



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From: 1 January 2023**

**To: 31 December 2023**

**Charity name: HOPE COUNSELLING SERVICE**

**Charity registration number: 1185376**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>The object of the CIO is to promote and protect the mental health of people living in Reading and the surrounding areas through provision of a Counselling service in accordance with the Christian faith.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>Counselling to individuals in person and online. Counselling supervision for the counsellors. Providing managerial and administrative services to run the charity. Fundraising.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	<b>During this period there have been 14 volunteer counsellors working with the service</b>

Other		
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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>Hope Counselling Service (HCS) counselled 102 members of the public and provided 1650 counselling sessions during this period.</b></p> <p><b>Common presenting issues were anxiety and depression. Other presenting issues included grief, relationship breakdown, anger, and difficulties in managing life changes. Through counselling, HCS makes a difference to the lives of individuals, families and the community. It enables those who require more than Talking Therapies can offer, to receive help. We have provided in person and online counselling with both daytime and evening appointments. Referrals are largely from Talking Therapies, and we also receive referrals from local charities, community support organisations, faith leaders etc. There are also referrals via the local university.</b></p> <p><b>The counsellors are provided with supervision from a qualified counselling supervisor every 2 weeks. The supervision fees are paid from HCS funds.</b></p> <p><b>HCS provides placements for trainee counsellors. A number remain with HCS once qualified. The counsellor body is approximately half fully qualified and half trainees.</b></p> <p><b>HCS has a part-time manager and a part-time administration assistant.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	

Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>At the end of 2023 HCS had £20 207 in the bank</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>HCS is a small charity and relies on gifts. The room rental and admin. assistant had been paid for by others during most of 2023 and HCS will be starting to bear these costs in 2024. The economic climate means that our clients do not always give donations for counselling which cover the costs and so some reserve enables HCS to continue to function. HCS would like to expand slowly, and the reserve will provide extra funding for room rental and the ability to fund part time hours for an admin. assistant.</b>
Amount of reserves held	Para 1.22	<b>£20 207</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	<b>None</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>HCS has no uncertainties about going forward into 2024.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Counselling donations.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	<b>CIO</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>The Trustee body appoints new Trustees having regard to their skills, knowledge and experience. The Trustee body has been stable with two leaving and the two new Trustees already having links with the charity. The expertise of those leaving has been replicated in our new Trustees.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	HOPE Counselling Service
Other name the charity uses	
Registered charity number	1185376
Charity's principal address	229 Kings Road, Reading RG1 4LS  Postal address: 233 Kings Road, Reading RG1 4LS

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Alison Stewart	Acting Chair of Trustees		The whole Trustee body agrees to the appointment of new Trustees.
2	Elaine Holmes	Chair of Trustees	Until 25 April 2023	
3	Andrew Stewart Johnston	Treasurer	From 25 April 2023	
4	Barry Young	Treasurer	Until 25 April 2023	
5	Neil Hooley	Safeguarding Trustee		
6	Debbie Hunt			
7	Jane Clark		From 25 April 2023	
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

Deborah Marsden, Manager

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

A. Stewart

Full name(s)

Alison Stewart

Position (eg Secretary,  
Chair, etc)

Acting Chair of Trustees

Date

23 May 2024



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name

No (if any)

## Receipts and payments accounts

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For the period from	Period start date 01/01/2023	To	Period end date 31/12/2023
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Gifts/Grants	6,853	-	-	6,853	-
Counselling Donations	13,771	-	-	13,771	-
GA Tax Refund	742	-	-	742	-
Amazon Shop	41	-	-	41	-
Giff Gaff Refund	8	-	-	8	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>21,414</b>	<b>-</b>	<b>-</b>	<b>21,414</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>21,414</b>	<b>-</b>	<b>-</b>	<b>21,414</b>	<b>-</b>
<b>A3 Payments</b>					
Counselling Supervision	6,045	-	-	6,045	-
Equipment	48	-	-	48	-
General Admin	1,666	-	-	1,666	-
Insurance	122	-	-	122	-
Manager	8,442	-	-	8,442	-
Rent	2,280	-	-	2,280	-
Communications	1,155	-	-	1,155	-
Training	1,290	-	-	1,290	-
	-	-	-	-	-
<b>Sub total</b>	<b>21,047</b>	<b>-</b>	<b>-</b>	<b>21,047</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>21,047</b>	<b>-</b>	<b>-</b>	<b>21,047</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>367</b>	<b>-</b>	<b>-</b>	<b>367</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>367</b>	<b>-</b>	<b>-</b>	<b>367</b>	<b>-</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>20,208</b>	-	-

(agree balances with receipts and payments account(s))

Agreement Error

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	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
A. Stewart	ALISON STEWART	23/5/24