



Sheffield Women's Counselling  
and Therapy Service

# Sheffield Women's Counselling and Therapy Service Limited

*trading as*

## Saffron Sheffield

Report and Financial Statements  
for the Year Ended 31 March 2025

Charity Registration Number 1010129 (England & Wales)  
Company Registration Number 02443288

## Reference and Administration Details

**Charity Name:** Sheffield Women's Counselling and Therapy Service Limited, also known as **Saffron Sheffield**

**Charity No:** 1010129 (England & Wales)

**Company No:** 02443288

### Registered Office & Operational Address:

289 Abbeydale Road, Sheffield, South Yorkshire S7 1FJ

**Trustees:** Trustees who are also directors under company law and who served during the year and up to the date of this report were as follows:

Gillian Godden - Chair (*Appointed 2021, Chair from 2024*)

Judith Dodds - Treasurer (*Appointed 2009, Treasurer from 2023*)

Erica Thompson (*Appointed September 2024*)

Emma Draper - Chair (*Resigned November 2024*)

Ahmina Akhtar (*Resigned November 2024*)

Olivia Sinclair (*Resigned March 2025*)

### Key Management Personnel:

Sarah Smart - CEO (*Resigned October 2024*)

Kate Hainsworth - Interim CEO (*Appointed December 2024*)

Ingrid Harris-Haigh - Head of Clinical Service (*Appointed 2019*)

Danielle Green - Office Manager (*Appointed 2020*)

Keren Bramman - Finance Manager (*Appointed 2021*)

**Bankers:** Co-operative Bank plc, 1 Balloon St, Manchester, M4 4BE  
Unity Trust Bank plc, 4 Brindleyplace, Birmingham, B1 2JB

### Independent Examiner:

Christy Lau FCCA CTA DChA, Slade & Cooper Limited

Beehive Mill, Jersey Street, Ancoats, Manchester, M4 6JG

Saffron Sheffield’s Board of Trustees presents its report and unaudited financial statements for the year ended 31 March 2025. As company law requires, the trustees’ report includes the directors’ report.

The reference and administration details on page 1 form part of this report. All financial statements comply with current statutory requirements, the memorandum and articles of association of Sheffield Women’s Counselling and Therapy Service Limited (“**the company**” or “**the charity**” or “**Saffron Sheffield**”) and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

## **Structure, Governance and Management**

Sheffield Women’s Counselling and Therapy Service Limited is a charitable company limited by guarantee, incorporated on 15 November 1989 and registered as a charity on 26 March 1992. The directors established the company under a Memorandum of Association, which sets out its objects and powers, and its Articles of Association govern it. Sheffield Women’s Counselling and Therapy Service Limited adopted the trading name Saffron Sheffield in 2019.

The trustees delegate the charity's day-to-day responsibility to the CEO, supported by the Head of Clinical Service. Saffron Sheffield's management and governance are guided by local, regional, and national policy and informed by feedback from current and past clients.

Saffron Sheffield is an organisational member of the British Association for Counselling and Psychotherapy (BACP) and is registered with the Fundraising Regulator. We also hold memberships with The Survivor’s Trust, the National Council for Voluntary Organisations (NCVO), and the Association of Chief Executives for Voluntary Organisations (ACEVO).



## **Board of Trustees**

During the year 2024-25, the board comprised 3 - 6 trustees. Ill health, bereavement and the completion of an extended term of service were the reasons for trustees stepping away. That left the board at the minimum quorum of 3 until trustee recruitment was implemented toward the end of the period with a fully advertised process for the first time involving interviews by staff and trustees, and resulting in four new

appointments: Louise Shaw, Julia Gash, Laura Hobbs and Claire Furbey. They take up their appointment at July's board meeting. Additionally, the board has introduced a deputy chair role and Erica Thompson was appointed to this post in March 2025.

A person wishing to become a trustee must be aged 18 or over and recommended by the trustees after an appropriate recruitment process. Trustees must retire at each AGM but can offer themselves for re-election or further co-option. Trustees can at any time co-opt someone to be a trustee, but the total number of co-opted trustees can be, at most, half the number of elected trustees.

Trustee meeting frequency increased in the latter part of 2024 during the changeover from our former CEO Sarah Smart and the appointment of our Interim CEO Kate Hainsworth. Since then, there have been (on average) monthly meetings held and an AGM held as normal in November. The Interim CEO, Head of Clinical Service and Finance Manager provide complete reports covering financial performance, clinical outcomes, safeguarding and staff well-being at quarterly business meetings. Alongside the main Trustee meetings, a safeguarding sub-committee is also in operation comprising Chair, CEO, Head of Clinical Service and Office Manager.

All trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in Notes to the Accounts, Note 11. The trustees of Saffron Sheffield guarantee to contribute an amount not exceeding £1 to the charity's assets in the event of winding up.

## **Risk Management**

Although Saffron Sheffield's current turnover is below the threshold requirement to report on Risk Management, the trustees believe it remains good practice to carry out reviews appropriate to the scale and risk of our service.

Saffron Sheffield's Risk Register and Risk Appetite Framework, reflecting all aspects of the charity's operations, are annually reviewed to ensure the appropriate management of any organisational risks. The trustees requested the Interim CEO to report on the main risks at quarterly board meetings with any high risks highlighted.

We have appropriate and robust policies and processes for our service, such as safeguarding, health and safety, data security and finance. We ensure all staff and trustees have read and understood them and have continuous access to those relevant to their post and responsibilities.

The following are specific risk reviews and actions undertaken during the reporting period:

- In response to recent and upcoming significant changes in Employment Law and to ensure ongoing compliance, the trustees decided to engage Peninsula HR to provide ongoing support and guidance and to assist in the refresh of Saffron's employment policies

- Trustee numbers had fallen rapidly for a variety of reasons as outlined above, so a recruitment programme for new trustees was launched in March with four new trustees recruited and onboarded at the start of the new period
- The trustees have worked closely with the Interim CEO on a period of planning and development in preparation for the recruitment of a new permanent CEO planned for Autumn 2025
- The trustees continued to engage a specialist data security company, Custodia Continuity, to ensure best practice in data protection and legal compliance. During this year, Custodia Continuity supported the CEO and Office Manager through the process of becoming Cyber Essentials certified (this process was completed and accreditation achieved early in quarter 1, 2025-26)

### *Client risk*

We manage any specific client risk through assessments at several stages throughout the therapy journey. Our therapists undertake structured assessments and have support from the Head of Clinical Service to share decision-making and ensure any intervention is proportionate.

All clinical staff receive clinical supervision from either the Head of Clinical Service or another qualified and approved therapist. We ensure all supervisors follow best practice guidance from the BACP.

## **Objectives and Activities**

The trustees have given due regard to the Charity Commission's guidance on public benefit when annually reviewing the charity's objectives and planning its activities, complying with the duty in section 4 of the 2006 act.

The objectives of Saffron Sheffield, as set out in its governing document, are:

- to promote and protect the mental health and wellbeing of women and girls, in particular through the provision of counselling and psychotherapy, and
- to advance the education of the public with regard to the mental health and wellbeing of women and girls.

This report will examine how Saffron Sheffield's activities in the reporting year have contributed to its objectives and highlight how the charity has benefited the people it aims to help.

