

THE DOVER COUNSELLING CENTRE

England & Wales · Charity number 800988

Details

Status Registered

Legal form Charitable company

Company number [02334448](#)

Registered 1989-02-20

Register [View on the Charity Commission register](#)

Contact

Address Dover Counselling Centre
Horizon House
Gordon Road
Whitfield
Dover
CT16 2ET

Phone 01304204123

Email support@dcc-care.org

Website www.dovercc.org.uk

Activities

Objects: (1) TO PROMOTE ANY CHARITABLE OBJECT FOR THE BENEFIT OF THE COMMUNITY IN THE UNITED KINGDOM ("THE AREA OF BENEFIT") AND IN PARTICULAR TO PROTECT HEALTH AND RELIEVE SICKNESS AND DISTRESS AND TO ADVANCE EDUCATION BY THE PROVISION OF A COUNSELLING SERVICE; (2) TO PROVIDE EDUCATION AND TRAINING IN MARRIAGE AND FAMILY LIFE AND IN PERSONAL RELATIONSHIPS, IN ALCOHOL AND DRUG ABUSE AND IN THE EFFECTS OF LOSS AND BEREAVEMENT, TO PROFESSIONAL WORKERS AND EMPLOYERS.

Activities: Since 1988 the Centre has delivered a very successful community counselling service in the Dover District. We offer an Employee Wellbeing Service throughout the UK for organisations that contract with us, as well as Training and Consultation to organisations. These services help us to continue with our community service.

Classification

- **How:** Provides Services
- **What:** General Charitable Purposes, Education/training
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** THE UNITED KINGDOM
- Ireland
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2024-09-30	£830,206	£1,023,217	£1,736,289	16
2023-09-30	£1,853,159	£1,660,048	£1,929,300	35
2022-09-30	£1,851,278	£1,601,886	£1,736,189	35
2021-09-30	£1,524,410	£1,591,886	£1,486,797	28
2020-09-30	£1,599,583	£1,474,059	£1,554,273	23

Trustees

Name	Role	Appointed
Dr William Moses MBE	Chair	2025-07-01
Angela Wiggins		2023-03-30
David Nigel Reeve Foley		2013-01-31
Laraine Soliman		2017-02-23
Pascale Vernieuwe		2019-06-07
Stephen Weaver		2024-04-01

THE DOVER COUNSELLING CENTRE

England & Wales - Charity number 800988

Accounts

REGISTERED COMPANY NUMBER: 02334448 (England and Wales)
REGISTERED CHARITY NUMBER: 800988

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024
FOR
THE DOVER COUNSELLING CENTRE**

McCabe Ford Williams
Chartered Accountants
Charlton House
Dour Street
DOVER
Kent
CT16 1BL

THE DOVER COUNSELLING CENTRE

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FOR THE YEAR ENDED 30 SEPTEMBER 2024**

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THE DOVER COUNSELLING CENTRE

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

TRUSTEES	Mr D N R Foley Ms N E G Hodgkinson Dr W T Moses MBE (resigned 1.4.24) Mrs L Soliman Mr S L Weaver (Chair) Ms P Vernieuve Ms A Wiggins
REGISTERED OFFICE	Horizon House Gordon Road Whitfield DOVER Kent CT16 2ET
REGISTERED COMPANY NUMBER	02334448 (England and Wales)
REGISTERED CHARITY NUMBER	800988
INDEPENDENT EXAMINER	McCabe Ford Williams Chartered Accountants Charlton House Dour Street DOVER Kent CT16 1BL

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 September 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal objectives of the organisation are:

- To promote any charitable object for the benefit of the community in the United Kingdom ("the area of benefit") and in particular to protect health and relieve sickness and distress and to advance education by the provision of a counselling service.

-To provide education and training in marriage and family life and in personal relationships, in alcohol and drug abuse and in the effect of loss and bereavement, to professional workers and employers.

Following the end of the contract with NHS Talking Therapies as from 31 March 2024, our immediate priority, given the significant loss of income and staff, was to stabilise the operation financially which has now been achieved.

Moving forward, the same offer is not viable, (as the new operator provides the same offer for free on the NHS!) as has subsequently been seen by the low take up since the new operation was established.

We are assessing the best direction to take - and have had early discussions to test cooperation with other charities in adjacent fields - which are not yet fruitful.

However, as we are just coming out of "survival mode," it is too early to provide details on objectives, activities etc. Our key objective has been to stabilise the operation, protect the cash position to ensure we have a solid financial footing going forward, and develop our strategic direction/partnerships - so specifics are not available at this stage.

Public benefit

The trustees confirm that they have complied with their duty as prescribed in the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

ACHIEVEMENT AND PERFORMANCE

Review of activities

In the first half of the year, whilst DCC was operating effectively and providing essential support to our clients, the NHS consolidated their outsourced counselling services.

As such, mid-year, the NHS contract was transferred to a new supplier and the transfer of undertaking process instigated. Councillors, associated support staff and key members of the Management team were transferred, under TUPE, to the new operator.

As a result, income for the year was 55% down on the previous year, and the operational and intellectual capacity within DCC significantly impaired. Staffing comprised of one (later two) salaried employee/s with trustee assistance, all based on a three-day week. The team focussed on reducing historic costs, most of which were committed when Dover Counselling Centre (trading as DCC) was more successful. The cancellation of long-term agreements was time consuming, challenging and debilitating.

Against a modest backdrop it was the team's responsibility to attract counselling work from individuals and companies, the former being a mixture of those desperately in need but only capable to pay a contribution towards costs and those able to pay a market rate.

On 1 April 2024, DCC was transported from a healthy business supporting the local community and generating a surplus, to one that suddenly competed with a government sponsored business that provided a tailored service at nil cost to the client. The only advantage that DCC had was a far more customer facing, sympathetic face-to-face approach and a prompt reaction which contrasted with the competitor's significant waiting list.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

With limited resources we have been able to provide some support to needy clients, unable to get a speedy response from the new provider as their operation settles down. We have also, albeit at a reduced level, continued to support the "Get Away Garden" in partnership with Future Skills and Town & Country Housing providing education, wellbeing and social interaction for the local community.

It is clear that mental health provides limited scope to develop subsidiary opportunities although two have more recently been explored such as mental health related training courses and the concept of Companion Care, (not to be confused with home-help), where aged individuals and/or couples are supported in their homes as opposed to the need for them to resort to a nursing or care home.

Having significantly reduced, or eliminated, legacy costs, the board is now focussed on providing mental health support to the local community on a stand alone basis or in partnership with relevant parties.

FINANCIAL REVIEW

Financial Review

The trustees aim to maintain a sufficient level of free reserves in unrestricted funds to ensure the delivery of the charity's services and enable investment into service development and innovation to deepen the charity's impact, when appropriate, outside of income patterns and funder dependencies.

In 2023/24 there was a deficit of £193,011 (2022/23 surplus of £193,111) and expenditure was £1,023,217 (2022/23 £1,660,048). With the loss of the NHS contract from March 2024, significant funding from other sources is needed to continue.

The board will ensure careful management of forward commitments to ensure that DCC can maintain momentum and drive targeted growth without over-committing from a cash flow perspective.

The trustees are comfortable that the charity has sufficient cash to meet its short-term financial liabilities and contractual obligations as they fall due.

Pay and remuneration

The aim of Dover Counselling Centre's remuneration policy is to maintain sustainable, fair levels of pay at the same time as attracting and retaining the right people to deliver our services.

In setting appropriate levels of senior management pay, the board considers the skills, experience and competencies required for each role, and the remuneration level for those roles in sectors where suitable candidates would be found.

Risk management

The trustees have overall responsibility for the system of internal control that is designed by senior management to ensure effective and efficient operations, including financial reporting and compliance with laws and regulations. The trustees acknowledge that such a system is designed to manage rather than eliminate the risk of failure to achieve business objectives and can only provide reasonable and not absolute assurance against material misstatement or loss.

Management of core risks around funding, data privacy, information security, ethics and clinical quality are integral to the success of DCC.

There are regular reviews and updates of policies and procedures and appropriate legal and professional advice sought and followed as appropriate.

FUTURE

As we look to the future, the external environment is likely to continue to be a challenge, and prudent financial planning will be as important as income generation.

DCC will continue to build on insights from previous years to develop more efficient and robust ways to drive and grow income opportunities as we seek to reduce income related risk.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The charity is constituted under a Memorandum of Association dated 5 December 1988 and is a registered charity (number 800988).

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The charity is organised in such a way that trustees meet regularly in order to manage its affairs whilst day to day responsibility is delegated to the management team.

Induction and training of new trustees

Recommendations to become a trustee tend to come from within the organisation, particularly if the board has identified that they need someone with a particular skill e.g Finance. If personal recommendations were not to be successful then the position would be advertised.

Candidates are required to complete an interview with the chair and another trustee prior to being nominated, to ensure they fully understand the role and responsibilities of a trustee prior to election/appointment. Trustees newly elected to the board of trustees during the period receive an induction pack, which contains reading material concerning both general trustee and governance issues. They also attend meetings with the senior management team to learn and better understand how DCC operates.

Specific training would be provided if the trustee did not already have the skills and knowledge necessary.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 27 June 2025 and signed on its behalf by:

Mr S L Weaver (Chair) - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE DOVER COUNSELLING CENTRE**

Independent examiner's report to the trustees of The Dover Counselling Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 September 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also 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 Company 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 your charity's accounts as 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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 Company 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.

I D Pascall FCA

McCabe Ford Williams
Chartered Accountants
Charlton House
Dour Street
DOVER
Kent
CT16 1BL

27 June 2025

THE DOVER COUNSELLING CENTRE

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

	Notes	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	350	-	350	3,000
Charitable activities					
Counselling	5	756,517	22,843	779,360	1,610,198
Supervision		875	-	875	3,685
Training		29,998	-	29,998	135,290
Recruitment, team building events and wellbeing		-	-	-	26,125
Covid impact salary support		-	-	-	70,844
Office decoration		-	5,000	5,000	-
Investment income	4	13,009	-	13,009	4,017
Other income		1,614	-	1,614	-
Total		<u>802,363</u>	<u>27,843</u>	<u>830,206</u>	<u>1,853,159</u>
EXPENDITURE ON					
Charitable activities					
Counselling	6	967,346	55,871	1,023,217	1,660,048
Office decoration		(5,000)	5,000	-	-
Total		<u>962,346</u>	<u>60,871</u>	<u>1,023,217</u>	<u>1,660,048</u>
NET INCOME/(EXPENDITURE)		(159,983)	(33,028)	(193,011)	193,111
RECONCILIATION OF FUNDS					
Total funds brought forward		1,896,272	33,028	1,929,300	1,736,189
TOTAL FUNDS CARRIED FORWARD		<u><u>1,736,289</u></u>	<u><u>-</u></u>	<u><u>1,736,289</u></u>	<u><u>1,929,300</u></u>

The notes form part of these financial statements

BALANCE SHEET
30 SEPTEMBER 2024

	Notes	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
FIXED ASSETS					
Tangible assets	12	223,589	-	223,589	236,292
Investments	13	1	-	1	1
		<u>223,590</u>	<u>-</u>	<u>223,590</u>	<u>236,293</u>
CURRENT ASSETS					
Debtors	14	13,716	-	13,716	612,956
Cash at bank and in hand		1,514,699	-	1,514,699	1,217,159
		<u>1,528,415</u>	<u>-</u>	<u>1,528,415</u>	<u>1,830,115</u>
CREDITORS					
Amounts falling due within one year	15	(15,716)	-	(15,716)	(137,108)
		<u>1,512,699</u>	<u>-</u>	<u>1,512,699</u>	<u>1,693,007</u>
NET CURRENT ASSETS					
		<u>1,736,289</u>	<u>-</u>	<u>1,736,289</u>	<u>1,929,300</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>1,736,289</u>	<u>-</u>	<u>1,736,289</u>	<u>1,929,300</u>
NET ASSETS					
		<u>1,736,289</u>	<u>-</u>	<u>1,736,289</u>	<u>1,929,300</u>
FUNDS					
	17			1,736,289	1,896,272
Unrestricted funds					
Restricted funds				-	33,028
				<u>1,736,289</u>	<u>1,929,300</u>
TOTAL FUNDS					
				<u>1,736,289</u>	<u>1,929,300</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 September 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

BALANCE SHEET - continued
30 SEPTEMBER 2024

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 27 June 2025 and were signed on its behalf by:

Mr S L Weaver (Chair) - Trustee

THE DOVER COUNSELLING CENTRE
CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 SEPTEMBER 2024

	Notes	2024 £	2023 £
Cash flows from operating activities			
Cash generated from operations	1	285,002	280,816
Net cash provided by operating activities		<u>285,002</u>	<u>280,816</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(1,321)	(3,104)
Sale of tangible fixed assets		850	-
Interest received		13,009	4,017
Net cash provided by investing activities		<u>12,538</u>	<u>913</u>
Change in cash and cash equivalents in the reporting period			
		297,540	281,729
Cash and cash equivalents at the beginning of the reporting period		<u>1,217,159</u>	<u>935,430</u>
Cash and cash equivalents at the end of the reporting period		<u><u>1,514,699</u></u>	<u><u>1,217,159</u></u>

The notes form part of these financial statements

THE DOVER COUNSELLING CENTRE

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2024	2023
	£	£
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(193,011)	193,111
Adjustments for:		
Depreciation charges	10,258	14,228
Loss on disposal of fixed assets	2,916	648
Interest received	(13,009)	(4,017)
Decrease in debtors	599,240	45,118
(Decrease)/increase in creditors	(121,392)	31,728
Net cash provided by operations	<u>285,002</u>	<u>280,816</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.10.23	Cash flow	At 30.9.24
	£	£	£
Net cash			
Cash at bank and in hand	1,217,159	297,540	1,514,699
	<u>1,217,159</u>	<u>297,540</u>	<u>1,514,699</u>
Total	<u>1,217,159</u>	<u>297,540</u>	<u>1,514,699</u>

The notes form part of these financial statements

THE DOVER COUNSELLING CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2024

1. STATUTORY INFORMATION

The Dover Counselling Centre is an incorporated charity registered in England. The Charitable company's registered number, principal address and nature of operations can be found in the Report of Trustees.

The financial statements are presented in sterling which is the functional currency of the charity.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Amounts recoverable on contract are based on the stage of completion of ongoing counselling cases. These are calculated on a sessions basis.

Income from donations or grants are recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

Interest income is recognised as the charity's right to receive payment is established.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- Straight line over 50 years
Fixtures and fittings	- 20% on cost

Investments

Unlisted equity investments are initially recorded at cost, and subsequently measured at fair value. If fair value cannot be reliably measured, assets are measured at cost less impairment.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

2. ACCOUNTING POLICIES - continued

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

3. DONATIONS AND LEGACIES

	2024	2023
	£	£
Donations	350	3,000
	<u>350</u>	<u>3,000</u>

4. INVESTMENT INCOME

	2024	2023
	£	£
Bank interest receivable	13,009	4,017
	<u>13,009</u>	<u>4,017</u>

5. INCOME FROM CHARITABLE ACTIVITIES

		2024	2023
	Activity	£	£
AQP counselling	Counselling	688,069	1,430,755
Counselling	Counselling	91,291	179,443
Supervision	Supervision	875	3,685
HEE funding	Training	22,843	132,380
Training	Training	7,155	2,910
Innovation fund	Recruitment, team building events and wellbeing	-	26,125
Covid cost reimbursement	Covid impact salary support	-	70,844
Other grants	Office decoration	5,000	-
		<u>815,233</u>	<u>1,846,142</u>

Grants received, included in the above, are as follows:

	2024	2023
	£	£
Screwfix foundation	5,000	-
	<u>5,000</u>	<u>-</u>

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 7) £	Totals £
Counselling	629,931	393,286	1,023,217

7. SUPPORT COSTS

	Other £	Governance costs £	Totals £
Counselling	388,138	5,148	393,286

Support costs, included in the above, are as follows:

Other

	2024 Counselling £	2023 Total activities £
Wages, national insurance and pensions	106,562	203,792
Staff training and supervision	20,049	33,112
Agency fees	15,041	-
Hire of equipment	6,501	7,988
Rates and water	1,559	990
Insurance	6,083	3,522
Light and heat	10,221	8,621
Telephone	12,898	8,873
Repairs and maintenance	29,003	19,469
Office expenses	73,385	95,784
Legal fees	10,179	-
Recruitment Expenses	8,516	-
Bad and doubtful debts	6,228	(11,249)
Advertising	430	168
Garden therapy	27,711	15,020
Consultancy fees	21,679	-
Sundry	17,461	25,279
Bank charges	1,458	1,395
Depreciation of tangible fixed assets	10,258	14,228
Loss on disposal of fixed assets	2,916	648
	388,138	427,640

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

7. SUPPORT COSTS - continued

Governance costs

	2024	2023
	Counselling	Total activities
	£	£
Auditors' remuneration	-	8,024
Independent examination fees	5,148	-
	<u>5,148</u>	<u>8,024</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2024	2023
	£	£
Depreciation - owned assets	10,258	14,228
Hire of plant and machinery	6,501	7,988
Loss on disposal of fixed assets	2,916	648
	<u>19,675</u>	<u>22,864</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 September 2024.

