

Trustees' Report and Financial Statements
For the year ended 31 March 2022

Waterloo Community Counselling

Waterloo Community Counselling
(A Company Limited by Guarantee)
Company No: 03034938
Charity No:1045444

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REFERENCE AND ADMINISTRATIVE DETAILS

Charity name: Waterloo Community Counselling
Registered charity number: 1045444
Company registration number: 03034938
Registered office: Barley Mow Clinic
Frazier Street
London SE1 7BD

Trustees

The trustees who have served during the year and to the date of this report:

Lynne Brown	Chair during the year
Noel Baxter	
Dragana Jakovljevic	resigned 7 September 2021
Paul Benjamin Houghton	
Kate Barnes	appointed 19 May 2021
Hazel Flynn	appointed 19 May 2021, Chair from September 2022
Maria Griffiths	appointed 19 May 2021
Nadine Smith	appointed 19 May 2021
Chris Wong	appointed 19 May 2021

Bankers

CAF Bank
Kings Hill
West Malling
Kent ME19 4JQ

Independent Examiner

L. C. Seal FCCA FAIA
Seal & Associates Limited
4 Further Field
Staplehurst, Tonbridge
Kent TN12 0SX

Declarations

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The trustees declare that they have approved the trustees' report above on11/10/2022.....

Signed on behalf of the charity's trustees:
Hazel Flynn, Chair

Trustees' Annual Report

For the year ended 31 March 2022

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their annual report with the financial statements of the charity for the year ended 31 March 2022. The Trustees confirm that the financial statements comply with the Companies Act 2006, the Charities Act 2011, the Memorandum and Articles of Association of Waterloo Community Counselling, and 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) issued in October 2019.

Structure, Governance and Management

Status and governing document

Waterloo Community Counselling is both a charity and constituted as a limited company by guarantee. The governing document is a Memorandum and Articles of Association dated 20 March 1995.

Directors and trustees

According to the Articles of Association, trustees are elected annually at an Annual General Meeting of members of the charity. The training and induction of trustees will depend on their existing experience. Under the Articles of Association, one third of the trustees retire by rotation at each Annual General Meeting. The trustees may co-opt any person duly qualified to be appointed as trustee and that person will hold office until the next Annual General Meeting. Once appointed, trustees will be supported by the Board of Trustees in any area of induction or training needed.

The trustees meet bi-monthly to ensure the operation of the charity delivers its public benefit and complies with the objects, Memorandum and Articles, and policies of Waterloo Community Counselling and relevant legislation. The day-to-day operations within the policies, forward plan and budgets are delegated to the Head of Operations and Development (HoOD) and the Clinical Services Manager. In 2021 the trustees established four sub-committees (Finance, Operations, Clinical, and Fundraising) to focus on specific areas of work and make recommendations to the board. The sub-committee structure will be reviewed in 2022/23 following the creation of the HoOD role.

Special Resolution to allow online meetings

At the charity's AGM on 6 December 2021, a Special Resolution was passed amending the Articles of Association to allow general meetings to be held in person, remotely online, or on a hybrid basis (with some people meeting face-to-face and others joining virtually).

OBJECTIVES AND ACTIVITIES

Charitable Objectives

Waterloo Community Counselling's charitable purpose is to relieve the mental distress of persons in need in Greater London by providing counselling, information and advice.

Our work this year was guided by the following organisational aims and objectives:

Aims:

- To reduce the mental distress of people in need, focusing on the most disadvantaged
- To create a greater understanding of mental health and talking therapies locally and reduce the stigma of mental illness

Objectives:

