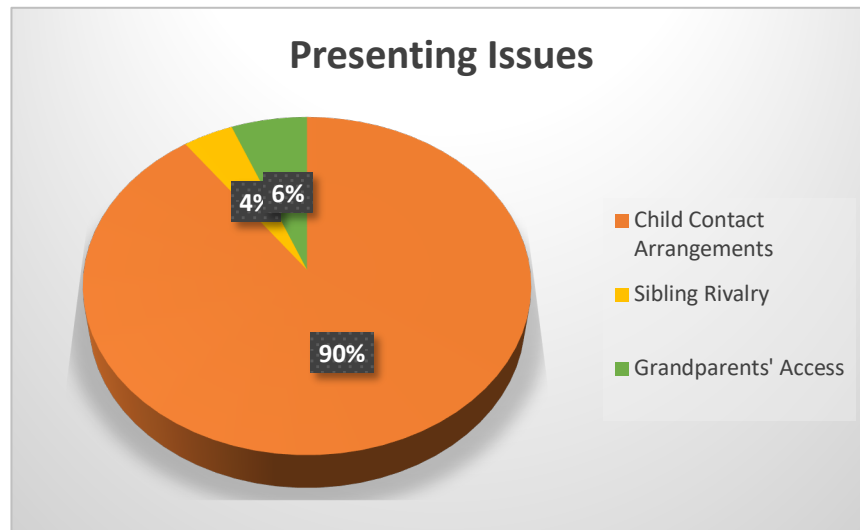
1. Mediation

With the pandemic nearly over mediation has not returned to face to face fully as clients have come to appreciate being able to attend mediation from the comfort of their own home. The volume of clients has increased and the shift is evenly spread between face to face and online.

Child contact and visitations remain significantly reduced.

Statistics

A total of 147 couples were seen during this period. This is an increase of 23% for the year 2021/22. The average number of sessions per client was 4. Presenting issues were child contact arrangements, sibling rivalry and grandparents' access to the children. Ethnicity was diverse and reflected the population of the area.



Free Counselling/Mediation Sessions

Presently we still offer 12 hours of allocated free counselling per week. During this period, we see approximately 8 clients.

In addition to the scheduled weekly free counselling sessions, we were able to offer during the family mediation week, free mediation sessions by appointment only.

See the flyer below.



2. Counselling

A) Student Counselling

Over the last year the number of children being seen has increased. The problems/issues were common to most children, i.e. low moods, family issues or financial problems in the home.

Our counsellors play a critical role in supporting the students through their anxiety/panic, uncertainty, grief, insecurities, depression, and the trauma they faced even in the aftermath of the global pandemic.

