

Brandon Accountancy

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ABACUS COUNSELLING SERVICES LIMITED

(A Company Limited by Guarantee with no share capital)

Financial Statement for the Year Ended 31st March 2016

Registered Company No: 03690653

Registered Charity No. 1076767

CONTENTS	PAGE
Legal and Administrative Information	1
Trustees / Directors Report	2 to 3
Examiners' Report	4
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Financial Statement	7 to 9



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Legal and Administrative Information for the Year Ended 31st March 2016

Trustees/Directors	Mervyn Lewis - Chairperson Stella Roberts Lyn Desousa
Secretary	Stella Roberts
Registered Office	14th Floor, Coventry Point Market Way Coventry CV1 1EA
Registered Company Number	03690653 (England and Wales)
Registered Charity Number	1076767 (England and Wales)
Independent Examiner	Brandon Accountancy Suite 2 The Koco Building The Arches Spon End Coventry CV1 3JQ
Bankers	Lloyds TSB Bank plc Hertford Street Coventry

ABACUS COUNSELLING SERVICES LIMITED
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Trustees / Directors Report for the Year Ended 31st March 2016

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their annual report along with the financial statements of the charity for the year ended 31st March 2016. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005, in preparing the annual report and financial statements. This report has also been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006, relating to small companies and with the Financial Reporting Standards for Smaller Entities, also with the accounting policies set out on page 7 and comply with all other applicable accounting standards.

The company is a Limited Company By Guarantee with no share capital, and is governed by a Memorandum and Articles of Association.

Abacus Counselling Services Limited became incorporated in England and Wales under the registered number of 03690653 on 31st December 1998 and was amended by special resolution on 7th July 1999. The company became a registered charity under number 1076767 on 28th July 1999.

Objects

- To educate the public with particular reference to emotional, physical and sexual relationships and with a view to developing personal responsibilities and enriching personal and family life.
- To safeguard and protect the good health, both mental and physical of adults and children and to relieve poverty, hardship and distress caused by the break-up of family and personal relationships.

Achievements and Performance

The statement of financial activities for the year is set out on page 5 of the accounts. In summary, the incoming resources for the year amounted to £57,627 (2015 - £139,795) with the major portions coming from the Lottery Reaching Communities and School Cluster grants. The expenditure was £66,266 (2015 - £144,474), with the main expense being salaries and counsellors fees.

Organisation

The trustees who have served during the year and since the year end are set out on page 1, and meet on a regular basis. The trustees have ultimate control over all the affairs of the charitable company.

Risk management

The trustees conduct its own review of major risks to which the charitable company is exposed. These procedures are periodically reviewed to ensure that they meet the needs of the company and are as follows:

- an annual review of the risks which the company may face;
- the establishment of systems and procedures to mitigate those risks identified;
- the implementation of procedures designed to minimise any potential impact on the charitable company should any of the risks materialise.

ABACUS COUNSELLING SERVICES LIMITED
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Trustees / Directors Report for the Year Ended 31st March 2016
(continued)

Trustees responsibilities

The law applicable to companies and charities in England and Wales requires the directors to prepare financial statements for each financial year which give a true and fair view of the financial activities carried out during the year and its financial position at the end of the year. In preparing financial statement, the trustees should follow best practice and:


- select suitable accounting policies and then apply them consistently;
- make judgement and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statement on the going concern basis unless it is inappropriate to presume that the charitable company will continue to operate.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charitable company and which enable them to ensure that the financial statements comply with the applicable accounting standards. The trustees 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.

Independent Examiner

Brandon Accountancy have expressed their willingness to continue in examiners and a resolution for their re-appointment will be proposed at the forthcoming Annual General Meeting.

Approved by the Directors and signed on its behalf by:

Chairperson:  Date: 22/12/16
Print Name M. T. Lewis

ABACUS COUNSELLING SERVICES LIMITED

Independent Examiners' report to the Trustees / Directors of Abacus Counselling Services Limited in respect of the year ended 31st March 2016

I report on the account for the year ended 31st March 2016 set on pages 5 to 9.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also directors for the purpose of company law) are responsible for the preparation of accounts. The charity's trustees consider that an audit is not required for the year under Section 144 (2) of the Charities Act 2011 and that an independent examination is required.

Having checked that the charity is eligible for and independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Direction given by the Charity Commission (under Section 145 (5)(b) of the Act) and
- to state whether any particular matters have come to my attention.

Basis on the independent examiners' report

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

Independent examiner's statement


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

(1) which gives me reasonable cause to believe that, in any material respect, the requirements

- to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of Section 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice : Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



J Brandon
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Suite 2, The Koco Building
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15th December 2016

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Statement of Financial Activities for the Year Ended 31st March 2016

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2016 £	2015 £
Income & Expenditure					
Incoming Resources:					
Primary Care Trust		0	0	0	6,138
Big Lottery - Reaching Communities		0	25,802	25,802	102,450
School Cluster Grant		0	31,825	31,825	31,206
Donations		0	0	0	0
Other Income		0	0	0	0
Total Incoming Resources		0	57,627	57,627	139,795
Resources Expended:					
Direct Charitable Expenditure	3	6,476	56,846	63,322	138,669
Management and Administration	4	2,463	228	2,691	4,962
Publicity		253	0	253	843
General Running Costs		(-606)	606	0	0
Total Resources Expended		8,586	57,680	66,266	144,474
Net Movement in Funds		(-8,586)	(-53)	(-8,639)	(-4,679)
Fund balance brought forward		9,330	106	9,436	14,115
Fund Balance carried forward		743	53	796	9,436