- To ensure Waterloo Community Counselling's services are accessible to and meet the needs of disadvantaged people locally through a range of measures including:
 - Services which provide maximum benefit for users by being tailored to differences in languages, culture, age and gender
 - Ensuring counsellors have a range of ethnic backgrounds
 - Promoting the service to disadvantaged communities
 - Ensuring counselling is offered to all clients regardless of their income
 - Consulting users and relevant communities on the development of services
 - Ensuring our services encourage self-determination, peer-support and empowerment
- To promote a greater understanding of counselling and mental health and overcome stigma through:
 - Partnership work with local organisations
 - Provision of in-house training in counselling and related subjects
- To ensure our services are provided to the highest professional standards in order to promote the best interests of our clients by:
 - Employing qualified counsellors with accredited training i.e. BACP (British Association for Counselling and Psychotherapy) UKCP (United Kingdom Council of Psychotherapists) or BPC (British Psychoanalytic Council)
 - Ensuring all trainee counsellors are working towards an accredited qualification i.e. BACP, UKCP, BCP
 - Adhering to the BACP Ethical Framework for the Counselling Professions
 - Supplying regular clinical supervision for all counsellors and trainee counsellors in line with best practice

Charitable Activities that benefit the public

The charity has considered the Charity Commission's general guidance on public benefit in setting its objectives and planning its activities. Waterloo Community Counselling (WCC) delivers life-changing support to individuals across London through our therapeutic services:

Low-Cost Counselling Service: a professional counselling service for people who otherwise might not be able to access talking therapy because of the cost of private counselling/psychotherapy or the very limited availability within the NHS. We provide longer-term psychodynamic talking therapy from a low fee/sliding scale basis according to our client's income and financial circumstances. We reach adults from diverse backgrounds who are struggling with anxiety, depression, panic attacks and other symptoms (chronic pain or illness), many of whom have experienced loss, abuse and trauma. Currently our fees range from £15 - £85 a session based on the individual's income, with clients offered a minimum of 18 weeks up to a maximum of 2 years.

"Multi-Ethnic Counselling Service" (MECS): This unique service provides free mother-tongue counselling to migrants, refugees and asylum seekers in over 30 different languages and dialects. Many of our referrals have survived exile, torture, human trafficking and modern slavery. It addresses the needs of people fleeing political and economic turmoil to establish new lives yet bringing with them the trauma and psychological distress of migration and persecution. It is also one of very few services open to victims of human trafficking and modern slavery, many of whom have no recourse to public funds. When clients are facing practical issues that are negatively impacting their well-being, we signpost or refer them to our network of pan-London services such as English classes, housing/immigration advice, foodbanks, or community organisations where they can be in contact with others from their home country. To meet the complex needs of refugees and asylum seekers, we have also developed psychosocial group support.

Achievements and Performance in 2021/22

Despite financial constraints, organisational changes, and the continuing impact of Covid-19, WCC provided over 7,000 hours of high quality, individual counselling to 546 people this year through our two services.

184 people accessed our long-term low-cost counselling service, and a record 362 people accessed counselling in 31 languages through MECS. Our services were delivered by 106 counsellors (including 74 trainees on placement at WCC), supported by 14 supervisors in weekly or fortnightly groups.

We successfully re-tendered for South London and Maudsley (SLaM) NHS IAPT Service to provide language counselling for Lambeth Talking Therapies and Talking Therapies Southwark for the next 5 years.

In January 2021 we secured a new NHS contract with Lambeth Talking Therapies to deliver a pilot providing longer-term (eighteen sessions) psychodynamic psychotherapy for secondary care patients with complex needs, who might not be deemed eligible for long-term psychotherapy or else wait up to three years within the NHS. Our success in delivering this pilot project this year and achieving positive outcomes for these clients has led to it being recommissioned for the coming year with a 50% increase, from 24 to 36 clients.

Five new trustees were appointed in May 2021, with backgrounds in charity management, social impact consultancy, civil service, finance, business and operational management.

Following this, in November we completed the restructure of our senior management with the appointment of our new Head of Operations and Development (HoOD). Miriam Philip has 18 years' experience in the charity sector, with a background in outreach support work with refugees and asylum seekers, disadvantaged families, and marginalised women, and extensive senior management experience including strategic planning, fundraising, service delivery, and measuring impact.

Following the departure of Chris Robinson as Director, the clinical and operational leadership of WCC is now divided into two roles. This allowed us to harness the clinical expertise within the organisation. Under the leadership of our Clinical Services Manager Priya Commander, who has over thirty years' experience as a psychodynamic psychotherapist and clinical supervisor as well as over fifteen years' experience in clinical management roles, WCC has created a more sustainable operational structure which can support the service to thrive and grow.

