

Company No: 2757675

TUNBRIDGE WELLS COUSELLING CENTRE

(A company limited by guarantee
and not having a share capital)

FINANCIAL STATEMENTS

31ST JULY 1998



NORMAN COX & ASHBY
Chartered Accountants
72 Grosvenor Road
Tunbridge Wells, Kent TN1 2AZ

TUNBRIDGE WELLS COUSELLING CENTRE
A company limited by guarantee and not having a share capital
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST JULY 1998

DIRECTORS

H Bennett (Resigned 26th January 1998)
C Marshall
K Semple (Chairman)
Ms E Daines (Resigned 26th January 1998)
Mrs P Tadmor
E Pluckrose
Mrs H Beach

SECRETARY

A M Foster

BUSINESS ADDRESS

St George's Centre
7 Chilston Road
Tunbridge Wells
Kent TN4 9LP

REGISTERED OFFICE

St George' Centre
7 Chilston Road
Tunbridge Wells
Kent TN4 9LP

AUDITORS

Norman Cox & Ashby
Chartered Accountants
72 Grosvenor Road
Tunbridge Wells
Kent TN1 2AZ

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TUNBRIDGE WELLS COUSSELLING CENTRE
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REPORT OF THE DIRECTORS

The directors present their report and audited financial statements for the year ended 31 July 1998.

PRINCIPAL ACTIVITIES

The principal activity of the company is that of counselling individuals experiencing emotional distress.

DIRECTORS AND THEIR INTERESTS

The directors who served during the year ended 31st July 1998 were:

H Bennett (Resigned 26th January 1998)
C Marshall
K Semple (Chairman)
Ms E Daines (Resigned 26th January 1998)
Mrs P Tadmor
E Pluckrose
Mrs H Beach

DIRECTORS' RESPONSIBILITIES

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- 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 company will continue in business.


The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

AUDITORS

The auditors, Norman Cox & Ashby, are willing to be reappointed in accordance with section 385 of the Companies Act 1985.

This report has been prepared in accordance with the special provisions relating to small companies within Part VII of the Companies Act 1985.

Date: 8 Nov 1999

By Order of the Board

A M Foster
Secretary

TUNBRIDGE WELLS COUSSELLING CENTRE
A company limited by guarantee and not having a share capital
AUDITORS' REPORT TO THE MEMBERS OF
TUNBRIDGE WELLS COUSSELLING CENTRE

We have audited the financial statements on pages 3 to 8 which have been prepared in accordance with the Financial Reporting Standard for Smaller Entities, under the historical cost convention and the accounting policies set out in note 1 to the financial statements.

Respective responsibilities of the directors and auditors

As described in the Directors' Report the company's directors are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

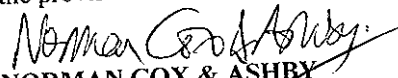
We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Fundamental uncertainty

In forming our opinion, we have considered the adequacy of the disclosures made in the financial statements concerning the ability of the company to continue as a going concern for the foreseeable future. The financial statements have been prepared on a going concern basis, the validity of which is dependent upon the availability of future income. Details of the circumstances relating to this matter are described in note 11. In view of the significance of this uncertainty we consider that it should be drawn to your attention. Our opinion is not qualified in this respect.

Opinion

In our opinion the financial statements give a true and fair view of the state of affairs of the company as at 31 July 1998 and of its deficit for the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985 applicable to small companies.


NORMAN COX & ASHBY
Chartered Accountants
Registered Auditors
72 Grosvenor Road
Tunbridge Wells
Kent TN1 2AZ

Date: 8th March 1999

TUNBRIDGE WELLS COUSSELLING CENTRE
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INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST JULY 1998

Notes	1998 £	1997 £
TURNOVER	79,549	85,766
Distribution costs	(62,864)	(57,672)
Administrative expenses	(21,132)	(26,717)
OPERATING DEFICIT (1997: SURPLUS)	(4,447)	1,377
Interest receivable	2,243	1,062
DEFICIT ON ORDINARY ACTIVITIES BEFORE TAXATION (1997: SURPLUS)	(2,204)	2,439
Tax on deficit on ordinary activities	-	-
DEFICIT FOR THE FINANCIAL YEAR (1997: SURPLUS)	(2,204)	2,439

The notes on pages 6 to 8 form part of these financial statements.

TUNBRIDGE WELLS COUSSELLING CENTRE
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STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST JULY 1998

