



Counselling Together

Annual Report:

1st January 2022 – 31st December 2022

Charity number: 1108406

Registered address: c/o CBC, 51 Bargates BH23 1QE

Reference & Administration Details

Charity Name: Counselling Together
Registered Charity no.: 1108406
Charity's address: c/o CBC Administrative Office, 51 Bargates, Christchurch,
BH23 1QE

Trustees

Names of the charity trustees who manage the charity:

Trustee name	Office	Dates acted if not for whole year
Mr Peter Parslow	Acting Chair from July 2022	Whole Year
Mr Graham Jones	Acting Chair until June 2022	Until June 2022
Mr Chris Balchin	Trustee	Until May 2022
Mrs Frances Daniel	Trustee	Whole year
Mrs Margaret Boyce	Trustee	From July 2022

Management Team

Sue Ingram - Counselling Manager

Alison Watson - Service Manager until March 2022

Linda Callan – Admin Manager from May 2022 until August 2022

Alan Boyce – Administration Manager from October 2022

Lorraine Chirgwin – Bookkeeper

Structure, governance & management

Type of governing document:

Trust Deed, declared 8/12/2004

Supplemental Deed to adjust objects – 5/2/2005

Supplemental Deed for a change of name 25/6/2011

How the charity is constituted: Charitable Trust

Trustee selection methods: Appointed by the Trustees in place, following a selection process including an application form, taking references and DBS check. Recommendations for new Trustees are requested from Church leaders that support the Charity.

Counselling Together - Organisational structure:

The charity operates independently and does not work directly with other groups or networks. As a Christian charity it is affiliated with the Association of Christians in Counselling and Linked Professions.

Counselling Together works closely with Churches in the New Forest area, some provide the free use of counselling rooms and some contribute to the bursary fund for clients with financial needs.

A review the Policies and Procedures is regularly undertaken to bring them in line with changing standards e.g. GDPR, Safeguarding standards etc.

The trustees annually review CT's risk assessment in consultation with the management team. The last such review was in July 2022.

Objectives and activities

Summary of the Counselling Together's objectives:

To provide relief to persons in need of emotional, psychological and spiritual support by the provision of professional counselling from a range of recognized approaches and the provision of training for those involved in professional counselling, both being in accordance with the Association of Christian Counsellors code of ethics and practice.

Summary of Counselling Together's activities:

We have been working in the New Forest since 2005 and offer a safe, secure and highly confidential counselling service from supportive and empathic counsellors, at a range of venues. Counselling Together is supported by a number of local churches both in providing counselling locations and financial assistance. All of our counsellors work on a voluntary or reduced cost basis.

This means that we are in a position, to negotiate fees with clients that are below the market rate, in line with their personal financial situation to ensure that all have access to professional and local counselling service. One of our key aims is to try and ensure that nobody is denied counselling on the grounds of affordability.

We offer a range of interactive training seminars on topics which are open to everyone to attend e.g. assertiveness, depression, loss and bereavement. We also run courses for churches on Christian counselling and when a pastoral need may benefit from counselling input.

In planning our activities for the year, we kept in mind the Charity Commissions guidance on public benefit at our Trustees meetings.

Counselling Together is supported by an excellent team of volunteers who give their time to provide counselling to clients, develop and deliver training courses and help run the service. Counselling Together is not a grant making body.

Review of the financial year

A note from our Acting Chair of Trustees, Peter Parslow:

It is hard now to remember that 2022 started with the UK still on emergency footing for COVID-19. Demand for counselling did not pick up as fast as we expected, probably because both clients and counsellors were still adjusting to the idea of actually meeting people face to face. At some points, several counsellors had COVID at the same time.

Sadly, our Service Manager Alison Watson had to step down for health reasons in March. Linda Callan took over in May 2022 as Admin Manager, but regrettably passed away in August. We are grateful to Sue Ingram, our Counselling Manager, for taking over much of the Service Manager's work until we appointed Alan Boyce as Administration Manager in October.

Our accounting company gave notice on doing our accounts and payroll, and we decided to bring the accounts 'in house' by moving to accounts software that was familiar to Loraine Chirgwin, our Bookkeeper, and the payroll to a different accounting company. After many years examining our accounts, Mike Page said that he has now been out of formal accounting practice for too long and would like to stop. We were pleased that Nigel Gooding volunteered and has taken on this role.