Trustees' expenses

Trustees expenses amounting to £5,024 (2023 £807) were reimbursed to four Trustees during the year (2023 - three) for travel expenses.

10. STAFF COSTS

Total staff costs were as follows:

	2024	2023
	£	£
Wages and salaries	560,380	1,038,699
Social security costs	62,290	98,995
Pensions	10,341	18,199
	<u>633,011</u>	<u>1,155,893</u>

The average monthly number of employees during the year was as follows:

	2023	2023
Average number of employees	16	33

No employees received emoluments in excess of £60,000 (2023 - 1).

THE DOVER COUNSELLING CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2024

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	3,000	-	3,000
Charitable activities			
Counselling	1,610,198	-	1,610,198
Supervision	3,685	-	3,685
Training	2,910	132,380	135,290
Recruitment, team building events and wellbeing	-	26,125	26,125
Covid impact salary support	70,844	-	70,844
Investment income	4,017	-	4,017
Total	<u>1,694,654</u>	<u>158,505</u>	<u>1,853,159</u>
EXPENDITURE ON			
Charitable activities			
Counselling	<u>1,548,856</u>	<u>111,192</u>	<u>1,660,048</u>
NET INCOME	145,798	47,313	193,111
Transfers between funds	29,476	(29,476)	-
Net movement in funds	<u>175,274</u>	<u>17,837</u>	<u>193,111</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	1,720,998	15,191	1,736,189
TOTAL FUNDS CARRIED FORWARD	<u><u>1,896,272</u></u>	<u><u>33,028</u></u>	<u><u>1,929,300</u></u>

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

12. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Totals £
COST			
At 1 October 2023	252,057	113,687	365,744
Additions	-	1,321	1,321
Disposals	-	(25,564)	(25,564)
	252,057	89,444	341,501
DEPRECIATION			
At 1 October 2023	29,766	99,686	129,452
Charge for year	5,041	5,217	10,258
Eliminated on disposal	-	(21,798)	(21,798)
	34,807	83,105	117,912
NET BOOK VALUE			
At 30 September 2024	217,250	6,339	223,589
At 30 September 2023	222,291	14,001	236,292

13. FIXED ASSET INVESTMENTS

	Shares in group undertakings £
MARKET VALUE	
At 1 October 2023 and 30 September 2024	1
NET BOOK VALUE	
At 30 September 2024	1
At 30 September 2023	1

There were no investment assets outside the UK.

The company's investments at the balance sheet date in the share capital of companies include the following:

Inspire-Compassion Ltd

Registered office: Horizon House, Gordon Road, Whitfield, Dover, CT16 2ET

Nature of business: Dormant

Class of share:	%
Ordinary	holding 100

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2024	2023
		£	£
Trade debtors		13,716	474,235
Amounts recoverable on contract		-	138,721
		<u>13,716</u>	<u>612,956</u>
15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2024	2023
		£	£
Social security and other taxes		813	27,475
Sundry creditors and deferred income		14,903	109,633
		<u>15,716</u>	<u>137,108</u>
16. LEASING AGREEMENTS			
Minimum lease payments under non-cancellable operating leases fall due as follows:			
		2024	2023
		£	£
Within one year		6,436	5,987
Between one and five years		-	5,488
		<u>6,436</u>	<u>11,475</u>
17. MOVEMENT IN FUNDS			
	At	Net	At
	1.10.23	movement	30.9.24
	£	in funds	£
		£	
Unrestricted funds			
General fund	1,896,272	(159,983)	1,736,289
Restricted funds			
Health Education England	9,333	(9,333)	-
Innovation Fund	23,695	(23,695)	-
	<u>33,028</u>	<u>(33,028)</u>	<u>-</u>
TOTAL FUNDS	<u>1,929,300</u>	<u>(193,011)</u>	<u>1,736,289</u>

THE DOVER COUNSELLING CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2024

17. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	802,363	(962,346)	(159,983)
Restricted funds			
Health Education England	22,843	(32,176)	(9,333)
Innovation Fund	-	(23,695)	(23,695)
Screwfix Foundation grant	5,000	(5,000)	-
	<u>27,843</u>	<u>(60,871)</u>	<u>(33,028)</u>
TOTAL FUNDS	<u>830,206</u>	<u>(1,023,217)</u>	<u>(193,011)</u>

Comparatives for movement in funds

	At 1.10.22 £	Net movement in funds £	Transfers between funds £	At 30.9.23 £
Unrestricted funds				
General fund	1,720,998	145,798	29,476	1,896,272
Restricted funds				
Health Education England	15,191	23,618	(29,476)	9,333
Innovation Fund	-	23,695	-	23,695
	<u>15,191</u>	<u>47,313</u>	<u>(29,476)</u>	<u>33,028</u>
TOTAL FUNDS	<u>1,736,189</u>	<u>193,111</u>	<u>-</u>	<u>1,929,300</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	1,694,654	(1,548,856)	145,798
Restricted funds			
Health Education England	132,380	(108,762)	23,618
Innovation Fund	26,125	(2,430)	23,695
	<u>158,505</u>	<u>(111,192)</u>	<u>47,313</u>
TOTAL FUNDS	<u>1,853,159</u>	<u>(1,660,048)</u>	<u>193,111</u>

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

17. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.10.22 £	Net movement in funds £	Transfers between funds £	At 30.9.24 £
Unrestricted funds				
General fund	1,720,998	(14,185)	29,476	1,736,289
Restricted funds				
Health Education England	15,191	14,285	(29,476)	-
TOTAL FUNDS	<u>1,736,189</u>	<u>100</u>	<u>-</u>	<u>1,736,289</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	2,497,017	(2,511,202)	(14,185)
Restricted funds			
Health Education England	155,223	(140,938)	14,285
Innovation Fund	26,125	(26,125)	-
Screwfix Foundation grant	5,000	(5,000)	-
	<u>186,348</u>	<u>(172,063)</u>	<u>14,285</u>
TOTAL FUNDS	<u>2,683,365</u>	<u>(2,683,265)</u>	<u>100</u>

Health Education England:

Restricted Funds

Funding for Training:

The charity received funding from Health Education England totalling £22,843 (2023 £132,380) during the year to contribute to the salaries, study costs and expenses of staff members who were studying to become either a qualified High Intensity Therapist or Psychological Wellbeing Practitioner. Expenses during the year totalled £32,176 (2023 £108,762).

Surplus funds transferred across to unrestricted funds once staff members' training was completed was £nil (2023 £29,476).

Innovation Fund

In the year ended 30 September 2023, funding of £26,125 was received to aid recruitment and retention of the workforce in particular, the counsellors workforce, and provide wellbeing/team building events through the year. Expenses during the year ended 30 September 2024 totalled £23,695 (2023 £2,430).

Screwfix Foundation grant

A grant of £5,000 (2023 nil) was received in the year from the Screwfix Foundation to be used to fix, repair, maintain and improve properties and community facilities. Expenditure during the year ended 30 September 2024 totalled £5,000 (2023 nil).

THE DOVER COUNSELLING CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 SEPTEMBER 2024

18. RELATED PARTY DISCLOSURES

During the year, a total of £18,603 for consultancy fees and expenses were payable to Dr W Moses, a former trustee. All transactions were carried out on an arms length basis.

There were no other related party transactions for the year ended 30 September 2024.

19. COMPANY LIMITED BY GUARANTEE

The charitable company is limited by guarantee and has no share capital. Every member of the company undertakes, in the event of the winding up of the company, to contribute such amount as may be necessary not exceeding £1 each.

20. GOING CONCERN

With effect from 31 March 2024, the Charitable Company withdrew from providing the NHS Talking Therapies contract for Kent and Medway on behalf of NHS England. At the end of the contract, staff linked to providing the service were transferred under TUPE to the replacement provider.

The Trustees appraised the advantages available from its existing activities, and to build on its current reputation for quality and level of service. They have set up plans for future action to enable the Charitable Company to continue as a going concern.

As part of their plans, they have created a new, more modern identity, and established new counselling and mental health services, with new projects to come on stream in the following few months.

They have met with other mental health providers with a view to future joint-cooperation, which has received positive feedback, and recruited new staff to best suit the opportunities and challenges facing the Charitable Company going forward. The Trustees have assessed that the current and future sources of funding and support for the Charitable Company will be more than adequate for the Charitable Company's needs.

THE DOVER COUNSELLING CENTRE

England & Wales - Charity number 800988

Accounts

REGISTERED COMPANY NUMBER: 02334448 (England and Wales)
REGISTERED CHARITY NUMBER: 800988

**REPORT OF THE TRUSTEES AND
AUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023
FOR
THE DOVER COUNSELLING CENTRE**

McCabe Ford Williams
Chartered Accountants and Statutory Auditors
Charlton House
Dour Street
DOVER
Kent
CT16 1BL

THE DOVER COUNSELLING CENTRE

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FOR THE YEAR ENDED 30 SEPTEMBER 2023**

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THE DOVER COUNSELLING CENTRE
REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

TRUSTEES	Mr D N R Foley Ms N E G Hodgkinson Dr W T Moses MBE (Chairman) Mrs L Soliman Mr S L Weaver Ms P Vernieuve Ms A Wiggins (appointed 30.3.23)
REGISTERED OFFICE	Horizon House Gordon Road Whitfield DOVER Kent CT16 2ET
REGISTERED COMPANY NUMBER	02334448 (England and Wales)
REGISTERED CHARITY NUMBER	800988
AUDITORS	McCabe Ford Williams Chartered Accountants and Statutory Auditors Charlton House Dour Street DOVER Kent CT16 1BL

THE DOVER COUNSELLING CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 September 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal objective of the organisation is to provide counselling, consultancy, training and educational services to individuals, families and professional workers to the benefit of the community.

Focus of our work

The Government has continued to reinforce its commitment to increasing investment in Mental Health with the NHS planning to spend £12.8bn on Mental Health Services in 2022/23.

We saw a return to a more stable working environment during this financial year, but the cost-of-living crisis has generated more pressure on our services, clients, and staff.

All our services have seen an increase in referrals that include safeguarding concerns, as well as an increase in clients who are presenting with suicidal thoughts.

The role of Dover Counselling centre now and into the future, is to continue to meet our objectives, applied in ways that benefit the community:

- To provide a counselling and consultancy service for individuals and families
- To provide a counselling and consultancy service for professional workers and employers
- To provide education and training for professional workers and employers.

NHS Talking Therapies (Formerly known as IAPT)

Dover Counselling Centre (DCC) has been delivering an IAPT programme since 2012. As part of the national programme, we provide a range of evidence-based, NICE recommended therapies alongside Cognitive Behavioural Therapy (CBT) to ensure service users can benefit from a range of treatment options suited to their needs.

Employer Services

As an established provider of counselling and wellbeing support to organisations, we also provide training, supervision, conflict resolution and trauma support to businesses all designed to enable staff to work healthily and confidently.

There continues to be significant interest in workplace wellbeing and DCC has a role to ensure that such activities are facilitated.

Community Service

The truth is that for people who are affected by mental illness, they often find it hard to get the support they need, with many people being told they are too unwell to be supported by just their GP or IAPT, but not ill enough to get the specialist help they need.

Our community service aims to fill this gap, by offering sessions that are provided at low cost, and we offer a minimal number of subsidised or free places.

THE DOVER COUNSELLING CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2023

OBJECTIVES AND ACTIVITIES

Evaluating the services

In order to help us evaluate our services we seek feedback from our clients and customers.

This can be done through a variety of means - in counselling it is usually at the end of therapy, when clients can be asked about how satisfied they were with the service. There is not any one generic standard measure used, but the one that is used throughout IAPT is the patient experience questionnaire.

Client satisfaction represents a fundamental benchmark for good practice. Also, allowing clients to record their dissatisfaction, and make suggestions for improvement of services, is part of the ethical approach that DCC adopts when monitoring and evaluating its activities.

Written feedback from clients has been good and trustees were pleased to receive the following typical comments:

> I am so grateful for the quick and efficient help ** has given me. The techniques she has shown me will help to improve my daily life.

> The support I have received has been very professional and has helped me come to terms with my trauma and help me look forward to a better future without fear anger and feeling low very positive kind and supportive thanks.

> I didn't want to come to therapy. I wasn't sure about it. But I'm glad I did and think it's going to help me.

> I've found the service to be excellent and extremely helpful. The counsellor dealing with me has been excellent and extremely helpful for me.

> I cannot thank my therapist ** enough, she was great to work with and had a lovely kind nature about her. I feel a lot better for the sessions with her. She is a credit to her profession. Thank you.

Public benefit

The Trustees confirm that they have complied with their duty as prescribed in the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

ACHIEVEMENT AND PERFORMANCE

Review of activities

Challenges

This year has presented a range of challenges, not least the procurement exercise in February 2023 for the NHSTT (NHS Talking Therapies) service. The Board had to make some difficult decisions to ensure that funds were available to safeguard the continued delivery of our charitable objectives and restructured the Management Team and reduced the number of staff in the administration team to help reduce the growth in spend on our people costs.

People

DCC's Management structure had been largely unchanged for several years, and whilst it had been successful in delivery, the world of NHSTT had changed and was subject to more change. In the context of future financial challenges, it was important that the cost of the Senior Management structure was appropriate, whilst ensuring that the organisation had the necessary resilience to re-set post pandemic and face the likely reductions in the NHSTT income over the next few years. Furthermore, many of the duties and accountabilities of individual posts had changed over time and reassessment was needed.

THE DOVER COUNSELLING CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2023

In November 2022 a restructure of the Management team to address these issues by reconfiguring the responsibilities of the General Manager, Finance officer and Care Pathway Leads was undertaken and as a result the post of General Manager was made redundant.

Following the Board meeting held on 19th January, DCC was regretfully in the position of having to further reduce the overall staffing numbers to meet the new services needs and two full time administrator posts were made redundant.

This process was not easy and meant us taking difficult decisions; but we are confident that we made the right decisions at the right time to future-proof our services.

The NHSTT service also saw an increase in turnover amongst its CBT therapists as non-NHS providers actively recruited staff to work entirely remotely, something that the NHSTT contract did not permit DCC to offer due to the expectation that "in person" therapy would be delivered.

We did, however, have two trainee High Intensity Therapists and two trainee Psychological Wellbeing practitioners complete their programme and qualify.

Commercial and community work - "Inspire Compassion"

inspire compassion offers a range of services to individuals and organisations:

Employee Counselling

For smaller organisations it provides counselling on a "pay-as-you-go" basis but for larger organisations who already have an Employee Assistance programme in place, we work alongside, HR, Occupational Health and Management teams to support staff who may require specialist and/or longer-term therapy.

Supervision

It also delivers clinical supervision, consultancy and reflective practice to individuals and teams in organisations to help improve their practice, and develop resilience and confidence.

Trauma and Crisis Debrief

Inspire has a team of counsellors who can provide support to teams in the event of a crisis. Working with organisations where for example a death at work or an accident has occurred. Most psychological debriefing interventions involve a single session which might last between one and three hours, in the days immediately following a traumatic event. Although the content of the intervention can vary, it usually involves education about stress reactions, encouragement to disclose memories of the experience, some basic stress-coping strategies and possibly referral information.

Company Mental Health Training

inspire offers a suite of programmes designed to enhance workplace wellbeing, improve understanding of Mental Health issues, and equip staff with the tools they need to handle Mental Health Challenges effectively.

Working in partnerships with associate trainers it can also deliver Mental Health First Aider courses.

Schools and Young People Counselling

We have tailored solutions for schools, providing services to ensure that pupils and staff are mentally healthy. Young people can also access private counselling without needing a GP or school referral.

Mediation

Using our accredited mediators as an impartial person to help resolve disagreements. Our mediators are most often used around workplace conflict to repair professional relationships. But they are also utilised to help resolve other types of conflict for example neighbour disputes.

Student Placements

inspire provides student placements for second year trainee counsellors, offering them a varied case load, in house supervision and training.

