



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month June	Year 2022		Day 31	Month May	Year 2023

## Section A Reference and administration details

Charity name Crossways Counselling Service

Other names charity is known by

Registered charity number (if any) 275053

Charity's principal address

PO Box 160

Haslemere

Surrey

Postcode

GU26 6YE

### 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	Dr S Dunbar			
2	Mrs C Keith			
3	Rev J Manley-Cooper			
4	Dr L Mason		(Until 7 <sup>th</sup> August 2022)	
5	Mr J Robson		(From 9 <sup>th</sup> June 2022)	
6	Mrs T Trollope			
7	Mrs A White		(From 18 <sup>th</sup> May 2023)	
8	Rev Canon David Wilbraham	Chair		
9				
10				
11				

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

Jane Saunders – Managing Director

## 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)

Association

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**

To address the need for an affordable counselling service in Haslemere and the surrounding areas. To provide professional confidential counselling services for adults, couples, and young people (aged 11-18) who are living with stress, redundancy or work related issues, relationship difficulties, bereavement and loss, depression, anxiety or confusion and abuse. To offer ongoing training to its own counsellors and to others in the area and to provide advice and training to pastoral care teams locally.

**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)**

Crossways counselling service provides over 1600 counselling sessions per year with qualified and trained counsellors for adults over the age of 18, as well as offering advice on appropriate referrals where necessary

Crossways provides ongoing training and fortnightly clinical supervision for its counsellors who are all trained professionals.

Undertaking Fundraising events and activities to raise money for and awareness of our service.

Fostering a close working relationship with local GP surgeries and other agencies.

Active member of the British Association for Counselling and Psychotherapy – we adhere to and abide by its ethical framework for good practice.

**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.

Many of our staff, including our counsellors, work without payment in order to support and reduce the running costs of this service.

**Section D**

**Achievements and performance**

**Summary of the main achievements of the charity during the year**

The provision of over 1600 counselling sessions

Successful fundraising activities ensuring we can continue to operate for a further year including the receipt of several grants

Training and teaching sessions on a variety of subjects including mental illness and attachment and shame

**CROSSWAYS COUNSELLING SERVICE**  
**Registered Charity No. 275053**  
**Accounts**  
**for the Year Ended 31 May 2023**

## **CROSSWAYS COUNSELLING SERVICE**

**Registered Charity No. 275053**

### **Trustees**

Dr S Dunbar  
Mrs C Keith  
Rev J Manley-Cooper  
Dr L Mason (until 7<sup>th</sup> August 2022)  
Mr J Robson (from 9<sup>th</sup> June 2022)  
Mrs T Trollope  
Mrs A White (from 18th May 2023)  
Canon D Wilbraham

### **Address:**

Crossways Counselling Service  
PO Box 160  
Haslemere  
GU26 6YE

### **Accountants:**

Anthony Kelly FCA  
Independent Examiner  
2 Woodberry Close  
Chiddingfold  
Godalming  
Surrey  
GU8 4SF

# CROSSWAYS COUNSELLING SERVICE

Registered Charity No. 275053  
Income & Expenditure Account - Year Ended 31 May 2023