In April, we said goodbye to Chris Balchin who had supported the charity in many ways for many years, including being Acting Chair of trustees at the start of the year. Shortly afterwards, we also said goodbye to Graham Jones as a trustee. Peter Parslow took over as acting chair. In July, we were pleased to appoint Margaret Boyce as a new trustee.

During the year, we realised that our charitable objects did not accurately reflect what we do, so we agreed a slightly revised wording: emphasising that our counsellors are Christians who provide professional counselling, not specifically Christian counselling. The formalities of this change are still in progress.

Sue Ingram, as Counselling Manager, has continued to coordinate our counsellors, counselling over twenty clients in any one month. The number of counselling hours was down on 2021. Reasons include Covid and other illness among clients and counsellors alike. We recruited two new counsellors during the year and one of our long-standing counsellors left. This shows the constant dynamics we manage with providing trainee counsellors with necessary placements to enable them to become qualified counsellors.

With most supporting churches and organisations unable to run their normal activities, we have had less income from donations month by month. Income from donations still represents about 1/3 of our total income, but a higher proportion of donations were restricted to be used for bursaries: subsidising counselling sessions. Even with careful

control of costs, we closed the year with unrestricted funds less than three months running costs.

We are extremely grateful to those churches and individuals who have supported us financially, with donations making up about 1/3rd of our income. We are also grateful to churches who have opened up their facilities once again for counselling sessions and meetings. This enables our ongoing objective of keeping counselling fees low so that nobody is denied first class counselling on financial grounds.

We have received excellent feedback this year:

- " I feel much more positive about the future (and my past) "
- " The counselling process has been helpful because I ... open up and bare my soul to a non-family member or friend"
- "I have found counselling beneficial to me Being able to talk through situations with a good listener"

Key performance data for the year ending 31 December 2022:

- Clients counselled: 43 (up from 33)
- Clients completed counselling in the last 12 months: 30 (up from 18)
- Annual (12 months) counselling sessions (approx.): 561 (down from 701, 14 month period)
- Average client fee, including bursary top-up, (including couple fees which are higher): £34
- Clients receiving full Bursary grants during the year: 7, ending with 3 remaining bursary clients
- Clients receiving part bursary, either £4, £9 or £14 or £24 during the year are 14, ending with 6 remaining.

Financial Review

Reserves Policy:

Counselling Together has a Reserves Policy, adopted in November 2016, which requires three months of operating costs to be held as a Reserve.

Financial structure overview:

Counselling Together charges fees for counselling services which are typically below commercial rates. We are supported by regular donations from local churches and individuals that help subsidise fees for clients.

We did not receive any grants during the but were fortunate to be given several donations which were vital in ensuring the charity can continue its operations. There was one donation of £1,000 for the general fund and one of £2,600 for the bursary fund.

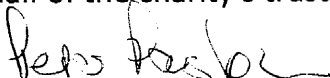
Of the total outgoings 92% is spent on counsellor remuneration, counsellor supervision and counsellor management.

Counselling Together does not hold funds for investment.

Declaration

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

Signed on behalf of the charity's trustees:

Signature(s): 

Full name(s): Peter Parslow

Position: Trustee (Chair of Trustees)

