

REGISTERED NUMBER: 09442331 (England and Wales)

Unaudited Financial Statements for the Year Ended 28th February 2019

for

**Horsham and Crawley Counselling
Group CIC**



Anova
Chartered Accountants
Anova House
Wickhurst Lane
Broadbridge Heath
Horsham
West Sussex
RH12 3LZ

**Horsham and Crawley Counselling
Group CIC (Registered number: 09442331)**

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for the Year Ended 28th February 2019**

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Horsham and Crawley Counselling Group CIC

Company Information for the Year Ended 28th February 2019

Directors:

Mrs R S Gardiner-Hill
Mrs K Jones
K Wincer
Mrs S Booth

Registered office:

Alphacom House
8a Oakhill Road
Horsham
West Sussex
RH13 5SB

Registered number:

09442331 (England and Wales)

Accountants:

Anova
Chartered Accountants
Anova House
Wickhurst Lane
Broadbridge Heath
Horsham
West Sussex
RH12 3LZ

**Horsham and Crawley Counselling
Group CIC (Registered number: 09442331)**

Balance Sheet
28th February 2019

	Notes	2019 £	£	2018 £	£
Fixed assets					
Tangible assets	4		2,432		2,338
Current assets					
Stocks		4,053		735	
Debtors	5	6,756		4,703	
Cash at bank and in hand		15,796		7,651	
		<u>26,605</u>		<u>13,089</u>	
Creditors					
Amounts falling due within one year	6	4,807		(207)	
Net current assets			<u>21,798</u>		<u>13,296</u>
Total assets less current liabilities			<u>24,230</u>		<u>15,634</u>
Reserves					
Income and expenditure account			<u>24,230</u>		<u>15,634</u>
			<u>24,230</u>		<u>15,634</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 28th February 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 28th February 2019 in accordance with Section 476 of the Companies Act 2006.

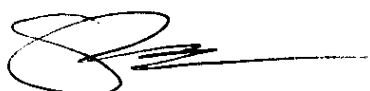
The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the 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 company.

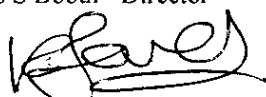
The financial statements have been prepared and delivered in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

In accordance with Section 444 of the Companies Act 2006, the Income Statement has not been delivered.


The financial statements were approved by the Board of Directors on 15th April 2019 and were signed on its behalf by:



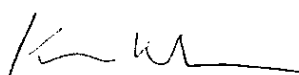
Mrs S Booth - Director



Mrs K Jones - Director



Mrs R S Gardiner-Hill - Director



K Wincer - Director

The notes form part of these financial statements

**Horsham and Crawley Counselling
Group CIC (Registered number: 09442331)**

**Notes to the Financial Statements
for the Year Ended 28th February 2019**

1. Statutory information

Horsham and Crawley Counselling Group CIC is a private company, limited by guarantee, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

2. Accounting policies

Basis of preparing the financial statements

These financial statements have been prepared in accordance with Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" including the provisions of Section 1A "Small Entities" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Turnover

Turnover is measured at the fair value of the consideration received or receivable, excluding discounts, rebates, value added tax and other sales taxes.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery etc - 25% on reducing balance

Stocks

Work in progress is valued at the lower of cost and net realisable value.

Cost is calculated using the first-in, first-out method and includes all purchase, transport, and handling costs in bringing stocks to their present location and condition.

Taxation

Taxation for the year comprises current and deferred tax. Tax is recognised in the Income Statement, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the year end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to surplus or deficit on a straight line basis over the period of the lease.

3. Employees and directors

The average number of employees during the year was 4 (2018 - 3).

**Horsham and Crawley Counselling
Group CIC (Registered number: 09442331)**

**Notes to the Financial Statements - continued
for the Year Ended 28th February 2019**

4. Tangible fixed assets

	Plant and machinery etc £
Cost	
At 1st March 2018	4,207
Additions	905
	<hr/>
At 28th February 2019	5,112
	<hr/>
Depreciation	
At 1st March 2018	1,869
Charge for year	811
	<hr/>
At 28th February 2019	2,680
	<hr/>
Net book value	
At 28th February 2019	2,432
	<hr/>
At 28th February 2018	2,338
	<hr/>

5. Debtors: amounts falling due within one year

	2019	2018
	£	£
Trade debtors	6,756	4,703
	<hr/>	<hr/>

6. Creditors: amounts falling due within one year

	2019	2018
	£	£
Taxation and social security	4,309	(677)
Other creditors	498	470
	<hr/>	<hr/>
	4,807	(207)
	<hr/>	<hr/>

100028/15

CIC 34

Community Interest Company Report

For official use
(Please leave blank)

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*Please
complete in
typescript, or
in bold black
capitals.*

**Company Name in
full**

Horsham and Crawley Counselling Group CIC

Company Number

09442331

Year Ending

28th February 2019

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

(N.B. A Filing Fee of £15 is payable on this document. Please enclose a cheque or postal order payable to Companies House)

PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a description of how they have benefited the community.

This has been a year of growth and challenge for HCCG. The number of counselling sessions we delivered to adults, children and young people within our local areas rose to over 2,500 but there was also unprecedented demand for our service, with wait times lengthening. In particular, referrals rose from those who'd finished short term counselling with the NHS and needed longer term therapy; this placed acute pressure on our capacity.

We worked hard to maximise capacity to try and meet this increasing need, whilst offering interim support solutions for clients, as feedback had shown us that they were finding lengthy wait times difficult.

