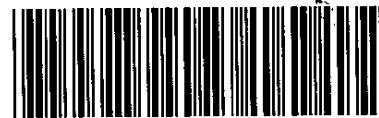


Company Registration No. 09442331 (England and Wales)

HORSHAM AND CRAWLEY COUNSELLING GROUP CIC
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 28 FEBRUARY 2018
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HORSHAM AND CRAWLEY COUNSELLING GROUP CIC

COMPANY INFORMATION

Directors	Mrs K Jones Mrs RS Gardiner-Hill K Wincer (Appointed 1 March 2017)
Company number	09442331
Registered office	Alphacom House 8A Oakhill Road Horsham West Sussex RH13 5SB
Accountants	Tax Adept Accountants Suite A Kings House Victoria Road Burgess Hill West Sussex England RH15 9LH
Business address	Alphacom House 8A Oakhill Road Horsham West Sussex RH13 5SB

HORSHAM AND CRAWLEY COUNSELLING GROUP CIC

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HORSHAM AND CRAWLEY COUNSELLING GROUP CIC

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 28 FEBRUARY 2018

1 Accounting policies

Company information

Horsham and Crawley Counselling Group CIC is a private company limited by guarantee incorporated in England and Wales. The registered office is Alphacom House, 8A Oakhill Road, Horsham, West Sussex, RH13 5SB.

The company is a public benefit entity whose mission it is to offer an affordable community based counselling service in the Horsham and Crawley area.

1.1 Accounting convention

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the requirements of the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS 102 have been applied other than where additional disclosure is required to show a true and fair view.

1.2 Income and expenditure

Income and expenses are included in the financial statements as they become receivable or due.

Expenses include VAT where applicable as the company cannot reclaim it.

1.3 Tangible fixed assets

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings & equipment	25% Reducing Balance
--------------------------------	----------------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to surplus or deficit.

1.4 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition.

Stocks held for distribution at no or nominal consideration are measured at the lower of replacement cost and cost, adjusted where applicable for any loss of service potential.

1.5 Leases

Rentals payable under operating leases, including any lease incentives received, are charged to income on a straight line basis over the term of the relevant lease except where another more systematic basis is more representative of the time pattern in which economic benefits from the lease asset are consumed.

2 Employees

The average monthly number of persons (including directors) employed by the company during the year was 4 (2016 3)

HORSHAM AND CRAWLEY COUNSELLING GROUP CIC

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 28 FEBRUARY 2018

	Notes	2018 £	2017 £
Income		81,595	74,565
Cost of sales		(19,692)	(13,187)
		<hr/>	<hr/>
Gross surplus		61,903	61,378
Administrative expenses		(65,556)	(48,165)
		<hr/>	<hr/>
Operating (deficit)/surplus		(3,653)	13,213
Interest receivable and similar income		6	5
		<hr/>	<hr/>
(Deficit)/surplus before taxation		(3,647)	13,218
Tax on deficit/surplus		677	(1,995)
		<hr/>	<hr/>
(Deficit)/surplus for the financial year		<u>(2,970)</u>	<u>11,223</u>

HORSHAM AND CRAWLEY COUNSELLING GROUP CIC

BALANCE SHEET

AS AT 28 FEBRUARY 2018

	Notes	2018 £	£	2017 £	£
Fixed assets					
Tangible assets	3		2,338		2,393
Current assets					
Stocks		735		-	
Debtors	4	5,380		3,089	
Cash at bank and in hand		7,651		15,387	
		<u>13,766</u>		<u>18,476</u>	
Creditors: amounts falling due within one year	5	<u>(470)</u>		<u>(2,264)</u>	
Net current assets			13,296		16,212
Total assets less current liabilities			<u>15,634</u>		<u>18,605</u>
Reserves					
Income and expenditure account			<u>15,634</u>		<u>18,605</u>

For the financial year ended 28 February 2018 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