Date: 26 April 2023

Counselling Together

Statement of Financial Activities for the 12 months ended 31st December 2022

	Note	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £
Income							
Donations		2,850	5,265	8,115	7,090	4,530	11,620
Grants		-	-	-	1,000	-	1,000
Other Income							
Activities – Client Fees		16,703	-	16,703	19,022	-	19,022
Investment Income		<u>3</u>	<u>-</u>	<u>3</u>	<u>1</u>	<u>-</u>	<u>1</u>
Total Income		<u>19,556</u>	<u>5,265</u>	<u>24,821</u>	<u>27,113</u>	<u>4,530</u>	<u>31,643</u>
Expenditure							
<i>Expenditure on Raising Funds:</i>							
Website Development & Print		226	300	526	480	-	480
<i>Expenditure on Charitable Activities:</i>							
Cost of Activities	2	<u>26,796</u>	<u>-</u>	<u>26,796</u>	<u>30,082</u>	<u>-</u>	<u>30,082</u>
Total Expenditure		<u>27,022</u>	<u>300</u>	<u>27,322</u>	<u>30,562</u>	<u>-</u>	<u>30,562</u>
Net Income/(Expenditure)		(7,466)	4,965	(2,501)	(3,449)	4,530	1,081
Transfers Between Funds		<u>4,617</u>	<u>(4,617)</u>	<u>-</u>	<u>3,865</u>	<u>(3,865)</u>	<u>-</u>
Net Movement in Funds in Period		<u>(2,849)</u>	<u>348</u>	<u>(2,501)</u>	<u>416</u>	<u>665</u>	<u>1,081</u>
Reconciliation of Funds							
Total Funds Brought Forward		8,676	2,848	11,524	8,276	2,163	10,439
Net Movement of Funds (above)		<u>(2,849)</u>	<u>348</u>	<u>(2,501)</u>	<u>416</u>	<u>665</u>	<u>1,081</u>
Adjustment					<u>(16)</u>	<u>20</u>	<u>4</u>
Total Funds Carried Forward		<u>5,827</u>	<u>3,196</u>	<u>9,023</u>	<u>8,676</u>	<u>2,848</u>	<u>11,524</u>

The Statement of Financial Activities includes all gains and losses recognised in the period.

All income and expenditure derive from continuing activities.

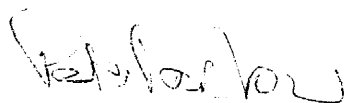
COUNSELLING TOGETHER

BALANCE SHEET AS AT 31ST DECEMBER 2022

Charity Number 1108406

		Funds 2022 £	Funds 2021 £
	Note		
Current Assets:			
Debtors and Prepayments	3	273	267
Cash at Bank and in Hand		<u>10,093</u>	<u>11,763</u>
		10,366	12,030
Liabilities:			
Creditors falling due with one year	4	1,343	510
End of Year Adjustment			<u>(4)</u>
			<u>506</u>
Net Current Assets		<u>9,023</u>	<u>11,524</u>
Net Assets		<u>9,023</u>	<u>11,524</u>
The Funds of the Charity:			
Unrestricted Income Funds:			
Reserves	5	6,600	6,600
Unrestricted Income Funds	5	<u>(773)</u>	<u>2,076</u>
		5,827	8,676
Restricted Income Funds	5	3,196	<u>2,848</u>
Total Charity Funds		<u>9,023</u>	<u>11,524</u>

The financial statements were approved by the Trustees and signed on their behalf.



Chair of Trustees
Date

P Parslow
25.04.23

COUNSELLING TOGETHER

NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31ST DECEMBER 2022

1 Accounting Policies

1.1 Basis of preparation of financial statements

Counselling Together is a charity (no. 1108406) registered in the United Kingdom. The address of the registered office is given in the Trustees Report. The nature of the charity's operations and principal activities are described in the Trustees Report.

The financial statements of the charity, 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 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011.'

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

The charity adopted SORP (FRS 102) in 2015 and no transition adjustments were identified.

1.2 Accounting Period

These financial statements cover a 12 month period, from 1st January 2022 to 31st December 2022.

1.3 Income

Voluntary income and donations are recognised on a receivable basis. No permanent endowments have been received in the period. All incoming resources are accounted for the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Donated goods and services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item.

No amount is included in the Financial Statements for volunteer time in line with the SORP (FRS 102).

1.4 Expenditure and Irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is allocated to the appropriate headings in the accounts.

Irrecoverable VAT is charged as a cost against the heading for which the expenditure was incurred.

1.5 Funds

The funds held constitute: General funds held for any purpose of the charity which are unrestricted. Designated funds are unrestricted funds set aside at the discretion of the Trustees for specific purposes. Details of designated funds are disclosed in note 5 of these accounts. Restricted funds which are held for a narrower purpose and Endowment Funds which represent gifts, the capital normally being unavailable for spending, and the income from which is either restricted or unrestricted. Details of each material restricted fund are disclosed in note 5 of these accounts.

1.6 Debtors

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

1.7 Cash at Bank and in hand

Cash at Bank and cash in hand included cash on deposit.