	<u>2023</u>		<u>2022</u>	
	Operating Account	Trust Fund	Total	Total
<b>RECEIPTS</b>				
<b>Grants and donations:</b>				
Churches	5,253	-	5,253	1,714
Grant Making Trusts	14,604	-	14,604	8,500
Miscellaneous	4,800	-	4,800	6,490
	<hr/>	<hr/>	<hr/>	<hr/>
	24,657	-	24,657	16,704
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Other receipts:</b>				
Client Fees	10,753	-	10,753	10,529
Dividends	-	1,926	1,926	1,900
Bank interest	104	219	323	14
Training income	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
	10,857	2,145	13,002	12,443
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total income</b>	<hr/> 35,514	<hr/> 2,145	<hr/> 37,659	<hr/> 29,147
	<hr/>	<hr/>	<hr/>	<hr/>
<b>EXPENDITURE</b>				
<b>Direct charitable expenditure:</b>				
Supervision fees and intakes	6,005	-	6,005	4,724
Travel costs	905	-	905	16
Insurance	781	-	781	702
Professional Subscriptions	240	-	240	240
	<hr/>	<hr/>	<hr/>	<hr/>
	7,931	-	7,931	5,682
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Other expenditure</b>				
Directors' fees	10,950	-	10,950	9,150
Accountancy fees	1,633	-	1,633	1,665
Staff training	3,510	-	3,510	-
Rent	8,408	-	8,408	3,940
Publicity	780	-	780	-
Postage and stationery	49	-	49	18
Telephone	785	-	785	703
Independent examiner's fees	305	-	305	236
Miscellaneous costs	964	-	964	468
	<hr/>	<hr/>	<hr/>	<hr/>
	27,384	-	27,384	16,180
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total expenditure</b>	<hr/> 35,315	<hr/> -	<hr/> 35,315	<hr/> 21,862
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Net (deficit)/surplus for the year</b>	<hr/> 199	<hr/> 2,145	<hr/> 2,344	<hr/> 7,285
	<hr/>	<hr/>	<hr/>	<hr/>

**CROSSWAYS COUNSELLING SERVICE**  
**Registered Charity No. 275053**  
**Balance Sheet – 31 May 2023**

	<u><b>2023</b></u>	<u><b>2022</b></u>
<b>TRUST INVESTMENTS</b>		
3,536.17 Charities Official Investment Fund – Income shares at cost (market value at 31.05.23-£ 66,111.17)	5,045	5,045
	<hr/>	<hr/>
<b>CURRENT ASSETS</b>		
Trust Instant Savings account	17,034	15,058
Trust COIF deposit account	7,316	7,147
Bank current account	19,738	19,638
32 day notice account	10,235	10,131
COIF deposit account – ordinary fund	15	15
	<hr/>	<hr/>
	54,338	51,989
<b>CURRENT LIABILITIES</b>		
Accrued expenses	(300)	(295)
	<hr/>	<hr/>
	54,038	51,694
	<hr/>	<hr/>
	59,083	56,739
	<hr/>	<hr/>
<b>REPRESENTED BY:</b>		
<b>TRUST CAPITAL ACCOUNT</b>	5,000	5,000
	<hr/>	<hr/>
<b>TRUST INCOME ACCOUNT</b>		
Balance at 1 June 2022	28,193	26,283
Surplus for the year	2,145	1,910
	<hr/>	<hr/>
	30,338	28,193
	<hr/>	<hr/>
<b>TRUST FUND at 31 May 2023</b>	35,338	33,193
	<hr/>	<hr/>
<b>OPERATING ACCOUNT</b>		
Balance at 1 June 2022	23,366	17,991
Surplus for the year	199	5,375
	<hr/>	<hr/>
<b>Balance at 31 May 2023</b>	23,565	23,366
	<hr/>	<hr/>
<b>ORDINARY FUND</b>		
Balance at 1 June 2022 & 31 May 2023	180	180
	<hr/>	<hr/>
	59,083	56,739
	<hr/>	<hr/>

**Signed on behalf of the Trustees:**

**Signed by Treasurer:**

Canon D Wilbraham (Chair of Trustees)

Helen Mitchell ACA (Treasurer)

**Independent Examiner's Report to the Trustees of  
CROSSWAYS COUNSELLING SERVICE**

I report on the accounts of the Service for the year ended 31 May 2023, which are set out on pages 2 to 3.

**Respective responsibilities of trustees and examiner**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144 (2) of the Charities Act 2011 (the Act) does not apply and that an independent examination is needed. It is my responsibility to examine the accounts (under section 145 of the Act), to follow procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act and to state whether particular matters have come to my attention.

**Basis of independent examiners' report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

**Independent examiners' statement**

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Anthony Kelly FCA  
Independent Examiner  
2 Woodberry Close  
Chiddingfold  
Godalming  
Surrey  
GU8 4SF

Date: 6/3/2024



**CROSSWAYS COUNSELLING SERVICE**  
**Registered Charity No. 275053**  
**Accounts**  
**for the Year Ended 31 May 2023**

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