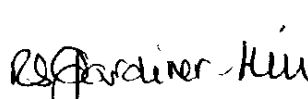
The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

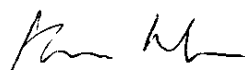
The financial statements were approved by the board of directors and authorised for issue on 10 April 2018 and are signed on its behalf by:



Mrs K Jones
Director



Mrs RS Gardiner-Hill
Director



K Wincer
Director

Company Registration No. 09442331

100019/15

~~100019/15~~**CIC 34**

Community Interest Company Report

For official use
(Please leave blank)

--

*Please
complete in
typescript, or
in bold black
capitals.*

**Company Name in
full**

Horsham and Crawley Counselling Group CIC

Company Number

09442331

Year Ending

28th February 2018

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

(N.B. A Filing Fee of £15 is payable on this document. Please enclose a cheque or postal order payable to Companies House)

PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a description of how they have benefited the community.

The work of our CIC has continued to grow this year with increased numbers of adults, children and young people being seen for counselling. Our team provided over 2,000 hours of counselling and once again we were pleased that the majority of clients seen paid our lowest fee rate.

Having overcome our biggest challenge, securing our premises, we now feel ready as a CIC to start moving towards planned growth in terms of additional services that we might be able to offer to our local communities. Our plans include developing group support and also becoming engaged in other local projects around supporting mental health.

We increased our offer to the local communities by expanding capacity within our team and we now number 28 counsellors offering different therapeutic orientations and who are diverse in gender, ethnicity, age and sexual orientation. We remain an important conduit for clients who wish to seek emotional help more quickly than they might be able to within the NHS locally.

We have retained the long term counselling contracts we held with our borough councils, a private company and a social prescribing project. We are particularly pleased to have won the contract to provide counselling support to the employees of the main hospice in our area. This forms an important part of our commitment to support front line workers in our local communities.

Our children and young people's team saw their workload increase with many who were attending having anxiety and low mood issues particularly associated with pressure at school and family separations; this is an area in which we would like to expand and have just taken a further team member.

As anticipated from financial planning, absorbing the full costs of securing the building and the many changes associated with that meant we have generated a small deficit this year. This was in line with our expectations, so our focus for the next financial year is to pull this back to a breakeven position. We were encouraged to see an increase in turnover and will be working hard to build back up our reserves.

Our reinvestment this year has been in the development of our training arm, Enact, that will offer our counsellors and other counsellors locally to access training with us and we have worked hard to market this to our stakeholders who might be interested in joining us in training. We have also used our funds to secure training that will allow us to expand our own activities. In addition, we have invested in upgrading our data security to ensure we are GDPR compliant.

We continue to work with both our business consultant and accountant to help us remain focused on our strategic plan which we are now fully developing.

(If applicable, please just state "A social audit report covering these points is attached").

(Please continue on separate continuation sheet if necessary.)

Our tea

We cons
At team
team for
sessions
when th

PART 2 – CONSULTATION WITH STAKEHOLDERS – Please indicate who the company's stakeholders are; how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear.

Our Annual Report (enclosed) will be circulated and uploaded to our website so that all our key stakeholders so that they remain informed about our activities and how to refer people to us.

Our key stakeholders are:

Our service users:

We continue to develop our use of CORE (Clinical Outcomes in Routine Evaluations) that evidences our clients' outcomes and forms part of how we hear their experience of counselling with us. This year our data indicated that 86% of our clients felt well supported and understood by their counsellors and our clinical data indicates a similar percentage showed clinically significant and reliable psychological improvement at the end of their therapy.

We are building a clinical profile from CORE that will allow health professionals who refer clients to us to understand what we do and how effective we are. We continue to be one of the few counselling services locally that can continue to offer long term therapy.

We are building on our clients' feedback regarding being supported whilst waiting and now have a structured contact process with them to ensure that they know we are keeping them in mind and working hard to allocate them a counsellor. We know that waiting is difficult from our clients feedback so we are focussed on reducing that and an increase in capacity will assist with that waiting times.