We have started to see the benefit of integrating the Low-Cost Service and MECS under one manager, with counsellors having the opportunity to take on a mixed caseload, giving trainees a more clinically diverse and rewarding experience, offering both time-limited and longer-term contracts to referrals.

During the pandemic, we took the opportunity to carry out much-needed refurbishment of our premises, repainting the walls and fitting new carpets at the Barley Mow Clinic. With Covid-security measures in place, we re-opened in early 2022 after great effort from our Centre Manager and Admin team in cleaning, moving furniture, and putting up artwork and curtains. It has been a pleasure to see counsellors gradually returning to seeing clients face-to-face, and we anticipate this will increase in the coming year. We will continue to offer online and telephone sessions as well.

In December 2021, we hosted a visit from senior representatives from the Mayor's Office for Policing and Crime (MOPAC), including London's Independent Victims Commissioner Claire Waxman, and representatives of the London Community Foundation to hear about our work under the MOPAC Victims Fund, providing language counselling for survivors of crime including human trafficking, modern slavery, sexual abuse, domestic violence, stalking, homophobic crime, racist and religious hate crime. We received much encouraging feedback in response to the presentations our counsellors and supervisors gave about their work:

"The model at WCC is something we should be striving for across London, as the ability to access therapy in a chosen language is so important. I was struck by the breadth of languages offered and

how many of WCC's clients would likely have been excluded from other services. It is clear the staff are deeply passionate and committed to what they do."

Claire Waxman, London's Independent Victims Commissioner

Our new "Monday Meet-Ups" group for isolated refugees and asylum seekers began in February 2022, facilitated by our Development and Communications Administrator Lucian. The group provides a vital social opportunity, with six volunteers supporting group members to build their confidence and practice speaking English through trips and outings in the local area. So far the group has visited Tate Modern and Oasis Farm Waterloo. Our weekly Craft Club for refugee and asylum-seeking women also ran up until December 2021. We are grateful to Najlaa Kahlil who facilitated this club for over twelve years and WCC is exploring further possibilities for group support in the coming year.

Outcomes:

All our clients are given an Evaluation Form at the end of their sessions to gather vital feedback about their experience of WCC's counselling and the difference it has made to their life. In 2021/22:

- 88% of clients agreed that the main problems that brought them to counselling were addressed in their sessions
- 92% reported that counselling had helped them to cope with their problems and feel better at managing difficult situations
- 95% felt counselling had improved their relationships with others
- 100% agreed they would choose to see a counsellor at WCC again

Feedback forms from clients whose counselling has ended consistently report how much their lives have improved due to WCC's support, for example:

"Everything has been great. Maybe at first, I was a little sceptical about the treatment. But as we went deeper during the sessions, I have been able to notice and understand an improvement in the problems I had at the beginning of the treatment." (LCS client)

"It's great that this affordable community model of counselling exists, meaning that I was able to access high quality counselling at a time when I really needed it." (LCS client)

"The match with [the] therapist was brilliant! I felt understood in all aspects of my life." (LCS client)

"It was the first time for me to talk and express about certain issues [which were] very stressful, painful and destroyed my life. I felt relaxed and understand how to [...] adapt to them in a healthy way, also I am more confident now to focus my future." (MECS client)

"Before counselling I was isolated and scared of reaching out when I need help. I really struggled for many years alone. Counselling helped me to understand my problems, to reconnect with others and ask for help without fear whenever I need one. What I mostly found helpful was talking to you and understanding my problems from different perspectives. Your encouragements and constant support were very helpful." (MECS client)

"Counselling helped me to manage to sleep better, to feel less isolated and be helpful about the future." (MECS client)

Future Plans

Our priority in the next financial year is to produce a new strategy and business plan for WCC, for the next three to five years, focused on sustainability and development. We aim to be in a stronger position to celebrate our 30th anniversary in 2025 – thriving and growing to meet the mental health needs of diverse Londoners so that they can fulfil their potential, realise their strengths, and feel better able to face life challenges.

