

Charity Registration No. 1145377

Company Registration No. 07804583 (England and Wales)

Women's Counselling And Therapy Service Limited
Annual Report And Financial Statements
For The Year Ended 31 March 2020

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Carol Burns Sarah Dempsey (appointed 16 Mar 2020) Georgina Houston Liane Langdon (Appointed Chair 18 Nov 2019) Barbara Lawton Dr Celly Rowe FRCPsych FRCP Alyson Scott (resigned 18 Nov 2019) (Chair to resignation) Angela Sillett (resigned 29 January 2020) Christine Simms Shahina Swain Ann Walker
Secretary	Tessa Denham
Principal staff	Tessa Denham Chief Executive Mandy Alderson (to Sept 2019) Clinical Lead Liz Ballinger (from Feb 2020) Clinical Lead
Charity number	1145377
Company number	07804583
Registered office	Portland House 5 Portland Street Leeds LS1 3DR
Independent Examiner	Laura Mashedier FCA DChA Garbutt & Elliott LLP Chartered Accountants 33 Park Place Leeds LS1 2RY
Bankers	National Westminster Bank plc Westgate Branch 31 Westgate Leeds LS1 2RF

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

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WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2020

Women's Counselling and Therapy Service Limited ("WCTS") is a charitable company. The company was registered on 10 October 2011 number 07804583 and the charity was registered on 10 January 2012 number 1145377.

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their annual report together with the financial statements of the charity for the year ended 31 March 2020. 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

Our objectives are to:

1. Provide advice and guidance, counselling and psychotherapeutic services including self-help support for women and girls of all ages (and their families where necessary), living in Yorkshire and Humberside, who are suffering from psychological/mental health problems.
2. Advance the education of the public and of psychotherapists and mental health workers in particular, in the causes, effects, treatment and reduction of psychological/mental health problems in women and girls.

We operate mainly in the Leeds area, and particularly in areas suffering from economic deprivation.

Ultimately, our aims are to improve the life experiences and life chances of disadvantaged and vulnerable women by: reducing their levels of psychological distress/mental health problems; improving their levels of self-esteem and confidence; increasing their resilience; empowering them with skills for dealing with problems or tackling difficult situations, relationships and mothering.

Helping women achieve these goals takes time, and we do it by providing access to trauma specialised long-term psychotherapeutic services that are gender specific: that is, services that take account of both gender and wider power structures in society, and the potential impact of severe and/or long-term adversity on development, capacity to form relationships and resilience. Crucially, we provide a service that tolerates disrupted engagement, which is essential where issues of trust are critical. We adapt to the needs of individuals too, by using texts and phone calls to secure therapeutic work when necessary, by delivering therapy at the beneficiaries' preferred pace, and by providing practitioners from the same or different cultural identity, and with the same mother tongue.

Where appropriate specialised services aren't available, we aim to develop and pilot them. These include outreach services to reach particularly marginalised and isolated women, and extending our age range to include girls. We also continue to consider our role in supporting women after therapy. In this regard, building on our Peer Support pilots we continued to offer a new approach of support and training for women who wish to provide peer support in their communities: an arms-length model of peer support which respects the self-management aspect of this activity. We also offered clinical consultation and supervision to other organisations, plus Leadership Coaching to a small number of women working with similar beneficiary populations.

This year was the third of a three-year project funded by Lloyds Bank Foundation for England and Wales: a project that accelerated citywide system changes in organisational services' responses to those with histories of child sexual abuse. Core elements of this work is now funded by Leeds NHS CCG with a commitment for mainstreaming the funding.

Not surprisingly, in the face of growing demand and rising operational costs, our funding limits those we can help. For example, our general counselling and therapy service can only work with around 85 women at any time. Demand for our services is rapidly rising, and the waiting list for our open access service was closed for more than three quarters of the year. The harsh reality is that within our current budgets we can only help fewer than one woman in every sixteen who seek support.

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During the period, supported by Comic Relief, we increased our capacity to reach women aged 50+ at risk of violence. A grant from the Ministry of Justice helped us increase capacity to work with survivors/victims of sexual violence.

As part of our efforts to deliver the very best service we can, we review our objectives and activities annually with ex-service users, staff and at Board level. These reviews look at the benefits we provide to women, and also where we might achieve more. We refer to, and comply with, guidance from the Charity Commission on public benefit in these reviews, and whenever we plan future work. Specifically, the trustees consider how our work contributes to the strategic goals and objectives they've set and published in the strategic plan 'Looking backwards, facing forward'.

Achievements and performance

- Summary
- Women who use the Service – profile and demographics
- Women's Outcomes – CORE Outcome Measures, qualitative evaluation, beneficiary feedback
- What the Service offers

Summary

2019/20 was another successful year for the charity, where the challenges of growth were addressed.

Building on our hard work and unswerving focus in previous years, the number of women accessing our Service has increased again to a total of 458 (388 2018-19). Of these, 94% presented with clinical mental health problems, 79% in the Moderate, Moderately Severe and Severe groupings. Over two thirds of women and girls present with histories of trauma and abuse (more disclosed during counselling). 94% of problems / concerns have lasted over 12 months, a quarter continuously, and 85% are Moderate, Moderately Severe, Severe.

Our women engage in counselling for an average of 6 months and we've had excellent success in terms of outcomes too, with 69% who attend for one to one support showing clinical and/or reliable improvement i.e. recovery. 100% of women say they counselling has helped with understanding themselves better and, crucially, 97% with looking after themselves better. Their relationships have improved too, including becoming more effective parents: a very positive knock-on effect that in turn reduces the chance of their children needing help.

