

**NEW ROMNEY COUNSELLING SERVICES LIMITED**

**Company Number : 04010166**

**Registration Charity Number : 1086776**

**ACCOUNTS**

**FOR THE YEAR ENDED 30 SEPTEMBER 2018**

# **NEW ROMNEY COUNSELLING SERVICES LIMITED**

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**NEW ROMNEY COUNSELLING SERVICES LIMITED  
TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTORS' REPORT)  
FOR THE YEAR ENDED 30 SEPTEMBER 2018**

**REFERENCE AND ADMINISTRATIVE INFORMATION**

**Members, trustees and directors**

Chris Gilks – Chairman  
Susan Gilks  
Richard McQuirke  
Rosalind Russell  
Lindsay Thompson  
Janet Leavey (appointed 29 November 2018)

**Company Secretary**

Rosalind Russell

**Company registration number**

04010166

**Registered Charity number**

1086776

**Registered Office**

45 High Street  
New Romney  
Kent  
TN28 8AH

**Website**

[www.newromneycounsellingservices.co.uk](http://www.newromneycounsellingservices.co.uk)

**Trading name**

The charity shop trades under the name 'Faith, Hope & Charity'

**Independent examiner**

Daniel Valentine ACA, Begbies Chartered Accountants, Old Printers House, Stone Street, Cranbrook, Kent, TN17 3HF

**Bankers**

Nat West Bank – Chatham Customer Service Centre, Western Ave, Waterside, Chatham Maritime, Kent ME4 4RT  
CAF Bank Ltd – 25 Kings Hill Avenue, Kings Hill. West Malling, Kent ME19 4JQ.  
Charity Bank Limited – 194 High Street, Tonbridge, Kent TN9 1BE.

**NEW ROMNEY COUNSELLING SERVICES LIMITED**  
**TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTORS' REPORT)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2018**

The Trustees, who are also members and directors of the charitable company for the purposes of the Companies Act, submit their annual report and accounts for the year ended 30 September 2018. The Trustees confirm that the Annual Report and Accounts have been prepared in accordance with the accounting policies set out in Note 1 to the accounts and comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and *Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)* published on 16 July 2014.

**Objectives and activities for the public benefit**

The charity's objects (as amended on 10 May 2013) are:-

- To relieve persons who are mentally or emotionally disturbed or distressed by the provision of a counselling service for such persons.
- To advance education by conducting, where appropriate, study and research into methods of treatment of such persons and to publish the useful results of such study and research
- To advance education by training persons in counselling so that they may assist in the treatment of persons suffering from mental or emotional disorders or problems

The charity's trustees have complied with their duty in Section 17(5) of the 2011 Charities Act to have due regard to public benefit guidance published by the Charity Commission.

**Achievements, performance and plans for future periods**

For 19 years NRCS has built up a reputation of offering affordable, long term counselling to a wide range of clients throughout East Kent and it is evident that this service fulfils an essential need. Referrals are from Doctors, Schools, NHS, the local Mental Health team and Police. NRCS is often asked to take on clients from NHS-funded counselling organisations in the area that are unable to cope with some client issues and sometimes offering only short-term support. Clients often come on the recommendations of ex-clients who have been helped in the past.

With 40 counsellors, NRCS provided **5,861** sessions during the period 1st October 2017 to 30<sup>th</sup> September 2018. As well as our long term clients, we were able to offer counselling support to **215** new clients (173 adults and 42 children). At NRCS's outreach locations, sessions for the period totalled **608**.

Requests for counselling from individuals and couples are dealt with as quickly as possible to avoid a lengthy waiting list. Assessments are arranged to consider people's needs and gauge their level of distress so that they can be accommodated with an appropriate counsellor. In the period covered by this report, **278** prospective clients were interviewed.

NRCS has always responded to a need for counselling in the local community. Inevitably this comes at a cost, and, because we are committed to meeting this demand, resources are often under pressure. At the end of last year, we knew a difficult and challenging time lay ahead. With dwindling funds and substantial overheads, the trustees knew that radical decisions would have to be made to ensure our continuity; the trustees were particularly aware that a shortfall in income had to be corrected at the earliest opportunity.

That is why we cut back on our outgoings to enable us to continue the service, including a move to the upstairs rooms of our own charity shop in the High St (No 45). The move into the new premises was undertaken just before Christmas and counselling sessions resumed with no break in continuity for our clients.