Financial Review

Like many small charities, WCC has faced a financially challenging year. Emergency funding we obtained during the pandemic from the City Bridge Trust and MIND came to an end; income from counselling fees and room hire has not yet returned to pre-pandemic levels; and we saw a reduction in the value of our IAPT contracts due to NHS cuts. We were also affected by the financial impact of our senior management restructure and reduced fundraising capacity in the staff team.

Our income this year was £434,492, compared to £501,066 in 2020/21, a 13% reduction. Just under half was restricted funding (£206,079), while the rest was unrestricted (£228,413). Approximately 30% of our income (£137,936) was self-generated from assessment, counselling and supervision fees. 29% (£124,892) was from charitable funding, 26% (£112,349) was from NHS contracts, and 14% (£58,715) was from local and national government. Meanwhile our overall expenditure increased 10% to £458,181. We therefore ended the year with a deficit of £23,689. The strong position we were in at the end of 2020/21 means that we are able to cover this shortfall and come through a challenging year.

We could not have achieved what we have this year without the ongoing backing of The Henry Smith Charity, who continue to provide significant support for our work with refugees and asylum seekers. We were awarded £50,000 from the MOPAC Victims Fund, which led to us receiving additional funding from the Ministry of Justice's exceptional in-year Critical Support Fund for victims of Domestic Abuse and Sexual Violence. We are grateful for the support of all our funders, including the National Lottery Community Fund's Awards for All, Arnold Clark Community Fund, Barchester Charitable Foundation, Sir Bernard and Lady Schreier Foundation, the John Coates Charitable Trust, The John and Susan Bowers Fund, The Leigh Trust, The Swan Mountain Trust, the Vintners' Foundation and Lord Barnby's Foundation.

We launched our first Crowdfunder appeal on 9th March 2022 and had already raised £4,460 at the end of the year, including match-funding from the National Emergencies Trust Local Action Fund. We are incredibly thankful to all the individual members of our community who generously donated through our website or the appeal.

We are pleased to have been recommissioned for the next five years by Lambeth Talking Therapies and Talking Therapies Southwark (SLAM NHS). We also received rent relief of £5,443 from Lambeth Council while they were conducting their Voluntary and Community Sector (VCS) Asset Strategy review and have been informed of a significant reduction in our future rent as a result of this review. Confirmation of the new arrangements allowed us to write back a provision of £40,133 we had prudently made towards an indicated rent increase.

The immediate focus of the HoOD is on financial planning and implementing a robust funding strategy for the next 1 to 3 years. In order to increase WCC's sustainability, the HoOD and our newly formed fundraising committee will be looking at how we can diversify our funding streams in the medium term, including engaging individual supporters and local business connections. We are also planning to review our funding model and the fee structure of our Low-Cost Counselling Service. A confirmed grant of £423,560 for the next three years from the National Lottery Community Fund will bring us stability going forward. This will be essential in enabling WCC to adapt and develop to meet the changing mental health needs of diverse Londoners and put in place a sustainable business plan for the future of the organisation.

Reserves policy

The trustees' current policy is to maintain a level of reserves which will cover 6 months essential running costs, a target of £139,349 in 2021/22. Our reserves position at the end of the year is £119,861, which is £57,627 less than our reserves policy as £38,139 is restricted funds. A key goal of our financial planning and fundraising strategy over the next one to three years is therefore to build up our reserves to a more sustainable position which allows for stability and growth.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also directors of Waterloo Community Counselling for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the 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 a true and fair view of the state of affairs of the charitable company and of 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 SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies. Approved by the Board of Trustees on 11th October 2022 and signed on its behalf, by:



Hazel Flynn
Chair

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WATERLOO COMMUNITY COUNSELLING

I report on the financial statements of the charitable company for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.


