

Registered Company Number: 03219666 (England and Wales)  
Registered Charity Number: 1056625

## Report of the Trustees and Financial Statements for the Year Ended 31<sup>st</sup> March 2024 for Relate Severn and Wye



Providing relationship counselling  
across the counties of  
Herefordshire, Worcestershire,  
and Gloucestershire.

**Relate Severn and Wye  
(previously known as Relate Worcestershire)**

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### OUR VISION

- Thriving relationships in every part of life

### OUR MISSION

- To provide accessible support in the ways people need it, so everyone can enjoy thriving relationships

### OUR VALUES

- **Accessibility** - we believe in the possibility of every individual to have thriving relationships, irrespective of their background or identity
- **Continuous Improvement** - we are committed to staying ahead of the curve, anticipating the evolving relationship and wellbeing needs of our communities, and continuously innovating. We ask questions, seek feedback, and adapt to ensure we remain significant.
- **Safety** - at the heart of our work lies a commitment to safeguarding every individuals wellbeing, dignity and rights. We emphasise the paramount importance of consent, creating an environment where personal boundaries are respected and upheld.
- **Excellence** - with a foundation rooted in expert knowledge and deep skills, we measure our success by the tangible, transformative outcomes we achieve. Every initiative is undertaken with a commitment to excellence and making a lasting difference.

**Relate Severn and Wye**  
**(previously known as Relate Worcestershire)**

Reference and Administrative Details for the Year Ended 31<sup>st</sup> March 2024

**Trustees**

C Temple Cox  
B Coleman (resigned 29/11/2023)  
G Devries  
J Hall (Chair)  
D Kennedy  
C A Parson  
N J Shaw  
J E Fuggle (appointed 28/06/2023)  
K Kehoe (appointed 29/11/2023)  
P Jones (appointed 27/03/24)  
J Olamide (Treasurer) (appointed 27/03/24)

**Company Secretary**

M Sharman (appointed 29/11/23)

**Registered Office**

19 Castle Street  
Worcester  
WR1 3AD

**Registered Company Number**

03219666 (England and Wales)

**Registered Charity Number**

1056625

**Independent Examiner**

The Richards Sandy Partnership  
Thorneloe House  
25 Barbourne Road  
Worcester  
WR1 1RU

**Chief Executive**

M Sharman

**Relate Severn and Wye**  
**(previously known as Relate Worcestershire)**

Report of the Trustees  
For the year ended 31st March 2024

The Trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2024. The Trustees have adopted the provisions of 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) (effective 1 January 2019).

#### Objectives and Activities

The objects and principal activities of the charity are to support couple and family relationships by offering relationship education and counselling. The charity's purpose as set out in the objects contained in the memorandum of association of the company are to:

- (a) educate the public concerning the benefits of secure couple relationships, marriage, and family life to improve the emotional, sexual, and spiritual well-being of individuals which is derived from committed relationships.
- (b) seek to enhance the good health, both mental and physical, of adults and children by:

increasing public awareness of the benefit of committed couple relationships, marriage, and family life; and working to prevent poverty, hardship and distress caused by the breakdown of such relationships.

providing counselling, advice, education, guidance and relief to adults and/or children in relation to any aspect of contemporary life or work which;

- may prejudice their physical or mental well-being; or
- influence, either directly or indirectly, their present or future family or couple relationship;
- advance citizenship and community development;
- relieve those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantage;
- promote research into all the above objects and to make the results available to the public.

The Trustees review their aims and objectives each year. In particular, the Trustees have considered how planned activities will contribute to the objectives and aims. Relate Severn and Wye delivers services across the three counties of Herefordshire, Worcestershire and Gloucestershire and charges a fee to contribute towards the costs of providing counselling. Clients pay what they can afford as well as bursary schemes and benevolent contracts for subsidised or free services. Relate is grateful to those charitable trusts who support the bursary scheme.

#### Significant Activities

The charity's main activities are the provision of counselling services and training to individuals, couples, families, and young people.