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**Achievements, performance and plans for future periods (continued)**

NRCS's other two charity shops, one further along the High St and another one in Hythe were closed this year. The lease of the bric-a-brac shop in the High Street was ended with most of the deposit returned; the lease on the Hythe shop expired in July 2018 and shop managers' employment was terminated. Another significant saving was achieved by changing the accounting and financial management systems and the replacement of the former Finance Manager with a qualified volunteer.

The critical situation has now largely rescinded due to the measures described above, the introduction of increased rates for donations and a standing order appeal. In addition, early in 2018, the trustees approved a Business Plan proposing initiatives and objectives that could be delivered at low or no cost and designed to:

- Increase the number of counselling sessions delivered.
- Extend Outreach contract work within schools from 3 to 5.
- Offer a counselling service for teachers.
- Increase the charity shop's opening hours.
- Run stress management workshops.
- Submit applications to grant-funding bodies.
- Engage in additional fund-raising activities.
- Embark on social media marketing.

The trustees have moved the initiatives forward significantly, although somewhat more slowly than originally planned, due to unexpected illness. Nonetheless, it can be reported that:

- The website has been re-designed and is being continually developed
- A new Facebook profile has been created, with regular postings now attracting followers. Posts include information about counselling services, events in which NRCS has participated and planned fund-raising events and activities that NRCS will be hosting.
- The Directors have appointed a new Director, Mrs Janet Leavey, a qualified, volunteer counsellor at NRCS who also has fund-raising experience and will assist our development of a fund-raising strategy, including for grant-funding applications, the aim being a continual process of applications made to funding providers. The longer-term objective is to develop professional relationships with funders looking to support the service with regular grants.
- Management of the charity shop 'Faith, Hope & Charity' has been brought 'in house', thereby enabling better understanding of the challenges experienced by volunteers and greatly improving relationships between Management and Volunteers. The increase in volunteer numbers has led to more consistent and longer opening times - the shop is now open Monday to Friday 10am to 4pm and most Saturdays 10am to 2pm.
- Because some clients are not easily able to attend counselling during the day or evenings, due to work hours and child-care commitments, NRCS now offers counselling on Saturdays. With better access and greater flexibility, clients' uptake of Saturday sessions is encouraging.
- Letters have been sent to fifty schools within the local community and the wider region, outlining our service and offering Saturday and evening sessions. It is hoped that in addition to members of the Teaching profession seeking personal therapy, Head Teachers will be encouraged to engage NRCS on short- or medium-term contracts within their schools, providing ongoing counselling to students. With three existing contracts, we hope to increase revenue streams by gaining an additional two schools.
- As part of a targeted approach aimed at the education sector, work is underway to produce a 'toolbox talk' presentation aimed at students and designed to enable them to keep themselves mentally and emotionally safe. Toolbox talks are designed as short, simplified talks providing information and sign-

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posting help resources. It is intended that these would be delivered in schools to individual class groups. A modest charge would be applied per talk and it is anticipated that a Head Teacher would schedule a toolbox talk for each class within the school, minimising disruption and spreading the cost. Marketing information about this service will be posted to Head Teachers of all schools within the region, social media posts will highlight the service and more detailed information posted on the website.

- Negotiations are being finalised with a large regional Sainsbury's store, to deliver stress management workshops to all members of staff at the store. Regional Management at Sainsbury's have indicated that if they receive positive feedback from attending staff, they would be interested in rolling out a regional pilot scheme to other, larger stores. This opportunity is exciting as it clearly represents a potentially significant, new revenue stream.

The objectives of the Business Plan are intended to increase our revenues in the immediate term but, more importantly, they provide a road map for the longer term, by implementing processes and services that enable us to quickly switch on to future opportunities, by building upon and further developing the original objectives. In this way it provides a solid foundation for us to steadily grow revenue streams year on year and, in turn, provide counselling and mental health support to meet increasing demands for the service.

We are very aware that there remains a lot of work still to do, in terms of realising increased revenues. However, a great deal has been achieved and we are now in a position to press forward with our services and begin to see revenues increase. We have been through a very turbulent period during the last eighteen months including relocating, initiating and implementing a cost-containment programme, financial re-alignment and verification and developing a commercial focus. In summary, Rome wasn't built in a day. We understand the steps we need to take to reach our destination and are very much in the process of taking those steps. We are absolutely committed and focussed on improving revenue streams and extending the excellent service we offer and are genuinely excited about the opportunities for the organisation in the very near future.

