

Trustees' Annual Report for the period

| | | | | | | | |
|------|-------------------|----------|------|----|-----------------|----------|------|
| From | Period start date | | | To | Period end date | | |
| | 22 | November | 2022 | | 31 | December | 2023 |

Section A Reference and administration details

Charity name Tenterden Counselling Service

Other names charity is known by TCS

Registered charity number (if any) 1201106

Charity's principal address Milroy House,
Sayers Lane,
Tenterden, Kent.

Postcode TN30 6BW

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 | Joe Scarboro | Chair | 01/09/2020 – 03/07/2023 | Existing Trustees |
| 2 | Mark Hassan-Ali | Trustee then Chair | (Chair 03/07/23 – 31/12/23) | Existing Trustees |
| 3 | Jolyon Vickers | | | Existing Trustees |
| 4 | Debbie Bray | | | Existing Trustees |
| 5 | Kimberley Trow | | | Existing Trustees |
| 6 | Jonathan Dowling | | | Existing Trustees |
| 7 | Christine Wilding | | | Existing Trustees |
| 8 | Rachel De Silva | | 06/05/2024 - current | Existing Trustees |
| 9 | Catherine Farragher | | 09/05/2024 – current | Existing Trustees |
| 10 | Edward Perry | Chair | 03/09/2024 – current | Existing Trustees |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |

| | | |
|--|--|--|
| | | |
|--|--|--|

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

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

Tim Beaman, CEO (03/06/2024 – current)

Section B Structure, governance and management

Description of the charity's trusts

| | |
|---|--------------------------------------|
| Type of governing document (eg. trust deed, constitution) | Constitution |
| How the charity is constituted (eg. trust, association, company) | Charitable Incorporated Organisation |
| Trustee selection methods (eg. appointed by, elected by) | Appointed by existing Trustees |

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

In summary, the objectives of the charity are to help and support people suffering from mental and emotional problems; and, in support of this, to offer counsellors opportunities to enhance and develop their practice through experience, clinical supervision and training.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The main activity undertaken for the public benefit has been the provision of weekly, affordable, open-ended counselling to people suffering emotional distress who live in and around Tenterden in Kent.

Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

On 1/10/23, Tenterden Counselling Service CIO (charity number 1201106) took over the activities of Tenterden Counselling Service (charity number 292667 - please see Section F below).

From its start of trading on 1/10/23 to its year end on 31/12/23, the counsellors of Tenterden Counselling Service provided 355 affordable, professionally supervised, counselling sessions to local people who referred themselves to the Service suffering from emotional distress.

Most of these counselling sessions took place in two dedicated counselling rooms in Tenterden, with a small minority taking place online for reasons including safety and accessibility.

Section E

Financial review

Brief statement of the charity's policy on reserves

The policy is to hold £15000 as a reserve.

Details of any funds materially in deficit

None.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Tenterden Counselling Service CIO (charity number 1201106) was constituted on 22/11/2022 (the start-date of this report) but did not start trading until 1/10/2023. Up until this date, the organisation traded as a charity, (charity number 292667).

Please note that the 2023 annual accounts pertain to the CIO, registered charity number 1201106, and therefore only include 3 months of transactions (from its start of trading on 1/10/23 to its year end on 31/12/23).

On request, TCS is happy to provide an aggregated set of 2023 accounts representing the financial activities of both legal entities during that year.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Rachel De Silva

Position (eg Secretary, Chair, etc)

Trustee

Date 10 October, 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Tenterden Counselling Service

Registered 22.11.22 Commenced 1.10.23

1201126

Receipts and payments accounts

CC16a

For the period
from

Period start date
22.11.22

To


Period end date
31.12.2023

Section A Receipts and payments

| | Unrestricted funds | Restricted funds | Endowment funds | Total funds | Last year |
|---|--------------------|------------------|------------------|------------------|------------------|
| | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ |
| A1 Receipts | | | | | |
| Business donations | 2,700 | - | - | 2,700 | - |
| Client donations | 6,380 | - | - | 6,380 | - |
| Individual donations (non client) | 31 | - | - | 31 | - |
| Interest income | 2 | - | - | 2 | - |
| Transfer from TCS | 29,100 | - | - | 29,100 | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total (Gross income for AR) | 38,213 | - | - | 38,213 | - |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 38,213 | - | - | 38,213 | - |
| A3 Payments | | | | | |
| Bank fees | 12 | - | - | 12 | - |
| Contractors | 5,900 | - | - | 5,900 | - |
| Counsellors fees | 5,920 | - | - | 5,920 | - |
| Supervision fees | 1,485 | - | - | 1,485 | - |
| Insurance | 1,521 | - | - | 1,521 | - |
| Insurance run off cover | 489 | - | - | 489 | - |
| General expenses | 116 | - | - | 116 | - |
| IT software | 68 | - | - | 68 | - |
| Legal expenses | 5 | - | - | 5 | - |
| Recruitment and training | 59 | - | - | 59 | - |
| Rent Milroy House | 1,154 | - | - | 1,154 | - |
| Rent Westview | 180 | - | - | 180 | - |
| Subscriptions | 75 | - | - | 75 | - |
| Sub total | 16,984 | - | - | 16,984 | - |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 16,984 | - | - | 16,984 | - |
| Net of receipts/(payments) | 21,229 | - | - | 21,229 | - |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | - | - | - | - | - |
| Cash funds this year end | 21,229 | - | - | 21,229 | - |