## **Who We Help**

The direct beneficiaries of our activities are women in Sheffield aged 16 and over who have experienced trauma in childhood or adulthood. Our clients often suffer from complex post-traumatic stress symptoms due to chronic or repeated instances of trauma.

Women self-refer to our service, after being signposted from other services or contacts. In 2024-25, 24% of our beneficiaries were signposted to us by their GP, 12% Community Mental Health Teams and other NHS Services, 13% Sheffield Talking Therapies - IAPT, 11% Online Search Engine/Social Media, 6% Friends/Family, 6% Social Services, 2% University Support, 5% IDVA/ISVAs or 21% other organisations or individuals.

These same beneficiaries also relayed to us the following experiences and trauma responses when they registered with us for therapy:

#### *Traumatic experiences*

- 36% experienced sexual abuse, rape or sexual exploitation as a child
- 24% experienced sexual abuse, rape or sexual exploitation as an adult
- 48% experienced physical domestic abuse
- 73% experienced mental/emotional/controlling (coercive) behaviour
- 27% experienced sexual domestic abuse
- 28% experienced financial domestic abuse
- 2% experienced exploitation, modern slavery, trafficking or county lines
- 12% experienced being a victim or witness of a crime or an accident
- 22% experienced health or medical-related trauma
- 66% experienced relationship trauma
- 18% experienced traumatic bereavement

#### *Traumatic responses*

- 97% had depression, anxiety or stress
- 15% had self-harmed
- 32% had suicidal thoughts
- 8% had attempted suicide
- 8% were misusing substances
- 7% were misusing alcohol

Women who access our support frequently disengage with other services, suffering additional distress, thereby increasing the risk of further abuse or exploitation.

We work with women who are often denied access to other services because:

- They are actively self-harming
- They have recently attempted suicide
- They are still living with their abuser
- They are displaying significant dissociative symptoms
- They are assessed as too vulnerable to begin a therapeutic intervention.

The correlation between deprivation and poor mental health is well documented, and we recently undertook some research that showed 29% of our clients live in postcode areas of Sheffield that are ranked in the lowest 10% and 43% of clients live in postcode areas ranked in the lowest 20% of wards as per the Indices of Deprivation 2019.

As a further indicator of our clients' often challenging circumstances this year, we noted that 33% were unemployed. Feedback tells us that those in work (28% full-time, 22% part-time) routinely struggled to hold down a job due to trauma symptoms.

Alongside this, we monitored that:

- 20% were women of the global majority
- 9% were in part or full-time education
- 49% self-disclosed their mental ill health as a disability
- 86% had previously accessed therapeutic services in Sheffield
- 56% were caring for children
- 43% lived alone
- 3% were in temporary accommodation
- 4% were retired

### **External Impacts**

Several external impacts noted in our last report have continued to exacerbate the mental health fragility of many of the women we support.

#### ***Cost of Living Crisis***

Financial pressures continue to be a significant issue as prices for rent, energy and food have continued to rise. Poverty and financial stress can extend the symptoms of previous trauma experiences and increase the risk of severe mental health problems. Research by the UK Parliament Women and Equalities Committee, and organisations such as the Living Wage Foundation and Women's Aid, has also shown how the cost of living crisis has disproportionately impacted women.

In response to this crisis, we continue to offer free essential hygiene and toiletry products in our premises bathrooms for our clients to take discreetly. We also have an emergency assistance fund for clients who need help affording transportation to and from their therapy sessions, which helps to manage the risk of interrupted therapy.

#### ***Media & World Events***

The ongoing barrage of headlines and social media commentary on femicide and domestic abuse - alongside the continued conflicts in Ukraine and the Middle East, and political decisions such as proposed state benefit changes - can place a strain on mental health. For many of our clients, this flow of negative news results in additional emotional distress, fear, concern and the risk of re-traumatisation.

#### ***NHS Waiting Times***

We know that healthcare delays can worsen the mental health of our clients. The severe pressure on our NHS means that many people are experiencing a long wait for appointments and treatments and this can mean weeks and months filled with fear and

worry - this has been experienced across GP services, cancer care/screening services and mental health services. In recent years, we have also found that the increased waiting time for NHS funded neurodiversity assessments is also affecting some clients, with some waiting well over a year to access a diagnosis and then support (NICE guidelines are that no-one should wait more than 13 weeks for an assessment).

### ***Criminal Court Delays***

A report published by the Victims' Commissioner in March 2025 stated that nearly half (48%) of victims have had their Crown Court trial dates rescheduled, with most facing repeated delays before their trial takes place. The report details the harmful impact that these long delays are having on victims' mental health.

Whilst we can work with pre-trial women, the additional stress and pressure of waiting for justice can add to their trauma experience. Our clients often feel even more vulnerable during their engagement with the police and courts, and these delays bring uncertainty to their lives that hinder their ability to move forward.

### **Our Service**

We provide free, accessible, high-quality psychotherapy and wellbeing activities for women in Sheffield who have experienced trauma. We help women understand that their trauma is not their fault, alleviate their distress and help them rebuild their lives. We continue to see how essential our specialised service is in Sheffield, especially with the disproportionate impact of external forces on women becoming increasingly apparent.

### ***1:1 Therapy***

- *Waiting List*

In the face of increasing demand and continued rising costs, there are limits to the service we can safely provide. Despite the generosity of our funders and donors, our current capacity only allows us to work with an average of 75 women at any given time. Alongside this, exacerbated trauma symptoms relating to external impacts have increased the number of sessions each woman needs. 97% of our clients now require 20 or more sessions, with 25% of those being offered the full 40 sessions. Because of this, women move slowly through our service and our waiting list remains closed for longer.

We opened our waiting list in January 2024, and 681 women registered for 1:1 therapy, a 134% increase from our previous intake in June 2022.

As of the 31st March 2025:

- 495 women were waiting to be offered an assessment
- 16 women were in the assessment process, and
- 30 women had completed the assessment process and were waiting to

start their 1:1 therapy

We communicate quarterly with women registered for our service, advising them of an estimated waiting time.

- *Assessments*

We offered 310 clinical assessments during 2024-25 and 138 women attended 266 of these assessments.

We undertake comprehensive clinical assessments to obtain a detailed picture of client symptoms, assess their risk to themselves and others, and inform an appropriate personalised therapy offer. For each client receiving therapy in this reporting year, we undertook the following:

- Full clinical assessments at therapy's beginning, middle and end using an internationally recognised tool (TSI-II)

As an agile organisation, we have continued to learn and adapt our working processes to maintain expanded delivery levels. It was recognised that our assessment process - which included a Starting Point (triage) assessment - was no longer fit for purpose given the significantly higher number of women registered for our service and on the waiting list. Further to a thorough review of the process in early 2024, the decision was made to refine the process by removing the Starting Point session from April 2024. The consideration for this was included in our last year's report and this year we are able to report on the implementation of this process change. The results have been very positive in that, for the women that completed the assessment process during the period, we calculate that we have saved at least 70 clinical hours plus related administration time with no reported negative impact on client outcomes and no loss of necessary data collection. The hours saved can be more effectively used for full clinical assessments, making the waiting time shorter, less taxing, and more trauma-informed, as clients will only need to explain their trauma once. This is an example of our continuing efforts to work smarter and more efficiently to meet the high demand for our service whilst not compromising on our standard of care.