THE DOVER COUNSELLING CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2023

Getaway Garden

DCC has a long tradition of engagement with our neighbours and in May 2022 our patron Christopher Biggins officially opened the Getaway Garden "a place for people and plants to grow". The Garden is a partnership with Future Skills and Town and Country Housing providing education, wellbeing, and social events for the residents and wider community.

NHS Talking Therapies

DCC is commissioned by the NHS in England and to provide NICE-approved therapies for treating people with depression or anxiety.

Following a procurement exercise in February 2023 DCC worked with three suppliers on bids to become delivery partners.

Despite being on the winning bid, the contract offered by the new provider for Kent and Medway was not financially viable and the Board had to make the difficult decision to withdraw from providing this service.

DCC has a contract to deliver the current service until 31st March 2024 at which time the staff will be subject to a TUPE transfer.

FINANCIAL REVIEW

Financial review

The trustees aim to maintain a sufficient level of free reserves in unrestricted funds to ensure the delivery of our services and enable investment into service development and innovation to deepen our impact, when appropriate, outside of income patterns and funder dependencies.

In 2022/23 there was a surplus of £193,111 and expenditure was £1,601,886.

With the loss of the NHS contract from March 2024, significant funding from other sources will be needed to continue.

The Board will ensure careful management of forward commitments to ensure that DCC can maintain momentum and drive targeted growth without over-committing from a cash flow perspective.

The organisation is operating at a strong surplus and the trustees are comfortable that the charity has sufficient cash to meet its short-term financial liabilities and contractual obligations as they fall due.

Pay and remuneration

The aim of Dover Counselling Centre's remuneration policy is to maintain sustainable, fair levels of pay at the same time as attracting and retaining the right people to deliver our services.

In setting appropriate levels of senior management pay, the board considers the skills, experience and competencies required for each role, and the remuneration level for those roles in sectors where suitable candidates would be found.

The remuneration of the Chief Executive is assessed by the Board and is based on performance, market forces and affordability.

THE DOVER COUNSELLING CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2023

FINANCIAL REVIEW

Risk management

The Trustees have overall responsibility for the system of internal control that is designed by senior management to ensure effective and efficient operations, including financial reporting and compliance with laws and regulations. The Trustees acknowledge that such a system is designed to manage rather than eliminate the risk of failure to achieve business objectives and can only provide reasonable and not absolute assurance against material misstatement or loss.

Management of core risks around funding, data privacy, information security, ethics and clinical quality are integral to the success of DCC.

There are regular reviews and updates of policies and procedures and appropriate legal and professional advice sought and followed as appropriate.

Health and safety

A Health & Safety Audit was completed in March 2023 and the trustees are satisfied that the organisation is compliant with relevant legislation and that staff are aware and understand it and are provided with appropriate training.

Trustee

Angela Wiggins was appointed as a Trustee in March 2023. Angie brings to the Board a wealth of understanding around Mental Health and Wellbeing having previously worked at DCC for over thirty years.

FUTURE

As we look to the future, the external environment is likely to continue to be a challenge, and prudent financial planning will be as important as income generation.

We have explored where the gaps exist in provision and have started to deliver to a new service model in anticipation of the NHS contract ending in March 2024.

DCC will continue to build on insights from previous years to develop more efficient and robust ways to drive and grow income opportunities as we seek to reduce income related risk.

Even if we are expecting hard times, we are confident about our plans and designs for new products, services and campaigns.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The charity is constituted under a Memorandum of Association dated 5 December 1988 and is a registered charity (number 800988).

Organisational structure

The charity is organised in such a way that Trustees meet regularly in order to manage its affairs whilst day to day responsibility is delegated to the management team headed by the Chief Executive.

Induction and training of new trustees

Recommendations to become a Trustee tend to come from within the organisation, particularly if the Board has identified that they need someone with a particular skill e.g Finance. If personal recommendations were not to be successful then the position would be advertised.

New Trustees are required to complete an interview with the chair and another trustee prior to being nominated, to ensure candidates fully understand the role and responsibilities of a trustee prior to election/appointment.

Trustees newly elected to the Board of Trustees during the period receive an induction pack, which contains reading material concerning both general trustee and governance issues. They also attend meetings with the Senior Management Team to learn and better understand how DCC operates.

Specific training would be provided if the Trustee did not already have the skills and knowledge necessary.

THE DOVER COUNSELLING CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2023

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of The Dover Counselling Centre for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, McCabe Ford Williams, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 28 June 2024 and signed on its behalf by:



Mr S L Weaver - Trustee

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF THE DOVER COUNSELLING CENTRE

Opinion

We have audited the financial statements of The Dover Counselling Centre (the 'charitable company') for the year ended 30 September 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 September 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF THE DOVER COUNSELLING CENTRE

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charitable company through discussions with directors and other management, and from our commercial knowledge and experience of the charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charitable company, including the Companies Act 2006, FRS 102, Charities Act and Regulations, taxation legislation, employment and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management, inspecting correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations; and
- understanding the design of the charitable company's remuneration policies.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
THE DOVER COUNSELLING CENTRE**

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with HMRC, relevant regulators, and the charitable company's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



McCabe Ford Williams
Chartered Accountants and Statutory Auditors
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Charlton House
Dour Street
DOVER
Kent
CT16 1BL

28 June 2024

THE DOVER COUNSELLING CENTRE

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	3,000	-	3,000	950
Charitable activities					
Counselling	5	1,610,198	-	1,610,198	1,648,703
Supervision		3,685	-	3,685	2,376
Training		2,910	132,380	135,290	198,993
Recruitment, team building events and wellbeing		-	26,125	26,125	-
Covid impact salary support		70,844	-	70,844	-
Investment income	4	4,017	-	4,017	256
Total		<u>1,694,654</u>	<u>158,505</u>	<u>1,853,159</u>	<u>1,851,278</u>
EXPENDITURE ON					
Charitable activities					
Counselling	6	1,548,856	111,192	1,660,048	1,601,886
NET INCOME					
Transfers between funds	17	145,798 29,476	47,313 (29,476)	193,111 -	249,392 -
Net movement in funds		<u>175,274</u>	<u>17,837</u>	<u>193,111</u>	<u>249,392</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		1,720,998	15,191	1,736,189	1,486,797
TOTAL FUNDS CARRIED FORWARD		<u><u>1,896,272</u></u>	<u><u>33,028</u></u>	<u><u>1,929,300</u></u>	<u><u>1,736,189</u></u>

The notes form part of these financial statements

THE DOVER COUNSELLING CENTRE

**BALANCE SHEET
30 SEPTEMBER 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	12	236,292	-	236,292	248,064
Investments	13	1	-	1	1
		<u>236,293</u>	<u>-</u>	<u>236,293</u>	<u>248,065</u>
CURRENT ASSETS					
Debtors	14	612,956	-	612,956	658,074
Cash at bank and in hand		1,184,131	33,028	1,217,159	935,430
		<u>1,797,087</u>	<u>33,028</u>	<u>1,830,115</u>	<u>1,593,504</u>
CREDITORS					
Amounts falling due within one year	15	(137,108)	-	(137,108)	(105,380)
		<u>1,659,979</u>	<u>33,028</u>	<u>1,693,007</u>	<u>1,488,124</u>
NET CURRENT ASSETS					
		<u>1,896,272</u>	<u>33,028</u>	<u>1,929,300</u>	<u>1,736,189</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>1,896,272</u>	<u>33,028</u>	<u>1,929,300</u>	<u>1,736,189</u>
NET ASSETS					
		<u>1,896,272</u>	<u>33,028</u>	<u>1,929,300</u>	<u>1,736,189</u>
FUNDS					
Unrestricted funds	17			1,896,272	1,720,998
Restricted funds				33,028	15,191
				<u>1,929,300</u>	<u>1,736,189</u>
TOTAL FUNDS					
				<u>1,929,300</u>	<u>1,736,189</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2023.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

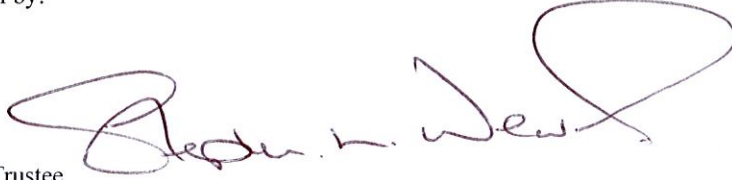
These financial statements have been audited under the requirements of Section 145 of the Charities Act 2011.

THE DOVER COUNSELLING CENTRE

BALANCE SHEET - continued
30 SEPTEMBER 2023

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 28 June 2024 and were signed on its behalf by:

A handwritten signature in dark ink, appearing to read 'Stephen L. Weaver', with a large, stylized loop at the end of the signature.

Mr S L Weaver - Trustee

THE DOVER COUNSELLING CENTRE
CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 SEPTEMBER 2023

	Notes	2023 £	2022 £
Cash flows from operating activities			
Cash generated from operations	1	280,816	73,987
Net cash provided by operating activities		<u>280,816</u>	<u>73,987</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(3,104)	(4,518)
Interest received		4,017	256
Net cash provided by/(used in) investing activities		<u>913</u>	<u>(4,262)</u>
Change in cash and cash equivalents in the reporting period			
Cash and cash equivalents at the beginning of the reporting period		<u>281,729</u>	<u>69,725</u>
Cash and cash equivalents at the end of the reporting period		<u>935,430</u>	<u>865,705</u>
Cash and cash equivalents at the end of the reporting period		<u>1,217,159</u>	<u>935,430</u>

The notes form part of these financial statements

THE DOVER COUNSELLING CENTRE

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2023	2022
	£	£
Net income for the reporting period (as per the Statement of Financial Activities)	193,111	249,392
Adjustments for:		
Depreciation charges	14,228	20,226
Loss on disposal of fixed assets	648	-
Interest received	(4,017)	(256)
Decrease/(increase) in debtors	45,118	(223,238)
Increase in creditors	31,728	27,863
	<u>280,816</u>	<u>73,987</u>
Net cash provided by operations	<u>280,816</u>	<u>73,987</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.10.22	Cash flow	At 30.9.23
	£	£	£
Net cash			
Cash at bank and in hand	935,430	281,729	1,217,159
	<u>935,430</u>	<u>281,729</u>	<u>1,217,159</u>
Total	<u>935,430</u>	<u>281,729</u>	<u>1,217,159</u>

The notes form part of these financial statements

THE DOVER COUNSELLING CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2023

1. STATUTORY INFORMATION

The Dover Counselling Centre is an incorporated charity registered in England. The Charitable company's registered number, principal address and nature of operations can be found in the Report of Trustees.

The financial statements are presented in sterling which is the functional currency of the charity.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Amounts recoverable on contract are based on the stage of completion of ongoing counselling cases within the AQP contracts. These have been calculated on a sessional basis.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- Straight line over 50 years
Fixtures and fittings	- 20% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

3. DONATIONS AND LEGACIES		2023	2022
		£	£
Donations		3,000	950
		<u> </u>	<u> </u>
4. INVESTMENT INCOME		2023	2022
		£	£
Bank interest receivable		4,017	256
		<u> </u>	<u> </u>
5. INCOME FROM CHARITABLE ACTIVITIES		2023	2022
	Activity	£	£
AQP counselling	Counselling	1,430,755	1,490,693
Counselling	Counselling	179,443	158,010
Supervision	Supervision	3,685	2,376
HEE funding	Training	132,380	198,993
Training	Training	2,910	-
Innovation fund	Recruitment, team building events and wellbeing	26,125	-
Covid cost reimbursement	Covid impact salary support	70,844	-
		<u> </u>	<u> </u>
		1,846,142	1,850,072
		<u> </u>	<u> </u>
6. CHARITABLE ACTIVITIES COSTS			
		Direct Costs	Support costs (see note 7)
		£	£
Counselling		1,224,384	435,664
		<u> </u>	<u> </u>
			Totals
			£
			1,660,048
			<u> </u>
7. SUPPORT COSTS			
		Other	Governance costs
		£	£
Counselling		427,640	8,024
		<u> </u>	<u> </u>
			Totals
			£
			435,664
			<u> </u>

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

7. SUPPORT COSTS - continued

Support costs, included in the above, are as follows:

Other	2023	2022
	Counselling	Total
	£	activities
		£
Wages, national insurance and pensions	203,792	163,585
Staff training and supervision	33,112	30,712
Hire of equipment	7,988	7,987
Rent	-	9,698
Rates and water	990	1,828
Insurance	3,522	3,062
Light and heat	8,621	7,835
Telephone	8,873	24,581
Repairs and maintenance	30,539	27,076
Office expenses	95,784	85,332
Legal and professional fees	-	1,750
Bad and doubtful debts	(11,249)	3,663
Advertising	168	4,162
Garden therapy	3,950	-
Sundry	25,279	20,015
Bank charges	1,395	1,398
Depreciation of tangible fixed assets	14,228	20,226
Loss on disposal of fixed assets	648	-
	<u>427,640</u>	<u>412,910</u>

Governance costs

	2023	2022
	Counselling	Total
	£	activities
		£
Auditors' remuneration	<u>8,024</u>	<u>6,412</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2023	2022
	£	£
Auditors' remuneration	8,024	6,412
Depreciation - owned assets	14,228	20,226
Hire of plant and machinery	7,988	7,987
Loss on disposal of fixed assets	658	-
Other operating leases	-	9,698
	<u> </u>	<u> </u>

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 September 2023.

Trustees' expenses

Trustees expenses amounting to £807 (2022 - £609) were reimbursed to three Trustees during the year (2022 - two) for travel expenses.

10. STAFF COSTS

Total staff costs were as follows:

	2023	2022
	£	£
Wages and salaries	1,038,699	969,655
Social security costs	98,995	87,543
Pensions	18,199	16,474
	<u>1,155,893</u>	<u>1,073,672</u>

The average monthly number of employees during the year was as follows:

	2023	2022
Average number of employees	<u>33</u>	<u>35</u>

1 employee received emoluments in excess of £60,000 (2022 - 1).

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	950	-	950
Charitable activities			
Counselling	1,648,703	-	1,648,703
Supervision	2,376	-	2,376
Training	-	198,993	198,993
Investment income	256	-	256
Total	<u>1,652,285</u>	<u>198,993</u>	<u>1,851,278</u>
EXPENDITURE ON			
Charitable activities			
Counselling	1,427,992	173,894	1,601,886
NET INCOME			
Transfers between funds	224,293	25,099	249,392
	34,625	(34,625)	-
Net movement in funds	<u>258,918</u>	<u>(9,526)</u>	<u>249,392</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	1,462,080	24,717	1,486,797
TOTAL FUNDS CARRIED FORWARD	<u>1,720,998</u>	<u>15,191</u>	<u>1,736,189</u>

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

12. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Totals £
COST			
At 1 October 2022	252,057	121,234	373,291
Additions	-	3,104	3,104
Disposals	-	(10,651)	(10,651)
	252,057	113,687	365,744
DEPRECIATION			
At 1 October 2022	24,725	100,502	125,227
Charge for year	5,041	9,187	14,228
Eliminated on disposal	-	(10,003)	(10,003)
	29,766	99,686	129,452
NET BOOK VALUE			
At 30 September 2023	222,291	14,001	236,292
At 30 September 2022	227,332	20,732	248,064

13. FIXED ASSET INVESTMENTS

	Shares in group undertakings £
MARKET VALUE	
At 1 October 2022 and 30 September 2023	1
NET BOOK VALUE	
At 30 September 2023	1
At 30 September 2022	1

There were no investment assets outside the UK.