We provided the open access service across Leeds during this period, alongside specialist access services for vulnerable mothers, including pregnant women, new mothers, 16-17 year olds, women who've had successive removals of children into care, and survivor/victims of sexual violence. We also continued our highly specialised psychotherapy provision that reaches the most isolated women, working closely with *Hamara*, *Bangladeshi Centre* and *Asha*, and offering therapy from ten key venues in 'deprived' Leeds, as well as our city centre premises.

The unique Visible initiative continues to work citywide, accelerating improvements to health and wellbeing outcomes for adult survivors of child sexual abuse.

We offered another six placements to trainee or newly qualified psychotherapists.

The £2m Big Lottery funded *Women's Lives Leeds* project continued to identify and support women and girls with complex needs, providing invaluable opportunities for their voices to influence and inform the city's priorities, strategies and policies. We host a Complex Needs Worker for the project too, as well as supporting the project as a whole around issues of mental health.

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The women we help: profile and demographics

Before therapy, the average clinical score of the women we help is stable at 21 (2019: 22), meaning Moderately Severe mental health problems. This clinical group is normally seen in secondary mental health services, but the women who use our Service find it hard to access or engage with more mainstream services because of their complex needs, or are excluded from them by limited accessibility.

The most common level of psychological distress at referral is Severe at 36%, then Moderately Severe at 24% and Moderate at 19%, followed by Mild 15%, Low 1%, Healthy 1%.

The women we help have an average of five problems/concerns at assessment, most commonly: anxiety / stress (87%), depression (81%), self-esteem (76%), interpersonal problems (73%), and trauma/abuse (65%). Of these five problems over 94% of each is in the Moderately Severe, with over 91% lasting for at least 12 months, and over two thirds recurring or continuous.

Worryingly, all these problems appear to be far more prevalent than in the 2011 Primary Care national database, and levels of trauma/abuse at assessment remain over three times higher than the national average.

39% of beneficiaries are at risk of suicide and 38% are at risk of self harm; 13% are at risk of harming others.

Monitoring of beneficiaries accessing the service show:

- 100% of WCTS beneficiaries are on low incomes (i.e. below the DWP Median Net Family and Household income figure adjusted for household composition) or live in poverty. Three in five are long term unemployed: half of whom are on incapacity or sickness benefits;
- 26% of beneficiaries are from postcode areas LS7, LS9, LS10, LS14 and LS15 ranked in the lowest 3% of wards in England in the multiple deprivation index (28% 2018-19); a further 33% (26% 2018-19) come from LS8, LS11 and LS12 ranked within the lowest 10% of wards and also having the highest rates of suicide within the city. Overall, more than two thirds of beneficiaries live in Leeds' most deprived areas;
- 35% of beneficiaries are from BME communities (29% 2018-19) (Leeds BME population 18.9% Census 2011);
- 31% of beneficiaries who define their status consider themselves to have a disability (28% 2018-19);
- 17% of those who disclose their sexuality define as lesbian, gay, bisexual or transgender;
- The age range of women accessing the service is stable with 26% aged between 16-25 (Leeds population 15%) and 32% over 45 years old. The number of older women 65+ accessing the service continues to steadily increase;
- Around two thirds of beneficiaries are mothers; over half of whom have responsibility for children under 16. One in ten have experienced having a child(ren) removed into care.

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Women's Outcomes

We use two main tools to monitor beneficiary outcomes. The first is a clinical measure called Clinical Outcomes in Routine Evaluation (CORE): a rigorous system used throughout the NHS. The second is an equally useful feedback form completed at the end of therapy. Our CORE data is independently evaluated by CORE IMS at least bi-annually, while the client feedback is analysed annually.

While the average **CORE score** on entering our service was 21 (Moderate Severe), the average **CORE score** of women ending counselling during the year 2019/20 was 14 (Mild). This is an average improvement of two severity levels, clearly showing the full extent of our work's positive impact.

Evaluation shows 63% of women and girls demonstrate clinical and/or reliable improvement i.e. recovery. 69% for one to one work and 58% for group work. This compares to 55% for similar services nationally, which means that we're typically achieving measurably excellent results for the women we work with. However, this does represent a reduction in 'recovery' outcomes (from 75+% in previous years when we used the CORE34 measure – we started using a shorter CORE10 measure to reduce the admin burden on beneficiaries however the measure is less sensitive).

Changes in psychological Domains are:

Functioning: 20/40 reducing to 14
Problems: 24 reducing to 16
Wellbeing issues: 26 reducing to 17
Risk: 5 (clinical population) reducing to 2 (non-clinical population)

Women attend for an average of 15 sessions over six months; contact with the service is just over eight months.

Crucially, and equally positively, this recovery is also sustained. In 2012, we won an award from the British Association for Counselling and Psychotherapy for conducting research which revealed that 60% of participating beneficiaries were still experiencing reliable and significant change four years after their therapy. The longevity of these recoveries isn't just excellent for the individual service user herself: it also reduces their need for future interventions, which in turn frees up our services for other women.

Analysis of 61 **Beneficiary feedback** forms in March 2020 shows that 98% agreed or strongly agreed with the statement 'I felt able to work with my counsellor' and 100% with 'I felt understood by my counsellor'. Within 'Helpfulness of counselling' 100% of beneficiaries agreed or strongly agreed with the statement 'I feel I understand myself better'. 97% reported they were looking after themselves better, 99% that they had made changes in how they dealt with their problems, and 95% that they tackle difficult situations better. 93% said their relationships have improved and 81% report that they've become more effective parents.

100% of beneficiaries found the therapy venue convenient; 94% said the rooms were accessible and comfortable; 90% felt that they were offered an appointment within a reasonable length of time; 100% that they were offered appointments at convenient times; and 91% found the written information helpful.

Some of the feedback from beneficiaries in 2019/2020:

I understand myself more and have made changes that will last a lifetime.

