

Company Registration No. 09442331 (England and Wales)

HORSHAM AND CRAWLEY COUNSELLING GROUP CIC
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 28 FEBRUARY 2021
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HORSHAM AND CRAWLEY COUNSELLING GROUP CIC

BALANCE SHEET

AS AT 28 FEBRUARY 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	3		2,021		2,695
Current assets					
Stocks		3,120		2,454	
Debtors	4	4,949		10,370	
Cash at bank and in hand		48,332		23,226	
		<u>56,401</u>		<u>36,050</u>	
Creditors: amounts falling due within one year	5	<u>(6,572)</u>		<u>(7,200)</u>	
Net current assets			49,829		28,850
Total assets less current liabilities			<u>51,850</u>		<u>31,545</u>
Creditors: amounts falling due after more than one year	6		(30,000)		-
Net assets			<u><u>21,850</u></u>		<u><u>31,545</u></u>
Reserves					
Income and expenditure account			21,850		31,545
Members' funds			<u><u>21,850</u></u>		<u><u>31,545</u></u>

The directors of the company have elected not to include a copy of the income and expenditure account within the financial statements.

For the financial year ended 28 February 2021 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 Companies Act 2006 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 and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

HORSHAM AND CRAWLEY COUNSELLING GROUP CIC

BALANCE SHEET (CONTINUED)

AS AT 28 FEBRUARY 2021

The financial statements were approved by the board of directors and authorised for issue on 15 June 2021 and are signed on its behalf by:



Mrs R Gardiner-Hill
Director



Mrs K Jones
Director



Ms H Rattner
Director

Company Registration No. 09442331

HORSHAM AND CRAWLEY COUNSELLING GROUP CIC

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 28 FEBRUARY 2021

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, England, RH13 5SB.

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.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Income and expenditure

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

1.3 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

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:

Computers	25% on reducing balance
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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 Impairment of fixed assets

At each reporting period end date, the company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where it is not possible to estimate the recoverable amount of an individual asset, the company estimates the recoverable amount of the cash-generating unit to which the asset belongs.

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset (or cash-generating unit) is estimated to be less than its carrying amount, the carrying amount of the asset (or cash-generating unit) is reduced to its recoverable amount. An impairment loss is recognised immediately in surplus or deficit, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

HORSHAM AND CRAWLEY COUNSELLING GROUP CIC

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 28 FEBRUARY 2021

1 Accounting policies

(Continued)

1.5 Stocks

Work in progress is valued at the lower of cost and net realisable value.

1.6 Cash and cash equivalents

Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.7 Financial instruments

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the company's balance sheet when the company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

Basic financial liabilities

Basic financial liabilities, including creditors, bank loans, loans from fellow group companies and preference shares that are classified as debt, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

1.8 Taxation

The tax expense represents the sum of the tax currently payable.

HORSHAM AND CRAWLEY COUNSELLING GROUP CIC

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 28 FEBRUARY 2021

1 Accounting policies

(Continued)

1.9 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.10 Leases

Rentals payable under operating leases, including any lease incentives received, are charged to profit or loss 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 leases asset are consumed.

Rental income from operating leases is recognised on a straight line basis over the term of the relevant lease. Initial direct costs incurred in negotiating and arranging an operating lease are added to the carrying amount of the leased asset and recognised on a straight line basis over the lease term.

1.11 Government grants

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

2 Employees

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

	2021 Number	2020 Number
Total	7	7

HORSHAM AND CRAWLEY COUNSELLING GROUP CIC

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 28 FEBRUARY 2021

3 Tangible fixed assets

	Plant and machinery etc £
Cost	
At 1 March 2020 and 28 February 2021	6,062
Depreciation and impairment	
At 1 March 2020	3,367
Depreciation charged in the year	674
At 28 February 2021	4,041
Carrying amount	
At 28 February 2021	2,021
At 29 February 2020	2,695

4 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Service charges due	4,949	10,370

5 Creditors: amounts falling due within one year

	2021 £	2020 £
Corporation tax	(1,833)	1,833
Other taxation and social security	7,905	4,867
Other creditors	500	500
	6,572	7,200

6 Creditors: amounts falling due after more than one year

	2021 £	2020 £
Bank loans and overdrafts	30,000	-

7 Members' liability

The company is limited by guarantee, and does not have a share capital. Consequently the liability of members is limited, subject to an undertaking by each member to contribute to the net assets or liabilities of the company on winding up such amounts as may be required not exceeding £1.