The company's investments at the balance sheet date in the share capital of companies include the following:

Inspire-Compassion Ltd

Registered office: Horizon House, Gordon Road, Whitfield, Dover, CT16 2ET

Nature of business: Dormant

	%
Class of share:	holding
Ordinary	100

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade debtors	474,235	495,673
Amounts recoverable on contract	138,721	161,795
Other debtors and accrued income	-	606
	612,956	658,074

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Social security and other taxes	27,475	25,198
Sundry creditors and deferred income	109,633	80,182
	137,108	105,380

16. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2023	2022
	£	£
Within one year	5,987	5,987
Between one and five years	5,488	11,476
	11,475	17,463

17. MOVEMENT IN FUNDS

	At 1.10.22 £	Net movement in funds £	Transfers between funds £	At 30.9.23 £
Unrestricted funds				
General fund	1,720,998	145,798	29,476	1,896,272
Restricted funds				
Health Education England	15,191	23,618	(29,476)	9,333
Innovation Fund	-	23,695	-	23,695
	15,191	47,313	(29,476)	33,028
TOTAL FUNDS	1,736,189	193,111	-	1,929,300

THE DOVER COUNSELLING CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2023

17. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	1,694,654	(1,548,856)	145,798
Restricted funds			
Health Education England	132,380	(108,762)	23,618
Innovation Fund	26,125	(2,430)	23,695
	<u>158,505</u>	<u>(111,192)</u>	<u>47,313</u>
TOTAL FUNDS	<u><u>1,853,159</u></u>	<u><u>(1,660,048)</u></u>	<u><u>193,111</u></u>

Comparatives for movement in funds

	At 1.10.21 £	Net movement in funds £	Transfers between funds £	At 30.9.22 £
Unrestricted funds				
General fund	1,462,080	224,293	34,625	1,720,998
Restricted funds				
Health Education England	24,717	25,099	(34,625)	15,191
TOTAL FUNDS	<u><u>1,486,797</u></u>	<u><u>249,392</u></u>	<u><u>-</u></u>	<u><u>1,736,189</u></u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	1,652,285	(1,427,992)	224,293
Restricted funds			
Health Education England	198,993	(173,894)	25,099
TOTAL FUNDS	<u><u>1,851,278</u></u>	<u><u>(1,601,886)</u></u>	<u><u>249,392</u></u>

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

17. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.10.21 £	Net movement in funds £	Transfers between funds £	At 30.9.23 £
Unrestricted funds				
General fund	1,462,080	370,091	64,101	1,896,272
Restricted funds				
Health Education England	24,717	48,717	(64,101)	9,333
Innovation Fund	-	23,695	-	23,695
	<u>24,717</u>	<u>72,412</u>	<u>(64,101)</u>	<u>33,028</u>
TOTAL FUNDS	<u><u>1,486,797</u></u>	<u><u>442,503</u></u>	<u><u>-</u></u>	<u><u>1,929,300</u></u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	3,346,939	(2,976,848)	370,091
Restricted funds			
Health Education England	331,373	(282,656)	48,717
Innovation Fund	26,125	(2,430)	23,695
	<u>357,498</u>	<u>(285,086)</u>	<u>72,412</u>
TOTAL FUNDS	<u><u>3,704,437</u></u>	<u><u>(3,261,934)</u></u>	<u><u>442,503</u></u>

Health Education England:

Restricted Funds

Funding for Training:

The charity received funding from Health Education England totalling £132,380 (2022 - £198,993) during the year to contribute to the salaries, study costs and expenses of staff members who were studying to become either a qualified High Intensity Therapist or Psychological Wellbeing Practitioner. Expenses during the year totalled £108,762 (2022 - £173,894).

Surplus funds transferred across to unrestricted funds once staff members' training was completed was £29,476 (2022 - £34,625).

Innovation Fund

Funding of £26,125 was received to aid recruitment and retention of the workforce in particular, the counsellors workforce, and provide wellbeing/team building events through the year. Expenses during the year totalled £2,430.

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 September 2023.

19. COMPANY LIMITED BY GUARANTEE

The charitable company is limited by guarantee and has no share capital. Every member of the company undertakes, in the event of the winding up of the company, to contribute such amount as may be necessary not exceeding £1 each.

20. POST BALANCE SHEET EVENTS

With effect from the 31 March 2024, the Charitable Company withdrew from providing the NHS Talking Therapies contract for Kent and Medway on behalf of NHS England. At the end of the contract, staff linked to providing the service were transferred under TUPE to the replacement provider.

The Trustees have appraised the advantages available from its existing activities, and to build on its current reputation for quality and level of service. They have set up plans for future action to enable the Charitable Company to continue as a going concern.

As part of their plans, they have created a new, more modern identity, and established new counselling and mental health services, with new projects to come on stream in the following few months.

They have met with other mental health providers with a view to future joint -cooperation, which have received positive feedback, and recruited new staff to best suit the opportunities and challenges facing the Charitable Company going forward.

The Trustees have assessed that the current and future sources of funding and support for the Charitable Company will be more than adequate for the Charitable Company's needs.

THE DOVER COUNSELLING CENTRE

England & Wales - Charity number 800988

Accounts

REGISTERED COMPANY NUMBER: 02334448 (England and Wales)
REGISTERED CHARITY NUMBER: 800988

**REPORT OF THE TRUSTEES AND
AUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022
FOR
THE DOVER COUNSELLING CENTRE**

McCabe Ford Williams
Chartered Accountants and Statutory Auditors
Charlton House
Dour Street
DOVER
Kent
CT16 1BL

THE DOVER COUNSELLING CENTRE

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FOR THE YEAR ENDED 30 SEPTEMBER 2022**

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THE DOVER COUNSELLING CENTRE

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

TRUSTEES

Mr D N R Foley
Ms N E G Hodgkinson
Dr W T Moses MBE (Chairman)
Mrs L Soliman
Mr S L Weaver
Ms P Vernieue

REGISTERED OFFICE

Horizon House
Gordon Road
Whitfield
DOVER
Kent
CT16 2ET

**REGISTERED COMPANY
NUMBER**

02334448 (England and Wales)

**REGISTERED CHARITY
NUMBER**

800988

AUDITORS

McCabe Ford Williams
Chartered Accountants and Statutory Auditors
Charlton House
Dour Street
DOVER
Kent
CT16 1BL

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 September 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal objective of the organisation is to provide counselling, consultancy, training and educational services to individuals, families and professional workers to the benefit of the community.

Focus of our work

The gradual easing of lockdown restrictions and the uptake of the vaccination programme enabled us to begin to deliver more face to face services for the first time since the pandemic began, with many services getting back to pre-COVID ways of working. We continued to offer digital information and services remaining faithful to our vision and ethos.

- To provide a counselling and consultancy service for individuals and families
- To provide a counselling and consultancy service for professional workers and employers
- To provide education and training for professional workers and employers.

Improving Access to Psychological Therapies (IAPT)

Dover Counselling Centre (DCC) has been delivering an IAPT programme since 2012. As part of the national programme, we provide a range of evidence-based, NICE recommended therapies alongside Cognitive Behavioural Therapy (CBT) to ensure service users can benefit from a range of treatment options suited to their needs.

Employer Services

As an established provider of counselling and wellbeing support to organisations, we also provide training, supervision, conflict resolution and trauma support to businesses all designed to enable staff to work healthily and confidently.

There continues to be significant interest in workplace wellbeing and DCC has a role to ensure that such activities are facilitated.

Community Service

The truth is that for people who are affected by mental illness, they often find it hard to get the support they need, with many people being told they are too unwell to be supported by just their GP or IAPT, but not ill enough to get the specialist help they need.

Our community service aims to fill this gap, by offering sessions that are provided at low cost, and we offer a minimal number of subsidised or free places.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2022

OBJECTIVES AND ACTIVITIES

Evaluating the services

In order to help us evaluate our services we seek feedback from our clients and customers.

This can be done through a variety of means - in counselling it is usually at the end of therapy, when clients can be asked about how satisfied they were with the service. There is not any one generic standard measure used, but the one that is used throughout IAPT is the patient experience questionnaire.

Client satisfaction represents a fundamental benchmark for good practice. Also, allowing clients to record their dissatisfaction, and make suggestions for improvement of services, is part of the ethical approach that DCC adopts when monitoring and evaluating its activities.

Written feedback from clients has been good and trustees were pleased to receive the following typical comments:

" Absolutely excellent. ** has provided me with tools and has recommended books to support learning about how to manage my anxiety. She challenges me constructively and holds space for openness and honesty. A hugely valuable experience which has improved my mental well-being totally."

" Both of my therapists were really helpful and understanding , offering me great advice, information and techniques. I can't thank them enough."

" Brilliant! I have had previous poor experience in adult mental health services and this course of therapy has restored my faith in it. Thank you very much for all the help."

" I feel the sessions have helped me to understand myself better and have given me confidence in my ability to cope and given me tools to use going forwards. I found **approach to be really non judgemental that has really helped."

Public benefit

The Trustees confirm that they have complied with their duty as prescribed in the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

ACHIEVEMENT AND PERFORMANCE

Review of activities

Challenges

The Trustees note the ongoing challenges in the economic and funding environment, mainly due to the impact of Covid-19 and the war in Ukraine (among a number of global events). The Board also acknowledge the pressure of inflation both of the cost of delivering service, but also the impact of the cost of living crisis on DCC's staff and service users.

People

The Dover Counselling Centre has been affected by the heightened issues of recruitment and retention of staff as seen in so many other sectors and widely reported in the media. A review of benefits and salary positioning as well as a broader recruitment strategy has gone some way to easing this, as well as a commitment to internal progression.

Currently the training costs for IAPT training for PWP's and HIT's is significantly supported by Health Education England who have committed to Funding for 2022. During 2021/22 two employees successfully completed the PWP training and two started the programme. One HIT completed with three still in training expected to complete in November 2022 and three starting the training.

Commercial and community work - Inspire Compassion

The Inspire Management team have continued to focus on generating new organisational customers and income and expanding our community work. There is an established team of counsellors, both qualified and students, who support our clients who require longer term therapy; children from the ages of 11 to 16; and employer counselling clients.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

IAPT

DCC is commissioned by the NHS in England and to provide NICE-approved therapies for treating people with depression or anxiety. IAPT services are characterised by three things: evidence based psychological therapies delivered by fully trained and accredited practitioners, with type and level of treatment matched appropriately to the mental health problem. There is routine outcome monitoring, to enable both patients and clinicians to have up to date information on progress made. Data is anonymised and published by NHS England (NHSE), in order to promote transparency and to support service improvement.

Services are delivered using a stepped-care model, which works according to the principle that people should be offered the least intrusive intervention appropriate for their needs first.

Our IAPT service is seeing increased complexity in the people presenting to them, which is reflected in the increase in the number of average sessions. The challenge of helping people with complex needs is not easy and recovery becomes more difficult for the IAPT service, not just in terms of capacity, but also with regard to being able to provide interventions that support people to move into a state of sustainable recovery.

Along with the rest of sector, it's getting harder for us to attract and retain colleagues in IAPT roles. We are working with the other Kent & Medway IAPT providers and the Integrated Care Board to ensure that staffing remains a priority.

Despite the challenges, we received 4,775 referrals this year and delivered 18,156 therapy sessions.

Property

In the response to a change to more flexible working practices and remote therapy provision, we continue to review our office arrangements in Folkestone and Thanet.

FINANCIAL REVIEW

Financial review

The Trustees aim to maintain a sufficient level of free reserves in unrestricted funds to ensure the delivery of our services and enable investment into service development and innovation to deepen our impact, when appropriate, outside of income patterns and funder dependencies.

This has been a busy financial year with the Covid-19 pandemic having a lasting impact and we saw significant spending pressures associated with latent demand, increasing complexity, and changes in social and working lives.

Despite the challenges, we have ended the year in a strong financial position there was a surplus of £249k compared to the original budget set in October 21, with the forecast loss of £67k.

Expenditure was £1,601,886 in 2021-22 . This increase represents additional staff; the new salary structure for the CBT Team and cost of living rises across our overheads.

We acknowledge that there will be continued costs to the Charity. However, The Trustees are satisfied that even under the worst-case scenario considered, there are sufficient funds in the bank account, to continue operating and meet liabilities as they fall due for the foreseeable future.

The Board's view, therefore, is that Dover Counselling Centre's balance sheet is sufficiently robust to provide resilience and that our reserves should allow us time to respond with reduction of services and cost savings if income projections indicate a significant reduction over the next three years.

Total reserves held at 30 September 2022 were £1,736,189 (2021 £1,486,797) of which £1,720,998 (2021 £1,462,080) were unrestricted, and £15,191 (2021 24,717) were restricted.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

Pay and remuneration

The aim of Dover Counselling Centre's remuneration policy is to maintain sustainable, fair levels of pay at the same time as attracting and retaining the right people to deliver our services. In setting appropriate levels of senior management pay, the Board considers the skills, experience and competencies required for each role, and the remuneration level for those roles in sectors where suitable candidates would be found.

At the Board meeting in August 2022, it was agreed to implement a new pay and grading structure for the CBT practitioners, this will be implemented in October 2022 with progression directly linked to performance indicators.

The remuneration of the Chief Executive is assessed by the Board and is based on performance, market forces and affordability.

Risk management

The Trustees have overall responsibility for the system of internal control that is designed by senior management to ensure effective and efficient operations, including financial reporting and compliance with laws and regulations. The Trustees acknowledge that such a system is designed to manage rather than eliminate the risk of failure to achieve business objectives and can only provide reasonable and not absolute assurance against material misstatement or loss.

There are regular reviews and updates of policies and procedures and appropriate legal and professional advice sought and followed as appropriate.

Any significant exceptions from approved policies and procedures are reported to the Trustees.

Health and safety

The Trustees are satisfied that the Health and Safety statement and risk assessments were reviewed during 2021/22 and that all staff members are aware and understand them, and are provided with appropriate training. The Board receives an update on any Health and Safety issues at each meeting.

FUTURE PLANS

The Trustees believe that Dover Counselling Centre has adequate financial resources. Our planning process, including financial projections, has taken into consideration the current economic and funding environment and its impact on income and expenditure.

Therefore, Dover Counselling Centre has a reasonable expectation that it has adequate resources to continue in operational existence for the foreseeable future.

The Trustees will be reviewing organisational structures and staffing arrangements to ensure effective leadership, robust performance management and delivery alongside our aim to diversify sources of funds. Including a restructure to ease the burden on our CEO and enable more focus on diversifying income generation.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The charity is constituted under a Memorandum of Association dated 5 December 1988 and is a registered charity (number 800988).

Organisational structure

The charity is organised in such a way that Trustees meet regularly in order to manage its affairs whilst day to day responsibility is delegated to the management team headed by the Chief Executive, Mrs Sally-Anne Spicer.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Induction and training of new trustees

Recommendations to become a Trustee tend to come from within the organisation, particularly if the Board has identified that they need someone with a particular skill e.g Finance. If personal recommendations were not to be successful then the position would be advertised.

New Trustees are required to complete an interview with the chair and another trustee prior to being nominated, to ensure candidates fully understand the role and responsibilities of a trustee prior to election/appointment.

Trustees newly elected to the Board of Trustees during the period receive an induction pack, which contains reading material concerning both general trustee and governance issues. They also attend meetings with the Senior Management Team to learn and better understand how DCC operates.

Specific training would be provided if the Trustee did not already have the skills and knowledge necessary.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of The Dover Counselling Centre for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, McCabe Ford Williams, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 23 June 2023 and signed on its behalf by:

.....
Dr W T Moses MBE (Chairman) - Trustee

**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
THE DOVER COUNSELLING CENTRE**

Opinion

We have audited the financial statements of The Dover Counselling Centre (the 'charitable company') for the year ended 30 September 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 September 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF THE DOVER COUNSELLING CENTRE

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charitable company through discussions with directors and other management, and from our commercial knowledge and experience of the charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charitable company, including the Companies Act 2006, FRS 102, Charities Act and Regulations, taxation legislation, employment and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management, inspecting correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations; and
- understanding the design of the charitable company's remuneration policies.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
THE DOVER COUNSELLING CENTRE**

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with HMRC, relevant regulators, and the charitable company's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



McCabe Ford Williams
Chartered Accountants and Statutory Auditors
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Charlton House
Dour Street
DOVER
Kent
CT16 1BL

Date: 26 June 2023

THE DOVER COUNSELLING CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2022

	Notes	Unrestricted funds £	Restricted fund £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	950	198,993	199,943	193,488
Charitable activities					
Counselling	5	1,648,702	-	1,648,702	1,326,464
Supervision		2,376	-	2,376	3,518
Training		-	-	-	900
Investment income	4	257	-	257	40
Total		<u>1,652,285</u>	<u>198,993</u>	<u>1,851,278</u>	<u>1,524,410</u>
EXPENDITURE ON					
Charitable activities					
Counselling	6	1,427,992	173,894	1,601,886	1,591,886
NET INCOME/(EXPENDITURE)					
Transfers between funds	17	224,293 34,625	25,099 (34,625)	249,392 -	(67,476) -
Net movement in funds		<u>258,918</u>	<u>(9,526)</u>	<u>249,392</u>	<u>(67,476)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		1,462,080	24,717	1,486,797	1,554,273
TOTAL FUNDS CARRIED FORWARD		<u><u>1,720,998</u></u>	<u><u>15,191</u></u>	<u><u>1,736,189</u></u>	<u><u>1,486,797</u></u>

The notes form part of these financial statements

THE DOVER COUNSELLING CENTRE (REGISTERED NUMBER: 02334448)

**BALANCE SHEET
30 SEPTEMBER 2022**

	Notes	Unrestricted funds £	Restricted fund £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	12	248,064	-	248,064	263,772
Investments	13	1	-	1	1
		<u>248,065</u>	<u>-</u>	<u>248,065</u>	<u>263,773</u>
CURRENT ASSETS					
Debtors	14	658,074	-	658,074	434,836
Cash at bank and in hand		920,239	15,191	935,430	865,705
		<u>1,578,313</u>	<u>15,191</u>	<u>1,593,504</u>	<u>1,300,541</u>
CREDITORS					
Amounts falling due within one year	15	(105,380)	-	(105,380)	(77,517)
		<u>1,472,933</u>	<u>15,191</u>	<u>1,488,124</u>	<u>1,223,024</u>
NET CURRENT ASSETS					
		<u>1,720,998</u>	<u>15,191</u>	<u>1,736,189</u>	<u>1,486,797</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>1,720,998</u>	<u>15,191</u>	<u>1,736,189</u>	<u>1,486,797</u>
NET ASSETS					
		<u>1,720,998</u>	<u>15,191</u>	<u>1,736,189</u>	<u>1,486,797</u>
FUNDS					
Unrestricted funds	17			1,720,998	1,462,080
Restricted funds				15,191	24,717
				<u>1,736,189</u>	<u>1,486,797</u>
TOTAL FUNDS					
				<u>1,736,189</u>	<u>1,486,797</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2022.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

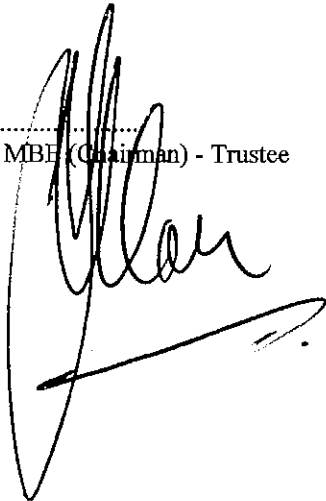
These financial statements have been audited under the requirements of Section 145 of the Charities Act 2011.