#### Public Benefit

The Trustees confirm that they have complied with the duty in Section 17(5) of the 2011 Charities Act to have due regard to guidance on public benefit published by the Charity Commission when reviewing the charity's objectives and in planning future activities.

**Relate Severn and Wye**  
**(previously known as Relate Worcestershire)**

Report of the Trustees  
For the year ended 31st March 2024

**Achievement and Performance**

**Charitable Activities**

The expertise of Relate trained counsellors is offered to the public primarily through the Worcester Centre and rented premises at other locations across the counties of Herefordshire, Worcestershire and Gloucestershire. During the year we increased our reach to cover a broader area for face-to-face counselling to include towns from Kidderminster in the North West to Stow-on-the-Wold in the South East of our territory.

Most of our work is with private clients and couples. However, the Trustees have determined that, whilst the ongoing counselling of individual and couple clients form the strategic backbone of the charity's activities, Relate Severn and Wye is well placed to play its part in implementing improvements to family and young people's well-being through government and local initiatives.

This year our counsellors worked with 907 clients and delivered 3,794 sessions of relationship counselling - largely in person but also by webcam or telephone, at times most convenient to our clients. We are proud of the quality of the service we provide in difficult circumstances and believe that we make a real difference to many lives. Our overall client satisfaction score is 8.9 out of 10. We continue to provide subsidised counselling to clients depending on their household income. This year we have subsidised 1,776 (59%) of sessions, providing clients with access to support that may otherwise have been unavailable to them. The charity's bursary scheme continues to be of significant benefit to those clients suffering severe financial hardship and both Trustees and management are agreed that this provision should continue.

We undertook 13% more counselling sessions than the previous year and demand for our counselling services continues to be high, particularly as NHS waiting lists grow in our area. Our responses to this are to maximise the number of client sessions available with our existing resources as well as to grow our capacity going forward. We have been delighted to work the Droitwich, Ombersley and Rurals Primary Care Network to provide counselling to patients referred from their GPs.

Trustees have continued to invest in the training of new Relate counsellors by sponsoring the tuition fees of Relate courses, as well as utilising grant funding from our generous supporters. This is an important part of strategic business planning to build capacity and provide succession planning for our workforce. We currently have six counsellors undertaking the Relate level 5 training course who are on placement within our Centre, and we plan to continue this annually.

**Personnel**

Our service is reliant on an engaged and enthusiastic work force. All members of our counselling team are highly qualified and are registered annually on the Relate National Practitioner Register. We are ever grateful to them, to our administrative team, and to our volunteers for the provision of a safe, high quality, client focused counselling service. We welcome too our latest intake of newly trained counsellors, recruited so we can expand our services and improve our reach into the community.

Thanks must also go to our CEO, Maxine Sharman for her tireless efforts to grow and improve the charity. The Trustees fully support her continuing efforts to ensure the charity's future and successful provision of services.

**Relate Severn and Wye  
(previously known as Relate Worcestershire)**

**Report of the Trustees  
For the year ended 31st March 2024**

In addition, Relate Severn and Wye is very fortunate in the number of volunteers who provide counselling services and reception cover free of charge. The volunteers make a much-valued contribution to the charity's operations, and we thank them for their support.

The Trustee team meet monthly to react to changing circumstances, making strategic plans to safeguard our future operations. We have strengthened the Board this year with new members who have additional skills to help us through these changing times. We have also increased our diversity of Trustees with their ages spanning six decades. I would like to take this opportunity to thank my Trustee colleagues past and present for all their work and would like to make a special mention of Benedict Coleman who retired this year, after more than a decade of loyal service.

**Financial Review**

The charity remains in a strong position. Total funds as at 31 March 2024 being £93,629, compared to £107,567 as at 31 March 2023.

Total income in the 12 months to March 2024 was £281,128 (2023: £249,361) split £227,581 of unrestricted income and £53,547 of restricted income. The £31,767 increase in total income since 2023 was largely as a result of a rise in counselling fee income received of £46,770, although this was partly offset by a reduction in grant income of £25,867.