NRCS has always focussed on the people it helps, and responding to this need has always been challenging. Measuring our success in terms of growth is not enough and the effectiveness of the organisation is always dependent on our volunteers. The trustees are constantly looking for more enterprising methods to maintain the integrity of the service, including giving support to our volunteers who have always been a vital part of our organisation.

### **Financial Review**

The charity recorded a surplus for the year of £402 compared to a deficit of £39,511 in the previous year - a positive change of nearly £40,000. Total income fell by £23,345 or just over 14%, while total expenditure and depreciation decreased by £63,258 a reduction of just over 31%, with expenditure on raising funds falling by 58% and on charitable activities by 25%.

### **Reserves Policy**

At the year end the charity had total funds of £86,996 of which £86,496 are unrestricted. The trustees' policy on reserves is to retain a sufficient level to meet its operating commitments.

### **Risk management**

The trustees are responsible for identifying the major risks to which the Charity is exposed and ensuring that steps are taken to manage those risks.

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**Organisation, Structure and Governance**

New Romney Counselling Services Limited is a charitable company limited by guarantee. It was incorporated on 7 June 2000 and registered with the Charity Commission on 25 May 2001. It is governed by its Memorandum and Articles of Association. The members, trustees and directors are listed on page 1. There is no maximum number of directors and the minimum number is two. Only a member of the company is eligible to be appointed as a director. Directors are subject to retirement by rotation and at each AGM one-third of the directors shall retire. If the vacancy is not filled, the retiring director, if willing to act, is deemed to have been re-appointed.

The Board meets regularly to administer the charity. The Board reviews the management, fund raising, and financial status and agrees strategy for the charity. Each member has one vote.

**Trustees' responsibilities in relation to the financial statements**

The Trustees (who are also directors for the purposes of company law) are responsible for the preparation of the Annual Report and the financial statements in accordance with UK Generally Accepted Accounting Practice (UK Accounting Standards and applicable law). The financial statements are required to give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity, including its income and expenditure, for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- observe the methods and principles in the Charities SORP
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue operations.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

This report has 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* (Charities SORP (FRS 102)) published on 16 July 2014 and in accordance with the special provisions of the Companies Act 2006 relating to small companies (section 419(2)).

This report was approved by the board on ..... and signed on its behalf by:

**Ms R Russell**  
**Director & Secretary**

## **NEW ROMNEY COUNSELLING SERVICES LIMITED**

Company reg no. 04010166. Registered Charity no. 1086776.

### **INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS ON THE ACCOUNTS**

#### **FOR THE YEAR ENDED 30 SEPTEMBER 2018**

I report to the charity trustees on the accounts of the charitable company for the year ended 30 September 2018, which are set out on pages 7 to 14.

#### **Responsibilities and basis of report**

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

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the '2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's report**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- 1) accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2) the accounts do not accord with those accounting records; or
- 3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- 4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

#### **Mr Daniel M Valentine ACA**

Begbies  
Chartered Accountants  
Old Printers House  
Stone Street  
Cranbrook  
Kent TN17 3HF

Date:



# NEW ROMNEY COUNSELLING SERVICES LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES

(INCLUDING AN INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 30 SEPTEMBER 2018

	Notes	Restricted Funds £	Unrestricted Funds £	2018 £	Restricted Funds £	Unrestricted Funds £	2017 £
<b>Income from:</b>							
Donations and legacies	2	500	78,814	79,314	4,050	63,818	67,868
Charitable activities - Outreach programme		-	46,165	46,165	-	68,172	68,172
Other trading activities - Shop sales		-	15,562	15,562	-	23,290	23,290
Investments - Bank interest		-	25	25	-	63	63
Other - Profit on sale of tangible fixed assets		-	-	-		5,018	5,018
<b>Total income</b>		<b>500</b>	<b>140,566</b>	<b>141,066</b>	<b>4,050</b>	<b>160,361</b>	<b>164,411</b>
<b>Expenditure on:</b>							
Raising funds	3	-	14,766	14,766	-	35,094	35,094
Charitable activities	4	1,053	124,845	125,898	17,552	151,276	168,828
<b>Total expenditure</b>		<b>1,053</b>	<b>139,611</b>	<b>140,664</b>	<b>17,552</b>	<b>186,370</b>	<b>203,922</b>
<b>Net income/(expenditure)</b>		<b>(553)</b>	<b>955</b>	<b>402</b>	<b>(13,502)</b>	<b>(26,009)</b>	<b>(39,511)</b>
<b>Transfers between funds</b>	13	-	-	-	(1,200)	1,200	-
<b>Net movement in funds</b>		<b>(553)</b>	<b>955</b>	<b>402</b>	<b>(14,702)</b>	<b>(24,809)</b>	<b>(39,511)</b>
<b>Reconciliation of funds:</b>							
Total funds brought forward		1,053	85,541	86,594	15,755	110,350	126,105
<b>Total funds carried forward</b>		<b>500</b>	<b>86,496</b>	<b>86,996</b>	<b>1,053</b>	<b>85,541</b>	<b>86,594</b>

The notes on pages 9 to 14 form part of these financial statements.