Our referrers:

We attend and arrange meetings with the NHS, local mental health forums and other local voluntary organisations who refer client to us, so they understand how we work and so we can consult with our local communities about how their needs might be met.. We also consult closely and on a regular basis with our key contract holders to review how work is going to and to keep them appraised of plans.

Continued on a separate sheet

(If applicable, please just state "A social audit report covering these points is attached").

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Continued on a separate sheet

(If applicable, please just state "A social audit report covering these points is attached").

Our team:

We consult with our counsellors, supervisors and our employee via regular meetings. At team meetings our Directors make recommendations and seek the approval of the team for key decisions. We also circulate a written updates. We have held training sessions and have a Shaping the Future day planned for the Autumn of this year when the full team are engaged in consultation and strategic planning.

PART 3 – DIRECTORS’ REMUNERATION – if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, “There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed” (See example with full notes). If no remuneration was received you must state that “no remuneration was received” below.

There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director’s loss of office, which require to be disclosed”

PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that “no transfer of assets other than for full consideration has been made” below.

No transfer of assets other than for full consideration has been made.

(Please continue on separate continuation sheet if necessary.)

PART 5 – SIGNATORY

The original report must be signed by a director or secretary of the company

Signed

ES Gardiner-Hill

Date

4.7.18

Office held (delete as appropriate) Director/Secretary

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Tel	
DX Number	DX Exchange

When you have completed and signed the form, please attach it to the accounts and send both forms by post to the Registrar of Companies at:

For companies registered in England and Wales: Companies House, Crown Way, Cardiff, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland: Companies House, 4th Floor, Edinburgh Quay 2, 139
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

For companies registered in Northern Ireland: Companies House, 2nd Floor, The Linenhall, 32-38
Linenhall Street, Belfast, BT2 8BG

The accounts and CIC34 **cannot** be filed online

(N.B. Please enclose a cheque for £15 payable to Companies House)

What is a Community Interest Company?

A Community Interest Company is a limited company with an asset lock – this means that any income is returned to support our work. HCCG CIC is managed by a Board of Directors and our qualified counsellors become members or 'subscribers' to our CIC. As with all Community Interest Companies we are required to report annually to the CIC regulator.

HCCG CIC is one of over 70,000 social enterprises in the UK that now contribute approximately £18.5 billion to the economy. * We're a business where society profits.

* Social Enterprise Market Trends' 2013: Cabinet Office

HCCG CIC is a registered member of the British Association for Counselling and Psychotherapy (BACP). HCCG CIC operates with the policies and governance appropriate to our work and our counsellors are all trained in areas of safeguarding, data protection, equality and diversity.

Financial Position

Our financial position is stable. We have adequate reserves and our turnover has increased this year. We have filed accounts with the CIC Regulator. We anticipate growth in all our income streams next year. We'd like to thank Janette Whitney of Janette Whitney & Associates for her continued support

www.jwassocs.wordpress.com

Contact Us:

Alphacom House, 8A Oakhill Road, Horsham, RH13 5SB



www.hccounselling.org.uk



01403 217900



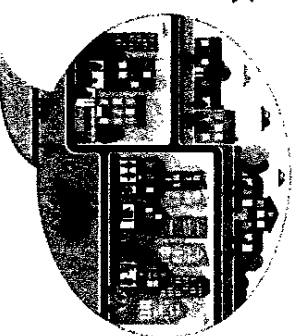
enquiries@hccounselling.org.uk



[@hccounselling](https://www.facebook.com/hccounselling)



[@hccounselling](https://twitter.com/hccounselling)



**horsham & crawley
counselling group**

Horsham & Crawley Counselling Group CIC

Annual Report 2017 – 2018

Supporting our local communities with
affordable counselling for adults, children
and young people.

What we've achieved...