Total expenditure in the year ended March 2024 was £294,329 (2023: £255,115) split £235,282 of unrestricted expenditure and £59,047 of restricted expenditure. The increase in expenditure through the year reflects the increased number of counselling sessions provided and the return to face-to-face sessions in more outreach sessions, following the expansion of the charity into Gloucestershire.

The overall result for the year is a net deficit of £13,938 (2023: £8,382).

**Principal Funding Sources**

The principal funding sources during the year were fees charged to clients for counselling services and service contracts for counselling services provided. In addition, the charity is very grateful for the support of local and national grant-making trusts. In particular, the support and generosity of the Sanctuary Group for the provision of the Worcester premises at a peppercorn rent.

**Reserves Policy**

The strategy agreed by the Trustees is to maintain an unrestricted reserve fund equivalent to approximately three months' expenditure. The charity's general unrestricted reserves, excluding fixed assets, was £53,987 as at 31 March 2024 (2023: £50,077), representing approximately 2.7 months of unrestricted expenditure. The stated strategy has therefore not quite been achieved this year. Included in unrestricted funds is a designated Winding Up Fund in order to ring fence funds to cover the cost of redundancy and lease termination costs in the event of the charity winding up. The balance of this designated fund (including an investment valued at £39,642) was £51,790 (2023: £51,790).

Total unrestricted reserves as at 31 March 2024 were £93,629 (2023: £102,067) to include an investment valued at £39,642 at the year end.

Total restricted funds as at 31 March 2024 were £nil (2023: £5,500).

**Relate Severn and Wye**  
**(previously known as Relate Worcestershire)**  
Report of the Trustees  
For the year ended 31st March 2024

**Future Developments**

The Trustees have determined through the annual planning process, that the charity should continue to aim for breakeven. However, it is most important that our services be open to all and that we continue to invest in additional counselling capacity. Having established a strong platform for future development, there are plans to train more new counsellors and increase our capacity in providing a much-needed service across Worcestershire, Herefordshire and Gloucestershire.

I conclude this report by giving thanks to my fellow Trustees for their support and advice and on behalf of the Trustees, I wish to thank all our counsellors, supervisors, trainers, administration colleagues and volunteers, without whom the Charity would be unable to function.

**Structure, Governance and Management**

**Governing Document**

The charity is controlled by its governing document, the Memorandum & Articles of Association dated 5 June 1996, as amended on 22 October 2008, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

**Recruitment and Appointment of New Trustees**

Officers and elected members are nominated and voted at annual general meetings. All Trustees are subject to re-election at each annual general meeting and can serve a maximum of eight consecutive years. The Executive shall consist of a minimum of six and a maximum of eighteen Members.

**Organisational Structure**

The charity operates through periodic Trustee only meetings and an Executive Committee, which comprises of the Trustees of the charity together with management members and other co-opted members as appropriate. Decisions are arrived at by majority vote in general meeting.

**Induction and Training of New Trustees**

Trustees are periodically reviewed and monitored and, if appropriate, training is undertaken to update new Trustees on matters highlighted in the review.

**Change of Name**

The charitable company passed a special resolution on 3<sup>rd</sup> October 2023 changing its name from Relate Worcestershire to Relate Severn and Wye Ltd.

**Qualifying Third Party Indemnity Provisions**

The charitable company has made third party indemnity provisions for the benefit of its directors during the year and these provisions remain in force at the reporting date.

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

Approved by order of the board of Trustees on .....6/11/24..... and signed on

its behalf by: .....

**Jayne Hall – Chair of Trustees**

**Relate Severn and Wye  
(previously known as Relate Worcestershire)**

**Independent Examiner's Report to the Trustees of Relate Severn and Wye**

**Independent examiner's report to the trustees of Relate Worcestershire ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2024.

**Responsibilities and basis of report**

As the charity's 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 charity'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 your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can 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:

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.