L.C. Seal FCCA FAIA

Seal & Associates Limited, Chartered Certified Accountants

4 Further Field, Staplehurst, Tonbridge, Kent, TN12 0SX

Date :October 2022

WATERLOO COMMUNITY COUNSELLING
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating Income and Expenditure Account)

FOR THE YEAR ENDED 31ST MARCH 2022

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	2022 Total £	2021 Total £
Income						
Donations and grants	2	5,720	-	-	5,720	335
Charitable activities	3	222,666	-	206,079	428,745	500,682
Other trading activities	4	-	-	-	-	-
Investments	5	27	-	-	27	49
Total		<u>228,413</u>	<u>-</u>	<u>206,079</u>	<u>434,492</u>	<u>501,066</u>
Expenditure						
Raising funds	6	9,964	-	-	9,964	16,339
Charitable activities	7-10	250,524	-	197,693	448,217	398,950
Total		<u>260,488</u>	<u>-</u>	<u>197,693</u>	<u>458,181</u>	<u>415,289</u>
Net income/(expenditure)	11	(32,075)	-	8,386	(23,689)	85,777
Transfer between funds	17	-	-	-	-	-
Net movement in funds		<u>(32,075)</u>	<u>-</u>	<u>8,386</u>	<u>(23,689)</u>	<u>85,777</u>
Reconciliation of funds						
Total funds brought forward		<u>103,797</u>	<u>10,000</u>	<u>-</u>	<u>29,753</u>	<u>57,773</u>
Total funds carried forward	17	<u>£71,722</u>	<u>10,000</u>	<u>38,139</u>	<u>£119,861</u>	<u>£143,550</u>

All income and expenditure derives from continuing activities.

The Statement of Financial Activities includes all recognised gains and losses.

The notes on page 14 to 23 form part of the financial statements.

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WATERLOO COMMUNITY COUNSELLING
(A company limited by guarantee)

BALANCE SHEET

AS AT 31ST MARCH 2022

	Notes	2022		2021	
		£	£	£	£
FIXED ASSETS					
Tangible fixed assets	13		1,622		2,433
Fixed assets investments	14		1,975		1,975
			3,597		4,408
CURRENT ASSETS					
Debtors	15	80,843		35,630	
Cash at bank and in hand		104,397		248,240	
		185,240		283,870	
CREDITORS: Amounts falling due within one year	16	68,976		144,728	
NET CURRENT ASSETS			116,264		139,142
NET ASSETS	18		£119,861		£143,550
FUNDS					
Restricted	17		38,139		29,753
Unrestricted	17		71,722		103,797
Designated	17		10,000		10,000
			£119,861		£143,550

The financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006. The Company was entitled to audit exemption under section 477 of the Companies Act 2006 relating to small companies. No members have 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 acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and for the preparation of the accounts.

The financial statements were approved and authorised for issue by the Board of Trustees on 11th October 2022 and signed on its behalf by:


Hazel Flynn - Chair

The notes on page 14 to 23 form part of the financial statements.

WATERLOO COMMUNITY COUNSELLING
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CASH FLOW STATEMENT

AS AT 31ST MARCH 2022

	2022	2021
	£	£
Cash flows from operating activities		
Net movement in funds per statement of financial activities	(23,689)	85,777
Adjustments for:		
Depreciation charges	811	2,625
(Increase)/decrease in debtors	(45,213)	(19,213)
Increase/(decrease) in creditors	(75,752)	97,368
Interest income	(27)	(49)
	<u>(143,870)</u>	<u>166,508</u>
Cash flows from investing activities		
Interest income	27	49
Purchase of tangible fixed assets	-	(3,243)
	<u>27</u>	<u>(3,194)</u>
Change in cash and cash equivalents in the year	(143,843)	163,314
Cash and cash equivalents brought forward	248,240	84,926
Cash and cash equivalents carried forward	<u>104,397</u>	<u>£248,240</u>
Analysis of cash and cash equivalents	2022	2021
Cash at bank and in hand	<u>£104,397</u>	<u>£248,240</u>

WATERLOO COMMUNITY COUNSELLING
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2022

1. ACCOUNTING POLICIES

Basis of accounting

The charity constitutes a public benefit entity as defined by FRS 102. 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) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis and under the historical cost convention. The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Income recognition

Items of income are recognised in the financial statements when all of the following criteria are met:

- The charity has entitlement to the funds;
- any performance conditions have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

Expenditure recognition

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

Expenditure on charitable activities comprises the costs associated with delivering volunteering services and activities.