- Assessed 160 clients usually within two weeks of contact and the average wait for face to face counselling was between 4-6 weeks.
- Continued to provide counselling support to the employees of our two borough councils, local companies, St Catherine's Hospice and the Richmond Fellowship.
- Seen clients from 'Prescription Plus', offering counselling to patients from surgeries in Crawley - a local social prescribing initiative.
- Continued to develop and strengthen our relationships with local mental health care professionals and GP surgeries locally.
- Grown our counselling team to 28 and our work with children and young people is expanding. 24 young people and children were helped this year.
- Supported counselling students into qualification and have recruited additional qualified and student counsellors to expand our capacity recently.

The **average age** of our clients is **41**. **One third** of clients attending counselling have chosen to stay in long term **therapy with us**.

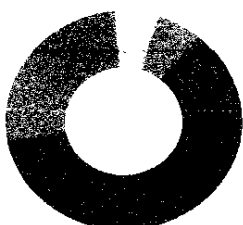
We received over **230 referrals** and undertook over **2000** face to face counselling

We have begun to be able to **offer some clients counselling in Crawley**

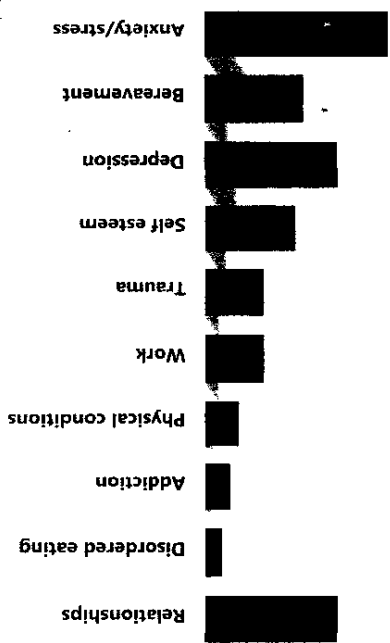
47% of clients **self-referred**, **53%** came via other **health professionals, organisations** or through their **employers**.

An increasing number of men were seen for counselling

Our Clients



Wellbeing

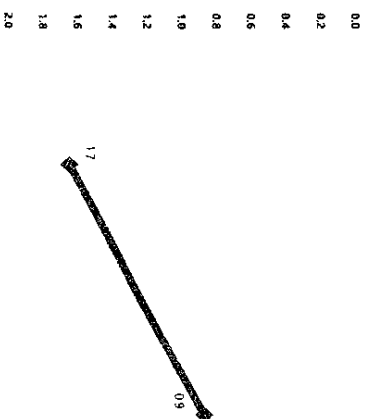


The most common issues we work with are anxiety, depression and relationship problems.

The majority of our clients come from the Horsham District, but we have seen an increase in referrals from the Crawley area.

PRE THERAPY

FINAL SESSION

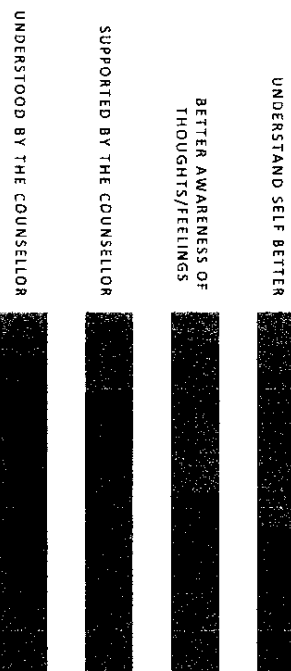


In order to measure how effective counselling is, we ask clients to complete CORE* forms at the start and end of counselling. CORE measures clients' distress levels.

Recent independent analysis showed that 82% of our clients experienced clinical and reliable improvement during their counselling with us.