1.8 Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

COUNSELLING TOGETHER

NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31ST DECEMBER 2022

2 Cost of Activities

	Funds 2022	2022	Funds 2021	2021
	£	£	£	£
Counselling Costs				
Counsellor Fees	4,005		5,243	
Counsellor Welfare	138		-	
Supervision Costs	<u>3,175</u>		<u>3,730</u>	
	<u>7,318</u>	7,318	<u>8,973</u>	8,973
Support Costs				
Contractor Costs	16,166		17,612	
Administration Costs	943		1,156	
Training	60		127	
Sundries	11		41	
Membership	35		325	
Insurance	143		892	
Bookkeeping	<u>2,120</u>		<u>956</u>	
	<u>19,478</u>	<u>19,478</u>	<u>21,109</u>	<u>21,109</u>
		<u>26,796</u>		<u>30,082</u>
Governance Costs				
Independent Examiners Fees	-		-	
Total Cost of Activities		<u>26,796</u>		<u>30,082</u>

Debtors and Prepayments

Debtors and Prepayments	<u>273</u>		<u>267</u>	
	<u>273</u>		<u>267</u>	

4 Creditors Falling Due within One Year

Accruals	1,343		510	
Adjustment			(4)	
Independent Examiners	-		-	
	<u>1,343</u>		<u>506</u>	

Included in this balance is the
Independent Examiners Fees of

	-		-	
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COUNSELLING TOGETHER

NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31ST DECEMBER 2022

5 Analysis of Fund Movements	<u>31</u> <u>13.12.21</u>	Resources	Expended	To General	31.12.22
Unrestricted Funds					
General Funds	2,076	19,556	(27,022)	4,617	(773)
Designated Funds	<u>6,600</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,600</u>
Total Unrestricted Funds	<u>8,676</u>	<u>19,556</u>	<u>(27,022)</u>	<u>4,617</u>	<u>5,827</u>
Restricted Funds					
Bursary Funds	50	4,965	(16)	(2,399)	2,600
BH23 Bursary Funds	<u>2,798</u>	<u>-</u>	<u>16</u>	<u>(2,218)</u>	<u>596</u>
Total Restricted Funds	<u>2,848</u>	<u>4,965</u>	<u>-</u>	<u>(4,617)</u>	<u>3,196</u>
Total Funds	<u>11,524</u>	<u>24,521</u>	<u>(27,022)</u>	<u>-</u>	<u>9,023</u>

Name of Fund	Description, Nature and Purpose of Fund
Bursary Funds	To provide a bursary for clients that are unable to meet the costs for counselling services.
BH23 Bursary Funds	To provide a bursary for clients living in the BH23 postcode area that are unable to meet the costs for counselling services.
Restricted Funds are entirely represented by current assets.	
Designated Fund	To hold 3 months' operational costs in the event of closure, in respect of a reserve.

6 Related Party Transactions

There were no related party transactions during the period.

7 Trustees Remuneration

No Trustees were remunerated during the period.

8 Trustees Expenses

No trustees received reimbursement for expenses during the period.

9 Trustees Donations

There were no Trustee donations to the funds during the period.

10 Control Relationships

The Charity is ultimately controlled by the Trustees.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF COUNSELLING TOGETHER

I report to the Trustees on my examination of the accounts of Counselling Together (CT) for the period ended 31st December 2022.

Responsibilities

The Trustees of CT are responsible for the preparation of the accounts in accordance with the requirement of the Charities Registration and Regulation Act 2019 ("the Act") and the Charities Regulations 2020 ("the Regulations").

Basis of Independent Examiner's Report

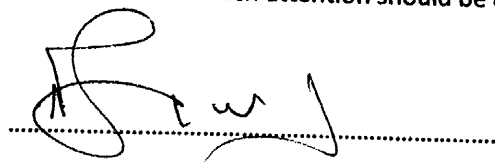
My examination was carried out in accordance with the Directions given by the Charity Commission. This includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "trust and fair" view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect;

1. The accounting records were not kept in respect of CT as required by Section 46 of the Act, and Part 6 of the Act and the Regulations; or
2. The accounts did not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn.



Name: NIGEL SIMMONS

Address: COB Cottage, WOOTTON ROAD, Tiptoe,
Lymington, Hampshire

Date: 24/02/2023