Melissa Jean Godwin (ACA ACCA)

The Richards Sandy Partnership  
Thorneloe House  
25 Barbourne Road  
Worcester  
Worcestershire  
WR1 1RU

Date: ~~13.11.24~~ .....

**Relate Severn and Wye Ltd**  
**previously known as Relate Worcestershire**

**Statement of Financial Activities**  
**(Incorporating an Income and Expenditure Account)**  
**for the Year Ended 31st March 2024**

	Notes	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	3	21,299	40,052	61,351	57,657
<b>Charitable activities</b>					
Counselling		196,674	13,495	210,169	189,266
Other trading activities	4	7,397	-	7,397	61
Investment income	5	2,211	-	2,211	2,377
<b>Total</b>		<u>227,581</u>	<u>53,547</u>	<u>281,128</u>	<u>249,361</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Counselling	6	235,282	59,047	294,329	254,855
Training		-	-	-	260
<b>Total</b>		<u>235,282</u>	<u>59,047</u>	<u>294,329</u>	<u>255,115</u>
Net gains/(losses) on investments		<u>(737)</u>	-	<u>(737)</u>	<u>(2,628)</u>
<b>NET INCOME/(EXPENDITURE)</b>		<b>(8,438)</b>	<b>(5,500)</b>	<b>(13,938)</b>	<b>(8,382)</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>102,067</u>	<u>5,500</u>	<u>107,567</u>	115,949
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>93,629</u></u>	<u><u>-</u></u>	<u><u>93,629</u></u>	<u><u>107,567</u></u>

**Relate Severn and Wye Ltd**  
**previously known as Relate Worcestershire**

**Balance Sheet**  
**31st March 2024**

	Notes	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
<b>FIXED ASSETS</b>					
Investments	13	<b>39,642</b>	-	<b>39,642</b>	40,379
<b>CURRENT ASSETS</b>					
Debtors	14	<b>18,900</b>	-	<b>18,900</b>	9,836
Cash at bank and in hand		<b>50,632</b>	<b>374</b>	<b>51,006</b>	<b>70,770</b>
		<b>69,532</b>	<b>374</b>	<b>69,906</b>	80,606
<b>CREDITORS</b>					
Amounts falling due within one year	15	<b>(15,545)</b>	<b>(374)</b>	<b>(15,919)</b>	(13,418)
<b>NET CURRENT ASSETS</b>		<b>53,987</b>	-	<b>53,987</b>	<b>67,188</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>93,629</b>	-	<b>93,629</b>	107,567
<b>NET ASSETS</b>		<b>93,629</b>	-	<b>93,629</b>	<b>107,567</b>
<b>FUNDS</b>	17				
Unrestricted funds				<b>93,629</b>	102,067
Restricted funds				-	5,500
<b>TOTAL FUNDS</b>				<b>93,629</b>	<b>107,567</b>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on .....6/11/24..... and were signed on its behalf by:



J Hall - Trustee

**Relate Severn and Wye Ltd**  
**previously known as Relate Worcestershire**  
**Notes to the Financial Statements**  
**for the Year Ended 31st March 2024**

**1. STATUTORY INFORMATION**

The charity is a company limited by guarantee. The members of the company are the trustees named in the Trustees' Report. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1.

**2. ACCOUNTING POLICIES**

**BASIS OF PREPARING THE FINANCIAL STATEMENTS**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

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

The charity is exempt from preparing a cash flow statement on the grounds that it is not a larger charity.

**INCOME**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Grant income, including government grants, is recognised on a performance basis.

Income from charitable activities for services provided is recognised in line with the provision of those services.

Investment income is recognised when the relating investments issue notice of distribution to its investors.

**EXPENDITURE**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**INVESTMENTS**

Investments quoted on a recognised stock exchange or whose value derives from them (CIFs, etc) are valued at market value at the year end. Both realised and unrealised gains are shown under 'net gains / (losses) on investments' on the face of the SoFA.