BALANCE SHEET - continued
30 SEPTEMBER 2022

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 23 June 2023 and were signed on its behalf by:

.....
Dr W T Moses MBF (Chairman) - Trustee

A handwritten signature in black ink, appearing to read 'W T Moses', is written over a dotted line. The signature is stylized and includes a long horizontal stroke at the bottom.

THE DOVER COUNSELLING CENTRE
CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 SEPTEMBER 2022

	Notes	2022 £	2021 £
Cash flows from operating activities			
Cash generated from operations	1	73,986	4,357
		<u>73,986</u>	<u>4,357</u>
Net cash provided by operating activities		<u>73,986</u>	<u>4,357</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(4,518)	(12,144)
Purchase of fixed asset investments		-	(1)
Interest received		257	40
		<u>257</u>	<u>40</u>
Net cash used in investing activities		<u>(4,261)</u>	<u>(12,105)</u>
Change in cash and cash equivalents in the reporting period			
		69,725	(7,748)
Cash and cash equivalents at the beginning of the reporting period		<u>865,705</u>	<u>873,453</u>
Cash and cash equivalents at the end of the reporting period		<u><u>935,430</u></u>	<u><u>865,705</u></u>

The notes form part of these financial statements

THE DOVER COUNSELLING CENTRE

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2022	2021
	£	£
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	249,392	(67,476)
Adjustments for:		
Depreciation charges	20,226	22,219
Interest received	(257)	(40)
(Increase)/decrease in debtors	(223,238)	97,726
Increase/(decrease) in creditors	27,863	(48,072)
	<u>73,986</u>	<u>4,357</u>
Net cash provided by operations	<u>73,986</u>	<u>4,357</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.10.21	Cash flow	At 30.9.22
	£	£	£
Net cash			
Cash at bank and in hand	865,705	69,725	935,430
	<u>865,705</u>	<u>69,725</u>	<u>935,430</u>
Total	<u>865,705</u>	<u>69,725</u>	<u>935,430</u>

THE DOVER COUNSELLING CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2022

1. STATUTORY INFORMATION

The Dover Counselling Centre is an incorporated charity registered in England. The Charitable company's registered number, principal address and nature of operations can be found in the Report of Trustees.

The financial statements are presented in sterling which is the functional currency of the charity.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Amounts recoverable on contract are based on the stage of completion of ongoing counselling cases within the AQP contracts. These have been calculated on a sessional basis.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- Straight line over 50 years
Fixtures and fittings	- 20% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

3. DONATIONS AND LEGACIES

	2022	2021
	£	£
Donations	950	13,892
HEE funding	198,993	179,596
	<u>199,943</u>	<u>193,488</u>

Funding received, included in the above, is as follows:

	2022	2021
	£	£
Health Education England (see note 17)	<u>198,993</u>	<u>179,593</u>

4. INVESTMENT INCOME

	2022	2021
	£	£
Bank interest receivable	<u>257</u>	<u>40</u>

5. INCOME FROM CHARITABLE ACTIVITIES

		2022	2021
	Activity	£	£
AQP counselling	Counselling	1,378,859	1,196,454
Counselling	Counselling	269,843	130,010
Supervision	Supervision	2,376	3,518
Training	Training	-	900
		<u>1,651,078</u>	<u>1,330,882</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 7) £	Totals £
Counselling	<u>1,182,564</u>	<u>419,322</u>	<u>1,601,886</u>

7. SUPPORT COSTS

	Other £	Governance costs £	Totals £
Counselling	<u>412,910</u>	<u>6,412</u>	<u>419,322</u>

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

7. SUPPORT COSTS - continued

Support costs, included in the above, are as follows:

Other

	2022	2021
	Counselling	Total
	£	activities
		£
Wages, national insurance and pensions	163,585	165,576
Staff training and supervision	30,712	23,867
Hire of equipment	7,987	6,120
Rent	9,698	10,988
Rates and water	1,828	358
Insurance	3,062	1,976
Light and heat	7,835	3,495
Telephone	24,581	22,589
Repairs and maintenance	27,076	19,777
Office expenses	85,332	74,714
Legal and professional fees	1,750	989
Bookkeeping	-	855
Bad and doubtful debts	3,663	4,548
Advertising	4,162	-
Sundry	20,015	15,211
Bank charges	1,398	1,402
Depreciation of tangible fixed assets	20,226	22,219
	<u>412,910</u>	<u>374,684</u>

Governance costs

	2022	2021
	Counselling	Total
	£	activities
		£
Auditors' remuneration	6,412	5,880
	<u>6,412</u>	<u>5,880</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2022	2021
	£	£
Auditors' remuneration	6,412	5,880
Depreciation - owned assets	20,226	22,219
Hire of plant and machinery	7,987	6,120
Other operating leases	9,698	10,616
	<u>34,323</u>	<u>44,835</u>

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 September 2022.

Trustees' expenses

Trustees expenses amounting to £609 (2021 - £183) were reimbursed to two Trustees during the year (2021 - two) for travel expenses.

10. STAFF COSTS

Total staff costs were as follows:

	2022	2021
	£	£
Wages and salaries	969,655	699,956
Social security costs	87,543	60,077
Pensions	16,474	12,114
	<u>1,073,672</u>	<u>772,147</u>

The average monthly number of employees during the year was as follows:

	2022	2021
Average number of employees	<u>35</u>	<u>28</u>

1 employee received emoluments in excess of £60,000 (2021 - 1).

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Restricted fund	Total funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	13,892	179,596	193,488
Charitable activities			
Counselling	1,326,464	-	1,326,464
Supervision	3,518	-	3,518
Training	900	-	900
Investment income	40	-	40
Total	<u>1,344,814</u>	<u>179,596</u>	<u>1,524,410</u>
EXPENDITURE ON			
Charitable activities			
Counselling	1,448,209	143,677	1,591,886
NET INCOME/(EXPENDITURE)	(103,395)	35,919	(67,476)
Transfers between funds	27,372	(27,372)	-
Net movement in funds	<u>(76,023)</u>	<u>8,547</u>	<u>(67,476)</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	1,538,103	16,170	1,554,273
TOTAL FUNDS CARRIED FORWARD	<u>1,462,080</u>	<u>24,717</u>	<u>1,486,797</u>

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

12. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Totals £
COST			
At 1 October 2021	252,057	116,716	368,773
Additions	-	4,518	4,518
	<hr/>	<hr/>	<hr/>
At 30 September 2022	252,057	121,234	373,291
	<hr/>	<hr/>	<hr/>
DEPRECIATION			
At 1 October 2021	19,684	85,317	105,001
Charge for year	5,041	15,185	20,226
	<hr/>	<hr/>	<hr/>
At 30 September 2022	24,725	100,502	125,227
	<hr/>	<hr/>	<hr/>
NET BOOK VALUE			
At 30 September 2022	227,332	20,732	248,064
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 30 September 2021	232,373	31,399	263,772
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

13. FIXED ASSET INVESTMENTS

	Shares in group undertakings £
MARKET VALUE	
At 1 October 2021 and 30 September 2022	1
	<hr/>
NET BOOK VALUE	
At 30 September 2022	1
	<hr/> <hr/>
At 30 September 2021	1
	<hr/> <hr/>

There were no investment assets outside the UK.

The company's investments at the balance sheet date in the share capital of companies include the following:

Inspire-Compassion Ltd

Registered office: Horizon House, Gordon Road, Whitfield, Dover, CT16 2ET

Nature of business: Dormant

Class of share:	%
Ordinary	holding 100

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2022	2021	
		£	£	
Trade debtors		495,673	318,866	
Amounts recoverable on contract		161,795	111,554	
Other debtors and accrued income		606	4,416	
		<u>658,074</u>	<u>434,836</u>	
15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2022	2021	
		£	£	
Social security and other taxes		25,198	21,286	
Sundry creditors and deferred income		80,182	56,231	
		<u>105,380</u>	<u>77,517</u>	
16. LEASING AGREEMENTS				
Minimum lease payments under non-cancellable operating leases fall due as follows:				
		2022	2021	
		£	£	
Within one year		5,987	5,987	
Between one and five years		11,476	17,463	
		<u>17,463</u>	<u>23,450</u>	
17. MOVEMENT IN FUNDS				
	At	Net	Transfers	At
	1.10.21	movement	between	30.9.22
	£	in funds	funds	£
Unrestricted funds		£	£	
General fund	1,462,080	224,293	34,625	1,720,998
Restricted funds				
Health Education England	24,717	25,099	(34,625)	15,191
TOTAL FUNDS	<u>1,486,797</u>	<u>249,392</u>	<u>-</u>	<u>1,736,189</u>

THE DOVER COUNSELLING CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2022

17. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	1,652,285	(1,427,992)	224,293
Restricted funds			
Health Education England	198,993	(173,894)	25,099
TOTAL FUNDS	<u>1,851,278</u>	<u>(1,601,886)</u>	<u>249,392</u>

Comparatives for movement in funds

	At 1.10.20 £	Net movement in funds £	Transfers between funds £	At 30.9.21 £
Unrestricted funds				
General fund	1,538,103	(103,395)	27,372	1,462,080
Restricted funds				
Health Education England	16,170	35,919	(27,372)	24,717
TOTAL FUNDS	<u>1,554,273</u>	<u>(67,476)</u>	<u>-</u>	<u>1,486,797</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	1,344,814	(1,448,209)	(103,395)
Restricted funds			
Health Education England	179,596	(143,677)	35,919
TOTAL FUNDS	<u>1,524,410</u>	<u>(1,591,886)</u>	<u>(67,476)</u>

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

17. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.10.20 £	Net movement in funds £	Transfers between funds £	At 30.9.22 £
Unrestricted funds				
General fund	1,538,103	120,898	61,997	1,720,998
Restricted funds				
Health Education England	16,170	61,018	(61,997)	15,191
TOTAL FUNDS	<u>1,554,273</u>	<u>181,916</u>	<u>-</u>	<u>1,736,189</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	2,997,099	(2,876,201)	120,898
Restricted funds			
Health Education England	378,589	(317,571)	61,018
TOTAL FUNDS	<u>3,375,688</u>	<u>(3,193,772)</u>	<u>181,916</u>

Health Education England

The charity received funding from Health Education England totalling £198,993 (2021 - £179,596) during the year to contribute to the salaries, study costs and expenses of staff members who were studying to become either a qualified High Intensity Therapist or Psychological Wellbeing Practitioner. Expenses during the year totalled £173,894 (2021 - £143,677).

Surplus funds transferred across to unrestricted funds once staff members' training was completed was £34,625 (2021 £27,372).

18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 September 2022.

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

19. COMPANY LIMITED BY GUARANTEE

The charitable company is limited by guarantee and has no share capital. Every member of the company undertakes, in the event of the winding up of the company, to contribute such amount as may be necessary not exceeding £1 each.



THE DOVER COUNSELLING CENTRE

England & Wales - Charity number 800988

Accounts

REGISTERED COMPANY NUMBER: 02334448 (England and Wales)
REGISTERED CHARITY NUMBER: 800988

**REPORT OF THE TRUSTEES AND
AUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2021
FOR
THE DOVER COUNSELLING CENTRE**

McCabe Ford Williams
Chartered Accountants and Statutory Auditors
Charlton House
Dour Street
DOVER
Kent
CT16 1BL

THE DOVER COUNSELLING CENTRE

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FOR THE YEAR ENDED 30 SEPTEMBER 2021**

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THE DOVER COUNSELLING CENTRE

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

TRUSTEES	Ms P S Brown (resigned 27.2.21) Mr D N R Foley Ms N E G Hodgkinson Dr W T Moses MBE (Chairman) Mrs L Soliman Mr S L Weaver Ms P Vernieue
REGISTERED OFFICE	Horizon House Gordon Road Whitfield DOVER Kent CT16 2ET
REGISTERED COMPANY NUMBER	02334448 (England and Wales)
REGISTERED CHARITY NUMBER	800988
AUDITORS	McCabe Ford Williams Chartered Accountants and Statutory Auditors Charlton House Dour Street DOVER Kent CT16 1BL

THE DOVER COUNSELLING CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 September 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal objective of the organisation is to provide counselling, consultancy, training and educational services to individuals, families and professional workers to the benefit of the community.

Focus of our work

The past year has continued to be a difficult time for many of our clients. We have continued to ensure our services have been available throughout lockdowns and easing of restrictions remaining faithful to our vision and ethos.

- To provide a counselling and consultancy service for individuals and families
- To provide a counselling and consultancy service to professional workers and employers
- To provide education and training to professional workers and employers.

The very challenging and uncertain environment in which we worked last year has highlighted the dedication and commitment of the staff who comprise The Dover Counselling Centre.

Improving Access to Psychological Therapies (IAPT)

Dover Counselling Centre has been delivering an IAPT programme since 2012. As part of the national programme, we provide a range of evidence-based, NICE recommended therapies alongside Cognitive Behavioural Therapy (CBT) to ensure service users can benefit from a range of treatment options suited to their needs.

Employer Services

As an established provider of counselling and wellbeing support to organisations, we also provide training, supervision, conflict resolution and trauma support to businesses all designed to enable staff to work healthily and confidently.

There continues to be significant interest in workplace wellbeing and DCC has a role to ensure that such activities are facilitated.

Community Service

The truth is that for people who are affected by mental illness, they often find it hard to get the support they need, with many people being told they are too unwell to be supported by just their GP or IAPT, but not ill enough to get the specialist help they need.

Our community service aims to fill this gap, by offering sessions that are provided at low cost, and we offer a minimal number of subsidised or free places.

THE DOVER COUNSELLING CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2021

OBJECTIVES AND ACTIVITIES

Evaluating the services

In order to help us evaluate our services we seek feedback from our clients and customers.

This can be done through a variety of means - in counselling it is usually at the end of therapy, when clients can be asked about how satisfied they were with the service. There is not any one generic standard measure used, but the one that is used throughout IAPT is the patient experience questionnaire.

Client satisfaction represents a fundamental benchmark for good practice. Also, allowing clients to record their dissatisfaction, and make suggestions for improvement of services, is part of the ethical approach that DCC adopts when monitoring and evaluating its activities.

Written feedback from clients has been good and trustees were pleased to receive the following typical comments:

"Thank you for your help and understanding. I felt able to discuss my inner feelings and worries, that I was being listened to without judgement and was given specific help in how to handle my thoughts and hopefully move forward. It is also good to know that self-referral is an option in the future. Thank you."

"This service has really helped me through a very difficult time, and I cannot speak highly enough of ***. Ideally, I wish the sessions had started more quickly but I understand that the service is under pressure."

"A great service, thank you. I was given a quick response to my initial contact which was reassuring. Online sessions were informative and calls and follow up contact have been helpful and given with empathy and understanding to my worries and concerns."

Public benefit

The Trustees confirm that they have complied with their duty as prescribed in the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

ACHIEVEMENT AND PERFORMANCE

Review of activities

COVID-19

As we entered the 2020/21 financial year, staff settled into the routine of working a hybrid arrangement - with home and office working transitioning smoothly.

DCC successfully navigated the first peak of coronavirus and coped well with the demand created by the virus. However 2020/21 saw significant additional new demand for mental health services from those affected by the economic, social and loss of life factors associated with COVID-19. This is in addition to pent up demand from those who have, for a range of reasons, not accessed help during the early stages of the pandemic and referrals involving more complexity, and more clients with multiple issues to deal with, meant stretch and strain for our operations.

People

2020/21 priorities were to continue to support our workforce in the aftermath of COVID-19 in relation to their wellbeing and their leadership capacity.

In October 2021, two members of the team qualified as our first 'home grown' Psychological Wellbeing Practitioners (PWP) and another trainee graduated as a High Intensity Therapist (HIT).

Currently the training costs for IAPT training for PWPs and HITs are significantly supported by Health Education England who have committed to funding for 2022 and we have three trainee PWPs and five trainee HITs who should be qualified by September 2022.

Working with the Adult Education CAPCAB (Counselling and Psychotherapy Central Awarding Body) we have been offering student placements for people who are undertaking training at diploma, degree, or master's level in counselling and psychotherapy. This year saw four students successfully complete their training and become qualified counsellors.

THE DOVER COUNSELLING CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2021

Commercial and community work - Inspire Compassion

The trustees strategic planning meeting in October 2020 agreed that activity previously referred to as Community Counselling and Employer Counselling within Dover Counselling Centre was rebranded as a separate service for DCC called Inspire Compassion. This has led to the creation of a team focused on generating new customers and income across our main markets and products. Thus reducing the reliance on income from the NHS IAPT contract. The change has already produced a clearer focus on customers' needs and an increase in private counselling fees.

IAPT

DCC is commissioned by the NHS in England and to provide NICE-approved therapies for treating people with depression or anxiety. IAPT services are characterised by three things: evidence based psychological therapies delivered by fully trained and accredited practitioners, with type and level of treatment matched appropriately to the mental health problem. There is routine outcome monitoring, to enable both patients and clinicians to have up to date information on progress made. Data is anonymised and published by NHS England (NHSE), in order to promote transparency and to support service improvement.

Services are delivered using a stepped-care model, which works according to the principle that people should be offered the least intrusive intervention appropriate for their needs first.

Our IAPT service often faced significant caseloads and long waiting lists for patients during 2020/21 and whilst the trustees know that the staff are working hard to deliver the service, and to meet NHSE targets, the reality is that the high level of need, and the severity of those needs, presents a challenge for the IAPT service, not just in terms of capacity, but also with regard to being able to provide interventions that support people to move into a state of sustainable recovery.

Despite the challenges, there is good user satisfaction with the service and a variety of methods are used to ask users about their experience of the service with therapists asking for feedback, feedback user forms being made available in waiting areas and the ability to provide email feedback. This feedback is reviewed and discussed and any necessary changes made.

Property

In the response to a change to more flexible working practices and remote therapy provision, we took the opportunity to review our office arrangements in Folkestone, as there was the opportunity of a break clause in the lease. Having considered the options it was decided to terminate our agreement with Folkestone and Hythe District Council and downsize our offices.

FINANCIAL REVIEW

Financial review

2020/21 has been a challenging year financially for DCC. We experienced a deficit caused by the engagement of agency CBT practitioners to clear our waiting lists; the decline in activity in the year where central costs remained; and the continuing demands placed by the NHS to amend our workforce model, moving away from affiliated counsellors to employed CBT and IAPT accredited therapists. The demand for our clinical services and capacity was under pressure to do more, inevitably posed challenges for the Board to ensure that the service could both continue to operate in the short term and remain viable for the future.

We acknowledge that there will be continued costs to the Charity as we emerge from the severe impacts of COVID-19. However, the Trustees are satisfied that even under the worst-case scenario considered, there are sufficient funds in the bank account to continue operating and meet liabilities as they fall due for the foreseeable future.

The Board's view, therefore, is that Dover Counselling Centre's balance sheet is sufficiently robust to provide resilience and that our reserves should allow us time to respond with reduction of services and cost savings if income projections indicate a significant reduction over the next three years.

Pay and remuneration

The trustees review the salaries of the staff to determine cost of living adjustments and whether individual increases are warranted.

The remuneration of the Chief Executive is assessed by the Board and is based on performance, market forces and affordability.

THE DOVER COUNSELLING CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2021

FINANCIAL REVIEW

Risk management

The Trustees have overall responsibility for the system of internal control that is designed by senior management to ensure effective and efficient operations, including financial reporting and compliance with laws and regulations. The Trustees acknowledge that such a system is designed to manage rather than eliminate the risk of failure to achieve business objectives and can only provide reasonable and not absolute assurance against material misstatement or loss.

There are regular reviews and updates of policies and procedures and appropriate legal and professional advice sought and followed as appropriate.

Any significant exceptions from approved policies and procedures are reported to the Trustees.

Health and safety

The Trustees are satisfied that the Health and Safety statement and risk assessments were reviewed during 2020/21 and that all staff members are aware and understand them, and are provided with appropriate training. The Board receives an update on any Health and Safety issues at each meeting. All COVID-19 guidance has been followed when working from Horizon House and appropriate measures have been put in place to ensure staff safety.

FUTURE PLANS

Along with every other organisation, Dover Counselling Centre has had to adjust its policies and operations to meet the challenges of the COVID-19 pandemic which impacts on every main risk area. The Trustees will continue to assess the business impact of the pandemic as the country returns to the 'new normal' as there is no guarantee that restrictions will not be reimposed in the future.

Our 2021/22 strategy will build on what we have learnt during the pandemic, using new ways of working and interacting, and robustly addressing our workforce needs.

On 21st December 2021 (as a result of the continuing pandemic and the emerging Integrated Care Board (ICB)), the CCG confirmed a decision had been taken to extend the time frames to release the IAPT tender to Autumn 2022 for a new contract to start on 1 October 2023. DCC's current IAPT contract will therefore continue to 30 September 2023.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The charity is constituted under a Memorandum of Association dated 5 December 1988 and is a registered charity (number 800988).

Organisational structure

The charity is organised in such a way that Trustees meet regularly in order to manage its affairs whilst day to day responsibility is delegated to the management team.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of The Dover Counselling Centre for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

THE DOVER COUNSELLING CENTRE

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, McCabe Ford Williams, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 07.06.22 and signed on its behalf by:

.....
Dr W T Moses MBE (Chairman) - Trustee

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF THE DOVER COUNSELLING CENTRE

Opinion

We have audited the financial statements of The Dover Counselling Centre (the 'charitable company') for the year ended 30 September 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 September 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF THE DOVER COUNSELLING CENTRE

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charitable company through discussions with directors and other management, and from our commercial knowledge and experience of the counselling sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charitable company, including the Companies Act 2006, FRS 102, Charities Act and Regulations, taxation legislation, employment and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management, inspecting correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations; and
- understanding the design of the charitable company's remuneration policies.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
THE DOVER COUNSELLING CENTRE**

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with HMRC, relevant regulators, and the charitable company's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



McCabe Ford Williams
Chartered Accountants and Statutory Auditors
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Charlton House
Dour Street
DOVER
Kent
CT16 1BL

Date: 9 June 2022.....

THE DOVER COUNSELLING CENTRE

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

	Notes	Unrestricted funds £	Restricted fund £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	13,892	179,596	193,488	130,971
Charitable activities					
Counselling	5	1,326,464	-	1,326,464	1,459,685
Supervision		3,518	-	3,518	6,632
Training		900	-	900	1,750
Investment income	4	40	-	40	545
Total		<u>1,344,814</u>	<u>179,596</u>	<u>1,524,410</u>	<u>1,599,583</u>
EXPENDITURE ON					
Charitable activities					
Counselling	6	1,448,209	143,677	1,591,886	1,474,059
NET INCOME/(EXPENDITURE)		<u>(103,395)</u>	<u>35,919</u>	<u>(67,476)</u>	<u>125,524</u>
Transfers between funds	17	<u>27,372</u>	<u>(27,372)</u>	-	-
Net movement in funds		<u>(76,023)</u>	<u>8,547</u>	<u>(67,476)</u>	<u>125,524</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		1,538,103	16,170	1,554,273	1,428,749
TOTAL FUNDS CARRIED FORWARD		<u><u>1,462,080</u></u>	<u><u>24,717</u></u>	<u><u>1,486,797</u></u>	<u><u>1,554,273</u></u>

The notes form part of these financial statements

THE DOVER COUNSELLING CENTRE

**BALANCE SHEET
30 SEPTEMBER 2021**

	Notes	Unrestricted funds £	Restricted fund £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	12	263,772	-	263,772	273,847
Investments	13	1	-	1	-
		263,773	-	263,773	273,847
CURRENT ASSETS					
Debtors	14	434,836	-	434,836	532,562
Cash at bank and in hand		840,988	24,717	865,705	873,453
		1,275,824	24,717	1,300,541	1,406,015
CREDITORS					
Amounts falling due within one year	15	(77,517)	-	(77,517)	(125,589)
		1,198,307	24,717	1,223,024	1,280,426
NET CURRENT ASSETS					
		1,462,080	24,717	1,486,797	1,554,273
TOTAL ASSETS LESS CURRENT LIABILITIES					
		1,462,080	24,717	1,486,797	1,554,273
NET ASSETS					
		1,462,080	24,717	1,486,797	1,554,273
FUNDS					
	17			1,462,080	1,538,103
Unrestricted funds				24,717	16,170
Restricted funds				1,486,797	1,554,273
TOTAL FUNDS					
				1,486,797	1,554,273

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2021.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been audited under the requirements of Section 145 of the Charities Act 2011.

THE DOVER COUNSELLING CENTRE

BALANCE SHEET - continued
30 SEPTEMBER 2021

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

07.06.22

.....
Dr W T Moses MBE (Chairman) - Trustee



THE DOVER COUNSELLING CENTRE
CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 SEPTEMBER 2021

	Notes	2021 £	2020 £
Cash flows from operating activities			
Cash generated from operations	1	4,357	240,113
		<u>4,357</u>	<u>240,113</u>
Net cash provided by operating activities		<u>4,357</u>	<u>240,113</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(12,144)	(35,499)
Purchase of fixed asset investments		(1)	-
Interest received		40	545
		<u>40</u>	<u>545</u>
Net cash used in investing activities		<u>(12,105)</u>	<u>(34,954)</u>
Change in cash and cash equivalents in the reporting period			
		<u>(7,748)</u>	<u>205,159</u>
Cash and cash equivalents at the beginning of the reporting period		<u>873,453</u>	<u>668,294</u>
Cash and cash equivalents at the end of the reporting period		<u><u>865,705</u></u>	<u><u>873,453</u></u>

The notes form part of these financial statements

THE DOVER COUNSELLING CENTRE

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021 £	2020 £
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(67,476)	125,524
Adjustments for:		
Depreciation charges	22,219	20,106
Interest received	(40)	(545)
Decrease in debtors	97,726	57,415
(Decrease)/increase in creditors	(48,072)	37,613
Net cash provided by operations	<u>4,357</u>	<u>240,113</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.10.20 £	Cash flow £	At 30.9.21 £
Net cash			
Cash at bank and in hand	873,453	(7,748)	865,705
	<u>873,453</u>	<u>(7,748)</u>	<u>865,705</u>
Total	<u>873,453</u>	<u>(7,748)</u>	<u>865,705</u>

The notes form part of these financial statements

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

1. STATUTORY INFORMATION

The Dover Counselling Centre is an incorporated charity registered in England. The Charitable company's registered number, principal address and nature of operations can be found in the Report of Trustees.

The financial statements are presented in sterling which is the functional currency of the charity.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Amounts recoverable on contract are based on the stage of completion of ongoing counselling cases within the AQP contracts. These have been calculated on a sessional basis.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- Straight line over 50 years
Fixtures and fittings	- 20% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

3. DONATIONS AND LEGACIES

	2021	2020
	£	£
Donations	13,892	8,703
Grants	179,596	122,268
	<u>193,488</u>	<u>130,971</u>

Grants received, included in the above, are as follows:

	2021	2020
	£	£
Health Education England (see note 17)	<u>179,593</u>	<u>122,268</u>

4. INVESTMENT INCOME

	2021	2020
	£	£
Bank interest receivable	<u>40</u>	<u>545</u>

5. INCOME FROM CHARITABLE ACTIVITIES

		2021	2020
	Activity	£	£
AQP counselling	Counselling	1,196,454	1,319,940
Counselling	Counselling	130,010	139,745
Supervision	Supervision	3,518	6,632
Training	Training	900	1,750
		<u>1,330,882</u>	<u>1,468,067</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 7)	Totals
	£	£	£
Counselling	<u>1,211,322</u>	<u>380,564</u>	<u>1,591,886</u>

7. SUPPORT COSTS

	Other	Governance costs	Totals
	£	£	£
Counselling	<u>374,684</u>	<u>5,880</u>	<u>380,564</u>

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

7. SUPPORT COSTS - continued

Support costs, included in the above, are as follows:

Other

	2021	2020
	Counselling	Total
	£	activities
		£
Wages, national insurance and pensions	165,576	135,346
Staff training and supervision	23,867	15,865
Hire of equipment	6,120	2,410
Rent	10,988	18,216
Rates and water	358	1,176
Insurance	1,976	2,425
Light and heat	3,495	7,363
Telephone	22,589	12,969
Repairs and maintenance	19,777	30,175
Office expenses	74,714	69,866
Legal and professional fees	989	103
Bookkeeping	855	805
Bad and doubtful debts	4,548	23
Sundry	15,211	12,228
Bank charges	1,402	1,636
Depreciation of tangible fixed assets	22,219	20,106
	<u>374,684</u>	<u>330,712</u>

Governance costs

	2021	2020
	Counselling	Total
	£	activities
		£
Auditors' remuneration	<u>5,880</u>	<u>5,700</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021	2020
	£	£
Auditors' remuneration	5,880	5,700
Depreciation - owned assets	22,219	20,106
Hire of plant and machinery	6,120	2,410
Other operating leases	<u>10,616</u>	<u>18,157</u>

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 September 2021.

Trustees' expenses

Trustees expenses amounting to £183 (2020 - £472) were reimbursed to one Trustee during the year (2020 - two).

10. STAFF COSTS

Total staff costs were as follows:

	2021 £	2020 £
Wages and salaries	699,956	587,642
Social security costs	60,077	50,328
Pensions	12,114	10,890
	772,147	684,860
	772,147	684,860

The average monthly number of employees during the year was as follows:

	2021	2020
Average number of employees	28	23
	28	23

No employees received emoluments in excess of £60,000 (2020 - nil).

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	8,703	122,268	130,971
Charitable activities			
Counselling	1,459,685	-	1,459,685
Supervision	6,632	-	6,632
Training	1,750	-	1,750
Investment income	545	-	545
Total	1,477,315	122,268	1,599,583
EXPENDITURE ON			
Charitable activities			
Counselling	1,367,961	106,098	1,474,059
	1,367,961	106,098	1,474,059
NET INCOME	109,354	16,170	125,524
RECONCILIATION OF FUNDS			
Total funds brought forward	1,428,749	-	1,428,749
	1,428,749	-	1,428,749
TOTAL FUNDS CARRIED FORWARD	1,538,103	16,170	1,554,273

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

12. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Totals £
COST			
At 1 October 2020	252,057	104,572	356,629
Additions	-	12,144	12,144
	<hr/>	<hr/>	<hr/>
At 30 September 2021	252,057	116,716	368,773
	<hr/>	<hr/>	<hr/>
DEPRECIATION			
At 1 October 2020	14,643	68,139	82,782
Charge for year	5,041	17,178	22,219
	<hr/>	<hr/>	<hr/>
At 30 September 2021	19,684	85,317	105,001
	<hr/>	<hr/>	<hr/>
NET BOOK VALUE			
At 30 September 2021	<u>232,373</u>	<u>31,399</u>	<u>263,772</u>
At 30 September 2020	<u>237,414</u>	<u>36,433</u>	<u>273,847</u>

13. FIXED ASSET INVESTMENTS

	Shares in group undertakings £
MARKET VALUE	
Additions	1
	<hr/>
NET BOOK VALUE	
At 30 September 2021	1
	<hr/>
At 30 September 2020	-
	<hr/>

There were no investment assets outside the UK.