This is the best counselling I have had as [therapist] is very understanding to me and my situation and deals with things realistically.

[Therapist] has helped with my relationship with myself more than anyone or anything. I have found it so useful.

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I can't even begin to put into words how much WCTS has helped me. I had made plans for the future. I was severely isolated - I could go 2 months without a conversation. Now I'm making friends. Being believed and taken seriously for the first time has been amazing.

WCTS is awesome!

Just thank you so much. I would have been trapped in misery if I hadn't come. I just wish I could have continued. A childcare facility would be so helpful.

I am happy with the service happy WCTS has been so supportive and foundational in my recovery.

My counsellor was brilliant. Listened and understood my very well. Gave me articles that related to my problems and tips to help with strong emotions. Thank you!

Therapist was a fantastic therapist to work with: calm, kind, thoughtful, understanding and I really liked her approach. Thank you so much to everyone at the service for the wonderful job you do. I'm now a much more confident person, wife and mother and am excited and motivated for future adventures! :)

Feedback at the February 2020 ex-beneficiary event continued to emphasise the value of the service to women and the importance of women-only space. Women continue to feel strongly that they were coming because it is women's counselling – 'The name is what drew me in.' They talked about being a client and the welcome they received. 'It was nice to see the same Receptionist each time.' 'I had a brilliant experience and always found the Reception staff very friendly and professional.'

Quotes from the event show how much the service continues to mean to women, after they've left:

'The service was invaluable and I recommend it to anyone who needs it'

'It pretty much saved my life. It was the first time I've probably ever trusted anybody.'

'It was literally a million times better than any other service I have ever used.'

'It's been life changing for all of us at the most difficult points in our lives.'

'The bond and relationship meant I could open up a lot more to her' (the counsellor).

'It was invaluable. I can't tell you how much.'

'There were no surprises. She was amazing and she didn't push me any further than I could go.'

'Having two years changed my mind-set of opening up and letting anyone in for the first time ever.'

'I feel I didn't get all of the sessions I was due and it bothers me.'

'I lived week for week for my counselling session.'

'If I won the lottery, I would fund this place.'

We have two ex-service users on the Board of Trustees.

What the Service offers

WCTS offers a safe, confidential and culturally sensitive space where women can speak openly and deeply about their experiences, feelings and thoughts. Crucially, we're providing something they usually can't access in any other area of their lives. Our support enables women to express and resolve painful experiences, and to begin to review and change their attitude towards themselves and others. This vital opportunity reduces psychological distress and mental health problems, and it also increases women's resilience to everyday ups and downs as well as more challenging life events.

Casework support around wider health and social needs enables women to use the therapy we offer to maximum benefit – it means they get 'added value' from their contact with us.

Our services are 'trauma specialised', which means they take account of the potential impact of severe and/or long-term adversity on development, resilience, and the capacity to form relationships. They also address the frequent mislabelling of people with histories of trauma as uncooperative, hard to engage, non-compliant or treatment resistant, needy or aggressive.

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Our approach is all about responsiveness to individual need and flexibility in understanding individual circumstances. Within a clear psychotherapeutic framework, guided by the BACP's Ethical Framework for Counselling Professions, our focus is on the relationship between beneficiary and therapist, or on relationships with other group members. It's in the context of these safe, understanding and thoughtfully challenging relationships that real and lasting change takes place.

WCTS employs a wide range of highly skilled counsellors/psychotherapists, offering counselling in five community languages and from different therapeutic modalities, including psychodynamic, humanistic, analytic, gestalt, person centred, and the creative arts therapies. Every modality acknowledges just how important a sense of safety and trust is before the relationship can foster exploration, learning and change.

Understandably, women continue to highlight the importance of confidentiality in their feedback: their need to trust someone enough to speak openly, and the profound impact of feeling supported and understood. They talk about feeling welcomed and accepted at WCTS: about their relief at having someone they can regularly express their often troubled or troubling thoughts and feelings with.

Importantly, providing a longer-term therapeutic relationship helps therapy progress at a pace that traumatised women can easily manage. It's significant that many women only gradually feel stable and trusting enough to begin talking in intimate detail about formative life events, and that's one of the key benefits of long-term therapy like ours. They identify and explore the ongoing impact of these experiences and, over time, this enables them to make both small and huge changes in their understandings of themselves and their behaviours. In turn, this helps them begin to make choices that contribute to improving their lives and those of their children, families and communities.

Our service is unique in Leeds for its special mix of accessibility and long-term support. It's free or low cost, delivered in venues women can reach easily and feel safe in, and personalised to their unique needs, even with some interpreter and child care support where necessary. It's also long term, with counselling or psychotherapy lasting up to two years with the majority delivered by fully qualified, accredited and experienced female staff. Both individual and group psychotherapy is offered, and some women complete a period of focused individual work before moving into group work to deepen their explorations of relationships with others. We offer 12-week psychoeducational courses too, designed to help women reflect upon their current difficulties, develop skills and strategies for managing their emotional wellbeing, and build their resilience to life's ups and downs.

Casework, or key working, is offered whenever there's a need for wider support to maximise the benefit to be gained from the psychotherapy we offer. Feedback on casework support:

I feel that I would of crumbled by now with the current situation and most likely attempted suicide as a way out but on reflection I feel so very supported.

I value the regular contact with you and it feels good to know that I have someone there for me.

I feel extremely grateful.

You go above and beyond and I really value having you there.

We offer an open access service for women in the beneficiary group, both from our city centre premises and now venues across Leeds. It's funded by Leeds City Council Adult Social Care, the Pilgrim Trust, the Big Lottery Fund, Charles Hayward Foundation and The Brelm's Trust CIO. Over the year, this open access service worked with 307 women (compared to 282 2018-19), including 141 in outreach. Outreach continues this year to focus on reaching isolated south Asian women.