We continue to be one of the few services locally that have been able to continue to offer long term counselling at reduced cost. Through our participation in Prescription Plus, our local social prescribing project, more clients from Crawley were able to access free counselling with us.

Our children and young people's team saw an increased number of clients as referrals grew. We have added two new counsellors and will recruit more. We continue to reach out to schools and contact centres for young people to publicise what we can offer given the pressure on mental health provision for this group.

One of our biggest challenges was reaching the VAT threshold which meant our fees would rise by 20%. We decided to reduce our fees and take the risk of reduced income so we wouldn't disproportionately disadvantage our client base. We then focussed on generating sufficient reserves this year in order to sustain this going forward. We are happy to report that over 80% of our clients continued to pay our lowest fee rate (despite a small increase) and others were supported to stay in counselling.

Having made the decision to reduce our base fees we also felt it prudent to continue to grow reserves until the full impact of VAT on our income streams and our VAT liabilities became clearer. By accumulating funds through the year we avoided an annual fee rise for our clients and sustained our current fee scale. We were mindful too of the general financial uncertainty that was being generated by Brexit, with clients reporting anxiety about local employment.

We still saw clients from our temporary base in Crawley. A strategic objective this year was to consider what funds we should set aside to help secure permanent premises there. We recognise the importance of supporting clients in their own locality and of making contact and offering support. Crawley's hard to reach ethnically diverse communities. This remains part of strategic planning for next year.

We supported more organisations and corporates than ever before. Supporting local employees broadens awareness of our social mission to employers and employees in our locality, as well as providing a valuable income stream. For the first time this year, we expanded our offer to include well-being support alongside formal counselling. Directors noted that the implementation of two employee assistance contracts late in our financial year did lead to a surge in income with little time for reinvestment, thus increasing our surplus.

However, we believe our plans for next year including maintaining our current fee structure, helping hardship cases, subsidising training and growing our EAP division, will see us make good use of this surplus to support our social mission.

Two new Directors joined our Board strengthening our management team, allowing us to expand strategic planning for next year and we recruited an additional service administrator locally to help with increased workloads.

(If applicable, please just state "A social audit report covering these points is attached").

PART 2 – CONSULTATION WITH STAKEHOLDERS – Please indicate who the company's stakeholders are; how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear.

Our Annual Report (enclosed) will be circulated and uploaded to our website so that all our key stakeholders can remain informed about our activities this year and how to refer people to us. We mail our Annual Report to all the GP practices in our area, local CMHT teams, contract holders and voluntary organisations. The Report is also placed in the waiting room for our service users to take away and read.

Our key stakeholders are:

Our service users:

We used feedback from our service users in a number of ways this year.

We became part of a research collaboration project, called 'SILC', in partnership with CORE (our database providers) and the City of Birmingham University. Using the data our clients gave, we're able to understand their experience and our service delivery and to think about how to make improvements.

We actively sought feedback from clients regarding their experience of waiting. From this we learned they valued information and support we gave during this time. In response, we formalised this into an Interim Support Project that provides service users with resources, using their feedback to learn what's most helpful.

We monitored our standard evaluations that showed that over 90% of service users are reporting psychological improvement and felt understood by our counsellors and remained in therapy with us.

Consultation with a large local corporate showed that working with employee well-being in general was much needed. We created a Well-Being Team that now works with this local company. This well-being support is now being considered by other local companies.

Our referrers:

We continue to attend meetings with the NHS, local mental health forums and other local voluntary organisations who refer client to us, so they understand how we work and so we can consult with our local communities about how their needs might be met.

Continued on a separate sheet

(If applicable, please just state "A social audit report covering these points is attached").

Our contract holders:

We met regularly with our counselling contract holders, provided them with feedback and to review employees' experience of short term counselling with us. We maintained our existing contracts and this year engaged with two new companies within our area.

Our team:

We consulted with our counsellors, supervisors and our employees via regular meetings and provided them with training. At team meetings our Directors make recommendations and seek the approval of the team for key decisions.

We created several sub-teams within our organisational structure building on and increasing engagement with our whole team.

Other therapists:

We continue to support other local therapists and the NHS through the hiring of rooms. We consult with them regularly so they understand how to work in partnership with us whilst in our premises.

PART 3 – DIRECTORS’ REMUNERATION – if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, “There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director’s loss of office, which require to be disclosed” (See example with full notes). If no remuneration was received you must state that “no remuneration was received” below.

There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director’s loss of office, which require to be disclosed”

PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that “no transfer of assets other than for full consideration has been made” below.

No transfer of assets other than for full consideration has been made.

(Please continue on separate continuation sheet if necessary.)

PART 5 – SIGNATORY

The original report must be signed by a director or secretary of the company

Signed

B. Gardner-Hill

Date

10/5/19

Office held (delete as appropriate) Director/Secretary

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Tel	
DX Number	DX Exchange

When you have completed and signed the form, please attach it to the accounts and send both forms by post to the Registrar of Companies at:

For companies registered in England and Wales: Companies House, Crown Way, Cardiff, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland: Companies House, 4th Floor, Edinburgh Quay 2, 139
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

For companies registered in Northern Ireland: Companies House, 2nd Floor, The Linenhall, 32-38
Linenhall Street, Belfast, BT2 8BG

The accounts and CIC34 **cannot** be filed online

(N.B. Please enclose a cheque for £15 payable to Companies House)