CIC 34**Community Interest Company Report**

For official use
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*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 2021

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.

At the start of our new financial year in March 2020, it was already apparent that the arrival of COVID-19 was going to have a major impact on our service. We had by this point already implemented many changes to make our building COVID-19 secure for our clients when we then went into the first lockdown. We then took immediate steps, with huge support and co-operation from our team to transition our counselling to remote sessions or by telephone and we were able to continue to work with a significant proportion of our existing clients in this way.

We worked hard to keep our local communities aware, that whilst we could not see them face to face, we were still able to support them remotely if they needed it.

During the year we had 159 referrals in for counselling, 137 adults and 22 children and young people. Most were adults who had referred themselves in for counselling. The other 20% of clients came to us via our corporate contracts. We were fortunate enough to have sufficient monies left in our Hardship Fund to continue to be able to support clients who were experiencing financial difficulty and have continued to do so throughout the pandemic. Pressure on children and young people's mental health services during this period has been immense and we prioritised them for the return to face-to-face work.

We were mindful of the impact of constant uncertainty throughout the year and worked hard to ensure we stayed in touch with our clients who were waiting for the return of the face-to-face sessions. We also worked hard to keep supporting our own team via regular meetings and check in's.

As we went in and out of lockdowns many of the strategic plans, we had begun to put in place for the year were halted, whilst we worked to maintain our core services.

However, once we had established that we were able to support clients appropriately and had secured additional financial support from the government, we set about developing services that were particularly aimed at groups who had been impacted directly by the pandemic in our local area.

We applied for and were successful in obtaining funding for a post COVID recovery project, called THAW (Talk, Heal and Walk) which will be launched in late Spring/Summer of 2021 in Crawley, so that people can meet outside in small confidential groups with our trained therapists, as they reconnect with others and with nature.

We offered reflective practice to front line employees of Crawley Borough Council who were showing signs of having been significantly psychologically impacted by their experience of supporting the public throughout the pandemic. We now have two regular groups meeting once a month.

Our financial situation was helped by having maintained reserves from last year which helped us to operate, and we then took advantage of a Bounce Back Loan from the government to keep our cash flow situation stable. The loss we made this year was in line with our forecast and we were pleased that we had managed to keep the loss from becoming more significant.

Our counselling work is returning but at a slow rate, so Directors continue to monitor the cash flow situation carefully in conjunction with our Business Consultant. Our landlord was also

supportive and reduced our service charge.

We feel we have done everything we can minimise the impact of the pandemic on our clients and the organisation, but it remains challenging.

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.

We worked hard to keep our stakeholders informed about our operational activities during the pandemic, mostly using our website and social media so that they remained aware that we were continuing to operate - we were one of the first local services to reinstate face to face working.

Our service users:

We have actively sought through feedback from our team to understand how our clients are experiencing remote therapy and from this we will continue to offer remote sessions once lockdown restrictions ease as an addition to our service.

Our sessions with children ceased but are now being reinstated and we continued to support young people whenever we could through lockdown. We prioritised young children for a return to the building once restrictions were eased and we also consulted and allowed back into the building some adult clients who needed urgent face to face support.

Our referrers:

We have kept up regular contact with our contract holders so that they were aware of what services were on offer and how they would be delivered.

We have built strong local links with our Federation of Small Business contacts and the Manor Royal Business Park in Crawley so that they know we are available to support employees as they make the transition back to being office based.

We alerted our local GP network so they knew we will still be able to offer support and the local NHS teams.

We remain a part of our local social prescribing project in Crawley and have added our walking project to our offer to the public via this project.

Our team:

We consulted remotely with our counsellors, supervisors, and our employees via regular Zoom meetings. We sought input from the team and our clinical supervisors as we took key decisions throughout the pandemic.

Continued on a separate sheet

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

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

B Gardiner - Hill

Date

14/7/21

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)