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All women accessing this service are unable to access other services to meet their needs. They're not able to pay for counselling, they need a female therapist, and they're only able to feel safe enough to speak of their experiences – often years or decades of neglect, sexual or domestic abuse and/or violence – in a women's service. WCTS is a service that recognises their strengths, is compassionate about their challenges, and that supports them in their desire and efforts to make changes: together we celebrate them and their achievements, large and small.

(Therapist) has been fantastic - she has helped me a lot and for that I am eternally grateful.

I would like to thank [Therapist] for all her help and support in giving me a real chance of talking and listening and guiding me, she has been amazing for me and helped me understand that everything isn't my fault and learned new coping strategies. Will miss you. Thank you, lots of love.

During the year a further 151 women accessed the specialised services (76 2018-19).

We've successfully helped women deal with the consequences of fractured families, domestic abuse, children with challenging behaviours, traumatic labours and births, bereavement, and overcoming the negative impacts of aspects of their own childhoods, including multigenerational poverty.

Our perinatal work continues to see very positive results, and we received a Maternal Mental Health Alliance award for Diversity and Inclusivity in August 2018. We also continued working with 16 and 17-year olds for the first time, within the 16–25 year old specialism provided by the Service. We offered these young women shorter contracts of six to twelve sessions.

I feel the service in general has massively helped and supported me through my pregnancy and post natally. I feel more needs to be done to highlight the availability of this service as I had to find it on my own after being turned away by every other service.

(Therapist) was a fantastic therapist to work with: calm, kind, thoughtful, understanding and I really liked her approach. Thank you so much to everyone at the service for the wonderful job you do. I'm now a much more confident person, wife and mother and am excited and motivated for future adventures! :)

My counsellor was brilliant. Listened and understood my very well. Gave me articles that related to my problems and tips to help with strong emotions. Thank you! (16/17 year old)

I started counselling I was a bit scared but I realised that I had no reason to be scared I enjoyed the sessions and looked forward to them. (Community engagement work)

Wider work

Evaluation Reports of our work can be found at www.womenstherapyleeds.org.uk.

We're delighted to be hosting and coordinating the Visible project: this follows on from the October 2015 city-wide conference *Childhood Sexual Abuse – the challenge to mental health services* which was hosted by us on behalf of Leeds North CCG. Visible is a pioneering city-wide initiative to improve services with, and for, adult survivors of child sexual abuse. We're carrying out this work in close partnership with Leeds Involving People, and there's more information at www.visibleproject.org.uk.

We play a big part in the strengthened and co-ordinated approach to mental health service provision for the women of Leeds through our involvement in key city-wide forums like Volition (the Leeds voluntary sector mental health forum), the NHS Perinatal Mental Health Group and the Leeds Strategic Mental Health Partnership. Our CEO acts as Third Sector Advocate on sexual violence to the West Yorkshire PCC Domestic Abuse and Sexual Violence Advisory Board.

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Financial review

WTCS has responded to this extremely challenging operating environment by maintaining and further diversifying its funding base, operating with a diverse range of funding streams. In November 2019 we were awarded a five-year contract for £240,000 annually, within the NHS Leeds Mental Wellbeing Service for specialised psychological therapies for women within the perinatal period. Careful financial management means we're increasingly able to respond flexibly in relation to emerging needs and opportunities – vital in such a complex and volatile operating environment. The Statement of Financial Activities shows net income for the year of £73,127 (2019: net expenditure of £2,162) with reserves totalling £208,465 at 31 March 2020 (2019: £135,338).

During the year the trustees decided to designate £117,299 for specific purposes as set out in note 15.

Principal funding sources

Income for the period from 1 April 2019 to 31 March 2020 was £745,201 (2019: £573,827). The largest single funding stream is a contract with Leeds City Council Adults and Health of £143,340 (2019: £143,340). Other contributions are from NHS CCGs which total; £153,863 (2019: £59,474) and from charitable trusts and foundations; £396,880 (2019: £328,418). Donations amounted to £5,659 (2019: £8,178) and fees £1,230 (2019: £3,300).

Reserves policy

The trustees continued to monitor progress against the reserves policy (i.e. that free reserves held by the charity should equate to at least 50% of future years unfunded commitments eg building lease and 35% of three months' running costs, based on the agreed budgeted expenditure for the subsequent financial year).

Budgeted expenditure for 2020/21 is £880,636 (2019/20: £580,916). The reserves target is £244,000 (2019: £143,000). The reserves are needed to meet the working needs of the charity in the event of a significant drop in funding, to maintain provision for redundancy and legal costs or other untoward events. At present the free reserves, after accounting for designated fund, amount to £9,066 (2019: £100,614) which falls short of the target of £244,000. The Board is continuing to look at ways to build the reserves and has also considered contingency plans in the event of a significant reduction in finances in the short term. For example, we reviewed our approach to longer term liabilities.

Plans for Future Periods

As we finalise these accounts we are focusing on re-setting the Service in relation to the Covid-19 pandemic, for example moving back to providing some face-to-face support. In the long term we'll keep remote services as part of our offer, recognising the increased accessibility that it brings for some. In 2020-21, we'll consolidate our growth, mitigate against the risks of Covid-19 and aim to maximise any opportunities to meet the anticipated increase in demand.

We'll carry on focussing on developing support for those who are excluded from services too, and continue to work in the Women's Lives Leeds Alliance, focussing on maximising the impact of city-wide priorities, strategies and policies, as well as responding to new opportunities.

Structure, governance and management

WCTS has operated continuously since 1982. Initially as an Industrial and Provident Society with charitable objectives and subsequently as a charitable company limited by guarantee, incorporated on 10 October 2011 and registered as a charity in January 2012. WCTS is governed by articles of association.

