



## **Trustees' Annual Report for the period**

**From:** Period start date: **01.01.2022**    **To:** Period end date: **31.12.2022**

**Charity name:** Bridge Counselling

**Charity registration number:** 1191105

### **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote the mental health of people residing in Bromham and the Bedford areas through provision of a counselling service in accordance with the values of the Christian faith
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	<ul style="list-style-type: none"><li>• Receiving requests for counselling,</li><li>• Providing an initial interview and then introduction to a counsellor who is appropriately trained and supervised</li><li>• Counselling sessions provided as agreed between client and counsellor</li><li>• Regular supervision sessions for each counsellor and financial contributions for each counsellor towards training and ongoing development.</li><li>• Bi monthly Counsellor meetings</li><li>• Bi monthly Trustees meetings</li></ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Bridge Counselling is open to all enquiries from people with varying issues who wish to discuss them with a trained counsellor. Most clients approach the service via telephone, email or communication direct from our web site. During this year, because of the Covid 19 pandemic counselling has still continued if the client is willing and able to use technology such as Zoom. Our counsellors have been as flexible as they can be to continue offering services during this difficult time. The Trustees have read the Charity

		Commission guidance on public benefit and are satisfied that the activities outlined above clearly demonstrate that the charity is meeting its Purpose and is providing a benefit to the public.
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### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A at this time
Policy on social investment including program related investment	Para 1.38	N/A at this time
Contribution made by volunteers	Para 1.38	Our counsellors offer their services free of charge to Bridge Counselling and the service could not run without their support. For part of this year one of the counsellors has co-ordinated the service, managed the waiting list and carried out initial interviews by phone to those who enquired about counselling. She has also assisted our newly appointed Co-Ordinator to be inducted into the role and to take over the work required
Other		Trustees have taken on roles to assist with the running of this service - Finance, Data Protection, Safeguarding etc. Their time is given free of charge

## **Achievements and Performance**

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.	SORP reference	Bridge Counselling has received 49 enquiries during the period January 1 <sup>st</sup> 2022 and December 31 <sup>st</sup> 2022  This has resulted in 32 Initial interviews  30 people receiving or received counselling  362 hours of counselling given by 7
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		counsellors and 3 student counsellors on placement with Bridge during this period
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## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>A total of £14,230 was received during the year of which £3,000 was a grant from Bromham Baptist Church, £8,170 from counselling income and £2,242 from other donations. £245 from gift aid and £13 interest</p> <p>Bridge Counselling also receives services in kind from Bromham Baptist Church covering accommodation facilities and utilities.</p> <p>The main items of expenditure are: Counselling supervision which was £2,072 and administrative charges which include the following:-  ICO - £35,  Bank charges - £81,  Insurance - £135  Professional registration £623  Training £60.  Safeguarding - £141  Web site - £206  Expenses - £441  Admin costs - £971</p> <p>Our counsellors provide their services free of charge.</p> <p>Recruitment of administration services from April 2022 will help co-ordinate the service and reduce the need for voluntary requirements from the counsellors to administer the enquiries and waiting list.</p>
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		This resulted in a surplus for the year of £8466
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Bridge Counselling maintains a reserve fund to allow the organisation to adapt to any changes in our income or expenditure. The reserve is the equivalent to one month of day to day running costs plus an additional sum for one off professional indemnity insurance costs if the organisation has to close down
Amount of reserves held	Para 1.22	The Trustees currently agreed that this amount should be £1000.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Bridge Counselling is reliant on the counsellors who give their time and expertise freely. We are seeking new counsellors to join the team and encouraging those interested in training to be counsellors to find out more. If we cannot recruit new counsellors the charity cannot continue to function and provide the service

### **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	Grant from Bromham Baptist Church - £3,000 Counselling fees Donations One off gifts
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A at this time
A description of the principal risks facing the charity	Para 1.46	Counsellors resigning their service and not being able to replace their given time for counselling.