**ALLOCATION AND APPORTIONMENT OF COSTS**

The cost of subsidised and bursary counselling sessions have been calculated at £74 per session. The total costs of bursaries awarded have been allocated to the restricted bursary funds.

**TAXATION**

The charity is exempt from corporation tax on its charitable activities.

**FUND ACCOUNTING**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**PENSION COSTS**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Relate Severn and Wye Ltd**  
**previously known as Relate Worcestershire**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31st March 2024**

**2. ACCOUNTING POLICIES - continued**

**DONATED GOODS AND SERVICES**

Donated goods and services are measured at fair value when control over the economic benefit has passed to the charity.

**FINANCIAL INSTRUMENTS**

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

Financial instruments are recognised when the charity becomes party to contractual provisions of the instrument.

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

**Basic Financial Assets**

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest.

**Basic Financial Liabilities**

Basic Financial liabilities, including trade and other payables, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of future receipts, discounted at a market rate of interest. Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of the operations from suppliers. Accounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised initially at transaction cost.

**3. DONATIONS AND LEGACIES**

	Unrestricted funds £	Restricted funds £	<b>2024</b> <b>Total</b> <b>funds</b> £	2023 Total funds £
Donations	746	504	1,250	100
Grants	6,063	39,548	45,611	43,757
Donated services and facilities	<u>14,490</u>	<u>-</u>	<u>14,490</u>	<u>13,800</u>
	<u>21,299</u>	<u>40,052</u>	<u>61,351</u>	<u>57,657</u>

**DONATED SERVICES AND FACILITIES**

The Charity would like to acknowledge their gratitude to the Sanctuary Housing Group for the provision of the premises at 19 Castle Street at a substantially reduced rent. The difference between the market value of the rent and the rent paid has been recognised as a donated service of £14,490.

**Relate Severn and Wye Ltd**  
**previously known as Relate Worcestershire**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31st March 2024**

**3. DONATIONS AND LEGACIES - continued**

Grants received, included in the above, are as follows:

	2024	2023
	£	£
Baron Davenport's Charity	1,000	-
Dumbreck Charity	500	-
E F Bulmer Benevolent Fund	3,000	3,000
Edward Cadbury Charitable Trust	1,000	-
The Eric W Vincent Trust Fund	500	-
Eveson Charitable Trust	-	5,000
Groundwork UK	500	500
Herefordshire Community Foundation	-	3,000
The Hobson Charity	6,000	-
The Hopmarket Charity	3,048	1,500
Langdale Trust	4,000	-
Laslett's Charities	6,063	5,507
The Midcounties Co-operative	500	500
The National Lottery	10,000	10,000
The Ratcliff Foundation	-	1,500
Redditch Borough Council	-	5,500
The Roger & Douglas Turner Charitable Trust	4,000	4,000
Souter Charitable Trust	3,000	3,000
William A Cadbury Charitable Trust	-	750
Gloucestershire Community Foundation	2,500	-
	<u>45,611</u>	<u>43,757</u>

**4. OTHER TRADING ACTIVITIES**

	Unrestricted funds	Restricted funds	2024 Total funds	2023 Total funds
	£	£	£	£
Social lotteries	26	-	26	61
Consultancy	<u>7,371</u>	<u>-</u>	<u>7,371</u>	<u>-</u>
	<u>7,397</u>	<u>-</u>	<u>7,397</u>	<u>61</u>

**5. INVESTMENT INCOME**

	Unrestricted funds	Restricted funds	2024 Total funds	2023 Total funds
	£	£	£	£
Dividend income	<u>2,211</u>	<u>-</u>	<u>2,211</u>	<u>2,377</u>

**Relate Severn and Wye Ltd**  
**previously known as Relate Worcestershire**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31st March 2024**

**6. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 7) £	Support costs (see note 8) £	Totals £
Counselling	<u>93,632</u>	<u>200,697</u>	<u>294,329</u>

**7. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	2024 £	2023 £
Staff costs	<b>79,803</b>	80,274
Counsellors and psycho-sexual therapy expenses	<b>13,829</b>	6,769
Costs of training courses	-	110
	<u><b>93,632</b></u>	<u>87,153</u>

**8. SUPPORT COSTS**

	Management £	Finance £	Governance costs £	Totals £
Counselling	<u>194,058</u>	<u>4,574</u>	<u>2,065</u>	<u>200,697</u>

All support costs have been allocated against counselling activities, due to the decreased training activity.