- *Therapy Sessions*

Helping women walk free from the severe and multiple traumatic experiences of their past can take time. In 2024-25, we offered long-term, tailored, specialised therapy of 6 - 40 sessions, focusing on the woman and her needs. This approach helped therapy progress at a manageable pace. It gave clients time to feel stable and trustful enough to go deeper and share the details of their traumatic experiences.

196 women benefited from the 2,427 1:1 therapy sessions offered, and 81 clients completed therapy during this year.

### **Wellbeing**

- *1:1 Sessions*

We offered tailored wellbeing support to help manage the risk for clients waiting for 1:1 therapy. During this year, we provided 125 1:1 wellbeing support sessions attended by 40 women.

### **Accessibility**

- *Non-English Speakers*

We are pleased to be working in partnership with the translation and interpretation service, Language is Everything, and during the year we have further improved our clinical and administrative processes to allow us to work with more women for whom English is not their first language. We are committed to further developing this service to allow us to work with women across our community.

### **Recruitment and Team Development**

At Saffron Sheffield, we employ and engage highly skilled and experienced professionals. We provide ongoing support and, for our clinical team, regular supervision. During the reporting period, we increased our Senior Therapist team from 2 to 3, offering the opportunity to take on the Senior role to one of our part-time Therapists. The Senior Therapists have a key role in the organisation, providing back up to the Head of Clinical Service and support to the Clinical team as well as taking on particular responsibilities such as supervision, case allocations and overseeing Wellbeing delivery. We have also continued to hold a regular reflective practice for our clinical team which has been very well received.

In December 2024, Kate Hainsworth joined us as an Interim CEO leading on a period of organisational development for the charity - working closely with the Board and full team to develop a new strategic plan for the year ahead, developing the existing board, recruiting new Trustees and leading on the recruitment of a new permanent CEO later in 2025.

Our Volunteer Client Engagement Representative (who joined us in 2023) has continued to develop client engagement activities in the year and we are pleased to report on their work below.

At the end of March 2025, our team consisted of: 11 employed staff (6 FTE), 6 associate staff and 5 volunteers.

During the year, we undertook a range of CPD opportunities including:

- *Clinical*
  - Integrating Creative Methods into Practice - a full day of training provided for our Therapist team (delivered by ESG Therapy and Coaching)
  - Level 3 Safeguarding Adults (internal)

We also provided support to one of our Senior Therapists to complete CPD in Body Psychotherapy.

- *Governance / Management*
  - Cyber Security & Data Protection - GDPR (Custodia Continuity)
  - EDI Workplace training (ACAS)

For the first time in early 2025, the whole team (Staff, Associates and Volunteers) met together in person to discuss priorities for the charity, build understanding and more efficient communications. That work of team-building has continued and has now expanded to include board interaction as well. This process will continue in the new financial year.

### **Client Engagement**

In the year, the volunteer Client Engagement Representative ran a competition, asking members of the client engagement group to nominate names for the group. In March 2025, the group adopted the winning name of **Saffron Forge**.

The volunteer Client Engagement Representative, CEO and Office Manager ran a two part case study workshop, where members of Saffron Forge were supported to write the story of their journey with Saffron. With consent, these case studies have been used in end of year reporting for funders. Further meetings have been planned in 2025-26 as we look to enhance ways for former clients to engage with the service and help shape its future.

### **Fundraising**

Our services remain in high demand, so income diversification and building financial sustainability remain priorities. Our Associate Fundraiser has worked with Saffron Sheffield for many years and has helped to build strong relationships with a number of Trusts and Foundations who support us in our work. We recognise however that, due to the changeover in CEO in the reporting period, we have not had the same focus on generating Individual Giving activity and so this is an area we plan to reinvigorate in the new financial period.

### **Partnerships and Networks**

Saffron Sheffield is one of a range of organisations working in Sheffield to support women, and we recognise that each has a unique and vital role to play in achieving the best possible outcomes for women in Sheffield. Saffron Sheffield is currently a member

of a number of groups and networks working together to shape the direction of services in Sheffield:

- Sheffield Psychology Board (SPB)
- Mental Health Partnership Network (MHPN)
- Sheffield DACT (Domestic Abuse Co-ordination Team) Provider Consultation Group
- WAVES (Sheffield End Violence Against Women and Girls)
- Synergy (Sheffield Mental Health Alliance)
- VAWG Forum - Sheffield City Council
- Clinical Lead Network - an informal network for all heads/leads of third-sector therapeutic services in Sheffield, Doncaster, Rotherham and Barnsley. The Head of Clinical Service represents Saffron Sheffield at these meetings

Saffron Sheffield is also an organisational member of **The Survivor's Trust**, the umbrella agency for specialist rape and sexual abuse services in the UK.

## Achievement and Performance

We are pleased to report on another successful year of providing vital, life-changing support to women of Sheffield who are dealing with the consequences of traumatic experiences in their life. As shown in our **Who we help** section above, these experiences include sexual abuse, rape or sexual exploitation as a child or adult, physical domestic abuse, mental/emotional/controlling (coercive behaviour) and relationship trauma amongst others.

Women accessing our service have told us that due to our support, they could better recognise the potential for unhealthy relationships, enabling them to make better choices, build resilience and keep themselves safe. Our work also has wider, additional benefits for the families and communities of the women we directly support. Our clients told us that therapy has made them better parents. Many also found it easier to attend or volunteer in community activities. Therapy has also helped several women keep or find new employment.

Further to a highest ever intake to our service when our waiting list last re-opened in January 2024, we have been working consistently through the year at our highest ever average number of active clients (those attending weekly sessions), ranging between 70-77 women attending sessions each week. (*For context, average active weekly clients was 32-36 five years ago*). The high number of assessments, 1:1 therapy sessions and wellbeing sessions offered in the year is testament to the team's efforts to meet the demand for our service, however, whilst working at full capacity, it is likely to be at least two years before we are able to reopen our waiting list due to the exceptionally high intake in 2024. An additional challenge to meeting demand is the increasing complexity of clients' trauma and the increased number of clients with more complex presentations/diagnoses who are more likely to require a longer therapy journey (our offer ranges from 6 to 40 sessions depending on client need). We know from experience

that lasting, meaningful benefits come from the time taken to work with each individual client and so we remain clear on our approach to offering up to 40 sessions if needed.

It is an ongoing process to refine and evolve our working practices to operate more intelligently and efficiently, while maintaining the high standards of our effectiveness — as outlined earlier in the section on *Assessments* and the changes introduced this year. Ensuring strong client outcomes remains a top priority, and we are confident that, as in previous years, the results and feedback shared below clearly reflect the continued impact and quality of our work.

### **Client Outcomes**

We capture a balance of quantitative and qualitative data, and the combination of clinical monitoring using the Trauma Symptom Inventory-II (TSI-2) and self-reported changes whilst identifying personal goals reflects our holistic, collaborative approach.

