

Company Register No: 02988800

Registered Charity Number 1042995

WELLSPRING COUNSELLING LIMITED
(A company limited by guarantee)

REPORT AND FINANCIAL STATEMENTS

1 January 2023 to 31 December 2023

WELLSPRING COUNSELLING LIMITED
(A company limited by guarantee)

CONTENTS	Page
Officers and Professional Advisers	3
Trustees' Report	4-7
Independent Examiner's Report	8
Statement of Financial Activities and Income And Expenditure Account	9
Balance Sheet	10
Notes to the Accounts	11-14
Young People Project – Income/Expenditure Statement	15

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REPORT AND FINANCIAL STATEMENTS 2023

OFFICERS AND PROFESSIONAL ADVISERS

**MEMBERS OF THE MANAGEMENT
COMMITTEE**

M. Backhouse (Chairperson)
D Mallett
I Hobbs
R Swift (also Secretary)
A Tiesema-Sansom
R. Dunn
S. Jenner
R. Dugdale
J. McGill

REGISTERED OFFICE

Chapel Precinct
74 Silver Street
Nailsea
Bristol
BS48 2DS

SOLICITORS

StarLegal (Murray Roach)
59 High Street
Nailsea
Bristol
BS48 1AW

BANKERS

HSBC plc

INDEPENDENT EXAMINER

Stewart Wright
27, The Uplands
Nailsea
BS48 4RS

WELLSPRING COUNSELLING LIMITED
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TRUSTEES' ANNUAL REPORT

The Trustees present their annual report and financial statements for the year to 31 December 2023. The Trustees confirm that these accounts conform to current statutory requirements and the company's governing documents.

Advantage has been taken in the preparation of this report of certain exemptions applicable to small companies.

LEGAL STATUS

Wellspring Counselling Limited was incorporated on 10 November 1994 as a company limited by guarantee (Company Register 02988800) and continues the activities of an informal body working under the name of Wellspring Counselling. Wellspring Counselling Limited ('Wellspring') is registered as a charity (Registration No 1042995). As a limited company, the governing documents are the Memorandum and Articles of Association. The maximum liability of each member is limited to £1. As at 31 December 2023 there were 9 members.

The Directors, all of whom are treated in law as Trustees, who served during the year, were:

M. Backhouse (Chairperson)
D. Mallett
I. Hobbs
R. Swift (also Secretary)
A. Tiesema-Samsom
R. Dunn
S. Jenner
R. Dugdale
J. McGill

All of the Directors were members during their period of office.

Details of the company's Registered Office, its bankers and solicitors can be found on page 3 of these statements.

WELLSPRING COUNSELLING LIMITED
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TRUSTEES' ANNUAL REPORT (Continued)

OBJECTIVES

The principal activity of the company is the provision of community based counselling to those in need within the local area. These objectives are realised through the largely voluntary effort of around 40 people, involved in all aspects of the company's work together with a small team of employees, all of whom are part-time.

ORGANISATION

Whilst the Trustees have discretion to pursue the company's objects in a manner they see fit, subject to the constraints of the Memorandum and Articles of Association, they continue to be mindful of the role and wishes of a Council of Reference, which oversaw the inception of Wellspring, and provided the original impetus for its formation. The Council of Reference met twice a year and was constituted from local clergy and a local GP practice. The role of the Council of Reference was reviewed and it was decided to hold the last meeting at the end of 1997.

Trustees/Directors are appointed at general meetings by a simple majority of the members.

The Management Committee is responsible for determining policy and has ultimate authority. The Director is responsible for implementation of the policy within resource constraints and oversees the day to day running of the service supervising a part-time Senior Administrator, part-time Receptionists/Administration Assistants and a team of voluntary and part-time paid Counsellors.

REVIEW

During the year the company has continued to provide counselling, on the basis of need, to the local community. At the end of the year Wellspring utilised the services of 30 counsellors (2022 – 23) 16 of whom were unpaid for their counselling services. The number of adults' fee-generating counselling sessions undertaken in 2023 was 1,858 (2022 – 1,207). The number of free Young People counselling sessions undertaken in 2023 was 1,038 (2022 - 759).

The young people counselling service was established in 2004. Details of the income and expenditure can be found on page 15 of these accounts.

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TRUSTEES' ANNUAL REPORT (Continued)

REVIEW (Continued)

The Company has continued development of its counsellors by providing external Clinical Supervision, regular team meetings and in house training.

FINANCIAL REVIEW

The Income and Expenditure Account is set out on page 9.

During 2023 the charity received support from the local churches that collectively contributed 1.3% (2022 – 2.8%) of the charity's Unrestricted Funds receipts for the year. Subsidised accommodation for counselling sessions is provided by the Methodist Church, who charge Wellspring a discounted rate for rental of rooms and by one of the Medical Practices in Nailsea – who provide their accommodation rent free.

Wellspring received financial support from 4 local Town Councils (Clevedon, Weston-super-Mare, Nailsea and Portishead), and from 4 local Parish Councils. Details of Restricted Grants and Donations can be found on page 15.

