

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 MARCH 2019
FOR
AFFORDABLE COUNSELLING EPPING FOREST**

Gane Jackson Scott LLP
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**AFFORDABLE COUNSELLING EPPING FOREST
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FOR THE YEAR ENDED 31 MARCH 2019**

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**AFFORDABLE COUNSELLING EPPING FOREST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2019**

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 2019. 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 continues its operations with nine sessions of counselling offered weekly at The Box, Epping and Hazelwood Children's Centre, Waltham Abbey meeting enquiries from all parts of the Epping Forest district. The service is evaluated and clients have shown a high level of satisfaction with the service in the feedback 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 managed and it is pleasing to report results have been positive. Although there have been fewer counselling sessions offered this year due to illness, a good balance between costs and income has been maintained.

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
S M Jackman
D A Jackman
J M Moon
M G Warmington
J M Walters
B Collins

**AFFORDABLE COUNSELLING EPPING FOREST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2019**

REFERENCE AND ADMINISTRATIVE DETAILS

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 12 December 2019 and signed on its behalf by:

J M Walters - Trustee

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

Independent examiner's report to the trustees of Affordable Counselling Epping Forest ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2019.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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
Falconry Court
Bakers Lane
Epping
Essex
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16 December 2019

**AFFORDABLE COUNSELLING EPPING FOREST
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2019**

		Unrestricted fund £	Restricted fund £	2019 Total funds £	2018 Total funds £
	Notes				
INCOME AND ENDOWMENTS FROM					
Donations and legacies		166	-	166	1,823
Other trading activities	2	2,040	-	2,040	4,339
Investment income	3	6,758	-	6,758	6,691
Other income		339	-	339	302
Total		<u>9,303</u>	<u>-</u>	<u>9,303</u>	<u>13,155</u>
EXPENDITURE ON					
Charitable activities					
Cost of charitable activities		10,076	-	10,076	13,206
Total		<u>10,076</u>	<u>-</u>	<u>10,076</u>	<u>13,206</u>
Net gains/(losses) on investments		-	7,056	7,056	(2,176)
NET INCOME/(EXPENDITURE)		<u>(773)</u>	<u>7,056</u>	<u>6,283</u>	<u>(2,227)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>16,305</u>	<u>216,076</u>	<u>232,381</u>	<u>234,608</u>
TOTAL FUNDS CARRIED FORWARD		<u>15,532</u>	<u>223,132</u>	<u>238,664</u>	<u>232,381</u>

**AFFORDABLE COUNSELLING EPPING FOREST
BALANCE SHEET
AT 31 MARCH 2019**

	Notes	Unrestricted fund £	Restricted fund £	2019 Total funds £	2018 Total funds £
FIXED ASSETS					
Investments	6	-	223,132	223,132	216,076
CURRENT ASSETS					
Debtors	7	351	-	351	302
Cash at bank		15,805	-	15,805	16,603
		<u>16,156</u>	<u>-</u>	<u>16,156</u>	<u>16,905</u>
CREDITORS					
Amounts falling due within one year	8	(624)	-	(624)	(600)
NET CURRENT ASSETS		<u>15,532</u>	<u>-</u>	<u>15,532</u>	<u>16,305</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>15,532</u>	<u>223,132</u>	<u>238,664</u>	<u>232,381</u>
NET ASSETS		<u>15,532</u>	<u>223,132</u>	<u>238,664</u>	<u>232,381</u>
FUNDS	9				
Unrestricted funds				15,532	16,305
Restricted funds				<u>223,132</u>	<u>216,076</u>
TOTAL FUNDS				<u>238,664</u>	<u>232,381</u>

**AFFORDABLE COUNSELLING EPPING FOREST
BALANCE SHEET - CONTINUED
AT 31 MARCH 2019**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2019 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 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
- (b) 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 provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees on 12 December 2019 and were signed on its behalf by:

J M Walters -Trustee

**AFFORDABLE COUNSELLING EPPING FOREST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

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

	Unrestricted funds	Restricted funds	2019 Total funds	2018 Total funds
	£	£	£	£
Client contributions	<u>2,040</u>	<u>-</u>	<u>2,040</u>	<u>4,339</u>

3. INVESTMENT INCOME

	Unrestricted funds	Restricted funds	2019 Total funds	2018 Total funds
	£	£	£	£
COIF Fixed Interest Fund	3,358	-	3,358	3,358
COIF Investment Fund	<u>3,400</u>	<u>-</u>	<u>3,400</u>	<u>3,333</u>
	<u>6,758</u>	<u>-</u>	<u>6,758</u>	<u>6,691</u>

**AFFORDABLE COUNSELLING EPPING FOREST
NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2019**

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2019 nor for the year ended 31 March 2018.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2019 nor for the year ended 31 March 2018.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	1,823	-	1,823
Other trading activities	4,339	-	4,339
Investment income	6,691	-	6,691
Other income	302	-	302
Total	<u>13,155</u>	<u>-</u>	<u>13,155</u>
EXPENDITURE ON			
Charitable activities			
Cost of charitable activities	13,206	-	13,206
Total	<u>13,206</u>	<u>-</u>	<u>13,206</u>
Net gains/(losses) on investments	<u>-</u>	<u>(2,176)</u>	<u>(2,176)</u>
NET INCOME/(EXPENDITURE)	<u>(51)</u>	<u>(2,176)</u>	<u>(2,227)</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>16,356</u>	<u>218,252</u>	<u>234,608</u>
TOTAL FUNDS CARRIED FORWARD	<u>16,305</u>	<u>216,076</u>	<u>232,381</u>

6. FIXED ASSET INVESTMENTS

	2019 £	2018 £
Other	<u>223,132</u>	<u>216,076</u>

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 2019**

6. FIXED ASSET INVESTMENTS - continued

	2019 £	2018 £
COIF Fixed Interest Units	102,683	103,121
COIF Investments	103,411	95,840
J P Morgan Shares	8,275	8,394
COIF Deposit	8,763	8,721
	<u>223,132</u>	<u>216,076</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. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019 £	2018 £
Prepayments and accrued income	<u>351</u>	<u>302</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019 £	2018 £
Accrued expenses	<u>624</u>	<u>600</u>

9. MOVEMENT IN FUNDS

	At 1/4/18 £	Net movement in funds £	At 31/3/19 £
Unrestricted funds			
General fund	16,305	(773)	15,532
Restricted funds			
Restricted Fund	216,076	7,056	223,132
TOTAL FUNDS	<u>232,381</u>	<u>6,283</u>	<u>238,664</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	9,303	(10,076)	-	(773)
Restricted funds				
Restricted Fund	-	-	7,056	7,056
TOTAL FUNDS	<u>9,303</u>	<u>(10,076)</u>	<u>7,056</u>	<u>6,283</u>

**AFFORDABLE COUNSELLING EPPING FOREST
NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2019**

9. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/4/17 £	Net movement in funds £	At 31/3/18 £
Unrestricted Funds			
General fund	16,356	(51)	16,305
Restricted Funds			
Restricted Fund	218,252	(2,176)	216,076
TOTAL FUNDS	<u>234,608</u>	<u>(2,227)</u>	<u>232,381</u>

Comparative 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	13,155	(13,206)	-	(51)
Restricted funds				
Restricted Fund	-	-	(2,176)	(2,176)
TOTAL FUNDS	<u>13,155</u>	<u>(13,206)</u>	<u>(2,176)</u>	<u>(2,227)</u>

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2019.

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.