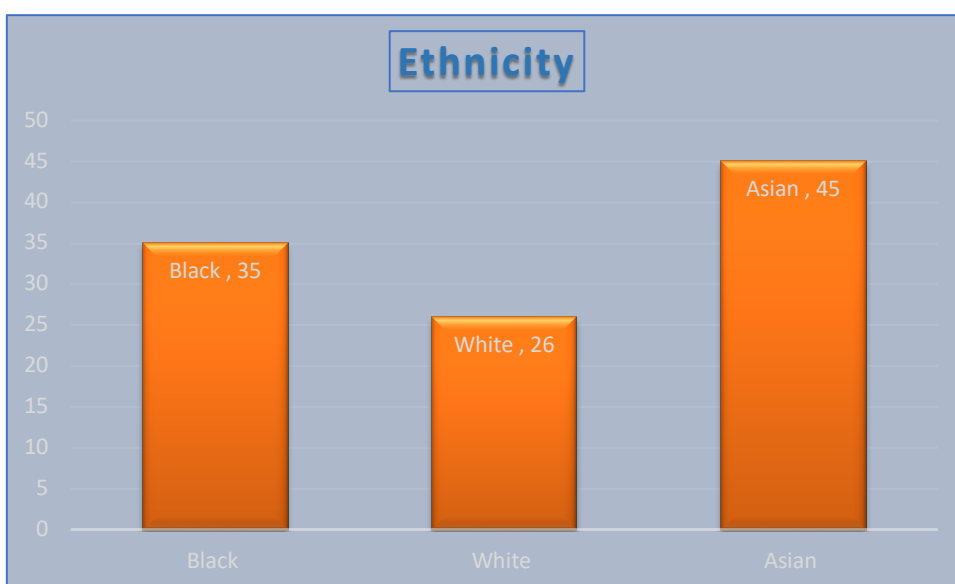
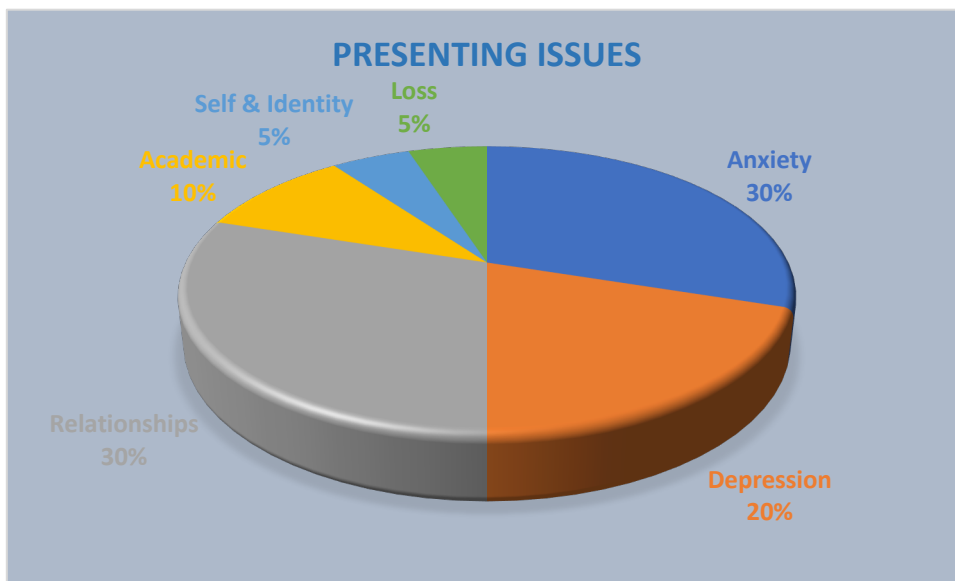
Additional Counsellor

In response as anticipated, an additional counsellor was recruited to meet the growing waiting list of students in need of support. Students were seen for longer periods due to the effects after covid. There is still a high demand of students requesting support, the waiting time for a first appointment is between 2 weeks and 3 months.

Students found the sessions helpful, having a safe space so they are able to explore and openly talk, about their worries, concern, vulnerabilities and insecurities, being able to use different interventions i.e creativeness, they found this to be visually helpful way to develop a better understand of self/anxiety etc, so they were able to express themselves in ways that they felt comfortable when they struggled with communication.

Having counselling had allowed them to process and make sense and develop awareness of what had happened in their lives, and how they can bring positive change, through talking about things.

They felt that they were able to be themselves in the counselling room, since they had a safe environment that counselling provided, a platform to help support a better understanding of their problems and how they were able to manage their anxiety through self-exploration and self-help tools, while others had a safe space to openly talk about their experience of grief, and others had the chance to release their emotional distress or felt stuck, and needed a new path way to move forward by setting their own goals, which counselling enabled them to do so.



B) Teachers Counselling

With the schools now back to in-person classes, the children are best served by educators who are taking care of their own mental health needs. Spectrum offered a total of 27 teachers counselling in the last year. The average number of sessions increased significantly, with an average of 14 sessions per teacher in comparison to 8 sessions the previous year.

The presenting issues were:

- Depression
- Relationships
- Stress
- Anxiety
- Sexual Abuse
- Pregnancy

All teacher referrals were self-referrals, 25% were male and 75% were women

3. Bereavement Counselling

Was still available to anyone needing help. We have not had an increase in clients this year.

Financial Review

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of Spectrum Inc. and to enable them to ensure that the financial statements comply with the Companies Act 1985.

The Trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

- Spectrum Annual Accounts is attached.

Despite not being able to secure any public funding, we have been able to keep the organisation afloat with the help of well-intended individuals. In 2023 we endeavour to employ a volunteer fundraising expert to move the organisation forward to enable us to offer a wider range of free services to benefit the community who are still trying to recover from the aftermath of Covid'19.

Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

Signature(s)	<i>L. LaRose-Jones</i>	<i>V. Francois</i>
Full name(s)	Lloyd LaRose-Jones	Verna Francois
Position (for example Secretary, Chair, etc)	Company Secretary	Director
Date	30 th March 2023	

Registered number
09594485

Charity Number: 1184920

Spectrum Inc. Ltd.

Accounts

31 May 2022

(Private company limited by guarantee without share capital)

Spectrum Inc. Ltd.
Report and accounts
Contents

	Page
Company information	1
Accountants' report	2
Profit and loss account	3
Balance sheet	4
The following pages do not form part of the statutory accounts:	
Trading profit and loss account and balance sheet summaries	5-6

Spectrum Inc. Ltd.
Company Information

Directors

Verna Marcia Gordon
Godfrey Jones
Ian Paul Jones

Secretary

Lloyd La-Rose Jones

Accountants

G C Forest & Co
190 Billet Road
London
E17 5DX

Bankers

Unity Trust Bank Plc
9 Brindley Place
Birmingham
B1 2HB

Registered office

Second Floor
361 Barking Road
London
E13 8EE

Registered number

09594485

Spectrum Inc. Ltd.

Report to the directors on the preparation of the unaudited statutory accounts of Spectrum Inc. Ltd. for the year ended 31 May 2022

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Spectrum Inc. Ltd. for the year ended 31 May 2022 which comprise of the Profit and Loss Account and the Balance Sheet from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at <http://rulebook.accaglobal.com/>

It is your duty to ensure that Spectrum Inc. Ltd. has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and loss of Spectrum Inc. Ltd.. You consider that Spectrum Inc. Ltd. is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of Spectrum Inc. Ltd.. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.

G C Forest & Co
Chartered Certified Accountants
190 Billet Road
Walthamstow
London
E17 5DX

17 February 2023

Spectrum Inc. Ltd.
Profit and Loss Account
for the year ended 31 May 2022

	2022 £	2021 £
Turnover	65,310	70,625
Other income	1,575	7,735
Cost of raw materials and consumables	-	(93)
Gross profit	<hr/> 66,885	<hr/> 78,267
Staff costs	(50,857)	(23,615)
Other charges	(30,222)	(48,389)
Profit/(Deficit) on ordinary activities before taxation	<hr/> (14,194)	<hr/> 6,263
Profit/(Deficit) for the financial year	<hr/> (14,194)	<hr/> 6,263

Spectrum Inc. Ltd.
Registered number:
Balance Sheet
as at 31 May 2022

09594485

	2022	2021
	£	£
Current assets	2,219	10,038
Creditors: amounts falling due within one year	1,103	17,768
Net current assets	3,322	27,806
Total assets less current liabilities	3,322	27,806
Creditors: amounts falling due after more than one year	(16,250)	(25,000)
Accruals and deferred income	-	(1,540)
Net (liabilities)/assets	(12,928)	1,266
Reserves	(12,928)	1,266
	Number	Number
Average number of employees	3	2

The company is a private company limited by shares and incorporated in England. Its registered office is Second Floor, 361 Barking Road, London, E13 8EE.

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The member has not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the micro entity provisions of the Companies Act 2006 and FRS 105, The Financial Reporting Standard applicable to the Micro-entities Regime. The accounts have been delivered in accordance with the provisions applicable to companies subject to the small companies regime. The profit and loss account has not been delivered to the Registrar of Companies.

Verna Marcia Gordon
 Director
 Approved by the board on 17 February 2023

Spectrum Inc. Ltd.
Detailed profit and loss account items
for the year ended 31 May 2022
This schedule does not form part of the statutory accounts