Support costs, included in the above, are as follows:

	2024	2023
	Counselling £	Total activities £
Wages	<b>122,364</b>	<b>101,820</b>
Social security	<b>5,129</b>	<b>3,651</b>
Pensions	<b>2,393</b>	<b>1,960</b>
Service charge	<b>12,758</b>	<b>12,177</b>
Insurance	<b>3,089</b>	<b>3,274</b>
Rent and associated costs	<b>32,037</b>	<b>23,239</b>
Telephone	<b>2,495</b>	<b>2,581</b>
Computer software costs	<b>6,860</b>	<b>6,940</b>
Postage and stationery	<b>2,112</b>	<b>1,983</b>
Sundries	<b>3,065</b>	<b>2,701</b>
Repairs and maintenance	<b>1,756</b>	<b>1,584</b>
Bank charges	<b>4,574</b>	<b>3,789</b>
Accountancy and legal fees	<u><b>2,065</b></u>	<u><b>2,263</b></u>
	<u><b>200,697</b></u>	<u><b>167,962</b></u>

**9. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	2024 £	2023 £
Other operating leases	<b>4,132</b>	4,132
Independent Examiner's Fee	<u><b>2,004</b></u>	<u>2,214</u>

**Relate Severn and Wye Ltd**  
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**Notes to the Financial Statements - continued**  
**for the Year Ended 31st March 2024**

**10. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31st March 2024 nor for the year ended 31st March 2023.

**TRUSTEES' EXPENSES**

During the year one trustee (2023: none) was reimbursed £24 for travel expenses (2023: £nil).

**11. STAFF COSTS**

	<b>2024</b>	2023
	£	£
Wages and salaries	<b>200,901</b>	180,733
Social security costs	<b>5,917</b>	4,387
Other pension costs	<b>2,871</b>	2,585
	<b><u>209,689</u></b>	<u>187,705</u>

Total remuneration (including employer pension) paid to key management personnel during the year was £73,785 (2023: £55,281).

The average monthly number of employees during the year was as follows:

	<b>2024</b>	2023
Administration	<b>8</b>	7
Direct charitable work	<b>12</b>	12
	<b><u>20</u></b>	<u>19</u>

No employees received emoluments in excess of £60,000.

**12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	14,907	42,750	57,657
<b>Charitable activities</b>			
Counselling	149,904	39,362	189,266
Other trading activities	61	-	61
Investment income	<u>2,377</u>	<u>-</u>	<u>2,377</u>
<b>Total</b>	<b><u>167,249</u></b>	<b><u>82,112</u></b>	<b><u>249,361</u></b>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Counselling	168,007	86,848	254,855
Training	<u>260</u>	<u>-</u>	<u>260</u>
<b>Total</b>	<b><u>168,267</u></b>	<b><u>86,848</u></b>	<b><u>255,115</u></b>
Net gains/(losses) on investments	<u>(2,628)</u>	<u>-</u>	<u>(2,628)</u>
<b>NET INCOME/(EXPENDITURE)</b>	<b>(3,646)</b>	<b>(4,736)</b>	<b>(8,382)</b>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	105,713	10,236	115,949

**Relate Severn and Wye Ltd**  
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**Notes to the Financial Statements - continued**  
**for the Year Ended 31st March 2024**

**12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted funds £	Restricted funds £	Total funds £
	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>102,067</u>	<u>5,500</u>	<u>107,567</u>

**13. FIXED ASSET INVESTMENTS**

		Listed investments £
<b>MARKET VALUE</b>		
At 1st April 2023		<b>40,379</b>
Revaluations		<u>(737)</u>
At 31st March 2024		<u>39,642</u>
<b>NET BOOK VALUE</b>		
At 31st March 2024		<u>39,642</u>
At 31st March 2023		<u>40,379</u>

There were no investment assets outside the UK.

