

REGISTERED COMPANY NUMBER: 05785768 (England and Wales)
REGISTERED CHARITY NUMBER: 1118296

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 MARCH 2017
FOR
AFFORDABLE COUNSELLING EPPING FOREST**

Gane Jackson Scott LLP
Chartered Certified Accountants
Second Floor, Kestrel House
Falconry Court
Bakers Lane
Epping
Essex
CM16 5BD

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AFFORDABLE COUNSELLING EPPING FOREST

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FOR THE YEAR ENDED 31 MARCH 2017**

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AFFORDABLE COUNSELLING EPPING FOREST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017

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 31 March 2017. 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 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charities objectives are the preservation and protection of the good mental and physical health of families and individuals through the provision of support and counselling services in accordance with christian principles.

ACHIEVEMENT AND PERFORMANCE

The charity has expanded its operations this current year by increasing counselling offered at The Box Epping and Hazelwood Centre Waltham Abbey to meet enquiries coming from all parts of the Epping Forest district. Whilst it is taking on an extra counsellor, there is still a waiting list but clients have shown a high level of satisfaction with the service in the evaluation forms they have completed.

FINANCIAL REVIEW

The charity exists to offer counselling to those who cannot afford full counsellor fees by funding the operation from funds held and donations received. These funds have therefore to be carefully controlled and it is pleasing to report that the results are positive.

The overall result was a very small operating loss of £154 but this was converted to a positive result once investment gains are taken into account.

The increase in client contributions reflects the increased counselling sessions undertaken which is also reflected in the increased expenditure on counsellors fees and consulting room rents.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05785768 (England and Wales)

Registered Charity number

1118296

Registered office

St John's House
St Johns Road
Epping
Essex
CM16 5DN

Trustees

Dr D Barker

Ms S M Jackman

D A Jackman

Ms J M Moon

Ms M G Moore

Ms J M Walters

Retired General
Practitioner

Retired

Journalist

Retired Teacher

Retired School

Bursar

Primary Care

Therapist

AFFORDABLE COUNSELLING EPPING FOREST

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2017**

REFERENCE AND ADMINISTRATIVE DETAILS

Company Secretary

P G Byatt

Independent examiner

Gane Jackson Scott LLP
Chartered Certified Accountants
Second Floor, Kestrel House
Falconry Court
Bakers Lane
Epping
Essex
CM16 5BD

Approved by order of the board of trustees on 31 August 2017 and signed on its behalf by:

Jane M. Walters

Ms J M Walters - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF AFFORDABLE COUNSELLING EPPING FOREST

I report on the accounts for the year ended 31 March 2017 set out on pages four to nine.

Respective responsibilities of trustees and examiner

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

Having satisfied myself that the charity is not subject to audit under company law and is eligible for 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 Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.


Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity 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 trustees concerning any such matters. 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 '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 Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the 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)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.



P J Thain
FCCA
Gane Jackson Scott LLP
Chartered Certified Accountants
Second Floor, Kestrel House
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5 September 2017

AFFORDABLE COUNSELLING EPPING FOREST

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2017**

	Notes	Unrestricted fund £	Restricted fund £	2017 Total funds £	2016 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		1,055	-	1,055	2,937
Other trading activities	2	2,731	-	2,731	1,487
Investment income	3	7,441	-	7,441	7,377
Other income		701	-	701	93
Total		<u>11,928</u>	<u>-</u>	<u>11,928</u>	<u>11,894</u>
EXPENDITURE ON					
Charitable activities					
Cost of charitable activities		12,082	-	12,082	5,159
Total		<u>12,082</u>	<u>-</u>	<u>12,082</u>	<u>5,159</u>
Net gains/(losses) on investments		-	19,396	19,396	(1,804)
NET INCOME/(EXPENDITURE)		<u>(154)</u>	<u>19,396</u>	<u>19,242</u>	<u>4,931</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>16,510</u>	<u>198,856</u>	<u>215,366</u>	<u>210,435</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>16,356</u></u>	<u><u>218,252</u></u>	<u><u>234,608</u></u>	<u><u>215,366</u></u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