The Board usually comprises between five and twelve trustees, recruiting by open advertising, personal recommendation and direct approach, depending on the required expertise or skills. One third of the trustees retire each Annual General Meeting, and are welcome to stand for re-election. Officers in post during the year include the Chair, deputy Chair, Treasurer, Secretary and Membership Secretary.

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Potential trustees attend an initial introductory meeting with the Membership Secretary and three Board meetings as a guest. New trustees receive a comprehensive induction pack, which includes Charity Commission guidance 'The Essential Trustee', and are invited to attend an induction session with the Chair and Chief Executive. This session covers areas such as legal responsibility; the Articles; services and finances. Board responsibilities are reviewed annually.

The Board meets seven times a year and receives regular reports from the Chief Executive, covering financial performance and other key performance indicators like clinical service / therapy outcomes. Where it is appropriate, Sub Committees review and/or oversee certain aspects of the organisation in more detail. These meet quarterly, or more frequently as appropriate; they report and make recommendations for decision to the Board. During the year the following committees were sitting:

- Business Sub Committee - quarterly
- Clinical Services Sub Committee - quarterly

Towards the end of the period the Board decided to increase meetings to monthly and incorporate the sub-committees as part of a full Board structure review started during the period.

An experienced Board member mentors and works with each new Board member for up to a year, while a system of formal annual Board appraisals is undertaken biannually.

A scheme of delegation (reviewed annually) is also in place and day-to-day responsibility for the provision of services rests with the Chief Executive along with the Clinical Lead. The Chief Executive is responsible for ensuring WCTS delivers the services specified and that key performance indicators are met. The Clinical Lead has responsibility for the day-to-day operation of clinical services reporting to the clinical subcommittee. The executive leadership team meets weekly, and comprises the Chief Executive, Services Managers and the Operations Manager.

We continue to review our employee remuneration and reward packages in order to make sure we always attract and retain the best possible staff for our work.

WCTS is guided by local, regional and national policy and strategy.

Risk Management

The trustees have reviewed the major risks to the charity and the risk register is updated annually. Appropriate risk mitigation strategies are in place, and areas such as health & safety, safeguarding and finance are standing items on Board agendas. Included in its current policies, WCTS has a serious incident policy, a beneficiary confidentiality policy and child and adult safeguarding policies.

The principal risks and uncertainties faced by the charity are as follows:

- Financial risks – the charity manages the risk that income might fall mainly through maintaining a dynamic diverse funding base, and comprehensive controls to ensure budgets are not overspent.
- Operational risks - The Charity undertakes an annual risk assessment review covering Operational issues plus Health and Safety, Environmental and External, and Financial which informs an annual Action Plan. This sits alongside a suite of operational policies including Safeguarding Adults and Children Policies.
- Employment (human resource) risk - the charity employs staff for the delivery and management of its objectives. It has an annually updated and externally reviewed Staff Handbook in place covering a range of areas including general conditions of employment, leave, data protection, qualities and positive working environment.
- The Trustees have considered their responsibilities under Legislation including Health & Safety, Employment Law and Safeguarding.

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

Key Management

The trustees consider the Chief Executive, the Clinical Lead, the Services Managers, the Operations Manager and the Services Managers as key management personnel, in charge of directing and controlling the charity, and running and operating the charity on a day-to-day basis.

The pay of the charity's key management personnel is reviewed annually and may be increased in accordance with national indicators such as inflation or average earnings where financially possible and prudent. The remuneration is also benchmarked with charities of a similar size and activity to ensure that it is fair and not out of line with that generally paid for similar roles.

Fundraising

We strive to achieve the highest fundraising standards and we value our supportive funders. We are staying up to date with developments in charity regulation, data protection and the Fundraising Preference Service (FPS) to make sure we are legally compliant and adhering to all guidelines. Our fundraisers follow the Institute of Fundraising's Code of Practice.

Small Company Rules

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

Approved and signed on behalf of the board by:



.....

Liane Langdon

Dated: ...22/09/2020..

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2020

Company law requires the trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the Charitable Company as at the end of the financial period and of the surplus or deficit of the Charitable Company for that period.

In preparing those financial statements the Board is required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and which enable them to ensure that the accounts 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.

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

I report to the trustees on my examination of the financial statements of Women's Counselling and Therapy Service Limited (the charity) for the year ended 31 March 2020.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, 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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act;
or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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 financial statements to be reached.

Laura Masheder

Laura Masheder FCA DChA

Garbutt & Elliott LLP
Chartered Accountants
33 Park Place
Leeds
LS1 2RY

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2020

	Notes	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Total 2019 £
<u>Income from:</u>					
Donations and legacies	3	15,066	387,473	402,539	336,596
Charitable activities	4	144,570	196,926	341,496	236,305
Investments	5	1,166	-	1,166	926
Total income		<u>160,802</u>	<u>584,399</u>	<u>745,201</u>	<u>573,827</u>
<u>Expenditure on:</u>					
Charitable activities	6	135,051	537,023	672,074	575,989
Net income/(expenditure) for the year/ and net movement in funds		25,751	47,376	73,127	(2,162)
Fund balances at 1 April 2019		<u>100,614</u>	<u>34,724</u>	<u>135,338</u>	<u>137,500</u>
Fund balances at 31 March 2020		<u><u>126,365</u></u>	<u><u>82,100</u></u>	<u><u>208,465</u></u>	<u><u>135,338</u></u>

All income and expenditure derive from continuing activities.

The statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 16 - 30 form part of these financial statements.