	<u>1998</u>		<u>1997</u>
	<u>Unrestricted</u>		<u>Unrestricted</u>
	<u>Funds</u>		<u>Funds</u>
	<u>Total</u>		<u>Total</u>
	£		£
INCOMING RESOURCES			
Income from Trading Activities within Charity's Objectives	75,033		73,382
Grants Received	-		10,000
Donations	4,516		2,384
Investment Income	2,243		1,062
TOTAL INCOMING RESOURCES	<u>81,792</u>		<u>86,828</u>
RESOURCES EXPENDED			
Other Direct Charitable expenditure			
Staff Costs	21,909	19,506	
Workshop Fees	2,540	1,261	
Supervision Costs	15,614	15,654	
Intake Costs	2,404	3,903	
Counsellor Costs	1,081	2,571	
Seminar Tutor Costs	15,111	11,568	
Essay Marking	858	263	
Interview Costs	425	164	
WPF Capitation Fees	2,370	960	
Net Movement on Book Stocks	360	(198)	
Short Courses Costs	-	500	
	<u>62,672</u>	<u>56,152</u>	
Fund Raising and Publicity Expenses			
Fund Raising	192	1,520	
Advertising	3,017	3,793	
	<u>3,209</u>	<u>5,313</u>	
Administration and Management Expenses			
Staff Costs	-	390	
Rent	12,750	16,065	
Telephone	767	916	
Repairs and Replacements	234	73	
Printing, Postage and Stationery	1,667	2,628	
Accountancy and Audit	1,075	846	
Bank Charges	185	84	
Depreciation	628	504	
General Expenses	809	1,418	
	<u>18,115</u>	<u>22,924</u>	
TOTAL RESOURCES EXPENDED	<u>83,996</u>	<u>84,389</u>	
NET OUTGOING RESOURCES			
FOR THE FINANCIAL YEAR	(2,204)	2,439	
Total funds brought forward	4,109	1,670	
TOTAL FUNDS CARRIED FORWARD	<u>1,905</u>	<u>4,109</u>	

TUNBRIDGE WELLS COUSSELLING CENTRE
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BALANCE SHEET AT 31ST JULY 1998

	Notes	£	1998 £	£	1997 £
FIXED ASSETS					
Tangible assets			1,884		1,513
CURRENT ASSETS					
Stocks		50		482	
Debtors		1,190		666	
Cash at bank and in hand		37,249		27,232	
			<u>38,489</u>	<u>28,380</u>	
CREDITORS: Amounts falling due within one year			<u>(38,468)</u>	<u>(25,784)</u>	
NET CURRENT ASSETS			21		2,596
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>1,905</u>		<u>4,109</u>
RESERVES					
Income and expenditure account			<u>1,905</u>		<u>4,109</u>
SHAREHOLDERS FUNDS			<u>1,905</u>		<u>4,109</u>

These financial statements have been prepared in accordance with the special provisions relating to small companies within Part VII of the Companies Act 1985 and the Financial Reporting Standard for Smaller Entities.

The financial statements were approved
 by the board on 8th Nov 1999.
 and signed on its behalf by

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Director

The notes on pages 6 to 8 form part of these financial statements.

TUNBRIDGE WELLS COUSSELLING CENTRE
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST JULY 1998

1 ACCOUNTING POLICIES

1 BASIS OF ACCOUNTING

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities.

2 INCOME

Fees for counselling and fees for courses which are accounted for when due.

3 DEPRECIATION

Depreciation is provided using the rates to reduce by annual instalments the cost, less estimated residual value, of the tangible assets over their estimated useful lives:-

Office Equipment	25% per annum on net book value
Leasehold Improvements	Over the remaining period of the lease

4 STOCKS

Stocks are valued at the lower of cost and net realisable value.

Net realisable value is based on estimated selling price less further costs to completion and disposal.

2 TURNOVER

The turnover and deficit for the year analysed by class of activities were:

	1998 %	1997 %
Counselling	62.4	71.1
Courses	37.6	28.9
	<hr/> 100.0 <hr/>	<hr/> 100.0 <hr/>

3 OPERATING DEFICIT

	1998 £	1997 £
The operating deficit is stated after charging:		
Depreciation	628	504
Auditors' remuneration	600	500
	<hr/>	<hr/>

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST JULY 1998

4 TANGIBLE ASSETS

	Leasehold improvements £	Office Equipment £	Total £
Cost			
At 1 August 1997	303	3,357	3,660
Additions	-	999	999
At 31 July 1998	303	4,356	4,659
Depreciation			
At 1 August 1997	302	1,845	2,147
Charge for year	-	628	628
At 31 July 1998	302	2,473	2,775
Net book value			
At 31 July 1998	1	1,883	1,884
At 31 July 1997	1	1,512	1,513

5 DEBTORS

	1998 £	1997 £
Other debtors	1,190	666
	1,190	666

**6 CREDITORS: AMOUNTS FALLING DUE
WITHIN ONE YEAR**

	1998 £	1997 £
Taxes and social security costs	403	104
Other creditors	38,065	25,680
	38,468	25,784

7 SHARE CAPITAL

The company is limited by guarantee and has no share capital.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST JULY 1998

8 INCOME AND EXPENDITURE ACCOUNT

	1998 £	1997 £
Retained surplus at 1 August 1997	4,109	1,670
Deficit for the financial year	(2,204)	2,439
Retained surplus at 31 July 1998	<u>1,905</u>	<u>4,109</u>

9 LIABILITY OF MEMBERS

At 31st July 1998 there were five members (1997: seven) each of whom is liable for such sum not exceeding £1 as may be required in the event of the company being wound up.

10 TRANSACTIONS WITH DIRECTORS

During the year M Botha, a director of the company received professional fees of £Nil (1997: £400). She resigned as a director of the company on 30th September 1996.

11 GOING CONCERN

Due to budget restraints Kent County Council did not give a grant to the company during the year. During the year ended 31st July 1997, a grant of £10,000 was received. The directors have approved a budget for the year ended 31st July 1999 which anticipates a deficit to be met from reserves. The directors are taking measures to ensure the company remains a going concern.