The company's investments at the balance sheet date in the share capital of companies include the following:

Inspire-Compassion Ltd

Registered office: Horizon House, Gordon Road, Whitfield, Dover, CT16 2ET

Nature of business: Dormant

Class of share:	%	
Ordinary	holding	100

THE DOVER COUNSELLING CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2021

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade debtors	318,866	440,538
Amounts recoverable on contract	111,554	89,474
Other debtors and accrued income	4,416	2,550
	<u>434,836</u>	<u>532,562</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade creditors	15,387	19,947
Social security and other taxes	21,286	26,860
Sundry creditors and deferred income	40,844	78,782
	<u>77,517</u>	<u>125,589</u>

Deferred income of £Nil (2020 - £7,914) was included for the year ended 30 September 2021 in respect of contract service income received in advance.

16. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2021	2020
	£	£
Within one year	5,987	24,833
Between one and five years	17,463	77,117
	<u>23,450</u>	<u>101,950</u>

17. MOVEMENT IN FUNDS

	At 1.10.20 £	Net movement in funds £	Transfers between funds £	At 30.9.21 £
Unrestricted funds				
General fund	1,538,103	(103,395)	27,372	1,462,080
Restricted funds				
Health Education England	16,170	35,919	(27,372)	24,717
TOTAL FUNDS	<u>1,554,273</u>	<u>(67,476)</u>	<u>-</u>	<u>1,486,797</u>

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

17. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	1,344,814	(1,448,209)	(103,395)
Restricted funds			
Health Education England	179,596	(143,677)	35,919
TOTAL FUNDS	<u>1,524,410</u>	<u>(1,591,886)</u>	<u>(67,476)</u>

Comparatives for movement in funds

	At 1.10.19 £	Net movement in funds £	Transfers between funds £	At 30.9.20 £
Unrestricted funds				
General fund	1,419,999	108,049	10,055	1,538,103
Designated fund - Summer house	6,250	6,500	(12,750)	-
Designated fund - Garden therapy	2,500	(5,195)	2,695	-
	<u>1,428,749</u>	<u>109,354</u>	<u>-</u>	<u>1,538,103</u>
Restricted funds				
Health Education England	-	16,170	-	16,170
TOTAL FUNDS	<u>1,428,749</u>	<u>125,524</u>	<u>-</u>	<u>1,554,273</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	1,468,615	(1,360,566)	108,049
Designated fund - Summer house	6,500	-	6,500
Designated fund - Garden therapy	2,200	(7,395)	(5,195)
	<u>1,477,315</u>	<u>(1,367,961)</u>	<u>109,354</u>
Restricted funds			
Health Education England	122,268	(106,098)	16,170
TOTAL FUNDS	<u>1,599,583</u>	<u>(1,474,059)</u>	<u>125,524</u>

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

17. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.10.19 £	Net movement in funds £	Transfers between funds £	At 30.9.21 £
Unrestricted funds				
General fund	1,419,999	4,654	37,427	1,462,080
Designated fund - Summer house	6,250	6,500	(12,750)	-
Designated fund - Garden therapy	2,500	(5,195)	2,695	-
	<u>1,428,749</u>	<u>5,959</u>	<u>27,372</u>	<u>1,462,080</u>
Restricted funds				
Health Education England	-	52,089	(27,372)	24,717
	<u>-</u>	<u>52,089</u>	<u>(27,372)</u>	<u>24,717</u>
TOTAL FUNDS	<u><u>1,428,749</u></u>	<u><u>58,048</u></u>	<u><u>-</u></u>	<u><u>1,486,797</u></u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	2,813,429	(2,808,775)	4,654
Designated fund - Summer house	6,500	-	6,500
Designated fund - Garden therapy	2,200	(7,395)	(5,195)
	<u>2,822,129</u>	<u>(2,816,170)</u>	<u>5,959</u>
Restricted funds			
Health Education England	301,864	(249,775)	52,089
	<u>301,864</u>	<u>(249,775)</u>	<u>52,089</u>
TOTAL FUNDS	<u><u>3,123,993</u></u>	<u><u>(3,065,945)</u></u>	<u><u>58,048</u></u>

Health Education England

The charity received funding from Health Education England totalling £179,596 (2020 - £122,268) during the year to contribute to the salaries, study costs and expenses of staff members who were studying to become either a qualified High Intensity Therapist or Psychological Wellbeing Practitioner. Expenses during the year totalled £143,677 (2020 - £106,098).

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 September 2021.

19. COMPANY LIMITED BY GUARANTEE

The charitable company is limited by guarantee and has no share capital. Every member of the company undertakes, in the event of the winding up of the company, to contribute such amount as may be necessary not exceeding £1 each.

THE DOVER COUNSELLING CENTRE

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	13,892	8,703
Grants	179,596	122,268
	193,488	130,971
Investment income		
Bank interest receivable	40	545
Charitable activities		
AQP counselling	1,196,454	1,319,940
Counselling	130,010	139,745
Supervision	3,518	6,632
Training	900	1,750
	1,330,882	1,468,067
Total incoming resources	1,524,410	1,599,583
EXPENDITURE		
Charitable activities		
AQP counselling	512,180	524,542
Counselling	91,616	98,731
Wages and national insurance	597,310	502,624
Pensions	9,261	10,890
Travel and entertaining	955	860
	1,211,322	1,137,647
Support costs		
Other		
Wages, national insurance and pensions	165,576	135,346
Staff training and supervision	23,867	15,865
Hire of equipment	6,120	2,410
Rent	10,988	18,216
Rates and water	358	1,176
Insurance	1,976	2,425
Light and heat	3,495	7,363
Telephone	22,589	12,969
Repairs and maintenance	19,777	30,175
Office expenses	74,714	69,866
Legal and professional fees	989	103
Bookkeeping	855	805
Bad and doubtful debts	4,548	23
Sundry	15,211	12,228
Carried forward	351,063	308,970

This page does not form part of the statutory financial statements

THE DOVER COUNSELLING CENTRE

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

	2021 £	2020 £
Other		
Brought forward	351,063	308,970
Bank charges	1,402	1,636
Freehold property depreciation	5,041	5,042
Fixture and fittings depreciation	17,178	15,064
	<hr/>	<hr/>
	374,684	330,712
Governance costs		
Auditors' remuneration	5,880	5,700
	<hr/>	<hr/>
Total resources expended	1,591,886	1,474,059
	<hr/>	<hr/>
Net (expenditure)/income	<u>(67,476)</u>	<u>125,524</u>

This page does not form part of the statutory financial statements

THE DOVER COUNSELLING CENTRE

England & Wales - Charity number 800988

Accounts

REGISTERED COMPANY NUMBER: 02334448 (England and Wales)
REGISTERED CHARITY NUMBER: 800988

**REPORT OF THE TRUSTEES AND
AUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2020
FOR
THE DOVER COUNSELLING CENTRE**

McCabe Ford Williams
Chartered Accountants and Statutory Auditors
Charlton House
Dour Street
DOVER
Kent
CT16 1BL

THE DOVER COUNSELLING CENTRE

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FOR THE YEAR ENDED 30 SEPTEMBER 2020**

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THE DOVER COUNSELLING CENTRE

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

TRUSTEES	Ms P S Brown Mr D N R Foley Mrs N E G Hodgkinson Dr W T Moses MBE (Chairman) Ms L Soliman Mr S L Weaver Mr P Vernieue
REGISTERED OFFICE	Horizon House Gordon Road Whitfield DOVER Kent CT16 2ET
REGISTERED COMPANY NUMBER	02334448 (England and Wales)
REGISTERED CHARITY NUMBER	800988
AUDITORS	McCabe Ford Williams Chartered Accountants and Statutory Auditors Charlton House Dour Street DOVER Kent CT16 1BL

THE DOVER COUNSELLING CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2020

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 September 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal objective of the organisation is to provide counselling, consultancy, training and educational services to individuals, families and professional workers to the benefit of the community.

Focus of our work

After almost 32 years, Dover Counselling Centre has changed in terms of size, scale, and complexity; however, the trustees and staff have ensured that we remain faithful to the initial vision and ethos:

- To provide a counselling and consultancy service for individuals and families
- To provide a counselling and consultancy service to professional workers and employers
- To provide education and training to professional workers and employers.

This year's plans did not include a global pandemic, and moving a face to face, place based service, online in a matter of weeks has been a challenging and impressive feat.

Despite these challenges, Dover Counselling Centre has continued to do amazing work to support those who needed it most.

Improving Access to Psychological Therapies (IAPT)

Dover Counselling Centre has been delivering an IAPT programme since 2012. As part of the national programme, we provide a range of evidence-based, NICE recommended therapies alongside Cognitive Behavioural Therapy (CBT) to ensure service users can benefit from a range of treatment options suited to their needs.

Employer Services

As an established provider of Counselling and wellbeing support to organisations, we also provide training, supervision, conflict resolution and trauma support to businesses all designed to enable staff to work healthily and confidently.

There continues to be significant interest in workplace wellbeing and DCC has a role to ensure that such activities are facilitated.

Community Service

The truth is that for people who are affected by mental illness, they often find it hard to get the support they need, with many people being told they are too unwell to be supported by just their GP or IAPT but not ill enough to get the specialist help they need.

Our community service aims to fill this gap, by offering sessions that are provided at low cost, and we offer a minimal number of subsidised or free places.

THE DOVER COUNSELLING CENTRE

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

OBJECTIVES AND ACTIVITIES

Evaluating the services

In order to help us evaluate our services we seek feedback from our clients and customers.

This can be done through a variety of means - in counselling it is usually at the end of therapy, when clients can be asked about how satisfied they were with the service. There is not any one generic standard measure used, but the one that is used throughout IAPT is the patient experience questionnaire.

Client satisfaction represents a fundamental benchmark for good practice. Also, allowing clients to record their dissatisfaction, and make suggestions for improvement of services, is part of the ethical approach that DCC adopts when monitoring and evaluating its activities.

Written feedback from clients has been good and trustees were pleased to receive the following typical comments:

"This was possibly the most troubled and difficult time in my life. ** was the most remarkable therapist. She challenged me, supported me and enabled me to work through the extremely difficult road to recovery. CBT has become a part of my thought process and an invaluable tool for every area of my life. I am so grateful for the sessions with ** as they have truly changed my life so that I am present and positive for myself, my children, my husband family and friends back to myself!"

"You have really helped me, you really have. It has been easy to talk to you. I don't get on with many people but with you I do, you listen to me and are patient with me. I am really grateful for all your help."

"It was difficult to pluck up enough courage to have counselling, but I'm glad I did. I have learnt a lot about myself and behaviours and habits. It has taught me more than I ever would have imagined and I have found it very helpful and beneficial. Thank you very much."

Public benefit

The Trustees confirm that they have complied with their duty as prescribed in the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

THE DOVER COUNSELLING CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2020

ACHIEVEMENT AND PERFORMANCE

Review of activities

COVID-19

We have maintained our services through the various stages of lockdowns, lockdown easing and tier restrictions, thanks to a committed and positive team. The organisation has made rapid and dramatic changes to the IT infrastructure, working processes and practices to keep the organisation and services running.

All employees have remained fully employed since the year end and we have not made any redundancies and neither have we needed to furlough anyone.

Accordingly, the charity has had no need to reduce activities or to avail itself of any emergency government support. The Trustees believe the pandemic is not currently having a harmful impact on either the operations or financial position of the charity.

The continuing presence of COVID-19 in the population may prevent the return to pre COVID-19 activity for some time yet. However, the impact of COVID-19 on mental health and mental health services will be felt long after the physical health crisis subsides. Self-isolation, financial insecurity, bereavement and increases in substance abuse and domestic violence will affect people with pre-existing mental health conditions, the general public and the health and care workforce, with certain demographic groups disproportionately affected.

People

As the effects of the pandemic put greater pressures on our workforce, efforts to retain existing staff has been prioritised. This has included safeguarding the physical and mental health of the staff, investing in on-going training and professional development opportunities.

In August 2020 our first Trainee High Intensity Therapist graduated and is now qualified to provide evidence-based CBT for adults with depression and/or any of the anxiety disorders.

We have employed two more Trainee High Intensity Therapists and three trainee Psychological Practitioners this year, all of whom should qualify in August 2021.

Working with the Adult education CAPCAB (Counselling and Psychotherapy Central Awarding Body) we have been offering student placements for people who are undertaking training at diploma, degree, or master's level in counselling and psychotherapy. This year saw 4 students successfully complete their training and become qualified counsellors.

Commercial work

Traditionally our commercial work has been dominated by providing Workplace counselling - an employee support intervention that is usually short term in nature and provides an independent, specialist resource for people working across all sectors and in all working environments. With organisations giving their employees access to a free, confidential, workplace counselling service.

However, the focus during the pandemic has been shifted towards providing a wider range of products and services concentrating on supporting teams working remotely with their general wellbeing and resilience.

Most notably we are honoured to be supporting our NHS front line and support staff who have gone above and beyond to care for patients during the pandemic. Many of whom will have experienced prolonged periods of trauma and DCC have been able to provide trauma debriefs and stabilisation workshops both remotely and on site.

IAPT

DCC is commissioned by the NHS in England and to provide NICE-approved therapies for treating people with depression or anxiety.

As a result of the pandemic, NHS England stopped all face to face sessions and we had to move quickly and respond efficiently to protect our clients and adapt our services to providing therapy entirely remotely; either by telephone or using video conferencing platforms.

During the physical health peak of the crisis, there was a 73 % reduction in IAPT referrals, reflecting the closure of some referral routes and hesitancy about accessing support during the pandemic, rather than reflecting a decrease in demand.

THE DOVER COUNSELLING CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2020

This corresponds to a considerable fall in the number of GP appointments and referrals during the first lockdown. It may indicate that fewer patients presented at their GP surgery, or that fewer referrals (including self-referrals) were made following GP appointments.

However, the decrease in demand meant that as a service we could focus on our waiting lists and with the result that the number of clients waiting for therapy has reduced overall from 725 in September 2019 to 454 in 2020. Focussing on our waiting lists has meant that we did not suffer financially from the downturn in referrals.

Whilst referrals are gradually picking up it has led to clients presenting late to IAPT with more serious needs.

Community

COVID-19 had a much bigger impact on our Community Service as these clients tend to need more intensive support and the shift from "in person" care to remote care was not as easily facilitated.

We continue to offer longer term, low cost Counselling to those clients who are able to be supported remotely.

Our Garden Therapy project with Blossoms of Hope has been able to meet and the waste ground has been converted into a functioning garden with its first crop of vegetables and fruit harvested during the summer. The probation service has joined the garden and a group of service users are completing their "Community Pay Back" working on the garden once a week.

Property

The severe disruption due to COVID-19 and the lockdowns meant that we have not been able to utilise our rooms in Folkestone since March 2020 and Horizon House was closed from March 2020 to June. Since June we have operated limited administration service from Horizon House ensuring that Government guidelines are adhered to.

FINANCIAL REVIEW

Financial review

The principal funding source for the charity is currently the IAPT contract income, and while the Trustees are satisfied that funding is in place for the immediate future, they recognise that there is a risk that long term funding may become more difficult to secure.

The main expenditure is the provision of paid expertise and skills and there was an additional controlled increase in staffing costs as we invested further in our CBT team to compliment the other therapies we currently offer.

DCC sought to mitigate against the effects of COVID-19 and took appropriate action to protect our financial interests.

Reserves policy

The Charity's reserves have been increased in the year in an effort to ensure a continuation of community services for at least six months. This would allow any outstanding community services to be completed should funding ever stop.

With careful management, DCC's income remains greater than its expenditure.

Staffing levels, management salaries and running costs continue to be reviewed regularly to ensure DCC can successfully maintain reserves at an acceptable level.

FUTURE PLANS

The year ahead looks to be very different from the last as we continue to operate remotely. The pandemic has taught us to work differently and to build on that learning to create solutions and deliver our services in a variety of ways to suit our clients. Increased use of technology and remote service delivery will be the "new normal".

The consequences of the COVID-19 pandemic on mental health could be considerable and health leaders have warned that the peak in demand for mental healthcare in England is yet to come.

Work is ongoing nationally and locally by NHS trusts and commissioners to model what they expect the increase in demand to look like. This will mean DCC can plan how we will meet additional demands and tailor services to address the trauma people have experienced.

We welcome the recently published NHS Long Term Plan setting out further ambitions to improve mental health care in England, including a commitment to increase funding by at least £2.3 billion a year by 2023/24, which has been set aside specifically for mental health.

THE DOVER COUNSELLING CENTRE

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The charity is constituted under a Memorandum of Association dated 5 December 1988 and is a registered charity (number 800988).