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation (CIO)
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	Invitation to serve as Trustee followed by information sharing and decision by the invited Trustee to commit to the role

### 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	Continuing as a work in progress
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The Charity is based at: Bromham Baptist Church, Village Road, Bromham, Bedford. MK43 8LJ.</p> <p>During 2022 we have had 7 counsellors and 3 students working with the service</p> <p>We started the year with 4 Trustees and recruited 2 more in March 2022. For part of the year we have had one of the counsellors volunteering to co-ordinate the enquiries and carrying out the initial interviews.</p> <p>From April 2022 we recruited the services of an administrator, who is also a trained counsellor, to take over the role of co-ordinator on a gradual basis. This commenced at 2 hours a week and has now been increased to 4 hours a week.</p> <p>Bridge Counselling is a member of The</p>

		Association of Christian Counsellors (ACC)
Relationship with any related parties	Para 1.51	Bromham Baptist Church supports Bridge Counselling CIO with an annual grant and the use of premises and facilities within the church building. This arrangement is confirmed with a Memorandum of Understanding which is reviewed annually

## Reference and Administrative details

Charity name	Bridge Counselling Bromham
Other name the charity uses	Bridge Counselling
Registered charity number	1191105
Charity's principal address	Bridge Counselling, Bromham Baptist Church, Village Road, Bromham, Bedford. MK43 8LJ

## 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	Mrs Barbara Bannard-Smith	Chair		
2	Mrs Lesley Dean	Co-ordinator		
3	Mrs Felicity Leinster	Finance		
4	Mrs Jenny Hadley	Safeguarding and Data Protection		
5	Dr Timothy Pedley	Trustee	From 8 <sup>th</sup> March 2022	Bridge Trustees
6	Mr George Hadley	Trustee	From 8 <sup>th</sup> March 2022	Bridge Trustees

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

Director name		
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N/A		
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Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

## Declarations

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

**Signed on behalf of the charity's trustees**

**Signature(s)**

*BL Bannard-Smith*

*LR Dean*

**Full name(s)**

Barbara Lesley Bannard-Smith

Lesley Rita Dean

**Position (eg Secretary, Chair, etc)**

Chair of Trustees

Co-Ordinator/Counsellor

**Date**

29<sup>th</sup> May 2023



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name Bridge Counselling	No (if any)
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## Receipts and payments accounts

For the period from	Period start date 1-Jan-22	To	Period end date 31-Dec-22
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### Section A Receipts and payments

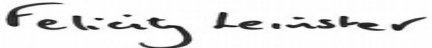
	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
<b>A1 Receipts</b>				
Bromham Baptist Church	3,000	-	-	3,000
Counselling Income	8,170	-	-	8,170
Counselling Supervision	560	-	-	560
Donations	2,242	-	-	2,242
Gift Aid	245	-	-	245
Interest	13	-	-	13
	-	-	-	-
	-	-	-	-
<b>Sub total</b> (Gross income for AR)	14,230	-	-	14,230
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total receipts</b>	14,230	-	-	14,230
<b>A3 Payments</b>				
Initial Grant Repayment	1,000	-	-	1,000
Bank Charges	81	-	-	81
Supervision	2,072	-	-	2,072
Insurance	135	-	-	135
Registration / Accreditation	623	-	-	623
ICO	35	-	-	35
Website / Domain	206	-	-	206
Training	60	-	-	60
Safeguarding	141	-	-	141
Expenses	441	-	-	441
Admin	971	-	-	971
<b>Sub total</b>	5,764	-	-	5,764
<b>A4 Asset and investment purchases, (see table)</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total payments</b>	5,764	-	-	5,764
<b>Net of receipts/(payments)</b>	8,466	-	-	8,466
<b>A5 Transfers between funds</b>	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	-
<b>Cash funds this year end</b>	8,466	-	-	8,466



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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	Cash funds in 2022	8,466	-
	Cash funds end 2021	7,664	-
		-	-
	<b>Total cash funds</b>	<b>16,130</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	OK
<b>B2 Other monetary assets</b>		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
<b>B3 Investment assets</b>			-
			-
			-
			-
			-
<b>B4 Assets retained for the charity's own use</b>			-
			-
			-
			-
			-
			-
			-
			-
			-
<b>B5 Liabilities</b>			-
			-
			-
			-
			-

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name
		Felicity Leinster
	B.L. Bannard-Smith	Barbara Banard-Smith

CC16a



Last year  
to the nearest £

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**Endowment  
funds**  
to nearest £

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OK

**Endowment  
funds**  
to nearest £

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**Current value  
(optional)**

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**Current value  
(optional)**

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**When due  
(optional)**


Date of  
approval