AFFORDABLE COUNSELLING EPPING FOREST

BALANCE SHEET AT 31 MARCH 2017

	Notes	Unrestricted fund £	Restricted fund £	2017 Total funds £	2016 Total funds £
FIXED ASSETS					
Investments	6	-	218,252	218,252	198,856
CURRENT ASSETS					
Cash at bank		16,956	-	16,956	16,510
CREDITORS					
Amounts falling due within one year	7	(600)	-	(600)	-
NET CURRENT ASSETS		<u>16,356</u>	<u>-</u>	<u>16,356</u>	<u>16,510</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>16,356</u>	<u>218,252</u>	<u>234,608</u>	<u>215,366</u>
NET ASSETS		<u><u>16,356</u></u>	<u><u>218,252</u></u>	<u><u>234,608</u></u>	<u><u>215,366</u></u>
FUNDS	8				
Unrestricted funds				16,356	16,510
Restricted funds				<u>218,252</u>	<u>198,856</u>
TOTAL FUNDS				<u><u>234,608</u></u>	<u><u>215,366</u></u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2017.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2017 in accordance with Section 476 of the Companies Act 2006.

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 prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees on 31 August 2017 and were signed on its behalf by:

Jane M. Walters

Ms J M Walters -Trustee

The notes form part of these financial statements

AFFORDABLE COUNSELLING EPPING FOREST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

1. 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 2015)', 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.

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.

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.

2. OTHER TRADING ACTIVITIES

	2017	2016
	£	£
Client contributions	<u>2,731</u>	<u>1,487</u>

3. INVESTMENT INCOME

	2017	2016
	£	£
COIF Fixed Interest Fund	4,174	4,174
COIF Investment Fund	<u>3,267</u>	<u>3,203</u>
	<u>7,441</u>	<u>7,377</u>

AFFORDABLE COUNSELLING EPPING FOREST

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2017

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2017 nor for the year ended 31 March 2016.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2017 nor for the year ended 31 March 2016.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	2,937	-	2,937
Other trading activities	1,487	-	1,487
Investment income	7,377	-	7,377
Other income	93	-	93
Total	11,894	-	11,894
EXPENDITURE ON			
Charitable activities			
Cost of charitable activities	5,159	-	5,159
Total	5,159	-	5,159
Net gains/(losses) on investments	-	(1,804)	(1,804)
NET INCOME/(EXPENDITURE)	6,735	(1,804)	4,931
RECONCILIATION OF FUNDS			
Total funds brought forward	9,775	200,660	210,435
TOTAL FUNDS CARRIED FORWARD	16,510	198,856	215,366

6. FIXED ASSET INVESTMENTS

	2017 £	2016 £
Other	218,252	198,856

There were no investment assets outside the UK.

Investments (neither listed nor unlisted) were as follows:

AFFORDABLE COUNSELLING EPPING FOREST

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2017

6. FIXED ASSET INVESTMENTS - continued

	2017 £	2016 £
COIF Fixed Interest Units	105,768	99,400
COIF Investments	93,876	83,201
J P Morgan Shares	9,953	7,600
COIF Deposit	8,655	8,655
	<u>218,252</u>	<u>198,856</u>

The Endowment Funds above are invested by the Diocese of Chelmsford as Trustees for the Charity and are for providing funds for the general activities supporting the offering of counselling.

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017 £	2016 £
Accrued expenses	<u>600</u>	<u>-</u>

8. MOVEMENT IN FUNDS

	At 1/4/16 £	Net movement in funds £	At 31/3/17 £
Unrestricted funds			
General fund	16,510	(154)	16,356
Restricted funds			
Restricted Fund	198,856	19,396	218,252
TOTAL FUNDS	<u>215,366</u>	<u>19,242</u>	<u>234,608</u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	11,928	(12,082)	-	(154)
Restricted funds				
Restricted Fund	-	-	19,396	19,396
TOTAL FUNDS	<u>11,928</u>	<u>(12,082)</u>	<u>19,396</u>	<u>19,242</u>

9. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2017.

10. FIRST YEAR ADOPTION

AFFORDABLE COUNSELLING EPPING FOREST

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2017**

10. FIRST YEAR ADOPTION - continued

This is the first year in which the financial statements have been prepared under the Financial Reporting Standard 102. The transition to this new reporting standard has not had any effect on the amounts disclosed in either the current or proceeding accounting periods.