Organisational structure

The charity is organised in such a way that Trustees meet regularly in order to manage its affairs whilst day to day responsibility is delegated to the management team.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of The Dover Counselling Centre for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

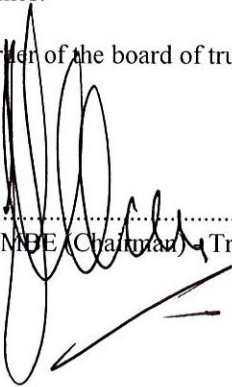
AUDITORS

The auditors, McCabe Ford Williams, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on ~~23.06.21~~ 23.06.21 and signed on its behalf by:

.....
Dr W T Moses MBE (Chairman) - Trustee



**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
THE DOVER COUNSELLING CENTRE**

Opinion

We have audited the financial statements of The Dover Counselling Centre (the 'charitable company') for the year ended 30 September 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 September 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
THE DOVER COUNSELLING CENTRE**

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



McCabe Ford Williams
Chartered Accountants and Statutory Auditors
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Charlton House
Dour Street
DOVER
Kent
CT16 1BL

Date: 23 June 2021

THE DOVER COUNSELLING CENTRE

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

	Notes	Unrestricted funds £	Restricted fund £	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	8,913	122,268	131,181	5,747
Charitable activities					
Counselling	5	1,459,475	-	1,459,475	1,686,685
Supervision		6,632	-	6,632	9,503
Training		1,750	-	1,750	1,300
Investment income	4	545	-	545	462
Total		<u>1,477,315</u>	<u>122,268</u>	<u>1,599,583</u>	<u>1,703,697</u>
EXPENDITURE ON					
Charitable activities					
Counselling	6	1,367,961	106,098	1,474,059	1,619,068
NET INCOME		<u>109,354</u>	<u>16,170</u>	<u>125,524</u>	<u>84,629</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		1,428,749	-	1,428,749	1,344,120
TOTAL FUNDS CARRIED FORWARD		<u><u>1,538,103</u></u>	<u><u>16,170</u></u>	<u><u>1,554,273</u></u>	<u><u>1,428,749</u></u>

The notes form part of these financial statements

THE DOVER COUNSELLING CENTRE

**BALANCE SHEET
30 SEPTEMBER 2020**

	Notes	Unrestricted funds £	Restricted fund £	2020 Total funds £	2019 Total funds £
FIXED ASSETS					
Tangible assets	12	273,847	-	273,847	258,454
CURRENT ASSETS					
Debtors	13	532,562	-	532,562	589,977
Cash at bank and in hand		857,283	16,170	873,453	668,294
		<u>1,389,845</u>	<u>16,170</u>	<u>1,406,015</u>	<u>1,258,271</u>
CREDITORS					
Amounts falling due within one year	14	(125,589)	-	(125,589)	(87,976)
		<u>1,264,256</u>	<u>16,170</u>	<u>1,280,426</u>	<u>1,170,295</u>
NET CURRENT ASSETS					
		<u>1,538,103</u>	<u>16,170</u>	<u>1,554,273</u>	<u>1,428,749</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>1,538,103</u>	<u>16,170</u>	<u>1,554,273</u>	<u>1,428,749</u>
NET ASSETS					
		<u>1,538,103</u>	<u>16,170</u>	<u>1,554,273</u>	<u>1,428,749</u>
FUNDS					
	16			1,538,103	1,428,749
Unrestricted funds				16,170	-
Restricted funds				<u>1,554,273</u>	<u>1,428,749</u>
TOTAL FUNDS					

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2020.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been audited under the requirements of Section 145 of the Charities Act 2011.

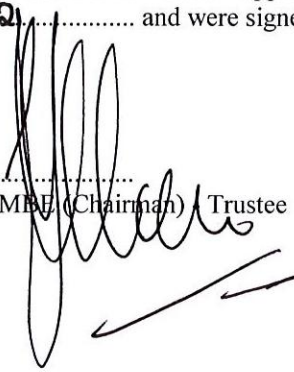
THE DOVER COUNSELLING CENTRE

BALANCE SHEET - continued
30 SEPTEMBER 2020

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on**23.06.21**..... and were signed on its behalf by:

.....
Dr W T Moses MBE (Chairman) Trustee



The notes form part of these financial statements

THE DOVER COUNSELLING CENTRE

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

	Notes	2020 £	2019 £
Cash flows from operating activities			
Cash generated from operations	1	240,113	211,202
Net cash provided by operating activities		<u>240,113</u>	<u>211,202</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(35,499)	(6,140)
Interest received		545	462
Net cash used in investing activities		<u>(34,954)</u>	<u>(5,678)</u>
Change in cash and cash equivalents in the reporting period			
		205,159	205,524
Cash and cash equivalents at the beginning of the reporting period		<u>668,294</u>	<u>462,770</u>
Cash and cash equivalents at the end of the reporting period		<u><u>873,453</u></u>	<u><u>668,294</u></u>

The notes form part of these financial statements

THE DOVER COUNSELLING CENTRE

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2020	2019
	£	£
Net income for the reporting period (as per the Statement of Financial Activities)	125,524	84,629
Adjustments for:		
Depreciation charges	20,106	15,644
Loss on disposal of fixed assets	-	362
Interest received	(545)	(462)
Decrease in debtors	57,415	184,832
Increase/(decrease) in creditors	37,613	(73,803)
	<hr/>	<hr/>
Net cash provided by operations	<u>240,113</u>	<u>211,202</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.10.19	Cash flow	At 30.9.20
	£	£	£
Net cash			
Cash at bank and in hand	668,294	205,159	873,453
	<hr/>	<hr/>	<hr/>
	668,294	205,159	873,453
	<hr/>	<hr/>	<hr/>
Total	<u>668,294</u>	<u>205,159</u>	<u>873,453</u>

The notes form part of these financial statements

THE DOVER COUNSELLING CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2020

1. STATUTORY INFORMATION

The Dover Counselling Centre is an incorporated charity registered in England. The Charitable company's registered number, principal address and nature of operations can be found in the Report of Trustees.

The financial statements are presented in sterling which is the functional currency of the charity.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Amounts recoverable on contract are based on the stage of completion of ongoing counselling cases within the AQP contracts. These have been calculated on a sessional basis.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- Straight line over 50 years
Fixtures and fittings	- 20% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Going concern

The COVID-19 pandemic and subsequent "lock downs" have continued beyond the balance sheet date. The activities of the Charitable Company have been affected by the "lock downs" but such restrictions have not affected the going concern position of the Charitable Company.

THE DOVER COUNSELLING CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2020

3. DONATIONS AND LEGACIES

	2020	2019
	£	£
Donations	8,703	4,717
Client contributions	210	1,030
Grants	122,268	-
	<u>131,181</u>	<u>5,747</u>

Grants received, included in the above, are as follows:

	2020	2019
	£	£
Health Education England (see note 16)	<u>122,268</u>	<u>-</u>

4. INVESTMENT INCOME

	2020	2019
	£	£
Bank interest receivable	<u>545</u>	<u>462</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2020	2019
		£	£
AQP counselling	Counselling	1,319,940	1,547,919
Counselling	Counselling	139,535	138,766
Supervision	Supervision	6,632	9,503
Training	Training	1,750	1,300
		<u>1,467,857</u>	<u>1,697,488</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 7)	Totals
	£	£	£
Counselling	<u>1,137,647</u>	<u>336,412</u>	<u>1,474,059</u>

THE DOVER COUNSELLING CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2020

7. SUPPORT COSTS

	Other £	Governance costs £	Totals £
Counselling	330,712	5,700	336,412

Support costs, included in the above, are as follows:

Other

	2020 Counselling £	2019 Total activities £
Wages, national insurance and pensions	135,346	142,251
Staff training and supervision	15,865	-
Hire of equipment	2,410	1,578
Rent	18,216	18,647
Rates and water	1,176	1,235
Insurance	2,425	2,502
Light and heat	7,363	8,258
Telephone	12,969	10,295
Repairs and maintenance	30,175	40,525
Office expenses	69,866	66,811
Legal and professional fees	103	4,873
Bookkeeping	805	470
Bad debts	23	-
Sundry	12,228	12,477
Bank charges	1,636	1,424
Depreciation of tangible fixed assets	20,106	15,644
Loss on disposal of fixed assets	-	362
	<u>330,712</u>	<u>327,352</u>

Governance costs

	2020 Counselling £	2019 Total activities £
Auditors' remuneration	5,700	5,475

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2020 £	2019 £
Auditors' remuneration	5,700	5,475
Depreciation - owned assets	20,106	15,644
Hire of plant and machinery	2,410	1,578
Other operating leases	18,157	18,079
Loss on disposal of fixed assets	-	362
	<u> </u>	<u> </u>

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 September 2020.

Trustees' expenses

Trustees expenses amounting to £472 (2019 - £491) were reimbursed to two Trustees during the year (2019 - two).

10. STAFF COSTS

Total staff costs were as follows:

	2020	2019
	£	£
Wages and salaries	587,642	547,828
Social security costs	50,328	46,698
Pensions	10,889	8,255
	<u>684,859</u>	<u>602,781</u>

The average monthly number of employees during the year was as follows:

	2020	2019
Average number of employees	23	23
	<u>23</u>	<u>23</u>

No employees received emoluments in excess of £60,000 (2019 - nil).

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

All comparatives for the Statement of Financial Activities for the year ended 30 September 2019 are in respect of unrestricted funds.

12. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Totals £
COST			
At 1 October 2019	238,067	83,063	321,130
Additions	13,990	21,509	35,499
	<u>252,057</u>	<u>104,572</u>	<u>356,629</u>
DEPRECIATION			
At 1 October 2019	9,601	53,075	62,676
Charge for year	5,042	15,064	20,106
	<u>14,643</u>	<u>68,139</u>	<u>82,782</u>
NET BOOK VALUE			
At 30 September 2020	<u>237,414</u>	<u>36,433</u>	<u>273,847</u>
At 30 September 2019	<u>228,466</u>	<u>29,988</u>	<u>258,454</u>

THE DOVER COUNSELLING CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2020

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade debtors	440,538	494,012
Amounts recoverable on contract	89,474	94,376
Other debtors and accrued income	2,550	1,589
	<u>532,562</u>	<u>589,977</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade creditors	19,947	8,384
Social security and other taxes	26,860	14,369
Sundry creditors and deferred income	78,782	65,223
	<u>125,589</u>	<u>87,976</u>

Deferred income of £7,914 (2019 - £9,273) was included for the year ended 30 September 2020 in respect of contract service income received in advance.

15. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2020	2019
	£	£
Within one year	24,833	17,658
Between one and five years	77,117	72,512
	<u>101,950</u>	<u>90,170</u>

16. MOVEMENT IN FUNDS

	At 1.10.19 £	Net movement in funds £	Transfers between funds £	At 30.9.20 £
Unrestricted funds				
General fund	1,419,999	108,049	10,055	1,538,103
Designated fund - Summer house	6,250	6,500	(12,750)	-
Designated fund - Garden therapy	2,500	(5,195)	2,695	-
	<u>1,428,749</u>	<u>109,354</u>	<u>-</u>	<u>1,538,103</u>
Restricted funds				
Health Education England	-	16,170	-	16,170
	<u>-</u>	<u>16,170</u>	<u>-</u>	<u>16,170</u>
TOTAL FUNDS	<u>1,428,749</u>	<u>125,524</u>	<u>-</u>	<u>1,554,273</u>

THE DOVER COUNSELLING CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2020

16. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	1,468,615	(1,360,566)	108,049
Designated fund - Summer house	6,500	-	6,500
Designated fund - Garden therapy	2,200	(7,395)	(5,195)
	<u>1,477,315</u>	<u>(1,367,961)</u>	<u>109,354</u>
Restricted funds			
Health Education England	122,268	(106,098)	16,170
	<u>1,599,583</u>	<u>(1,474,059)</u>	<u>125,524</u>

Comparatives for movement in funds

	At 1.10.18 £	Net movement in funds £	At 30.9.19 £
Unrestricted funds			
General fund	1,337,870	82,129	1,419,999
Designated fund - Summer house	6,250	-	6,250
Designated fund - Garden therapy	-	2,500	2,500
	<u>1,344,120</u>	<u>84,629</u>	<u>1,428,749</u>
TOTAL FUNDS	<u>1,344,120</u>	<u>84,629</u>	<u>1,428,749</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	1,701,197	(1,619,068)	82,129
Designated fund - Garden therapy	2,500	-	2,500
	<u>1,703,697</u>	<u>(1,619,068)</u>	<u>84,629</u>
TOTAL FUNDS	<u>1,703,697</u>	<u>(1,619,068)</u>	<u>84,629</u>

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

16. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.10.18 £	Net movement in funds £	Transfers between funds £	At 30.9.20 £
Unrestricted funds				
General fund	1,337,870	190,178	10,055	1,538,103
Designated fund - Summer house	6,250	6,500	(12,750)	-
Designated fund - Garden therapy	-	(2,695)	2,695	-
	<hr/>	<hr/>	<hr/>	<hr/>
	1,344,120	193,983	-	1,538,103
Restricted funds				
Health Education England	-	16,170	-	16,170
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>1,344,120</u>	<u>210,153</u>	<u>-</u>	<u>1,554,273</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	3,169,812	(2,979,634)	190,178
Designated fund - Summer house	6,500	-	6,500
Designated fund - Garden therapy	4,700	(7,395)	(2,695)
	<hr/>	<hr/>	<hr/>
	3,181,012	(2,987,029)	193,983
Restricted funds			
Health Education England	122,268	(106,098)	16,170
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>3,303,280</u>	<u>(3,093,127)</u>	<u>210,153</u>

Health Education England

The charity received funding from Health Education England totalling £122,268 during the year to contribute to the salaries, study costs and expenses of 6 staff members who were studying to become either a qualified High Intensity Therapist or Psychological Practitioner. Expenses during the year totalled £106,098.

Summer house

During the year the charity received further donations of £5,200 to which gift aid of £1,300 was added. The summer house was completed during the year so the funds have been transferred into general funds.

Garden therapy

During the year the charity received donations of £2,200 which were designated to be spent on garden therapy. Expenses during the year totalled £7,395 and the shortfall of £2,695 was covered from general funds.

THE DOVER COUNSELLING CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30 SEPTEMBER 2020**

17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 September 2020.

18. COMPANY LIMITED BY GUARANTEE

The charitable company is limited by guarantee and has no share capital. Every member of the company undertakes, in the event of the winding up of the company, to contribute such amount as may be necessary not exceeding £1 each.

THE DOVER COUNSELLING CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2020

	2020 £	2019 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	8,703	4,717
Client contributions	210	1,030
Grants	122,268	-
	<hr/>	<hr/>
	131,181	5,747
Investment income		
Bank interest receivable	545	462
Charitable activities		
AQP counselling	1,319,940	1,547,919
Counselling	139,535	138,766
Supervision	6,632	9,503
Training	1,750	1,300
	<hr/>	<hr/>
	1,467,857	1,697,488
Total incoming resources	<hr/>	<hr/>
	1,599,583	1,703,697
EXPENDITURE		
Charitable activities		
AQP counselling	524,542	724,666
Counselling	98,731	98,012
Wages and national insurance	502,624	452,275
Pensions	10,890	8,255
Travel and entertaining	860	3,033
	<hr/>	<hr/>
	1,137,647	1,286,241
Support costs		
Other		
Wages, national insurance and pensions	135,346	142,251
Staff training and supervision	15,865	-
Hire of equipment	2,410	1,578
Rent	18,216	18,647
Rates and water	1,176	1,235
Insurance	2,425	2,502
Light and heat	7,363	8,258
Telephone	12,969	10,295
Repairs and maintenance	30,175	40,525
Office expenses	69,866	66,811
Legal and professional fees	103	4,873
Bookkeeping	805	470
Bad debts	23	-
Carried forward	296,742	297,445

This page does not form part of the statutory financial statements

THE DOVER COUNSELLING CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2020

	2020 £	2019 £
Other		
Brought forward	296,742	297,445
Sundry	12,228	12,477
Bank charges	1,636	1,424
Freehold property depreciation	5,042	4,761
Fixture and fittings depreciation	15,064	10,883
Loss on disposal of fixed assets	-	362
	<hr/>	<hr/>
	330,712	327,352
Governance costs		
Auditors' remuneration	5,700	5,475
	<hr/>	<hr/>
Total resources expended	1,474,059	1,619,068
	<hr/>	<hr/>
Net income	<u>125,524</u>	<u>84,629</u>

This page does not form part of the statutory financial statements