A fully detailed Statement of Financial Activities for the year ended 31 March 2019 is shown at note 19.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

BALANCE SHEET AS AT 31 MARCH 2020

	Notes	2020 £	£	2019 £	£
Current assets					
Debtors	11	1,328		43,616	
Cash at bank and in hand		350,377		266,109	
		<u>351,705</u>		<u>309,725</u>	
Creditors: amounts falling due within one year	12	(143,240)		(174,387)	
Net current assets			208,465		135,338
			<u>208,465</u>		<u>135,338</u>
Funds of the Charity					
Restricted funds	14		82,100		34,724
<u>Unrestricted funds</u>					
Designated funds	15	117,299		-	
General unrestricted funds		9,066		100,614	
		<u>126,365</u>		<u>100,614</u>	
			208,465		135,338
			<u>208,465</u>		<u>135,338</u>

For the financial year ended 31 March 2020 the company was entitled to exemption from audit under section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the 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.

The notes on pages 16-29 form part of these financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements were approved by the Trustees on 22/09/2020....



Liane Langdon
Chair of Trustees
Company Registration No. 07804583

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2020

	Notes	2020 £	£	2019 £	£
Cash flows from operating activities					
Cash generated from/(absorbed by) operations	19		83,102		(13,272)
Investing activities					
Interest received		1,166		926	
Net cash generated from investing activities			1,166		926
Net increase/(decrease) in cash and cash equivalents			84,268		(12,346)
Cash and cash equivalents at beginning of year			266,109		278,455
Cash and cash equivalents at end of year			<u>350,377</u>		<u>266,109</u>

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Charity information

Women's Counselling and Therapy Service Limited is a Company Limited by Guarantee and is also a registered charity. The registered office is Portland House, 5 Portland Street, Leeds, LS1 3DR.

Each member of the company has undertaken to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

1.1 Accounting convention

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 (FRS102) (effective 1 January 2019) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £1.

The financial statements have been prepared under the historical cost convention, modified to include certain financial instruments at fair value. The principal accounting policies adopted are set out below.

Women's Counselling and Therapy Service Limited meets the definition of a public benefit entity under FRS102.

Assets and liabilities are initially recognised at cost or transaction value unless otherwise stated in the relevant accounting policy notes.

1.2 Going concern

The trustees have prepared financial projections, taking into consideration the current economic climate and its potential impact on the sources of income and planned expenditure. They have a reasonable expectation that adequate financial resources are available to enable the charity to continue in operational existence for the next 12 to 18 months, and have adequate contingency plans in the event that income streams are reduced. Whilst the global economy has been significantly impacted by the COVID-19 virus, the charity still has reserves sufficient to meet its immediate requirements. Consequently the accounts have therefore been prepared on the basis that the charity is a going concern.

1.3 Charitable funds

Unrestricted funds represent funds which are expendable at the discretion of the Trustees in the furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment and include designated funds.

Restricted funds represent grants, donations and legacies received which are allocated by the donor for particular project or activity.

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

1 Accounting policies (Continued)

1.4 Income

Income represents all resources which become available to the charity but excludes gains on investments. Grants and donations are recognisable when the charity becomes entitled to receive the funds, when it is probable that the funds will be received and that they can be measured with sufficient accuracy.

Investment income is recognised on an accruals basis and comprises of interest receivable during the accounting period.

1.5 Expenditure

Expenditure is recognised in the period in which it is incurred and includes attributable VAT which cannot be recovered.

Charitable expenditure comprises those costs incurred by the charity in the deliverance of its activities and services for its beneficiaries. It includes both costs that can be directly allocated to such activities and those costs of an indirect nature necessary to support them.

Support costs include those costs incurred in supporting the work of the charity.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	15% straight line
Computers	33% straight line basis

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

Individual fixed assets costing £1,000 or more are capitalised.

1.7 Cash and cash equivalents

Cash at bank and cash in hand includes cash and short term highly liquid investments with a maturity within the 12 months after the balance sheet date.

1.8 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 in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when 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.

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

1 Accounting policies

(Continued)

Basic financial assets

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS102 to all of its financial instruments.

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid.

Other financial assets

Financial assets, other than those held at fair value through profit and loss, are assessed for indicators of impairment at each reporting end date.

Impairment of financial assets

Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected. Any impairment loss is recognised in the income and expenditure account.

Derecognition of financial assets

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the charity transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

Basic financial liabilities

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfers of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement value after allowing for any discounts which may be due.

Other financial liabilities

Amounts recognised as provisions are best estimates of the consideration required to settle the present obligation at the reporting end date, taking into account the risks and uncertainties surrounding the obligation.

Derecognition of financial liabilities

Financial Liabilities are only derecognised when, and only when, the charity's obligations are discharged, cancelled or they expire.

1.9 Taxation

Women's Counselling and Therapy Services is a registered charity and as such is a charity within the meaning of schedule 6 of the Finance Act 2010. Accordingly, the Charity is potentially entitled to tax exemption under part 11 of the Corporation Tax Act 2010 or section 256 of the Taxation of Chargeable Gains Act 1992 in respect of income and gains arising.

1.10 Employee benefits

The costs of short term employee benefits are recognised as a liability and an expense where settlement of obligations does not fall within the same period.

1.11 Retirement benefits

The charity has made arrangements for a defined contribution scheme for the members of staff. The assets of the scheme are held separately from those of the charity. Pension costs charged in the Statement of Financial Activities represent contributions payable by the charity in the year.

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

There are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Total
	2020	2020	2020	2019
	£	£	£	£
Donations and gifts	5,659	-	5,659	8,178
Grants	9,407	387,473	396,880	328,418
	<u>15,066</u>	<u>387,473</u>	<u>402,539</u>	<u>336,596</u>

In the previous year restricted grants were £328,418 and restricted donations were £Nil.