	2022 £	2021 £
Sales		
Sales	<u>65,310</u>	<u>70,625</u>
Other income		
Other operating income	<u>1,575</u>	<u>7,735</u>
Cost of raw materials and consumables		
Purchases	<u>-</u>	<u>93</u>
Staff costs		
Wages and salaries	39,936	21,665
Directors' salaries	10,000	1,667
Pensions	826	69
Staff training and welfare	95	214
	<u>50,857</u>	<u>23,615</u>
Other charges		
Premises costs:		
Rent	1,550	6,250
Rates	-	3,187
Light and heat	-	824
Cleaning	618	1,600
	<u>2,168</u>	<u>11,861</u>
General administrative expenses:		
Telephone and fax	403	114
Postage	22	26
Stationery and printing	-	120
Computer expenses	993	893
Credit card charges	107	960
Motor expenses	148	2,785
Travel and subsistence	-	5,926
Information and publications	-	90
Subscriptions	1,307	308
Bank charges	78	103
Insurance	1,109	1,188
Software	396	222
Repairs and maintenance	-	870
Sundry expenses	521	2,312
	<u>5,084</u>	<u>15,917</u>
Legal and professional costs:		
Accountancy fees	1,418	1,773
Consultancy fees	19,318	12,806
Advertising and PR	117	200
Other legal and professional	985	3,576
	<u>21,838</u>	<u>18,355</u>
Other		
Supervisors	600	1,435
Subcontractor costs	100	190
Other direct costs	-	631
Interest payable	432	-

Spectrum Inc. Ltd.
Detailed profit and loss account items
for the year ended 31 May 2022

This schedule does not form part of the statutory accounts

2022	2021
£	£
<hr/> 1,132	<hr/> 2,256
<hr/>	<hr/>
<hr/> 30,222	<hr/> 48,389

Spectrum Inc. Ltd.
Detailed balance sheet items
as at 31 May 2022

This schedule does not form part of the statutory accounts and should NOT be sent to HMRC

	2022 £	2021 £
Current assets		
Trade debtors	-	2,660
Cash at bank and in hand	2,219	7,378
	<u>2,219</u>	<u>10,038</u>
Creditors: amounts falling due within one year		
Bank loans and overdrafts	5,000	-
Trade creditors	790	1,450
Other taxes and social security costs	10,121	6,829
Other creditors	(17,014)	(26,047)
	<u>(1,103)</u>	<u>(17,768)</u>
Creditors: amounts falling due after more than one year		
Other creditors	16,250	25,000
	<u>16,250</u>	<u>25,000</u>
Accruals and deferred income		
Accruals	-	1,540
	<u>-</u>	<u>1,540</u>
Capital and reserves		
Profit and loss account	(12,928)	1,266
	<u>(12,928)</u>	<u>1,266</u>
Profit and loss account		
Brought forward	1,266	(4,997)
(Loss)/profit	(14,194)	6,263
	<u>(12,928)</u>	<u>1,266</u>

Registered number
09594485

Charity Number: 1184920

Spectrum Inc. Ltd.

Accounts

31 May 2022

(Private company limited by guarantee without share capital)

Spectrum Inc. Ltd.
Report and accounts
Contents

	Page
Company information	1
Accountants' report	2
Profit and loss account	3
Balance sheet	4
The following pages do not form part of the statutory accounts:	
Trading profit and loss account and balance sheet summaries	5-6

Spectrum Inc. Ltd.
Company Information

Directors

Verna Marcia Gordon
Godfrey Jones
Ian Paul Jones

Secretary

Lloyd La-Rose Jones

Accountants

G C Forest & Co
190 Billet Road
London
E17 5DX

Bankers

Unity Trust Bank Plc
9 Brindley Place
Birmingham
B1 2HB

Registered office

Second Floor
361 Barking Road
London
E13 8EE

Registered number

09594485

Spectrum Inc. Ltd.

Report to the directors on the preparation of the unaudited statutory accounts of Spectrum Inc. Ltd. for the year ended 31 May 2022

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Spectrum Inc. Ltd. for the year ended 31 May 2022 which comprise of the Profit and Loss Account and the Balance Sheet from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at <http://rulebook.accaglobal.com/>

It is your duty to ensure that Spectrum Inc. Ltd. has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and loss of Spectrum Inc. Ltd.. You consider that Spectrum Inc. Ltd. is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of Spectrum Inc. Ltd.. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.