Expenditure includes those costs of a direct nature which can be allocated to a specific activity. It also includes indirect costs, including governance costs that do not relate to a specific activity but are necessary to support those activities. Support costs are apportioned on the basis of staff time.

Fund accounting

Unrestricted general funds are freely available for use in furtherance of the objects of the charity and which have not been designated for particular purposes.

Designated funds are unrestricted funds set aside by the trustees for particular purposes.

Restricted funds are funds which can only be used in accordance with specific restrictions imposed by the donor or which have been raised for a particular purpose.

Tangible fixed assets and depreciation

Tangible assets costing more than £1,000 are capitalised. Depreciation is provided so as to write off the cost of each asset over its estimated useful life at the following annual rates:

Fixtures and fittings	25% straight line
Computer equipment	25% straight line

WATERLOO COMMUNITY COUNSELLING
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2022
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Leases

Operating lease rentals are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pensions

The charity operates a defined contribution pension scheme. Contributions payable under the scheme are charged to the Statement of Financial Activities in the year to which they relate.

Financial instruments

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in the Statement of Financial Activities.

WATERLOO COMMUNITY COUNSELLING
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2022
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2. DONATIONS AND GRANTS	Unrestricted funds	Restricted funds	Total 2022	Total 2021
Donations	<u>£5,720</u>	<u>£Nil</u>	<u>£5,720</u>	<u>£335</u>
3. INCOME FROM CHARITABLE ACTIVITIES	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
SLaM NHS – Southwark IAPT	-	60,725	60,725	66,300
MOPAC Victims Fund	-	50,000	50,000	-
The Henry Smith Charity	-	35,000	35,000	35,000
National Lottery Awards For All	-	4,500	4,500	-
SLaM NHS – Lambeth Secondary Care Psychological Therapies	31,782	-	31,782	-
Coronavirus Community Support Fund	-	-	-	21,000
SLaM NHS – Lambeth IAPT	-	19,842	19,842	21,668
MIND Coronavirus Mental Health Response Fund	-	12,500	12,500	37,500
City Bridge Trust	-	-	-	50,000
The Saintbury Trust	-	-	-	3,000
Sylvia Waddilove Foundation	-	-	-	1,000
Swan Mountain Trust	-	5,000	5,000	3,000
Sir Jules Thorn Charitable Trust	-	-	-	1,250
The Alan & Babette Sainsbury Charitable Fund	-	-	-	15,000
East End Emergency Fund	-	-	-	2,000
John Coates Charitable Trust	-	1,667	1,667	3,333
Vinters Foundation	-	2,917	2,917	2,083
London Community Response Fund	-	2,925	2,925	9,350
MoJ Critical support Fund	8,715	-	8,715	-
CAF Corona Virus Emergency Fund	-	-	-	5,500

Walcot Foundation	-	-	-	2,500
Tableau Foundation	-	-	-	8,067
Tesco Bags for Help	-	-	-	500
Cadent Foundation	-	-	-	3,000
Lambeth Council Charitable Organisation Fund	-	-	-	5,000
Alchemy Foundation	-	-	-	500
Orange Tree Trust	-	-	-	10,000
The Edward Gostling Foundation	-	-	-	5,000
Social enterprise Support Fund	-	-	-	15,500
R S Brownless Charitable Trust	-	-	-	200
John and Susan Bowers Fund	-	800	800	600
The Grace Trust	-	-	-	1,000
The Sydney Black Charitable Trust	-	-	-	500
The Leigh Trust	1,000	-	1,000	-
The Arnold Clark Community Fund	1,000	-	1,000	-
Lord Barnby's Foundation	1,000	-	1,000	-
Barchester's Charitable Foundation	500	-	500	-
Counselling fees	109,447	-	109,447	128,900
Supervision fees	21,218	8,410	29,628	29,530
Assessment fees	7,271	-	7,271	8,918
Other income	600	126	726	650
Release of rent accruals	40,133	-	40,133	-
	<u>£222,666</u>	<u>£206,079</u>	<u>£428,745</u>	<u>£500,682</u>

Of the £500,682 recognised in 2021, £278,965 related to unrestricted funds and £221,717 to restricted funds.