*Clinical Outcomes in Routine Evaluations

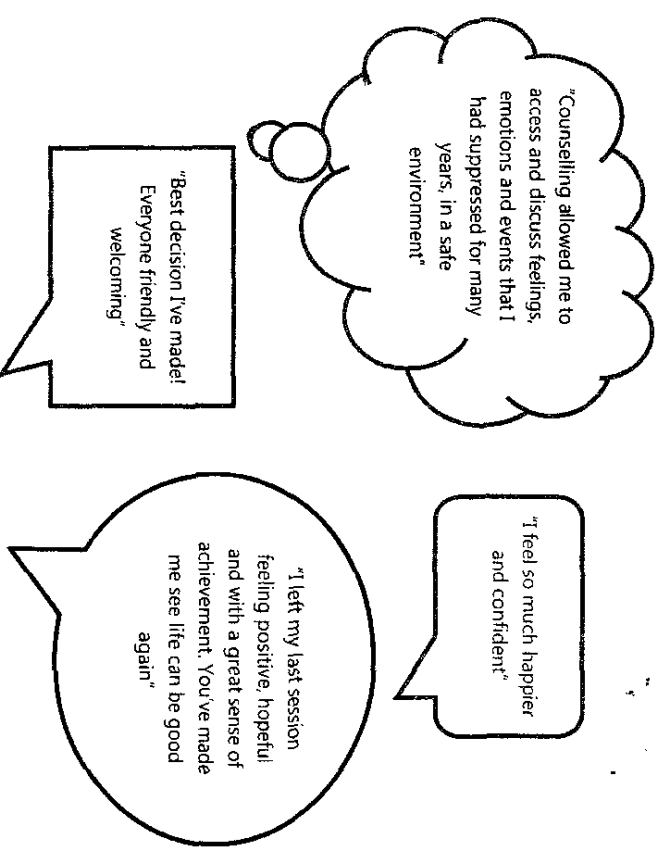
Feedback



Evaluations from our clients show consistent positive improvements in their wellbeing and a feeling of being supported and understood by their counsellor. All clients who completed a feedback form stated they had found the counselling helpful.

Not at all ■ Slightly ■ Quite a lot ■ A lot

Here's what our clients said about us...



All our client work is supervised on a fortnightly basis and our counsellors receive appropriate and ongoing training. We work alongside our supervisors to consider when clients may need additional help or support from elsewhere.

Our aims for the future

- To see clients promptly and efficiently and without prejudice.
- To maintain our high professional and ethical standards using the expertise of our supervisors and experienced counsellors whilst also supporting student counsellors during training.
- To continue to offer a vital alternative pathway to counselling support for those who need it.
- To broaden our service to include group support.
- To uphold our commitment to the BACP Ethical Framework for the Counselling Professions (July 2018).
- To uphold our mission as a Community Interest Company.
- To promote our work locally and the work of social enterprises generally.
- To expand our involvement in the development of mental health strategy locally.
- To expand our work in Crawley.
- To build on our reputation as a training provider.

Parent Adolescent Child Therapy

Many of the children and young people who attended for counselling were experiencing difficulty with anxiety and low mood as well as other emotions such as stress and anger generated from difficult life situations like pressure at school or family separations.

how do we fit in our counselling group
parent adolescent child therapy



"Thanks for everything"

M, 13

Our evaluations show that counselling consistently helps as an outlet for many of the difficult emotions that were being experienced.

We saw 24 young people and delivered over 300 sessions.

Counselling for Employees

"I felt my counselor really supported and listened to me. They also introduced me to alternative perspectives"

This is a growing area of our work. We saw nearly 40 clients and delivered over 200 sessions during the year.

Everyone who completed a feedback form reported an improvement in their mental wellbeing.

We're proud to be supporting front line employees in our local communities.

Exploring New Arenas for Counsellors & Therapists



ENACT is the training arm of HCCG CIC. We are committed as an organisation to offering students, qualified counsellors and therapists opportunities for continued professional development with us.

Our focus will be on the practicalities of practice and those tools and resources that might assist day to day for counsellors or therapists. Our training programme will reflect this.