

Transform Counselling
CIO Foundation
Charity Number: 1193026
For the year ended 3 April 2022

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Charity Number: 1193026

TRUSTEES' REPORT

FOR THE YEAR ENDED 3 April 2022

The Trustees (who are also directors of the charity for the purposes of Companies Act) present their annual report together with the financial statements of the charity for the year ended 31 March 2022. The Trustees confirm that the annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Structure, governance and management

a. Constitution

The Charity is a Company limited by guarantee. It was established under a Memorandum of Association which set out its objects and powers, and it is governed by its Articles of Association.

b. Methods of appointment or election of Trustees

Potential new trustees are interviewed by representatives of the existing trustees and selected based on particular expertise and skills which will add value to the Charity. Trustees serve a probationary period of three months prior to their election to the Board. Once appointed to the board all Trustees need to be re-elected at least once every three years at an Annual General Meeting.

c. Organisational structure and decision-making policies

Trustees are inducted to the Charity and receive copies of all the relevant organisational policies and documents.

The powers and responsibilities of Trustees are specified in the Memorandum of Association and Articles of Association.

The Charity is controlled by the Trustees who are accountable to the Annual General Meeting and they meet several times each year. The day-to-day running of the Charity is carried out by a number of volunteers.

d. Financial risk management

The Trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks. They keep this area under regular review.

e. Members' liability

None of the trustees have any beneficial interest in the charitable company. All the Trustees are members of the charitable company and guarantee to contribute £10 in the event of it winding up.

Objectives and activities

f. Policies and objectives

The Charity's principal object is to the relief of the physical and mental sickness of persons in need by the provision of counselling, befriending, pastoral care and support, and to relieve the mental and physical sickness of persons resident in England suffering from bereavement or loss by the provision of counselling and support for such persons.

The policies adopted by the Charity in furtherance of its objects have been to continue to run the counselling service as outlined above and there has been no change in these during the year.

Our on-going objectives are:

- To provide professional psychotherapy and counselling;
- To offer practical pastoral care support and befriending to people in need;
- To evaluate the need and provision of a counselling service for those struggling mentally and emotionally, identifying gaps and exploring possibilities for future service provision;
- To raise the funds for the projects identified;
- To use resources efficiently;
- To monitor the effectiveness of our services;
- To maintain high standards in service provision and organisational practice; and
- To offer volunteering opportunities.

The Charity's activities and achievements are monitored, evaluated and reviewed throughout the year and information from this process used to inform future plans and developments that will best support people who come to us for support.

g. Main activities undertaken to further the charity's purposes for the public benefit

In producing their assessment of the benefit to the public provided by the charity, the Trustees confirm that they have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefits, Charities and Public benefit.

The main activity carried out by the Charity was counselling and pastoral care for adults in England. Counselling was achieved chiefly through remoting working. However, in line with government guidelines, pastoral care face-to-face support has resumed.

Achievements and performance

Financial review

a. Financial review

The financial transactions during the year and position at the end of the year are summarised in the attached accounts. As the charity undertakes most of its work

remotely, we have been fortunate not to have to pay rent, and a considerable saving was made. This may change in future years. The charity does not have paid employees as the psychotherapists and supervisors are self-employed. As the charity grows in future years this may change. The actual day-to-day running costs of the service are considered essential, and the minimum expenditure required for administration of the charity's activities.

Our main fundraising activity remains in securing funds to cover the cost of counselling for our clients, clinical supervision for our volunteers and counsellors, offering practical pastoral care and befriending. The trustees believe this is easy to understand, relates directly to the work we do at Transform Counselling and pastoral care is readily understood by those who have little direct experience of counselling and pastoral care service provision.