The Statement of Financial Activities includes all gains and losses in the period. All incoming resources and resources expended derive from continuing activities.

**NEW ROMNEY COUNSELLING SERVICES LIMITED**

Company reg no. 04010166. Registered Charity no. 1086776.

**BALANCE SHEET AS AT 30 SEPTEMBER 2018**

	Notes	2018 £	2017 £
<b>FIXED ASSETS:</b>			
Tangible assets	8	141,506	151,357
<b>CURRENT ASSETS:</b>			
Debtors	9	5,556	12,358
Cash at bank and in hand		17,536	9,403
<b>Total current assets</b>		<u>23,092</u>	<u>21,761</u>
<b>LIABILITIES:</b>			
<b>Creditors:</b> amounts falling due within one year:	10	<u>(9,488)</u>	<u>(21,729)</u>
<b>Net current assets</b>		13,604	32
<b>Total assets less current liabilities</b>		155,110	151,389
<b>Creditors:</b> amounts falling due after more than one year:	11	<u>(68,114)</u>	<u>(64,795)</u>
<b>NET ASSETS</b>		<u>86,996</u>	<u>86,594</u>
<b>THE FUNDS OF THE CHARITY:</b>			
Restricted funds	12	500	1,053
Unrestricted funds	12	86,496	85,541
<b>TOTAL CHARITY FUNDS</b>	13	<u>86,996</u>	<u>86,594</u>

The accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

For the year in question the charitable company was entitled to exemption from an audit under section 477 of the Companies Act 2006.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Act.

The trustees/directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements were approved by the Trustees on ..... and signed on their behalf.

**Ms R Russell - Trustee/Director**

**Mr R McQuirke - Trustee/Director**

The notes on pages 9 to 14 form part of these financial statements.

## **1. ACCOUNTING POLICIES**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding period.

### **(a) Basis of accounting and assessment of going concern**

The financial statements of the charity 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* (Charities SORP (FRS 102)) published on 16 July 2014, the *Financial Reporting Standard applicable in the UK and Republic of Ireland* (FRS 102) and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

### **(b) Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of grants. Further details can be found in note 13.

### **(c) Income recognition**

All income is included in the statement of financial resources when the charity is entitled to the income, it is probable that the resources will be received and the amount can be quantified with reasonable accuracy.

Voluntary income is received by way of grants, donations and gifts. In accordance with the Charities SORP (FRS102), shop volunteer time is not recognised.

Other trading activities comprises income from shop sales. The income derives from the sale of second-hand goods and is recognised at the point of sale.

Investment income is included when receivable.

### **(d) Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Expenditure on raising funds comprises the costs associated with operating its shops selling second-hand

Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

of the charity and include the independent examiner's fees and costs linked to the strategic management of the charity.

# NEW ROMNEY COUNSELLING SERVICES LIMITED

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2018

### 1. ACCOUNTING POLICIES CONTINUED

#### (e) Depreciation

Depreciation has been computed to write off the cost to residual value over their useful lives at the following rates:-

Freehold land and buildings - 10% per annum  
 Leasehold improvements - 10% per annum  
 Fixtures and fittings - 20% per annum reducing balance  
 Motor vehicle - 25% per annum reducing balance  
 Computer equipment - 20% per annum reducing balance

#### (f) Leases

Rentals paid under operating leases are charged to revenue on a straight line basis over the terms of the lease.