Grants receivable for core activities

The Brelm's Trust CIO	3,000	3,000
Bromley Trust	15,000	-
Charles Hayward Foudation	12,000	15,000
Comic Relief	47,436	-
Tudor Trust	-	11,875
Leeds Fund Strategic Mental Health Grant	-	10,522
Henry Smith Charity	20,000	40,000
Lloyds Bank Foundation for England and Wales	42,583	78,500
Jimbo's Fund	2,500	7,500
Ministry of Justice	92,400	-
Community Fund	98,328	98,328
Awards for All	-	10,000
BBC Children in Need	34,149	34,465
The Pilgrim Trust	15,077	14,228
Together Women Projects	9,407	-
Garfield Weston	5,000	5,000
	<u>396,880</u>	<u>328,418</u>

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

3 Donations and legacies

(Continued)

The Charity benefits greatly from the involvement and enthusiastic support of a number of volunteers, details of which are given in our annual report. In accordance with FRS102 the economic contribution of volunteers is not recognised in the financial statements.

4 Charitable activities

	2020 £	2019 £
Performance related grants	340,266	233,005
Other income	1,230	3,300
	<u>341,496</u>	<u>236,305</u>
Performance related grants		
Leeds City Council Adults and Health	143,340	143,340
NHS Leeds CCG	153,863	59,474
Women's Lives Leeds	43,063	30,191
	<u>340,266</u>	<u>233,005</u>

5 Investments

	2020 £	2019 £
Interest receivable	1,166	926

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

6 Charitable activities

	2020 £	2019 £
Staff costs	473,838	367,736
Recruitment, DBS checks	2,739	1,415
Therapy, supervision, freelance workers	19,824	30,998
Partner costs	10,644	12,749
Staff and volunteer training	8,602	5,595
Premises costs	26,228	36,349
Direct client costs	9,724	18,296
Postage and stationery	3,595	2,735
Consultancy fees	17,260	11,050
Service user involvement	902	268
Volunteer expenses	245	1,132
	<u>573,601</u>	<u>488,323</u>
Share of support costs (see note 7)	98,473	87,666
	<u>672,074</u>	<u>575,989</u>
Analysis by fund		
Unrestricted funds	135,051	149,332
Restricted funds	537,023	426,657
	<u>672,074</u>	<u>575,989</u>

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

7 Support costs	2020	2019
	£	£
Staff costs	34,807	30,985
Premises costs	8,742	12,116
Insurance	2,825	1,535
Administrative costs	21,038	18,145
Travel and subsistence	5,322	4,319
Books and subscriptions	414	409
Accountancy fees	2,940	2,004
Other professional fees	12,830	12,228
Annual report and meetings	-	933
Office equipment	9,555	4,992
	<u>98,473</u>	<u>87,666</u>

Accountancy fees include fees paid to the independent examiner of £1,350 (2019: £985) and accountancy fees of £1,100 (2019: £685).

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

8 Employees

Number of employees

The average monthly number of employees during the year was:

	2020 Number	2019 Number
Charity Managers	1	1
Therapy Managers and staff	19	16
Charity and Therapy administration	3	3
	<u>23</u>	<u>20</u>

Employment costs

	2020 £	2019 £
Wages and salaries	461,322	362,273
Social security costs	34,740	24,684
Other pension costs	12,583	11,764
	<u>508,645</u>	<u>398,721</u>

The charity participates in a defined contribution pension arrangement for the benefit of its employees. No contributions were unpaid at 31 March 2020 (2019: £nil).

The key management personnel of Women's Counselling and Therapy Service Limited are the trustees, Tessa Denham; Chief Executive, Mandy Alderson; Clinical Lead/Services Manager, Liz Ballinger; Clinical Lead, Angela Higgins; Operations Manager, Fiona Lothian; Services Manager, Katie Whitehouse; Services Manager, Emma Marsh; Services Manager, Helen Wilson; Services Manager.

The total employee benefits of the key management personnel of the charity were £182,524 (2019: £164,517).

There were no employees whose annual remuneration was £60,000 or more (2019 - No employees).

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

No trustees claimed expenses during the year (2019: No trustees).

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

10 Tangible fixed assets

	Fixtures and fittings £	Computers £	Total £
Cost			
At 1 April 2019	11,381	7,972	19,353
At 31 March 2020	<u>11,381</u>	<u>7,972</u>	<u>19,353</u>
Depreciation			
At 1 April 2019	11,381	7,972	19,353
At 31 March 2020	<u>11,381</u>	<u>7,972</u>	<u>19,353</u>
Net book value			
At 31 March 2020	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2019	<u>-</u>	<u>-</u>	<u>-</u>

11 Debtors

	2020 £	2019 £
Amounts falling due within one year:		
Other debtors	-	34,693
Prepayments and accrued income	1,328	8,923
	<u>1,328</u>	<u>43,616</u>

12 Creditors: amounts falling due within one year

	Notes	2020 £	2019 £
Other taxation and social security		10,023	6,521
Deferred income	13	108,918	147,250
Accruals and other creditors		24,299	20,616
		<u>143,240</u>	<u>174,387</u>

13 Deferred income

	2020 £	2019 £
Balance brought forward	147,250	119,780
Released to income	(147,250)	(119,780)
Deferred at year end	<u>108,918</u>	<u>147,250</u>
	<u>108,918</u>	<u>147,250</u>