**14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2024 £	2023 £
Trade debtors	<b>9,506</b>	909
Prepayments and accrued income	<u>9,394</u>	<u>8,927</u>
	<u>18,900</u>	<u>9,836</u>

**15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2024 £	2023 £
Trade creditors	<b>5,150</b>	857
Pensions	<b>8</b>	8
Deferred income	<b>1,670</b>	4,851
Accrued expenses	<u>9,091</u>	<u>7,702</u>
	<u>15,919</u>	<u>13,418</u>

Deferred income of £1,296 relates to fees received in advance for courses yet to be held and counselling sessions not yet fulfilled. The charity had a commitment at the reporting date to provide these courses and sessions, therefore the income has been deferred and is not recognised in this period. £1,696 of deferred income brought forward has been released in the current year.

Also included in deferred income is £374 (2023: £3,155) of performance-related grant income where the related performance required to meet the income recognition entitlement has not yet occurred.

**Relate Severn and Wye Ltd**  
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**Notes to the Financial Statements - continued**  
**for the Year Ended 31st March 2024**

**16. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2024	2023
	£	£
Within one year	1,200	3,828
Between one and five years	<u>1,200</u>	<u>2,400</u>
	<u>2,400</u>	<u>6,228</u>

**17. MOVEMENT IN FUNDS**

	At 1.4.23	Net movement in funds	At 31.3.24
	£	£	£
<b>Unrestricted funds</b>			
General fund	50,277	(8,438)	41,839
Winding Up Fund	<u>51,790</u>	<u>-</u>	<u>51,790</u>
	<b>102,067</b>	<b>(8,438)</b>	<b>93,629</b>
<b>Restricted funds</b>			
Training Fund	<u>5,500</u>	<u>(5,500)</u>	<u>-</u>
<b>TOTAL FUNDS</b>	<u>107,567</u>	<u>(13,938)</u>	<u>93,629</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	227,581	(235,282)	(737)	(8,438)
<b>Restricted funds</b>				
Activity Fund	500	(500)	-	-
Adult Bursary Fund	12,052	(12,052)	-	-
Adult and Couple Counselling	10,910	(10,910)	-	-
Children and Young Adult Counselling Fund - Droitwich, Ombersley and the Rurals PCN	1,220	(1,220)	-	-
Children and Young Adult Counselling Fund - Malvern PCN	1,365	(1,365)	-	-
Gloucestershire Fund	2,500	(2,500)	-	-
Hereford Fund	3,000	(3,000)	-	-
Older People's Bursary Fund	1,000	(1,000)	-	-
Operations Manager Fund	15,000	(15,000)	-	-
Training Fund	<u>6,000</u>	<u>(11,500)</u>	<u>-</u>	<u>(5,500)</u>
	<u>53,547</u>	<u>(59,047)</u>	<u>-</u>	<u>(5,500)</u>
<b>TOTAL FUNDS</b>	<u>281,128</u>	<u>(294,329)</u>	<u>(737)</u>	<u>(13,938)</u>

**Relate Severn and Wye Ltd**  
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**Notes to the Financial Statements - continued**  
**for the Year Ended 31st March 2024**