#### (g) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

### 2. DONATIONS AND LEGACIES

	Restricted £	Unrestricted £	2018 £	Restricted £	Unrestricted £	2017 £
Donations	-	71,579	71,579	1,200	57,433	58,633
Gift Aid reclaim	-	7,235	7,235	-	6,385	6,385
Grants	500	-	500	2,850	-	2,850
	<b>500</b>	<b>78,814</b>	<b>79,314</b>	<b>4,050</b>	<b>63,818</b>	<b>67,868</b>

### 3. EXPENDITURE ON RAISING FUNDS

	Restricted £	Unrestricted £	2018 £	Restricted £	Unrestricted £	2017 £
<b>Shop expenses</b>						
Rent and rates	-	8,061	8,061	-	15,915	15,915
Light and heat	-	524	524	-	1,218	1,218
Repairs and maintenance	-	301	301	-	2,896	2,896
Mortgage interest and charges	-	4,529	4,529	-	4,356	4,356
Refuse collection	-	200	200	-	1,811	1,811
Labour	-	1,058	1,058	-	8,601	8,601
Sundry expenses	-	93	93	-	297	297
	<b>-</b>	<b>14,766</b>	<b>14,766</b>	<b>-</b>	<b>35,094</b>	<b>35,094</b>

# NEW ROMNEY COUNSELLING SERVICES LIMITED

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2018

### 4. EXPENDITURE ON CHARITABLE ACTIVITIES

	Restricted £	Unrestricted £	2018 £	Restricted £	Unrestricted £	2017 £
Counsellors' expenses	673	62,145	62,818	10,686	79,262	89,948
Supervisor expenses	-	8,740	8,740	-	14,190	14,190
Volunteer expenses	-	1,501	1,501	-	-	-
Mobile expenses	-	-	-	-	285	285
Wages and salaries (note 5)	-	30,263	30,263	-	40,338	40,338
Rent and rates	-	709	709	-	8,487	8,487
Light and heat	-	1,314	1,314	-	1,166	1,166
Telephone	-	895	895	-	798	798
Insurance	-	1,004	1,004	-	1,117	1,117
Printing, postage and stationery	-	315	315	-	136	136
Maintenance and equipment	-	3,761	3,761	350	324	674
Sundry expenses	100	875	975	-	632	632
Depreciation						
office equipment and fixtures and fittings	-	237	237	-	216	216
freehold property	-	6,290	6,290	-	6,290	6,290
leasehold improvements	-	3,646	3,646	-	1,551	1,551
Allocation of administrative expenses to restricted funds	280	(280)	-	6,516	(6,516)	-
Governance costs						
Independent examination and accountancy fee	-	2,400	2,400	-	3,000	3,000
prior year under-provision	-	990	990	-	-	-
Data Protection registration	-	40	40	-	-	-
	<b>1,053</b>	<b>124,845</b>	<b>125,898</b>	<b>17,552</b>	<b>151,276</b>	<b>168,828</b>

### 5. EMPLOYEES

	2018 £	2017 £
Gross salary	30,014	39,423
Social security costs (less Employment Allowance)	-	401
Pension costs	249	514
	<b>30,263</b>	<b>40,338</b>

The charity had 1 full-time employee during the year to 30 September 2018. (2017: 1 full-time & 1 part-time)  
No employee received employee benefits of more than £60,000 (2017: nil).

### 6. TAXATION

As a charity, New Romney Counselling Services Ltd is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity (2017: nil).

# NEW ROMNEY COUNSELLING SERVICES LIMITED

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2018

### 7. TRUSTEES REMUNERATION AND RELATED PARTY TRANSACTIONS

For the year ended 30 September 2018, the charity paid a trustee and director, Mrs Rosalind Russell, £7,660 in respect of individual clinical counselling supervision sessions (2017: £12,000). The other trustees confirm that the amount paid is in the charity's best interests and reasonable for the service provided. Payments totalling £302 were made to two trustees (2017: nil) for reimbursement of expenses personally paid comprising £100 for a volunteers thank you lunch and £202 equipment and maintenance.

Donations received from trustees and other related parties without conditions during the year totalled £2,810.

There were no other related party transactions. No other payments were made to any director.

### 8. FIXED ASSETS

	Freehold property	Leasehold improvements	Fixtures & fittings	Computer Equipment	Total
	£	£	£	£	£
<b>COST</b>					
At 1 October 2017	162,898	15,510	4,130	2,355	184,893
Additions	-	-	322	-	322
Disposals	-	(15,510)	-	-	(15,510)
At 30 September 2018	162,898	-	4,452	2,355	169,705
<b>DEPRECIATION</b>					
At 1 October 2017	16,050	11,864	3,563	2,059	33,536
Charge for the year	6,290	-	178	59	6,527
Disposals	-	(11,864)	-	-	(11,864)
At 30 September 2018	22,340	-	3,741	2,118	28,199
<b>NET BOOK VALUE</b>					
At 30 September 2018	140,558	-	711	237	141,506
At 30 September 2017	146,848	3,646	567	296	151,357

