

RIVERSIDE COUNSELLING SERVICE

(charity no. 1018853)

for the year 1st March 2019 to 29th February 2020

I report on the accounts of the Charity for the year ended 29th February 2020, which are set out on the following page and prepared on an accruals basis.

Respective Responsibilities of Trustees & Examiner:

The charity's trustees are responsible for the preparation of the accounts. The charity's 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. 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:

I am qualified to perform this examination as I am a Chartered Accountant. 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 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

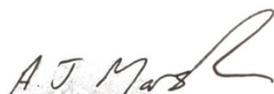
(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Accounts for the year to 29th February 2020

	Year to 29 th February 2020 Restricted	Year to 29 th February 2020 Unrestricted	Year to 29 th February 2020 Total	Year to 28 th February 2019 Total
STATEMENT OF FINANCIAL ACTIVITIES				
Income:				
Fees Received from Clients		109,955	109,955	112,508
Net receipts from fundraising	450	24,813	25,263	25,677
Grants, Gifts and Donations	81,115	38,250	119,365	77,986
Total Income	81,565	173,018	254,583	216,171
Expenditure:				
Clinical Management & Counselling	23,919	78,706	102,625	99,531
Supervision	2,038	24,600	26,638	23,903
Administrative Support	2,921	21,240	24,160	17,397
Room Hire	5,874	19,677	25,551	29,618
Assessment Support	3,822	12,182	16,005	11,765
Fundraising Staff Costs		10,010	10,010	8,560
Insurance		775	775	775
Stationery & Postage		1,992	1,992	1,263
Travel	122	4,749	4,871	4,114
Subscriptions		909	909	521
Equipment, IT & consulting	20,792	21	20,813	554
Telephone		272	272	380
Marketing		392	392	311
Other Costs		1,847	1,847	754
Training	165	11,616	11,781	4,495
Total Expenditure	59,653	188,988	248,641	203,941
Net income / (expenditure) for the year	21,912	(15,970)	5,942	12,230
Funds brought forward	18,770	49,833	68,603	56,373
Funds carried forward	40,682	33,863	74,545	68,603
BALANCE SHEET				
Cash in bank	42,990	56,534	99,524	75,550
Accounts Receivable		8,793	8,793	8,032
Accounts Payable	(2,308)	(26,408)	(28,716)	(11,235)
Accrued Expenses		(5,056)	(5,056)	(3,744)
Current and Total Assets	40,682	33,863	74,545	68,603

Approved on 20th July 2020

Adrian Marsh



Chair

John Morrow



Treasurer

Analysis of Restricted Funds

Donor	b/fwd	Income	Expenditure	c/fwd
Santander Foundation	4,167		4,167	0
Thamesfield YA	3,000			3,000
Invesco Perpetual	0	2,000	2,000	0
Groundwork (Tesco)	1,750	1,000	2,750	
Albert Hunt	0	1,000	1,000	0
Big Lottery – Berinsfield Open Door	0	10,450	8,589	1,861
OCF Tampon tax	9,156	8,000	9,156	8,000
Shanly Foundation	697		697	0
Berinsfield PC		500	500	0
St James Place		10,000	10,000	
Henley Lions		351	351	0
SODC Councillors		3,800	2,323	1,477
OCF Step Change		44,464	18,120	26,344
TOTAL	18,770	81,565	59,653	40,682

Notes to the accounts

Note 1: Basis of preparation

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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 and with the Charities Act 2011.

1.2 Going concern

The accounts have been prepared on a going concern basis and the trustees are not aware of any events or conditions that cast significant doubt on the charity's ability to continue as a going concern

1.3 Change of accounting policies or estimates

The accounts present a true and fair view and the accounting policies adopted are those outlined in note 2. There have been no changes in accounting policies during the year. There have been no changes in accounting estimates and there are no prior year adjustments.

Note 2: Accounting Policies

This standard list of accounting policies has been applied by the charity:

Recognition of income

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP). Where a donor puts stipulations on the use to which a grant or donation can be put the amount received is designated as a restricted fund and expenditure relevant to it is accounted for accordingly.

Tax reclaims on donations and gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Support, trustee and employee costs

The charity has incurred expenditure on support costs during the year but had no employees and made no payments to trustees or related parties.

Balance Sheet

All amounts are due within one year.

Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

Debtors

Debtors are measured on initial recognition at settlement amount, subsequently they are measured at the cash amount expected to be received.

Income

There was an increase in the number of sessions provided during the year (17%), but this did not translate into increased revenue of the same proportion as average session income dropped by over 10% to £21.85. This reduction stemmed mainly from more sessions being held in areas of some deprivation where clients are unable to pay the same rates as clients in Henley. Consequently the overall income from fees went up by 2.7% to £107,982. In addition income from training sessions dropped from £4,140 to £1,950 and there were no Gift Aid receipts. Fundraising income remained static at £25,263 whilst grants and donations leapt from £77,986 to £119,365, mostly as a result of winning a bid to Oxfordshire Community Foundation for a Step Change grant. Of the total grants and donations, £81,115 was restricted and of this £48,615 was for equipment and the Step Change grant rather than directly to support counselling costs.

Expenditure

Although there was an increase in the number of sessions provided of 17%, the costs of running RCS (excluding equipment and Step Change costs) increased by only 11.7%. This was partly due to a reduction in the costs of room hire of £4,067 for the year although most other areas showed increases less than the increase in the level of activity.

The Space

The fee income from the service to young people increased slightly to £23,768 whilst, thanks mainly to a reduction in the costs of Clinical Management, total costs went down from £55,652 to £51,222 yielding an operational (i.e. before grants) deficit of £27,454 compared to £32,922 the previous year.

Net Income

There was an overall surplus for the year of £5,942, a halving of the previous year's result. However within this unrestricted funds showed a deficit of £15,970 whilst restricted funds showed a surplus of £21,912. An analysis of income and expenditure of restricted funds is shown above.

Balance Sheet

The surplus generated for the year helped increase reserves to £74,545 although £40,682 of this was restricted. Unrestricted reserves were reduced by the deficit to £33,863 and were insufficient to comply with the reserves policy of covering 3 months' expenditure. Cash balances increased to £99,524 thanks to the holding of restricted funds yet to be spent which amounted to £42,990.

Outlook

The effects of the investment in Step Change should see an efficiency improvement next year and an increase in fundraising effort should enable the charity to achieve an unrestricted funds surplus thereby bring the reserves back into line with the policy.

Thanks

Riverside Counselling Service continues to be indebted to the many individuals, organisations and trusts who support it and without whom it would not exist. The charity is reliant on them to be able to provide the services it does to those who otherwise could not afford the sort of help the charity offers.