The notes on page 7 and 9 form part of this financial statement

ABACUS COUNSELLING SERVICES LIMITED
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Balance Sheet for the Year Ended 31st March 2016

	Notes	£	2016 £	2015 £
Fixed Assets				
Tangible Assets	7		53	222
Current Assets				
Debtors	6	89		0
Bank Account		966		11,604
Cash In Hand		13		20
		1,068		11,624
Current Liabilities				
Creditors	5	325		2,411
			743	9,213
Net Assets			<u>796</u>	<u>9,436</u>
Represent by:				
Unrestricted Income Funds			743	9,330
Restricted Income Funds:			53	106
Total Funds	8		<u>796</u>	<u>9,436</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2016.

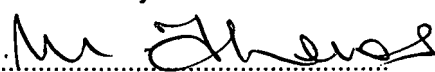
The directors have not required the company to obtain an audit of its financial statements for the year ended 31st March 2016 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- ensuring that the charitable company keeps accounting records which comply with Section 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 Section 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.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standards for Smaller Entities. (effective April 2008)

The financial statements were approved by the Board of Directors on 22/12/16 and were signed on its behalf by:

Director: 

Print Name M. T. Lewis

The notes on page 7 and 9 form part of this financial statement

Notes to the Financial Statement for the Year Ended 31st March 2016

Note 1 Accounting policies

- (a) The financial statements have been prepared under the going concern basis and the special provision of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standards for Small Entities (effective April 2008).
The financial statements have also been prepared in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" published in the Charities Act in March 2005 and other applicable accounting standards.
- (b) The charity is a Company Limited by Guarantee. The directors of the company are also trustees and are named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per director of the charity.
- (c) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included.
- (d) Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Activities in the year in which they are receivable.
- (e) Incoming resources from investments is included when receivable.
- (f) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.
- (g) Resources expended are allocated to the particular activity where the cost relates directly to the activity.
- (h) Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which is estimated at 3 years for computers and 5 years for door entry system and furniture.
- (i) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further purpose and are available as general funds.
- (j) Designated funds are unrestricted funds earmarked by the management committee for particular purposes.
- (k) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

Note 2 Taxation

As a charity, Abacus Counselling Services is exempt from Corporation Tax on income and gains falling within section 505 of the Taxation and Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

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Notes to the Financial Statement for the Year Ended 31st March 2016

	Unrestricted Funds £	Restricted Funds £	Total 2016 £	2015 £
Note 3 Direct Charitable Expenditure				
Salaries and NIC	0	21,624	21,624	74,077
Counselling Fees	759	32,137	32,896	51,660
Heat and Light	0	0	0	684
Rent and Parking	3,967	2,918	6,886	6,704
Business Rates	68	114	182	143
Water Rates	0	0	0	239
Waste & Rubbish	0	0	0	42
Telephone and Internet	63	0	63	551
Post, Print and Stationery	261	0	261	864
Hospitality and Refreshments	1,241	0	1,241	2,877
Training	0	0	0	287
Equipment	0	0	0	46
Depreciation	116	53	169	494
	6,476	56,846	63,322	138,669
Note 4 Management and Administration				
Insurance	997	0	997	344
Travel Expenses	82	0	82	410
Health Care	0	0	0	1,938
Payroll Administration	175	0	175	436
Premises and Maintenance	341	0	341	145
Subscriptions and Registrations	23	228	251	235
Publication and Books	0	0	0	15
Cleaning Costs	145	0	145	826
Year End Accounts	325	0	325	600
Bank Charges	0	0	0	12
Miscellaneous	375	0	375	0
	2,463	228	2,691	4,962
Note 5 Creditors				
Salaries and NIC	0	0	0	1,776
Payroll Administration	0	0	0	35
Year End Accounts	325	0	325	600
	325	0	325	2,411
Note 6 Debtors				
Rates (Pre-paid)	89	0	89	0
	89	0	89	0

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Notes to the Financial Statement for the Year Ended 31st March 2016

Note 7 Tangible Fixed Assets

	Furniture	Computer Equipment	Total
	£	£	£
Cost			
As at 1st April 2015	265	1,286	1,551
Additions	0	0	0
Disposals	0	0	0
As at 31st March 2016	<u>265</u>	<u>1,286</u>	<u>1,551</u>
Depreciation			
As at 1st April 2015	159	1,170	1,329
Charges for year	53	116	169
Disposals	0	0	0
As at 31st March 2016	<u>212</u>	<u>1,286</u>	<u>1,498</u>
Net Book Value			
at 31st March 2016	53	0	53
at 31st March 2015	106	116	222

Note 8 Total Funds Breakdown

	2016	2015
Unrestricted Income Funds		
Capital to be Depreciated	0	116
General Purposes Fund	<u>743</u>	<u>9,213</u>
	<u>743</u>	<u>9,330</u>
Restricted Income Funds:		
Capital to be Depreciated	53	106
Lottery Reaching Communities	<u>0</u>	<u>0</u>
	<u>53</u>	<u>106</u>
Total Funds	<u>796</u>	<u>9,436</u>