**17. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
<b>Unrestricted funds</b>				
General fund	93,033	(3,646)	(39,110)	50,277
Refurbishment fund	12,680	-	(12,680)	-
Winding Up Fund	-	-	51,790	51,790
	<u>105,713</u>	<u>(3,646)</u>	<u>-</u>	<u>102,067</u>
<b>Restricted funds</b>				
Adult Bursary Fund	10,236	(10,236)	-	-
Training Fund	-	5,500	-	5,500
	<u>10,236</u>	<u>(4,736)</u>	<u>-</u>	<u>5,500</u>
<b>TOTAL FUNDS</b>	<u>115,949</u>	<u>(8,382)</u>	<u>-</u>	<u>107,567</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	167,249	(168,267)	(2,628)	(3,646)
<b>Restricted funds</b>				
Adult Bursary Fund	5,250	(15,486)	-	(10,236)
Adult and Couple Counselling	14,932	(14,932)	-	-
Children and Young Adult Counselling Fund - Droitwich, Ombersley and the Rurals PCN	17,602	(17,602)	-	-
Children and Young Adult Counselling Fund - Malvern PCN	6,828	(6,828)	-	-
Hereford Fund	6,000	(6,000)	-	-
Older People's Bursary Fund	5,000	(5,000)	-	-
Operations Manager Fund	15,000	(15,000)	-	-
Training Fund	11,000	(5,500)	-	5,500
Younger People's Bursary	500	(500)	-	-
	<u>82,112</u>	<u>(86,848)</u>	<u>-</u>	<u>(4,736)</u>
<b>TOTAL FUNDS</b>	<u>249,361</u>	<u>(255,115)</u>	<u>(2,628)</u>	<u>(8,382)</u>

**18. RELATED PARTY DISCLOSURES**

During the year ended 31 March 2024 one trustee made donations to the charity totalling £50 (2023: 1 trustee donation of £50), none of which had any restrictions.

**Relate Severn and Wye Ltd**  
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**Notes to the Financial Statements - continued**  
**for the Year Ended 31st March 2024**

**19. PURPOSE OF FUNDS**

**UNRESTRICTED FUNDS**

**General Fund**

The unrestricted fund can be used for any charitable purpose within the charity's objects and approved by the Trustees. It is the policy of the charity to build a reserve of three months' operating costs in this fund.

**Refurbishment Fund**

This fund is designated to provide for any refurbishment costs should the charity move premises in the future. The balance of this fund was transferred to the unrestricted general fund in 2023 as the Trustees do not anticipate any substantial renovations in the near future.

**Winding Up Fund**

This fund is designated in order to provide sufficient funds to cover the cost of redundancy and lease termination costs in the event of the charity winding up.

**RESTRICTED FUNDS**

**Activity Fund**

This fund is restricted following receipt of grant income towards Coronation and Christmas celebrations.

**Adult Bursary Fund**

The restricted fund re the Adult Bursary was established for the purpose of subsidising counselling sessions for adults.

**Adult and Couple Counselling Fund**

This fund is restricted for the purpose of providing counselling sessions to adults and couples in the Droitwich, Ombersley and Rural Primary Care Network.

**Children and Young Adult Counselling Fund - Droitwich, Ombersley and the Rurals PCN**

This fund is restricted for the purposes of providing counselling sessions to young people in the Droitwich, Ombersley and Rural Primary Care Network.

**Children and Young Adult Counselling Fund - Malvern PCN**

This fund is restricted for the purposes of providing counselling sessions to young people in the Malvern Primary Care Network.

**Gloucestershire Fund**

This fund is restricted for the purpose of providing counselling services in Gloucestershire.

**Hereford Fund**

The restricted fund re The Hereford Fund was established for the purpose of providing counselling services in Hereford.

**Older People's Bursary Fund**

The restricted fund re the Older People's Bursary Fund was established for the purpose of subsidising counselling sessions for older clients.

**Operations Manager Fund**

This fund is restricted for funds awarded for the salary costs of our Operations Manager.

**Training Fund**

This fund is restricted for grants awarded to support the training costs of new counsellors.

**Younger People's Bursary Fund**

The restricted fund re the Younger People's Bursary Fund was established for the purpose of subsidising counselling sessions for younger clients.

# Relate

We're the largest provider of relationship support in England and Wales and we help millions of people every year to strengthen the relationships that mean the most to them.

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