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2022
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4. OTHER TRADING ACTIVITIES	Unrestricted funds	Restricted funds	Total 2022	Total 2021
Room hire	£Nil	£Nil	£Nil	£Nil

5. INVESTMENT INCOME	Unrestricted funds	Restricted funds	Total 2022	Total 2021
Bank interest	£27	£Nil	£27	£49

All of the £49 received in 2021 was unrestricted funds.

6. COST OF RAISING FUNDS	Direct costs	Support costs	Total 2022	Total 2021
Staff costs	-	8,464	8,464	8,779
Consultancy fee	-	1,500	1,500	7,560
	-	£9,964	£9,964	£16,339

All of the £16,339 expenditure recognised in 2021 was charged to unrestricted funds.

7. EXPENDITURE ON CHARITABLE ACTIVITIES	Direct costs	Support costs	Total 2022	Total 2021
Counselling services	£300,493	£147,724	£448,217	£398,950

Of the £398,950 expenditure recognised in 2021, £206,986 was charged to unrestricted funds and £191,964 was charged to restricted funds.

8. ANALYSIS OF DIRECT COSTS	2022 £	2021 £
Staff costs	156,183	128,883
Sessional counselling costs	142,726	138,934
Travel expenses reimbursed to clients	8	51
Room hire	-	-
Clinical review cost	-	-
Other direct costs	1,576	2,208
	<u>£300,493</u>	<u>£270,076</u>

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FOR THE YEAR ENDED 31ST MARCH 2021
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9. ANALYSIS OF SUPPORT COSTS

	2022	2021
	£	£
Office rent, rates and utilities	23,836	35,312
Staff costs	41,497	40,152
Office refurbishment	13,543	-
Office equipment maintenance and licencing	8,213	10,035
Printing, postage and stationery	1,723	2,035
Office cleaning	820	1,298
Telephone and fax	3,962	4,389
Insurance	3,003	2,881
Office building repairs and maintenance	6,015	1,670
Bookkeeping and accountancy	27,425	21,623
Staff welfare and expenses	1,005	355
Governance costs (Note 10)	3,870	900
Legal and professional fees	1,295	-
Recruitment costs	7,175	-
Other support costs	4,342	8,224
	<u>£147,724</u>	<u>£128,874</u>

10. GOVERNANCE COSTS

	2022	2021
	£	£
Independent examination fee	995	900
Trustees training	2,875	-
	<u>£3,870</u>	<u>£900</u>

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2022
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11. NET INCOME/(EXPENDITURE) FOR THE YEAR	2022	2021
The net expenditure for the year is stated after charging:		
Independent examination fee	<u>£995</u>	<u>£900</u>

During the year Trustees received £Nil remuneration (2021 : £Nil) or reimbursed expenses (2021: £Nil).

12. STAFF COSTS AND NUMBERS	2022	2021
Staff costs were as follows:	£	£
Wages and salaries	165,658	160,447
Redundancy costs	26,048	-
Social security costs	10,643	9,150
Pension costs	3,795	3,378
	<u>£206,144</u>	<u>£172,975</u>

The average monthly number of employees during the year was 8 (2021: 8).

The average number of full-time equivalent employees during the year was as follows:

	2022 No.	2021 No.
Chief executive	1.0	1.0
Administrative staff	4.0	4.0
Charitable activities	3.0	3.0
	<u>8.0</u>	<u>8.0</u>

No employee received total employee benefits (excluding employer pension costs) amounting to more than £60,000 in either year.

Total employee benefits received by key management amounted to £133,585 (2021: £109,809). Under FRS 102, employee benefits include gross salaries, employer's national insurance, employer pension contributions and benefits in kind.