Donations received through introductions from a Fundraiser totalled £87,450 (net) in the year (2022- £48,819). We continue to be supported by the Nani Huyu Charitable Trust and we received £18,000 in recognition of their appreciation of the work undertaken by Wellspring. The remainder of the incoming resources is derived from direct applications for grants, fund-raising events, and one-off donations from small organisations and individuals. During 2009 'The Friends of Wellspring' was launched in an endeavour to increase the awareness in the local community of the work of Wellspring and donations from this source were £3,065 (2022 - £3,495).

The major expenses of the company relate to employment of the part-time Director, part-time Senior Administrator, part-time Receptionist/Admin Assistants and part-time Counsellors. The majority of the remainder of the costs are for room rental, counsellor supervision and training, and administration expenses.

The Trustees confirm there are no anticipated delays or shortfalls in realising the funds of the charity in cash.

WELLSPRING COUNSELLING LIMITED
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TRUSTEES' ANNUAL REPORT (Continued)

FUTURE DEVELOPMENTS

The Trustees are aware of the ever-growing need for counselling and wish to increase the number of counselling sessions provided and the range of services available where resource constraints, both financial and personnel, allow. The introduction of courses will enable a wider group of people receiving specific support e.g. mental wellbeing for sports clubs, carers.

The Trustees continue to be aware of the growing professionalism of counselling. All of Wellspring's counsellors work to the Code of Ethics of the British Association for Counselling and Psychotherapy (BACP). At the year-end twelve of the counsellors are part-time volunteers/trainees.

Wellspring is developing a model with counselling being delivered by qualified counsellors who are volunteers, paid counsellors receive a small amount of money per client, and trainees. These are supported by the Director, Safeguarding lead and trainees lead.

Approved by the Trustees
And signed on their behalf.

M. Backhouse
Trustee
22nd July 2024

Wellspring Counselling Limited

Company Register No: 02988800

Registered Charity number: 1042995

Independent examiner's report to the trustees of Wellspring Counselling Limited

I report to the trustees on my examination of the accounts of Wellspring Counselling Limited for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity trustees of Wellspring Counselling Limited you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of Wellspring Counselling Limited's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 Wellspring Counselling Limited as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Signed:

Name: Stewart Wright

Retired Fellow of the Institute of Chartered Accountants in England & Wales

Address: 27 The Uplands, Nailsea BS48 4RS

Date:

WELLSPRING COUNSELLING LIMITED
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**STATEMENT OF FINANCIAL ACTIVITIES AND
INCOME AND EXPENDITURE ACCOUNT**
For the year to 31 December 2023

	Note	2023			2022
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Incoming resources					
Fundraising		98,100	-	98,100	59,100
Donations and legacies	2	13,713	30,699	44,412	37,961
The National Lottery Grant	9	-	50,400	50,400	37,900
Other grants	3	47,600	-	47,600	39,349
Courses and session fees	4	46,115	10,207	56,322	23,933
Other income	5	3,635	-	3,635	178
Total incoming resources		209,163	91,306	300,469	198,421
Resources expended					
Direct charitable activities	8	109,565	90,327	199,892	146,601
Fundraising and publicity	6	10,716	-	10,716	10,347
Governance	6	150	-	150	150
Total resources expended	6	120,431	90,327	210,758	157,098
Net incoming resources		88,732	979	89,711	41,323
Resources for the year					
Fund balances brought forward		126,685	38,702	165,387	124,064
Fund balances carried forward					
At 31 December 2023		215,417	39,681	255,098	165,387

WELLSPRING COUNSELLING LIMITED
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BALANCE SHEET AS AT 31 DECEMBER 2023

	Note	2023 Unrestricted £	Restricted £	Total £	2022 Total £
CURRENT ASSETS					
Cash at bank		238,626	39,681	278,307	165,659
CURRENT LIABILITIES					
Grants received in advance	9	(23,209)	-	(23,209)	(272)
NET ASSETS		215,417	39,681	255,098	165,387
FUNDS	7,8	215,417	39,681	255,098	165,387

The Trustees acknowledge their responsibility for:

- i) Ensuring the company keeps accounting records which comply with section 386 of the Act; and
- ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its profit or loss for the financial year, in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to accounts, so far as is applicable to the company.

The accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies regime.

The accounts have been independently examined by a suitably qualified person whose opinion is included on page 8.

The Financial Statements on pages 9 to 15 were approved by the Board of Trustees on 22 July 2024 and signed on their behalf by

M Backhouse
Trustee
22 July 2024

WELLSPRING COUNSELLING LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2023

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with applicable accounting standards. The particular policies adopted are described below.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable to the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Income and expenses have been recognised in the accounts where their realisation is considered certain.

Pension scheme:

The company provides a work-based pension scheme for its employees with NEST, a Government-approved scheme overseen by the Department of Work and Pensions. Employer's contributions are 3% of qualifying salary and employee's 5%. The scheme is offered to all employees who have the choice to join or not.

In the year to 31 December 2023, contributions paid by the employer totalled £2,193 (2022 £1,298) on behalf of 6 employees (2022 - 3).