Our monitoring system is customised, and we are confident it provides the best data collection outcomes for our organisation, clients, and funders. We are mindful of the value and profoundly personal nature of focused therapy time for our beneficiaries, so we endeavour to monitor change with minimal client disruption.

From April 2024 to March 2025, we collected information on 24 different trauma symptoms from all 81 clients who completed therapy. Although we monitor and capture data from various points in the therapeutic journey, we focus our reporting of outcomes primarily on women who have completed therapy with us to provide a more conclusive reflection of change.

The outcomes for this reporting period below show the continuing effectiveness of our work. Of the 81 women who completed therapy in the reporting period:

- 82% had a statistically significant reduction in their trauma symptoms
- 88% felt more self-confident
- 92% felt better able to say 'no' and be assertive when they needed to be
- 91% felt better able to have healthy boundaries in their relationships
- 99% achieved a personal goal they set for themselves
- 92% felt they were better able to recognise abuse in a relationship
- 93% understood themselves better
- 80% were coping better with their feelings

We received feedback forms from 75 of the 81 clients who completed therapy. These showed a positive trend among clients in self-reported improvements in physical health and mental health-related emergency visits:

- 39% said their physical health had improved
- 32% were visiting their GP less often
- 11% were visiting A&E less often

Feedback forms also showed how clients felt about Saffron Sheffield:

- 100% were happy with the service they received
- 100% would recommend Saffron Sheffield to a friend
- 91% were satisfied with their initial contact and response

Of the 22 clients who completed their 1:1 wellbeing sessions this year, 21 (95%) saw a reduction in depression symptoms as measured by the Patient Health Questionnaire (PHQ), and 21 (95%) experienced a decrease in their general anxiety as measured by the Generalised Anxiety Disorder (GAD) 7 scale.

### **Client Voices**

*"I came to the service for the second time following another traumatic experience. Between registering and starting therapy I also had a baby and I can't speak highly enough of the team at Saffron who were kind, understanding and flexible to my needs and new responsibilities. The experience I had from start to finish was one of welcome and warmth and they gave me the absolute perfect therapist for my situation. I will be forever grateful for the work we did together."*

*"I'm really grateful for the service. The service has been the backbone of my transformation. I wish there was more funding for services like this to help more Women."*

*"Great to talk to someone on a regular basis who calls and offers support when they say they will. It was helpful speaking to someone who understands trauma. I feel I am much calmer after speaking with my therapist. This is the only service who has stayed with me during difficult times and not abandoned me."*

*"I have had many forms of counselling and therapy throughout my life. Saffron is by far the best I have experienced especially by my therapist. Her knowledge and experience is impeccable and I feel like a different person since starting my therapy. I understand more now why I feel how I feel and how I react to situations a certain way. I have set more boundaries in my life which has improved relationships and distinguished ones that weren't good for me. The EMDR therapy has a huge positive impact on processing past traumas. I will be forever grateful for the help and support from Saffron"*

*"The sessions have given me hope, my confidence has grown and I have tools to help me through the good times and bad times in my life. In addition, it has helped me to support family members and to encourage them to see things differently. My relationship with my husband has improved greatly too."*

*"I feel this is the best service in Sheffield, everyone is friendly and non-judgemental. There is no bias, everyone is professional and responsive. I have found communication from saffron to always be clear and would recommend the service to anyone."*

*"Saffron has been an incredibly helpful experience, I feel like a completely different person now than when I first began. Any issues I had with mismatched therapists were dealt with swiftly, professionally and with sensitivity."*

## **Financial Review**

### **Overview**

At the end of the reporting period, the charity held total funds of £357,809 (2024: £336,292). Of this, £48,419 (2024: £42,342) is held in Restricted funds and £309,390 (2024: £293,950) in Unrestricted funds. The Unrestricted funds total of £309,390 comprises the value of Saffron Sheffield's main premises (289 Abbeydale Road), which is a fixed asset of £131,070, free reserves of £123,000, a £7,000 designated fund for maintenance and improvements to our premises and a £10,000 designated fund for planned Organisational Development work in April to August 2025 (to cover the cost of the Trustee recruitment campaign in May 2025 and the subsequent recruitment of a permanent CEO). An amount of £38,320 is funding raised in advance for the new financial year 2025-26 and includes the third instalment from the Leathersellers' Foundation which will go towards operational costs in the new period. This breakdown of Unrestricted funds is shown in the Notes to the Accounts, Note 20. Net current assets at the end of the reporting period were £226,739 (2024: £201,477).

### **Income**

Total income for the reporting period came to £365,351, which is consistent with the previous year (2024: £363,512). We are grateful to the NHS South Yorkshire Integrated Care Board (ICB) for their continued support of our work and the acknowledgement of our role as a specialist service provider for Sheffield. ICB funding of £85,941 was received in the year as part of a 3 year grant agreement running until 2026-27.

In addition, we were successful in securing grants totalling £269,983 (2024: £257,190) from a range of local and national charitable trusts and foundations whose support is critical in enabling us to meet our funding requirements for the year - these are detailed in the Notes to the Accounts, Note 4. The multi-year funding provided by The Henry Smith Charity, the National Lottery Community Fund, South Yorkshire Combined Mayoral Authority and the Leathersellers' Foundation has made a significant contribution over the last two financial periods and enables us to plan confidently for the year ahead.

We are aware however that in order to meet the increased demand for our service and ensure financial sustainability for the years ahead we will need to diversify our income streams. This is particularly important given the increased competition for grant funding which is reported across the charity sector. Our new permanent CEO, once in post from Autumn 2025, will lead on strategic planning and income generation. Additionally, plans are in place for a new Associate post of Events Community Co-ordinator to help build

community support and relationships with individual donors.

The total income from donations, which includes individual giving and campaign activity, during the reporting period was £6,032 (2023: £15,131). As noted above, the development of this income stream will be a focus for the new financial period.

### **Expenditure**

Total expenditure for the reporting period came to £343,834, a small increase on the previous year (2024: £338,867). As a provider of specialist services, our people costs continue to be our main expenditure with £256,630 spent on staff in the year (Notes to the Accounts, Note 10) and an additional £28,536 spent on a team of Associate Therapists who provide regular weekly hours. In addition to this we bring in specialist expertise and support as required - for example through our ongoing work with Language is Everything who provide translation and interpretation services and Custodia Continuity who support and advise on data security (shown under Consultancy fees, Note 7). We are also pleased to report that, towards the end of the reporting period, we engaged the support of Peninsula to provide high quality HR consultancy and support and the South Yorkshire based recruiter Hamilton Barber to support on the recruitment of Trustees and CEO in the new year (shown under Governance costs, Note 7).

### **Reserves Policy**

The trustees review the reserves on an annual basis to ensure the policy remains fit for purpose and to confirm the amount required for the year ahead. We hold reserve funds to:

- meet expenditure commitments in the event of cash flow difficulties, which could otherwise bring about an interruption to service for our clients
- pay for unforeseen expenditure
- enable the winding up of the charitable company in the event of ceasing to operate

The level of required reserves agreed by the trustees is an amount sufficient to cover at least four months of fixed and essential running costs (as per the budgeted costs for the financial period). The trustees have therefore approved an increase to the level of reserves held up to £123,000 for the financial year 2025-26 in order to meet increased operational commitments (£116,000 for the financial year ending 31 March 2025). Reserves are held in a separate bank account with Unity Trust Bank, which enables the charity to benefit from increased protection for its cash deposits under the Financial Services Compensation Scheme (FSCS) and quarterly interest payments.