### 9. DEBTORS

	2018 £	2017 £
Debtors	100	4,101
Rent deposits	-	2,625
Gift aid recoverable	3,881	3,502
Prepayments and accrued income	1,575	2,130
	<b>5,556</b>	<b>12,358</b>

# NEW ROMNEY COUNSELLING SERVICES LIMITED

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2018

### 10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Charity Bank loan	1,686	1,474
Creditors	687	8,201
PAYE, NIC & pension	716	350
Accruals	6,399	11,704
	<b>9,488</b>	<b>21,729</b>

### 11. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2018 £	2017 £
Charity Bank loan (falling due in 2-5 years)	7,936	6,904
Charity Bank loan (falling due after 5 years)	60,178	57,891
	<b>68,114</b>	<b>64,795</b>

The Charity Bank Limited has a fixed charge dated 2 April 2014 over the charitable company's freehold property at 45 High Street, New Romney, TN28 8AH.

The Charity Bank Limited also has a charge dated 25 November 2013 on the company's deposit account held with it.

Interest is payable at 6.5% per annum.

### 12. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	2018			2017		
	Unrestricted Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fixed assets	141,506	-	141,506	151,357	-	151,357
Net current assets	13,104	500	13,604	(1,021)	1,053	32
Creditors falling due after more than one year	(68,114)	-	(68,114)	(64,795)	-	(64,795)
	<b>86,496</b>	<b>500</b>	<b>86,996</b>	<b>85,541</b>	<b>1,053</b>	<b>86,594</b>

# NEW ROMNEY COUNSELLING SERVICES LIMITED

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2018

### 13. MOVEMENT IN FUNDS

	At 1 Oct 2017 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 30 Sept 2018 £
<b>Restricted Funds:</b>					
<b>Little Cheyne Wind Farm</b>	953	-	(953)	-	-
<b>Jempson</b>	100	-	(100)	-	-
<b>Kent Community Fund</b>	-	500	-	-	500
	<b>1,053</b>	<b>500</b>	<b>(1,053)</b>	<b>-</b>	<b>500</b>
<b>Unrestricted Fund</b>	<b>85,541</b>	<b>140,566</b>	<b>(139,611)</b>	<b>-</b>	<b>86,496</b>
	<b>86,594</b>	<b>141,066</b>	<b>(140,664)</b>	<b>-</b>	<b>86,996</b>

Prior year comparative information:

	At 1 Oct 2016 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 30 Sept 2017 £
<b>Restricted Funds:</b>					
<b>Little Cheyne Wind Farm</b>	-	2,500	(1,547)	-	953
<b>Jempson</b>	100	-	-	-	100
<b>Rotary</b>	30	-	(30)	-	-
<b>Police Crime Commissioner 1</b>	49	-	(49)	-	-
<b>Victims of Crime</b>	15,576	-	(15,576)	-	-
<b>KCC Members Grant</b>	-	350	(350)	-	-
<b>Shop Carpet</b>	-	1,200	-	(1,200)	-
	<b>15,755</b>	<b>4,050</b>	<b>(17,552)</b>	<b>(1,200)</b>	<b>1,053</b>
<b>Unrestricted Fund</b>	<b>110,350</b>	<b>160,361</b>	<b>(186,370)</b>	<b>1,200</b>	<b>85,541</b>
	<b>126,105</b>	<b>164,411</b>	<b>(203,922)</b>	<b>-</b>	<b>86,594</b>

**Little Cheyne Wind Farm** - to cover counsellor payments for counselling sessions for children/young people

**Jempson** - towards the cost of advertising apparel for staff and volunteers during fund raising events etc

**Rotary** - towards the cost of therapy sessions for families

**Police Crime Commissioner 1** - towards Art Therapy materials

**Victims of Crime** - towards counselling sessions for victims of crime

**KCC Members Grant** - towards the cost of a new laptop computer

**Shop Carpet** - towards the cost of a new carpet at 45 High Street

**Kent Community Fund** - towards the cost of carpeting

### 14. LIMITED BY GUARANTEE AND REGISTERED OFFICE

The charity is a company limited by guarantee registered in England and Wales. The registered office is: 45 High Street, New Romney, Kent TN28 8AH

Every member promises, if the charity is dissolved while he, she or it remains a member or within 12 months afterwards, to pay up to £1 towards the costs of dissolution and the liabilities incurred by the charity while the contributor was a member.