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2022
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13. FIXED ASSETS

	Office Equipment, Fixture & Fittings £
Cost:	
Balance at 1 April 2021	56,382
Additions	-
	56,382
Balance at 31 March 2022	56,382
Depreciation:	
Balance at 1 April 2021	53,949
Charge for the year	811
	54,760
Balance at 31 March 2022	54,760
Net book value:	
At 31 March 2022	£1,622
At 31 March 2021	£2,433

14. FIXED ASSETS INVESTMENTS

	2022	2021
Works of art at cost and valuation	£1,975	£1,975
	£1,975	£1,975

15. DEBTORS

	2022	2021
	£	£
Grants and fees	78,583	17,922
Other debtors	2,260	17,708
	£80,843	£35,630

16. CREDITORS – Amounts falling due within one year

	2022	2021
	£	£
Accruals	975	46,894
Other creditors	15,828	15,372
Social security and other taxes	-	3,004
Deferred income	52,173	79,458
	£68,976	£144,728

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FOR THE YEAR ENDED 31ST MARCH 2022
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17. MOVEMENT IN FUNDS

	Brought Forward £	Income £	Expenditure £	Transfers Between Funds £	Carried Forward £
2022					
Restricted funds					
MECS	29,753	206,079	197,693	-	38,139
Total restricted funds	<u>29,753</u>	<u>206,079</u>	<u>197,693</u>	<u>-</u>	<u>38,139</u>
Unrestricted funds					
General	103,797	228,413	260,488	-	71,722
Designated	10,000	-	-	-	10,000
Total unrestricted funds	<u>113,797</u>	<u>228,413</u>	<u>260,488</u>	<u>-</u>	<u>81,722</u>
TOTAL FUNDS	<u>£143,550</u>	<u>£434,492</u>	<u>£458,181</u>	<u>£Nil</u>	<u>£119,861</u>

The MECS Counselling Project continues to provide direct counselling to refugees, asylum seekers and people from black and Minority Ethnic (BME) communities in their mother tongue and provides additional support to clients including advice and group work.

Comparative information for the previous financial year is as follows:

	Brought Forward £	Income £	Expenditure £	Transfers Between Funds £	Carried Forward £
2021					
Restricted funds					
MECS	-	221,717	191,964	-	29,753
Total restricted funds	<u>-</u>	<u>221,717</u>	<u>191,964</u>	<u>-</u>	<u>29,753</u>
Unrestricted funds					
General	47,773	279,349	223,325	-	103,797
Designated	10,000	-	-	-	10,000
Total unrestricted funds	<u>57,773</u>	<u>279,349</u>	<u>223,325</u>	<u>-</u>	<u>113,797</u>
TOTAL FUNDS	<u>£57,773</u>	<u>£501,066</u>	<u>£415,289</u>	<u>£Nil</u>	<u>£143,550</u>

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FOR THE YEAR ENDED 31ST MARCH 2022
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18. ANALYSIS OF NET ASSETS BETWEEN FUNDS	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Fixed assets	3,597	-	-	3,597
Current assets	132,601	10,000	42,639	185,240
Current liabilities	(64,476)	-	(4,500)	(68,976)
At 31 March 2022	<u>£71,722</u>	<u>£10,000</u>	<u>£38,139</u>	<u>£119,861</u>

Comparative information for the previous financial year is as follows:

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Fixed assets	4,408	-	-	4,408
Current assets	196,441	10,000	77,429	283,870
Current liabilities	(97,052)	-	(47,676)	(144,728)
At 31 March 2021	<u>£103,797</u>	<u>£10,000</u>	<u>£29,753</u>	<u>£143,550</u>

19. COMPANY STATUS

Waterloo Community Counselling is a private company (No. 03034938) incorporated in Great Britain and registered in England and Wales. The company is limited by guarantee and has no share capital. Each member is liable to contribute a sum not exceeding £1 in the event of the Company being wound up. The address of the registered office is given in the Legal and Administrative Information on page 3.

20. TAXATION

As a registered charity, Waterloo Community Counselling is exempt from taxation under Part 11 of the Corporation Tax Act 2010 and Section 256 of the Taxation of Chargeable Gains Act 1992.

21. OPERATING LEASE COMMITMENTS

Total future minimum lease payments due under non-cancellable operating leases amount to £2,008 (2021: £2,749).

22. RELATED PARTIES

There were no transactions with related parties during the year or the previous year.