## **Plans for the Future**

As this report is being finalised, we have launched the recruitment campaign for our new permanent CEO. We are pleased to be working with Hamilton Barber, a South Yorkshire based recruiter, to support the process. In addition, our management team is actively using their social media networks to help generate interest in the role.

The main focus of the post is the successful steer and management of this successful charity, giving support to the expert team in delivering the crucial service they provide. To that end, the Interim CEO is also preparing for the new permanent CEO in a number of ways: robust HR support (see above), strong policies and an agreed new contract for all staff that references a new staff handbook. Refreshed governance and a transitional strategy will see the new CEO through a year of observation (2025-26) and then a year to develop their own plans (2026-27) so that by March 2027 they will be ready to launch their own plan.

The newly recruited trustees are in their induction process and will have a transformational impact on the charity once they are up to speed. Their range of experience is much needed – in running a small business, in income generation, provision of specialist medical services and raising profile. Ongoing communications work to build staff rapport and better understanding between staff and trustees will continue. The vital Saffron Forge client engagement group will develop further.

## **Statement of Responsibilities of the Trustees**

The trustees (who are also directors of Sheffield Women's Counselling and Therapy Service Limited for the purposes of company law) are responsible for preparing the trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Company law requires the trustees to prepare financial statements for each financial year, which give an accurate and fair view of the charitable company's state of affairs and the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities Statement of Recommended Practice
- make judgements and estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on a going concern basis unless it is

inappropriate to presume that the charity will continue in operation

The trustees are responsible for keeping proper accounting records that disclose the charitable company's financial position with reasonable accuracy at all times and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the charitable company's assets and, hence, for taking reasonable steps to prevent and detect fraud and other irregularities.

Additionally, the trustees are responsible for maintaining the integrity of the corporate and financial information on the charitable company's website.

Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions. The trustees have prepared this report in accordance with the provisions applicable to companies subject to the small companies regime of the Companies Act 2006.

The trustees' annual report has been approved by the trustees on 03/11/2025 and signed on their behalf by:

---

Gill Godden  
Chair of Trustees

Independent examiner's report to the members of  
Sheffield Women's Counselling and Therapy Service Limited (Saffron Sheffield)

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2025 which are set out on pages 20 to 40.

### **Responsibilities and basis of report**

As the charity 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 company'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**

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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 that in any material respect:

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.

Christy Lau FCCA CTA DChA  
Slade & Cooper Limited  
Beehive Mill, Jersey Street, Ancoats Manchester, M4 6JG  
Date 13/11/2025

Sheffield Women's Counselling and Therapy Service Limited

Statement of Financial Activities  
(including Income and Expenditure account)  
for the year ended 31 March 2025

	Note	Unrestricted funds £	Restricted funds £	Total funds 2025 £	Total funds 2024 £
<b>Income from:</b>					
Donations and legacies	3	6,032	-	6,032	15,131
Charitable activities	4	131,741	224,183	355,924	342,618
Other trading activities	5	300	-	300	4,612
Investments		3,095	-	3,095	1,151
<b>Total income</b>		<b>141,168</b>	<b>224,183</b>	<b>365,351</b>	<b>363,512</b>
<b>Expenditure on:</b>					
Raising funds	6	21,998	-	21,998	39,597
Charitable activities	7	103,730	218,106	321,836	299,270
<b>Total expenditure</b>		<b>125,728</b>	<b>218,106</b>	<b>343,834</b>	<b>338,867</b>
<b>Net income/(expenditure) for the year</b>	9	<b>15,440</b>	<b>6,077</b>	<b>21,517</b>	<b>24,645</b>
<b>Net movement in funds for the year</b>		<b>15,440</b>	<b>6,077</b>	<b>21,517</b>	<b>24,645</b>
<b>Reconciliation of funds</b>					
Total funds brought forward	21	293,950	42,342	336,292	311,647
<b>Total funds carried forward</b>	21	<b>309,390</b>	<b>48,419</b>	<b>357,809</b>	<b>336,292</b>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derives from continuing activities.

A full comparative Statement of Financial Activities is available on the last page of the financial statements.

Sheffield Women's Counselling and Therapy Service Limited  
Company number 02443288

Balance sheet as at 31 March 2025

	Note	£	2025	£	2024	£
<b>Fixed assets</b>						
Tangible assets	14		131,070		134,815	
<b>Total fixed assets</b>			<b>131,070</b>		<b>134,815</b>	
<b>Current assets</b>						
Debtors	15	47,800		36,266		
Cash at bank and in hand	16	207,145		185,058		
<b>Total current assets</b>		<b>254,945</b>		<b>221,324</b>		
<b>Liabilities</b>						
Creditors: amounts falling due in less than one year	17	(28,206)		(19,847)		
<b>Net current assets</b>			<b>226,739</b>		<b>201,477</b>	
<b>Total assets less current liabilities</b>			<b>357,809</b>		<b>336,292</b>	
<b>Net assets</b>			<b>357,809</b>		<b>336,292</b>	
<b>The funds of the charity:</b>						
Restricted income funds	19		48,419		42,342	
Unrestricted income funds	20		309,390		293,950	
<b>Total charity funds</b>			<b>357,809</b>		<b>336,292</b>	

For the year in question, the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' (trustees') responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006
- The directors (trustees) acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts

These accounts are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 23 to 40 form part of these accounts.

Approved by the trustees on 03/11/2025 and signed on their behalf by:

.....  
Judith Dodds, Treasurer

.....  
Gillian Godden, Chair

Sheffield Women's Counselling and Therapy Service Limited

Statement of Cash Flows  
for the year ending 31 March 2025

	Note	2025 £	2024 £
<b>Cash provided by/(used in) operating activities</b>	22	<b>18,992</b>	<b>(32,729)</b>
Increase/(decrease) in cash and cash equivalents in the year		22,087	(31,578)
Cash and cash equivalents at the beginning of the year		185,058	216,636
<b>Cash and cash equivalents at the end of the year</b>	16	<b>207,145</b>	<b>185,058</b>

# Sheffield Women's Counselling and Therapy Service Limited

## Notes to the accounts for the year ended 31 March 2025

### **1 Accounting policies**

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### **a Basis of preparation**

The financial statements have been prepared in accordance with 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), second edition - October 2019 (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Companies Act 2006 and UK Generally Accepted Accounting Practice.

Sheffield Women's Counselling and Therapy Service Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

#### **b Preparation of the accounts on a going concern basis**

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

#### **c Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

# Sheffield Women's Counselling and Therapy Service Limited

## Notes to the accounts for the year ended 31 March 2025 (continued)

### **d Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

### **e Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

### **f Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

### **g Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

### **h Operating leases**

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

### **i Tangible fixed assets**

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Land & buildings	50 years
Improvements to property	4 years
Fixtures & fittings	3 years
Equipment	4 years

**j Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**k Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**l Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**m Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**n Pensions**

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity's contribution is restricted to the contributions disclosed in note 10. There were £1,554 outstanding contributions at the year end.