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

Current year	Balance at 1 April 2019 £	Income £	Expenditure £	Balance at 31 March 2020 £
Lloyds Bank Foundation for England and Wales - Invest and Transform Programmes	3,733	42,583	(46,316)	-
BBC Children in Need	5,437	34,149	(34,762)	4,824
Henry Smith Charity	15,000	20,000	(35,000)	-
Community Fund	9,745	98,328	(96,959)	11,114
Charles Hayward Foundation	-	12,000	-	12,000
NHS Leeds CCG	-	153,863	(127,225)	26,638
Garfield Weston	-	5,000	(5,000)	-
Jimbo's Fund	809	2,500	(3,309)	-
Women's Lives Leeds	-	43,063	(43,063)	-
The Brelm's Trust CIO	-	3,000	(3,000)	-
Bromley Trust	-	15,000	-	15,000
Comic Relief	-	47,436	(36,567)	10,869
Ministry of Justice	-	92,400	(92,400)	-
The Pilgrim Trust	-	15,077	(13,422)	1,655
	<u>34,724</u>	<u>584,399</u>	<u>(537,023)</u>	<u>82,100</u>

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

14 Restricted funds

(Continued)

Purposes of restricted funds:

Lloyds Bank Foundation for England and Wales - Invest and Transform Programmes - contributions towards salary and on costs of the Counselling and Therapy Services Manager, the Chief Executive, and a contribution towards core costs.

BBC Children in Need - to support a project working with 16 and 17 year olds.

Henry Smith Charity - funding towards the running costs of providing therapy for the beneficiaries.

Community Fund - to provide outreach support to isolated and vulnerable women of Leeds living in areas of deprivation including a focus on provision for south Asian women.

Charles Hayward Foundation - funding towards the general therapy services.

NHS Leeds CCG – to fund a project supporting improvements in Leeds mental health services with adult survivors of child sexual abuse and to fund a specialised service for women in the perinatal period.

Garfield Weston - funding to increase reach and continuing to improve access.

Jimbo's Fund - to support vulnerable and isolated women with mental health problems resulting from abuse, neglect or trauma.

Women's Lives Leeds - funding as part of the Big Lottery Fund across Leeds, and initiative to support the most vulnerable women and girls with a focus on complex needs to ensure that many more women and girls in Leeds are empowered to live healthier and safer lives.

The Brelm's Trust CIO - funding towards the general therapy service.

Bromley Trust - funding towards core costs.

Comic Relief - to fund psychological therapies and associated case work for wider health and social needs for women aged 50+ at risk of violence.

Ministry of Justice - a core cost grant providing funding for services to victims/survivors of sexual violence.

Pilgrim Trust - to fund psychological therapies for 16-25 year olds.

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

14 Restricted funds

(Continued)

Prior year	Balance at 1 April 2018 £	Income £	Expenditure £	Balance at 31 March 2019 £
Lloyds Bank Foundation for England and Wales - Invest and Transform Programmes	3,460	78,500	(78,227)	3,733
BBC Children in Need	-	34,465	(29,028)	5,437
NHS Leeds CCGs	10,395	59,474	(69,869)	-
Henry Smith Charity	20,000	40,000	(45,000)	15,000
Community Fund	301	98,328	(88,884)	9,745
Other Restricted Funds	9,142	107,316	(115,649)	809
	<u>43,298</u>	<u>418,083</u>	<u>(426,657)</u>	<u>34,724</u>

15 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2019 £	Transfers £	Balance at 31 March 2020 £
Maternity Leave Fund	-	17,000	17,000
Future Service Development Fund	-	10,000	10,000
Contingency Fund	-	55,299	55,299
Building Fund	-	15,000	15,000
40th Anniversary Research Fund	-	20,000	20,000
	<u>-</u>	<u>117,299</u>	<u>117,299</u>

Purposes of designated funds:

Maternity Leave Fund - Provision for supporting maternity leave.

Future Service Development Fund - Provision for developing services for marginalised groups who are not served by mental health services with a view to evidencing outcomes.

Contingency Fund - Provision to respond in short term to unforeseen circumstance.

Building Fund - Provision to secure stable sustainable premises for the Service.

40th Anniversary Research Fund - Provision for additional research.

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

16 Analysis of net assets between funds

	Net current assets 2020 £	Tangible fixed assets 2020 £	Total 2020 £
Restricted Funds	82,100	-	82,100
Unrestricted Funds	9,066	-	9,066
Designated Funds	117,299	-	117,299
	<u>208,465</u>	<u>-</u>	<u>208,465</u>

	Net current assets 2019 £	Tangible fixed assets 2019 £	Total 2019 £
Restricted Funds	34,724	-	34,724
Unrestricted Funds	100,614	-	100,614
	<u>135,338</u>	<u>-</u>	<u>135,338</u>

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

17 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2020 £	2019 £
Within one year	28,069	27,081
Between two and five years	23,965	26,250
In over five years	-	20,781
	<u>52,034</u>	<u>74,112</u>

18 Related party transactions

There were no disclosable related party transactions during the year (2019 - none).

19 Cash generated from operations

	2020 £	2019 £
Surplus/(deficit) for the year	73,127	(2,162)
Adjustments for:		
Investment income recognised in statement of financial activities	(1,166)	(926)
Movements in working capital:		
Decrease/(increase) in debtors	42,288	(40,939)
(Decrease)/increase in creditors	(31,147)	30,755
Cash generated from/(absorbed by) operations	<u>83,102</u>	<u>(13,272)</u>

The charity had no debt during the year

WOMEN'S COUNSELLING AND THERAPY SERVICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

20 Comparative Statement of Financial Activities

	Unrestricted funds £	Restricted funds £	Total 2019 £
<u>Income from:</u>			
Donations and legacies	8,178	328,418	336,596
Charitable activities	146,640	89,665	236,305
Investments	926	-	926
Total income	155,744	418,083	573,827
<u>Expenditure on:</u>			
Charitable activities	149,332	426,657	575,989
Net movement in funds	6,412	(8,574)	(2,162)
Fund balances at 1 April 2018	94,202	43,298	137,500
Fund balances at 31 March 2019	100,614	34,724	135,338