The board continues to focus on donation activity to grow income.

b. Reserves policy

It is the policy of the Charity to aim to hold unrestricted funds which have not been designated for specific use at a level of between two- and three-months unrestricted expenditure. Holding reserves of unrestricted funds will always be decided at the discretion of the board with reference to the primacy of the charity's service delivery in the local community. It is the intention of the board to grow the reserves of the charity as the charity develops.

c. Going Concern

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

d. COVID-19

Transform Counselling responded to the need of people who were isolated, fearful, or lonely.. A remote service provision model was adopted by the charity.

e. Plans for future periods

1. The COVID19 pandemic response has continued to be a significant issue to manage for everyone in Transform Counselling since the foundation of the charity. A significant level of Transform Counselling's activities has effectively been delivered or managed remotely with some face-to-face taking place. Remote service provision is expected to be a significant part of the Transform Counselling's service provision for some time due to the ongoing impact of COVID19. Responding to COVID19 will continue to be an ongoing challenge for everyone at Transform Counselling as the situation and circumstances continue to change around us.

2. Plans to progress the organisation review remain despite the COVID19 pandemic and the requirement to manage a Transform Counselling response on an ongoing basis. The organisation review is planned to progress online as we have had to do for most of Transform Counselling's activities. It is our intention to reference our Transform Counselling's response to COVID19 to the work being done through the operational review and ensure we align strategic discussions

for Transform Counselling's with the specific actions and decisions being taken in response to COVID19 choices and decisions.

3. A chief focus for Transform Counselling remains fundraising. We are seeking funding for pastoral care, counselling, and clinical supervision. These are the central parts of our work, crucial for maintaining high standards of professional good practice.

4. The board wants to raise funds that will allow us to rise above simply covering our basic costs, primarily so that we can begin to think about bringing in some needed key skills such as a clinical lead and fundraising / admin support.

5. Community networking continues to be a priority for Transform Counselling. Through connecting with local churches and organisations as well as our wider community we hope to increase our donor base, a vital income stream for us, and to grow the Transform Counselling supporter base which is critical to an organisation reliant on volunteers primarily to support our ongoing service provision.

Approved by the Trustees on 7th December 2022 and signed on its behalf by:

Michael Murtagh

Chair of the Board of Trustees.

Independent examiner's report to the Trustees of Transform Counselling ('the charity')

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 3 April 2022.

Responsibilities and basis of report

As the Trustees of the charity (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

A D Bernardo,
35 Gerrard Rd,
London,
N1 8BA

3rd November 2022

Transform Counselling

Receipts and payments account for the year ended 3 April 2022

	Restricted Income Total	Unrestricted Income
<u>Receipts</u>		
Donations 129,083	-	129,083
Other Income: Gift Aid <u>14,855</u>	-	<u>14,855</u>
<u>Total</u> <u>143,938</u>	-	<u>143,938</u>

Payments

Therapeutic Fees 58,650	-	58,650
Pastoral Care Fees 30,409	-	30,409
Travel Expenses 824	-	824
Insurance 147	-	147
Telephone and Internet charges 911	-	911
Printing, Postage, Stationary, Photocopying 451	-	451

IT and Software	-	79
79		
Volunteer Welfare and Training	-	427
427		
Sundry Expenses	-	1161
1161		
Subscriptions	-	310
		<u>310</u>
Total	-	93,369
93,369		<u>93,369</u>

Net Surplus (Deficit)		50569
50569		
Fund Balance c'f at 04/04/2022		50569
		<u>50569</u>

Current Assets

Cash and Cash in Bank	-
50569 50,569	

Lodgements not credited @ 3/04/2022 -	-
- -	

Current Liabilities	-	-
-		

Net surplus/(deficit)	
50,569	

Designated Fund per reserves policy	
29,874	

General Funds	
<u>20,695</u>	

These financial statements are accepted on behalf of the charity by

Signed __Michael Murtagh_____ 2022_____

Date: __7th December

Michael Murtagh- Chair of the Trustees.

Transform Counselling

Notes to the accounts for the year ended 3 April 2022

1. Receipts & payments accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the charity during the financial year. In this context cash includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

2. Therapy, supervision, pastoral care and befriending

The charity has a team of self-employed therapists and self-employed supervisors, volunteers and three trustees.

3. Trustee's Remuneration

During the period no Trustees received expenses, remuneration or benefits,

4. Related party transactions

During the period there were no related party transactions.