The money purchase plan is managed by The Pensions Trust and the plan invests the contributions made by the employee and employer in an investment fund to build up over the term of the plan a pension fund which is then converted into a pension upon the employee's normal retirement year age when eligible for a state pension. The total expense ratio of the plan is 0.45% for the main fund, and total expense ratio is less than 0.52%, and this is deducted from the investment fund annually. The trust has no liability beyond making its contributions and paying across the deductions for the employee's contributions.

**2 Legal status of the charity**

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is disclosed on page 1.

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2025 (continued)

**3 Income from donations and legacies**

	Total 2025 £	<i>Total 2024</i> £
Donations		
Individual Giving, Gift aid and The Big Give campaign activity	4,543	<i>10,610</i>
The Cooperative Bank	1,000	-
The Big Give (matched donations)	489	<i>2,021</i>
Hasluck Charitable Trust	-	<i>2,000</i>
Gripple Foundation	-	<i>500</i>
	<hr/>	<hr/>
<b>Total</b>	<b>6,032</b>	<b><i>15,131</i></b>
	<hr/> <hr/>	<hr/> <hr/>

All donations and legacies income is unrestricted.

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2025 (continued)

**4 Income from charitable activities**

<b>Current reporting period</b>	Unrestricted £	Restricted £	Total 2025 £
NHS South Yorkshire ICB	85,941	-	85,941
The Leathersellers' Foundation	27,500	-	27,500
Sheffield Town Trust	-	2,000	2,000
J.G. Graves Charitable Trust	-	3,000	3,000
The Cutlers' Company Charitable Trust	1,000	-	1,000
Henry Smith Charity	-	65,000	65,000
South Yorkshire Mayoral Combined Authority / MoJ	-	23,382	23,382
James Neill Trust Fund	2,000	-	2,000
Zachary Merton & George Woofindin Convalescent Trust	-	500	500
Evan Cornish Foundation	-	10,000	10,000
Charles and Elsie Sykes Trust	2,000	-	2,000
The National Lottery Community Fund	-	63,852	63,852
South Yorkshire Mayoral Combined Authority	-	2,500	2,500
February Foundation	-	5,000	5,000
The Secretary of State for Health and Social Care	-	35,449	35,449
Sheffield Church Burgesses Trust	2,000	-	2,000
The James Tudor Foundation	-	7,000	7,000
Liz & Terry Bramall Foundation	5,000	-	5,000
Anton Jurgens Charitable Trust	4,000	-	4,000
The Talbot Trusts	-	3,000	3,000
The Duke of Devonshire's Charitable Trust	-	2,500	2,500
Sir Jules Thorn Charitable Trust	2,000	-	2,000
Tramlines Trust	-	1,000	1,000
The Mollie Croysdale Charitable Trust	300	-	300
<b>Total</b>	<b>131,741</b>	<b>224,183</b>	<b>355,924</b>

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2025 (continued)

**4 Income from charitable activities (cont.)**

<b>Previous reporting period</b>	<i>Unrestricted</i> £	<i>Restricted</i> £	<i>Total 2024</i> £
<i>NHS South Yorkshire ICB</i>	-	85,428	85,428
<i>The Leathersellers' Foundation</i>	25,000	-	25,000
<i>Sheffield Town Trust</i>	-	2,000	2,000
<i>J.G. Graves Charitable Trust</i>	-	3,000	3,000
<i>The Cutlers' Company Charitable Trust</i>	1,000	-	1,000
<i>Henry Smith Charity</i>	-	63,700	63,700
<i>South Yorkshire Mayoral Combined Authority / MoJ</i>	-	23,382	23,382
<i>James Neill Trust Fund</i>	2,000	-	2,000
<i>Zachary Merton &amp; George Woofindin Convalescent Trust</i>	-	500	500
<i>Evan Cornish Foundation</i>	-	10,000	10,000
<i>Charles and Elsie Sykes Trust</i>	2,000	-	2,000
<i>The National Lottery Community Fund</i>	-	64,230	64,230
<i>People's Postcode Lottery</i>	25,000	-	25,000
<i>Wesleyan Foundation</i>	-	10,000	10,000
<i>South Yorkshire Mayoral Combined Authority</i>	-	7,500	7,500
<i>February Foundation</i>	-	5,000	5,000
<i>Schroder Charity Trust</i>	4,000	-	4,000
<i>Souter Charitable Trust</i>	3,000	-	3,000
<i>The Secretary of State for Health and Social Care</i>	-	2,678	2,678
<i>Sheffield Church Burgesses Trust</i>	-	2,000	2,000
<i>The Big Give Digital Grant</i>	-	700	700
<i>Hyman Winstone</i>	500	-	500
<b>Total</b>	<u>62,500</u>	<u>280,118</u>	<u>342,618</u>

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2025 (continued)

**5 Income from other trading activities**

	2025 £	2024 £
Partnership work	300	-
Saffron merchandise sales	-	142
Training income	-	4,470
	<hr/>	<hr/>
	300	4,612
	<hr/> <hr/>	<hr/> <hr/>

All income from other trading activities is unrestricted.

**6 Cost of raising funds**

	2025 £	2024 £
Staff costs	12,392	32,559
Fundraising costs	9,606	7,038
	<hr/>	<hr/>
	21,998	39,597
	<hr/> <hr/>	<hr/> <hr/>

All expenditure on cost of raising funds is unrestricted.

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2025 (continued)

**7 Analysis of expenditure on charitable activities**

	Total 2025 £	Total 2024 £
Staff costs (see note 10)	244,238	230,026
Recruitment	8,681	250
Supervision	825	900
Associate therapists	28,536	28,277
Staff training	2,799	2,256
Staff travel & subsistence	161	204
Volunteer costs	-	65
User costs	378	42
Subscription & reference	1,561	1,367
Office supplies	568	521
Consultancy fees & expenses	8,338	7,269
Events & conferences	-	2,467
Awareness raising	1,668	1,767
Premises costs	9,774	10,946
Office costs	3,863	4,205
Equipment & repairs	574	1,644
Depreciation	3,745	3,745
Governance costs (see note 8)	6,127	3,319
	<hr/>	<hr/>
	321,836	299,270
	<hr/> <hr/>	<hr/> <hr/>
	2025 £	2024 £
Restricted expenditure	218,106	242,320
Unrestricted expenditure	103,730	56,950
	<hr/>	<hr/>
	321,836	299,270
	<hr/> <hr/>	<hr/> <hr/>

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2025 (continued)

**8 Analysis of governance and support costs**

	Basis of apportionment	Governance £	Total 2025 £
Trustees training and recruitment	Governance	2,400	2,400
Independent examination fees	Governance	528	528
Accountancy services	Governance	1,975	1,975
Legal and professional	Governance	1,224	1,224
		6,127	6,127
		6,127	6,127

<b>Previous reporting period</b>	Basis of apportionment	Governance £	Total 2024 £
<i>Trustees training and recruitment</i>	<i>Governance</i>	<i>442</i>	<i>442</i>
<i>Independent examination fees</i>	<i>Governance</i>	<i>504</i>	<i>504</i>
<i>Accountancy services</i>	<i>Governance</i>	<i>1,906</i>	<i>1,906</i>
<i>Legal and professional</i>	<i>Governance</i>	<i>467</i>	<i>467</i>
		3,319	3,319
		3,319	3,319