G C Forest & Co
Chartered Certified Accountants
190 Billet Road
Walthamstow
London
E17 5DX

17 February 2023

Spectrum Inc. Ltd.
Profit and Loss Account
for the year ended 31 May 2022

	2022 £	2021 £
Turnover	65,310	70,625
Other income	1,575	7,735
Cost of raw materials and consumables	-	(93)
Gross profit	<hr/> 66,885	<hr/> 78,267
Staff costs	(50,857)	(23,615)
Other charges	(30,222)	(48,389)
Profit/(Deficit) on ordinary activities before taxation	<hr/> (14,194)	<hr/> 6,263
Profit/(Deficit) for the financial year	<hr/> (14,194)	<hr/> 6,263

Spectrum Inc. Ltd.
Registered number:
Balance Sheet
as at 31 May 2022

09594485

	2022	2021
	£	£
Current assets	2,219	10,038
Creditors: amounts falling due within one year	1,103	17,768
Net current assets	3,322	27,806
Total assets less current liabilities	3,322	27,806
Creditors: amounts falling due after more than one year	(16,250)	(25,000)
Accruals and deferred income	-	(1,540)
Net (liabilities)/assets	(12,928)	1,266
Reserves	(12,928)	1,266
	Number	Number
Average number of employees	3	2

The company is a private company limited by shares and incorporated in England. Its registered office is Second Floor, 361 Barking Road, London, E13 8EE.

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The member has not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the micro entity provisions of the Companies Act 2006 and FRS 105, The Financial Reporting Standard applicable to the Micro-entities Regime. The accounts have been delivered in accordance with the provisions applicable to companies subject to the small companies regime. The profit and loss account has not been delivered to the Registrar of Companies.

Verna Marcia Gordon
 Director
 Approved by the board on 17 February 2023

Spectrum Inc. Ltd.
Detailed profit and loss account items
for the year ended 31 May 2022
This schedule does not form part of the statutory accounts

	2022	2021
	£	£
Sales		
Sales	<u>65,310</u>	<u>70,625</u>
Other income		
Other operating income	<u>1,575</u>	<u>7,735</u>
Cost of raw materials and consumables		
Purchases	<u>-</u>	<u>93</u>
Staff costs		
Wages and salaries	39,936	21,665
Directors' salaries	10,000	1,667
Pensions	826	69
Staff training and welfare	95	214
	<u>50,857</u>	<u>23,615</u>
Other charges		
Premises costs:		
Rent	1,550	6,250
Rates	-	3,187
Light and heat	-	824
Cleaning	618	1,600
	<u>2,168</u>	<u>11,861</u>
General administrative expenses:		
Telephone and fax	403	114
Postage	22	26
Stationery and printing	-	120
Computer expenses	993	893
Credit card charges	107	960
Motor expenses	148	2,785
Travel and subsistence	-	5,926
Information and publications	-	90
Subscriptions	1,307	308
Bank charges	78	103
Insurance	1,109	1,188
Software	396	222
Repairs and maintenance	-	870
Sundry expenses	521	2,312
	<u>5,084</u>	<u>15,917</u>
Legal and professional costs:		
Accountancy fees	1,418	1,773
Consultancy fees	19,318	12,806
Advertising and PR	117	200
Other legal and professional	985	3,576
	<u>21,838</u>	<u>18,355</u>
Other		
Supervisors	600	1,435
Subcontractor costs	100	190
Other direct costs	-	631
Interest payable	432	-

Spectrum Inc. Ltd.
Detailed profit and loss account items
for the year ended 31 May 2022

This schedule does not form part of the statutory accounts

2022	2021
£	£
<hr/> 1,132	<hr/> 2,256
<hr/>	<hr/>
<hr/> 30,222	<hr/> 48,389

Spectrum Inc. Ltd.
Detailed balance sheet items
as at 31 May 2022

This schedule does not form part of the statutory accounts and should NOT be sent to HMRC

	2022 £	2021 £
Current assets		
Trade debtors	-	2,660
Cash at bank and in hand	2,219	7,378
	<u>2,219</u>	<u>10,038</u>
Creditors: amounts falling due within one year		
Bank loans and overdrafts	5,000	-
Trade creditors	790	1,450
Other taxes and social security costs	10,121	6,829
Other creditors	(17,014)	(26,047)
	<u>(1,103)</u>	<u>(17,768)</u>
Creditors: amounts falling due after more than one year		
Other creditors	16,250	25,000
	<u>16,250</u>	<u>25,000</u>
Accruals and deferred income		
Accruals	-	1,540
	<u>-</u>	<u>1,540</u>
Capital and reserves		
Profit and loss account	(12,928)	1,266
	<u>(12,928)</u>	<u>1,266</u>
Profit and loss account		
Brought forward	1,266	(4,997)
(Loss)/profit	(14,194)	6,263
	<u>(12,928)</u>	<u>1,266</u>