WELLSPRING COUNSELLING LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2023 (continued)

FUNDRAISING: UNRESTRICTED

Wellspring uses a professional fundraiser to generate funds for the work of the charity. The fundraiser is paid a fee for these services, which is stated in note 6.

2. DONATIONS & LEGACIES: UNRESTRICTED

	2023	2022
	£	£
Churches	2,689	4,086
Local Authorities	1,140	7,050
Friends of Wellspring	3,065	3,495
Miscellaneous	6,819	7,500
	<u>13,713</u>	<u>22,131</u>

3. OTHER GRANTS: UNRESTRICTED

	2023	2022
	£	£
Nani Huyu	9,000	7,500
Other grants	38,600	31,849
	<u>47,600</u>	<u>39,349</u>

4. COURSES AND SESSION FEES: UNRESTRICTED

	2023	2022
	£	£
Course fees	7,459	-
Intake fees	2,450	850
Session Fees	36,206	23,083
	<u>46,115</u>	<u>23,933</u>

WELLSPRING COUNSELLING LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2023 (continued)

5. OTHER INCOMING RESOURCES

	2023	2022
	£	£
Bank Interest	<u>3,635</u>	<u>178</u>

6. DIRECT CHARITABLE ACTIVITIES AND EMPLOYEE INFORMATION

	Year to 31 December 2023	Year to 31 December 2022
	£	£
Staff Costs	131,941	96,116
Y P Project	25,327	19,474
Supervision/Training	7,136	9,911
Courses	2,812	0
Room Rental	19,577	8,780
Ins, L & P, I.T.	8,990	8,113
Office, Petty Cash	4,109	4,207
Fundraising	10,716	10,347
Governance	<u>150</u>	<u>150</u>
	<u>210,758</u>	<u>157,098</u>

Due to the size of the company and the disparate nature of the work performed by its employees and volunteers, the Trustees do not believe that a meaningful distinction can be made between Costs of Activities in Furtherance of the Charity's Objects and Support Costs as recommended by the SORP.

Included in 'Ins, L & P, I.T.' above is a charge of £314 (2022 £314) for professional liability insurance against any loss arising from neglects or defaults of its counsellors, employees and its Management Committee.

Included in 'Salaries' above are payments for services to thirteen employees of the company (2022 -12). None are members of the Management Committee and therefore have no power to direct the organisation.

No payments to Trustees or Company Directors were made by way of reimbursement of expenses during the year.

The average number of employees during the period was thirteen part-time (2022 – 12 part-time).

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NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2023 (continued)

7. RECONCILIATION AND ANALYSIS OF MOVEMENT OF FUNDS

	2023	2022
	£	£
Income	<u>300,469</u>	198,421
Funds available for use	300,469	198,421
Expenditure	<u>210,758</u>	157,098
Surplus, income over expend.	89,711	41,323
Fund bals b/fwd 1 January	<u>165,387</u>	124,064
Fund bals c/fwd 31 December	<u>255,098</u>	165,387

8. RESTRICTED FUNDS

Total income of £91,306 was received in the year, £65,911 allocated specifically to the Young People Project, £15,188 to location based counselling, £9,806 to counsellor training and £401 for the provision of courses; £90,327 was expended on these projects.

£39,681 is retained within the company's bank accounts earmarked as restricted funds, for expenditure on the Restricted Funds Projects.

A separate Income and Expenditure Statement in respect of the these Projects accompanies these figures on page 15.

9. THE NATIONAL LOTTERY GRANT

A total of £50,400 (2022 £37,900) was received in the year to cover the salaries, on-costs and support costs for counselling support in respect of Young People. The original Grant, covering the 3 year period 1st July 2019 to 30th June 2022 totalling £289,192 was awarded by The National Lottery to be paid in six monthly stages over the period of the Grant. However the Year 3 tranche of the grant (£100,672) has been deferred by 1 year, and now covers a two year period (payable 6 monthly) commencing 1st July 2022 specifically for counselling support in respect of Young People.

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**YOUNG PEOPLE & OTHER RESTRICTED FUNDS PROJECTS –
INCOME/EXPENDITURE STATEMENT**
For the year ended 31 December 2023

	2023	2022
	£	£
Opening balance	38,702	38,446
Income – Grants:		
The National Lottery	50,400	37,900
Location Based	15,188	0
Nani Huyu	9,000	7,500
Young People	6,511	0
Counsellor Training	9,806	0
Courses	401	0
Nailsea Town Council	0	4,000
Albert Hunt Trust	0	4,000
Young Somerset	<u>0</u>	<u>330</u>
	<u>91,306</u>	<u>53,730</u>
Expenditure		
Salaries, NI, Pensions	33,865	23,971
Supervision & Expenses	3,462	3,503
Office Costs	8,000	6,000
Management/Admin/Rooms	<u>45,000</u>	<u>20,000</u>
	<u>90,327</u>	<u>53,474</u>
Net incoming / (outgoing)	979	256
Closing Balance	<u>39,681</u>	<u>38,702</u>