**9 Net income/(expenditure) for the year**

This is stated after charging/(crediting):	2025 £	2024 £
Depreciation	3,745	3,745
Independent examiner's fees (net of VAT)		
Accountancy fees	1,365	1,342
Independent examination	440	420
QuickBooks Online subscription	282	246
	3,745	3,745
	3,745	3,745

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2025 (continued)

**10 Staff costs**

Staff costs during the year were as follows:

	2025 £	2024 £
Wages and salaries	219,332	230,717
Social security costs	6,609	13,411
Pension costs	17,189	18,457
Temporary Staff Costs	13,500	-
	<hr/>	<hr/>
	256,630	262,585
	<hr/> <hr/>	<hr/> <hr/>
<b>Allocated as follows:</b>		
Cost of raising funds	12,392	32,559
Charitable activities	244,238	230,026
	<hr/>	<hr/>
	256,630	262,585
	<hr/> <hr/>	<hr/> <hr/>

No employee has employee benefits in excess of £60,000 (2024: Nil).

The average number of staff employed during the period was 11 (2024: 11).

The key management personnel of the charity comprise the trustees and Chief Executive Officer. The total employee benefits of the key management personnel of the charity were £41,618 (2024: £48,600). The total this year comprises pay to former CEO for period Apr - Oct 2024 and Interim CEO for period Dec - Mar 2025.

**11 Trustee remuneration and expenses, and related party transactions**

Neither the trustees nor any persons connected with them received any remuneration or reimbursed expenses during the year (2024: Nil).

Aggregate donations from related parties were £140 (2024: £622).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

A declaration of interest was made in 2022/23 which relates to the supplier Custodia Continuity who were contracted to provide data security consultancy and support (to the value of £5,436 in the year ended 31 March 2025 (2024: £4,644) which is shown under Consultancy fees in Note 7, Expenditure breakdown). Fees this year included support to achieve Cyber Essential accreditation in 2025. One of the Directors of Custodia Continuity is the partner of a key staff member (Finance Manager) and therefore, in the interests of transparency, the Trustees consider it appropriate to disclose this as a related party transaction. The decision to engage Custodia Continuity was reviewed by the Chair of Trustees at the time prior to the contract being issued.

No other person related to the charity or Trustees had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2024: Nil).

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2025 (continued)

**12 Government grants**

The government grants recognised in the accounts were as follows:

	2025 £	2024 £
NHS South Yorkshire ICB	85,941	85,428
South Yorkshire Mayoral Combined Authority / MoJ	23,382	23,382
South Yorkshire Mayoral Combined Authority	2,500	7,500
The Secretary of State for Health & Social Care / Suicide Prevention Grant Fund	35,449	2,678
	<u>147,272</u>	<u>118,988</u>

The unfulfilled conditions and contingencies attaching to the grants were to complete restricted projects (see note 19).

**13 Corporation tax**

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

**14 Fixed assets: tangible assets**

	Property & improvements £	Fixtures & fittings £	Equipment £	Total £
<b>Cost</b>				
At 1 April 2024	187,250	3,607	2,283	193,140
Additions	-	-	-	-
Disposals	-	-	-	-
	<u>187,250</u>	<u>3,607</u>	<u>2,283</u>	<u>193,140</u>
At 31 March 2025	<u>187,250</u>	<u>3,607</u>	<u>2,283</u>	<u>193,140</u>
<b>Depreciation</b>				
At 1 April 2024	52,435	3,607	2,283	58,325
Charge for the year	3,745	-	-	3,745
Disposals	-	-	-	-
	<u>56,180</u>	<u>3,607</u>	<u>2,283</u>	<u>62,070</u>
At 31 March 2025	<u>56,180</u>	<u>3,607</u>	<u>2,283</u>	<u>62,070</u>
<b>Net book value</b>				
At 31 March 2025	<u>131,070</u>	<u>-</u>	<u>-</u>	<u>131,070</u>
At 31 March 2024	<u>134,815</u>	<u>-</u>	<u>-</u>	<u>134,815</u>

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2025 (continued)

**15 Debtors**

	2025 £	2024 £
Grants receivable	42,568	34,793
Prepayments and accrued income	5,232	1,473
	<hr/> 47,800	<hr/> 36,266
	<hr/> <hr/>	<hr/> <hr/>

**16 Cash at bank and in hand**

	2025 £	2024 £
Cash at bank and in hand	207,145	185,058
	<hr/> 207,145	<hr/> 185,058
	<hr/> <hr/>	<hr/> <hr/>

**17 Creditors: amounts falling due within one year**

	2025 £	2024 £
Other creditors and accruals	20,706	9,347
Deferred income	7,500	10,500
	<hr/> 28,206	<hr/> 19,847
	<hr/> <hr/>	<hr/> <hr/>

**18 Deferred income**

	2025 £	2024 £
Deferred grant brought forward	10,500	46,700
Grant received	7,500	10,500
Released to income from charitable activities	(10,500)	(46,700)
	<hr/> 7,500	<hr/> 10,500
Deferred grant carried forward	<hr/> <hr/> 7,500	<hr/> <hr/> 10,500

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2025 (continued)

**19 Analysis of movements in restricted funds**

<b>Current reporting period</b>	Balance at 1 April 2024 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2025 £
Sheffield Town Trust	-	2,000	(2,000)	-	-
J.G. Graves Charitable Trust	-	3,000	(3,000)	-	-
Henry Smith Charity	10,227	65,000	(67,584)	-	7,643
South Yorkshire Mayoral Combined Authority / MoJ	-	23,382	(23,382)	-	-
Zachary Merton & George Woofindin Convalescent Trust	-	500	(500)	-	-
Evan Cornish Foundation	-	10,000	(10,000)	-	-
The National Lottery Community Fund	32,115	63,852	(55,191)	-	40,776
South Yorkshire Mayoral Combined February Foundation	-	2,500	(2,500)	-	-
The Secretary of State for Health and Social Care	-	5,000	(5,000)	-	-
The James Tudor Foundation	-	35,449	(35,449)	-	-
The Talbot Trusts	-	7,000	(7,000)	-	-
The Duke of Devonshire's Charitable Trust	-	3,000	(3,000)	-	-
Tramlines Trust	-	2,500	(2,500)	-	-
	-	1,000	(1,000)	-	-
<b>Total</b>	<b>42,342</b>	<b>224,183</b>	<b>(218,106)</b>	<b>-</b>	<b>48,419</b>

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2025 (continued)

**19 Analysis of movements in restricted funds (cont.)**

<b>Previous reporting period</b>	<b>Balance at 1 April 2023</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Balance at 31 March 2024</b>
	£	£	£	£	£
NHS South Yorkshire ICB	4,544	85,428	(89,972)	-	-
Sheffield Town Trust	-	2,000	(2,000)	-	-
J.G. Graves Charitable Trust	-	3,000	(3,000)	-	-
Henry Smith Charity	-	63,700	(53,473)	-	10,227
South Yorkshire Mayoral Combined Authority / MoJ	-	23,382	(23,382)	-	-
Zachary Merton & George Woofindin Convalescent Trust	-	500	(500)	-	-
Evan Cornish Foundation	-	10,000	(10,000)	-	-
The National Lottery Community Fund	-	64,230	(32,115)	-	32,115
Wesleyan Foundation	-	10,000	(10,000)	-	-
South Yorkshire Mayoral Combined Authority	-	7,500	(7,500)	-	-
February Foundation	-	5,000	(5,000)	-	-
The Secretary of State for Health and Social Care	-	2,678	(2,678)	-	-
Sheffield Church Burgesses Trust	-	2,000	(2,000)	-	-
The Big Give Digital Grant	-	700	(700)	-	-
<b>Total</b>	<b>4,544</b>	<b>280,118</b>	<b>(242,320)</b>	<b>-</b>	<b>42,342</b>

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2025 (continued)

**19 Analysis of movements in restricted funds (cont.)**

<b>Name of fund</b>	<b>Description, nature and purposes of the fund</b>
Sheffield Town Trust	Towards the operating costs of the organisation, enabling the provision of therapy and counselling sessions for women who have experienced abuse and trauma.
The JG Graves Charitable Trust	Towards the cost of specialist therapy provision for women, supporting women to recover and rebuild their lives after abuse and trauma.
The Henry Smith Charity - Improving Lives Grant	The second of three years' funding towards the running costs of the charity and, in particular, to maintain the post of Head of Clinical Service and to contribute to Senior Therapist posts.
South Yorkshire Mayoral Combined Authority - Victim Services Grant/Ministry of Justice	DA/SV Victim Services funding towards the cost of therapy provision for women who have experienced abuse and trauma. The funding has contributed to the cost of three part-time Therapist posts over the past three years of the grant agreement.
The Zachary Merton & George Woofindin Convalescent Trust	Towards the operating costs of the organisation, enabling the provision of therapy and counselling sessions for women who have experienced abuse and trauma.
Evan Cornish Foundation	The second of a two year grant towards the cost of specialist therapy provision for women, supporting women to recover and rebuild their lives after abuse and trauma.
The National Lottery Community Fund	The second of three years' funding towards the cost of therapy provision for women who have experienced abuse and trauma. The fund also contributes to Client Engagement activities.
The February Foundation	Towards the operating costs of the organisation, enabling the provision of therapy and counselling sessions for women who have experienced abuse and trauma.
The Secretary of State for Health and Social Care - Suicide Prevention Grant Fund	Funded by UK Government. Towards the cost of delivering long term trauma therapy for vulnerable women in Sheffield. The funding supported four specific staff posts over the period.
The James Tudor Foundation	Funding to support the provision of specialist therapy for women in Sheffield impacted by abuse and trauma.
The Talbot Trusts	Towards the cost of providing free, specialised trauma therapy to women in Sheffield impacted by abuse and trauma.
The Duke of Devonshire's Charitable Trust	Towards the cost of providing free, specialised trauma therapy to women in Sheffield impacted by abuse and trauma.
Tramlines Trust	Towards the cost of Wellbeing provision in the year.

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2025 (continued)

**20 Analysis of movement in unrestricted funds**

<b>Current reporting period</b>	Balance at 1 April 2024 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2025 £
General fund	250,815	113,668	(107,413)	(3,000)	254,070
Building fund	14,000	-	-	(7,000)	7,000
Organisational Development Fund	-	-	-	10,000	10,000
Business continuity fund	29,135	27,500	(18,315)	-	38,320
	<u>293,950</u>	<u>141,168</u>	<u>(125,728)</u>	<u>-</u>	<u>309,390</u>

<b>Previous reporting period</b>	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2024 £
General fund	246,560	58,394	(40,139)	(14,000)	250,815
Building fund	-	-	-	14,000	14,000
Business continuity fund	60,543	25,000	(56,408)	-	29,135
	<u>307,103</u>	<u>83,394</u>	<u>(96,547)</u>	<u>-</u>	<u>293,950</u>

**Name of unrestricted fund**

**Description, nature and purposes of the fund**

General fund	The General Fund figure after allowing for all designated funds. This figure comprises Saffron Sheffield's free reserves of £123,000 and the value of its fixed asset (property at 289 Abbeydale Road) £131,070.
Building fund	Building fund for maintenance and improvements to premises on Abbeydale Road.
Organisational Development Fund	Designated fund for planned organisational development work (including Trustee and permanent CEO recruitment Apr - Aug 2025).
Business continuity fund	Our Business Continuity fund consists of Unrestricted funding received prior to year end but which is to be used for service delivery and core running costs in the new financial period. This includes a further £27,500 received from The Leathersellers' Foundation which has been designated to fund operating costs in the 2025-26 financial year.

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2025 (continued)

**21 Analysis of net assets between funds**

<b>Current reporting period</b>	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	131,070	-	-	131,070
Net current assets/(liabilities)	123,000	55,320	48,419	226,739
<b>Total</b>	<b>254,070</b>	<b>55,320</b>	<b>48,419</b>	<b>357,809</b>
<b>Previous reporting period</b>	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	134,815	-	-	134,815
Net current assets/(liabilities)	116,000	43,135	42,342	201,477
<b>Total</b>	<b>250,815</b>	<b>43,135</b>	<b>42,342</b>	<b>336,292</b>

**22 Reconciliation of net movement in funds to net cash flow from operating activities**

	2025 £	2024 £
<b>Net income/(expenditure) for the year</b>	21,517	24,645
<b>Adjustments for:</b>		
Depreciation charge	3,745	3,745
Decrease/(increase) in debtors	(11,534)	(26,772)
Increase/(decrease) in creditors	8,359	(33,196)
<b>Net cash provided by/(used in) operating activities</b>	<b>18,992</b>	<b>(32,729)</b>

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2025 (continued)

**23 Prior year Statement of Financial Activities (including Income and Expenditure account)**

	Note	Unrestricted funds £	Restricted funds £	Total funds 2024 £	Total funds 2023 £
<b>Income from:</b>					
Donations and legacies	3	15,131	-	15,131	11,430
Charitable activities	4	62,500	280,118	342,618	281,369
Other trading activities	5	4,612	-	4,612	-
Investments		1,151	-	1,151	-
<b>Total income</b>		<b>83,394</b>	<b>280,118</b>	<b>363,512</b>	<b>292,799</b>
<b>Expenditure on:</b>					
Raising funds	6	39,597	-	39,597	31,941
Charitable activities	7	56,950	242,320	299,270	266,126
<b>Total expenditure</b>		<b>96,547</b>	<b>242,320</b>	<b>338,867</b>	<b>298,067</b>
<b>Net income/(expenditure) for the year</b>	9	<b>(13,153)</b>	<b>37,798</b>	<b>24,645</b>	<b>(5,268)</b>
<b>Net movement in funds for the year</b>		<b>(13,153)</b>	<b>37,798</b>	<b>24,645</b>	<b>(5,268)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward	21	307,103	4,544	311,647	316,915
<b>Total funds carried forward</b>	21	<b>293,950</b>	<b>42,342</b>	<b>336,292</b>	<b>311,647</b>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derives from continuing activities.