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

| Categories | Details | Unrestricted funds | Restricted funds | Endowment funds |
|----------------------|--------------|--------------------|------------------|-----------------|
| | | to nearest £ | to nearest £ | to nearest £ |
| B1 Cash funds | Bank balance | 21,229 | - | - |

| | | | | |
|---|---|--|------------------------------|---------------------------------|
| | | - | - | - |
| | | - | - | - |
| | Total cash funds | 21,229 | - | - |
| | (agree balances with receipts and payments account (s)) | OK | OK | OK |
| | | Unrestricted funds | Restricted funds | Endowment funds |
| | Details | to nearest £ | to nearest £ | to nearest £ |
| B2 Other monetary assets | Rent for Milroy | 664 | | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | | | |
| | 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 | Rent West View November & December | unrestricted | 240 | |
| | Counsellors December Fees | unrestricted | 1,225 | |
| | Supervision Fees | unrestricted | 225 | |
| | Contractors December | unrestricted | 100 | |
| | | | - | |
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | | Date of approval |
| |  | Rachel De Silva | | 15.10.24 |
| | | | | |



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Tenterden Counselling Service

On accounts for the year
ended

31st December 2023

Charity no
(if any)

1201106

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

L. Etheridge

Date:

12 OCTOBER 2024

Name:

MR. LESLIE MICHAEL ETHERIDGE

Relevant professional
qualification(s) or body
(if any):

Address:

93 HIGH STREET, TENTERDEN, KENT TN30 6LB

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of
any items that the
examiner wishes to
disclose.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Tenterden Counselling Service
Registered 22.11.22 Commenced 1.10.23

1201126

Receipts and payments accounts

CC16a

For the period
from

Period start date
22.11.22

To

Period end date
31.12.2023

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 £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Business donations | 2,700 | - | - | 2,700 | - |
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| Interest income | 2 | - | - | 2 | - |
| Transfer from TCS | 29,100 | - | - | 29,100 | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total (Gross income for AR) | 38,213 | - | - | 38,213 | - |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 38,213 | - | - | 38,213 | - |
| A3 Payments | | | | | |
| Bank fees | 12 | - | - | 12 | - |
| Contractors | 5,900 | - | - | 5,900 | - |
| Counsellors fees | 5,920 | - | - | 5,920 | - |
| Supervision fees | 1,485 | - | - | 1,485 | - |
| Insurance | 1,521 | - | - | 1,521 | - |
| Insurance run off cover | 489 | - | - | 489 | - |
| General expenses | 116 | - | - | 116 | - |
| IT software | 68 | - | - | 68 | - |
| Legal expenses | 5 | - | - | 5 | - |
| Recruitment and training | 59 | - | - | 59 | - |
| Rent Milroy House | 1,154 | - | - | 1,154 | - |
| Rent Westview | 180 | - | - | 180 | - |
| Subscriptions | 75 | - | - | 75 | - |
| Sub total | 16,984 | - | - | 16,984 | - |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 16,984 | - | - | 16,984 | - |
| Net of receipts/(payments) | 21,229 | - | - | 21,229 | - |
| A5 Transfers between funds | | | | | |
| A6 Cash funds last year end | | | | | |
| Cash funds this year end | 21,229 | - | - | 21,229 | - |

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 | Bank balance | 21,229 | - | - |

| | | - | - | - |
|---|--|---------------------------------|--------------------------|-----------------------------|
| | | - | - | - |
| | Total cash funds | 21,229 | - | - |
| | (agree balances with receipts and payments account (s)) | OK | OK | OK |
| B2 Other monetary assets | | Unrestricted funds | Restricted funds | Endowment funds |
| | Details | to nearest £ | to nearest £ | to nearest £ |
| | Rent for Milroy | 664 | | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | Details | | | |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | Details | | | |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | Details | | | |
| | Rent West View November & December | unrestricted | 240 | |
| | Counsellors December Fees | unrestricted | 1,225 | |
| | Supervision Fees | unrestricted | 225 | |
| | Contractors December | unrestricted | 100 | |
| | | | - | |
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval | |
| | | | | |
| | | | | |