



Annual Report

Counselling Together

Charity number: 1108406

1st November 2018 – 31st October 2019

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
Dr Derek Copley	Chair	Resigned effective 31 st March 2019
Rev Eddie Boon	Acting Chair (effective 1 st April 2019)	Whole year
Mrs Netty Shea		Whole year
Mr Chris Balchin		Whole year
Mrs Francis Daniel		Whole year
Mr Graham Jones		Appointed 3 rd June 2019

Management Team

Sue Ingram – Counselling Manager

Katherine Stickland – Service Manager

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. Recommendations for new Trustees are requested from the 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 to the Association of Christian Counsellors.

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 has been undertaken to bring them in line with changing GDPR requirements.

The trustees annually review CT's risk assessment in consultation with the management team. The last such review was in June 2019.

Objectives and activities

Summary of the Counselling Together objectives:

To provide relief to persons in need of spiritual, emotional and psychological support by the provision of Christian counselling and the provision of training for those involved in Christian counselling in accordance with the Association of Christian Counsellors statement of faith.

Summary of Counselling Together activities:

We have been working in the New Forest for over 14 years 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.

Achievements and performance

We have received excellent feedback this year:

- " It has been helpful being able to finally talk about my life and the problems hidden for over 50 years "
- " Counselling has been of benefit to me as it's made me look at my past in a different perspective and to be able to cope with life now in a better way "
- "What's been most beneficial is being reminded of the person I used to be and working on how to get back in touch with that person "

Key performance data for the last 12 months to end of October 2019:

- Clients counselled: 48
- Clients completed counselling in the last 12 months: 33
- Annual counselling sessions (approx.): 751
- Average current client fee, including bursary top-up, (including couples fees which are higher): £31
- Clients receiving full Bursary grants during the year: 8, ending with 2 remaining bursary clients
- Clients receiving part bursary, either £5, £10 or £15 during the year are 11, ending with 6 remaining.

This year we have seen client numbers increase and stabilise, which has meant a more positive outlook for the charity.

We are very grateful to have received three significant donations this year totaling £2,500 as well as £1,528 from individuals.

A major challenge continues to be maintaining our client numbers particularly in Christchurch, Romsey, Poulner and Hythe. We have also recently had two counsellors move on to new opportunities, so we have spent more time seeking to recruit qualified and trainee counsellors to fill the gap.

Our management team has been bolstered with a new Service Manager joining the team in November 2018, which has helped with moving CT forward.

We are always extremely grateful to the Churches that provide Counselling locations for us to work from. Without their support it would be impossible for CT to operate.

Financial Review

Reserves Policy:

Counselling Together has a Reserves Policy, adopted in November 2016, which required 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 have received several grants during the year which will prove vital in ensuring the charity can continue to operate next year. This year we received three grants totaling £2,500 which we can put towards operating costs to support the leadership transition.

Of the total outgoings 90% 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): *Edmund R.J. Boon*

Full name(s): Edmund Richard John Boon

Position: Trustee (Chair of Trustees)

Date: 31/07/20

APPENDIX C - 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 year ended 31 October 2019.

Responsibilities and basis of report

The trustees of CT are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of CT's Accounts carried out under Section 145 of the Act. In carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

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

1. the accounting records were not kept in respect of CT as required by section 130 of the 2011 Act; 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.


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Mr Andrew Franklin FCA
14 Shepherds Way,
Everton,
Lymington, S041 0DB
10 June 2020



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Counselling Together

No (if any)
1108406

CC16a

Receipts and payments accounts

For the period from	Period start date 01/11/2018	To	Period end date 31/10/2019
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees for Counselling Services	19,845	-	-	19,845	16,569
Grants and Donations	4,314	1,320	-	5,634	5,984
Fundraising Events	-	-	-	-	3,063
Interest on Deposit Account	4	-	-	4	3
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	24,163	1,320	-	25,483	25,619
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	24,163	1,320	-	25,483	25,619
A3 Payments					
Counsellor Fees	9,837	-	-	9,837	6,470
Counsellor Expenses	1,668	-	-	1,668	902
Staff Remuneration	16,680	-	-	16,680	16,931
Administration Costs	783	-	-	783	1,444
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	28,968	-	-	28,968	25,747
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	28,968	-	-	28,968	25,747
Net of receipts/(payments)	- 4,805	1,320	-	- 3,485	- 128
A5 Transfers between funds	4,582	- 4,582	-	-	-
A6 Cash funds last year end	12,650	4,627	-	17,277	-
Cash funds this year end	12,427	1,365	-	13,792	- 128

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Current Accounts	3,197	1,365	-
	Bank Deposit accounts	9,230	-	-
		-	-	-
	Total cash funds	12,427	1,365	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval