

Cambridgeshire Consultancy in Counselling
Annual Report and Financial Statements for the year ended
31 August 2020

REGISTERED CHARITY NUMBER 1181861

CAMBRIDGESHIRE CONSULTANCY IN COUNSELLING
Charity Information

Trustees	Dr John May – Chair Amit Mehta ACA MBA – Hon Treasurer Francesca Amor (Counselling member) – <i>appointed 1/8/20</i> Catherine Callow (Honorary member) Kirstin Bicknell (Counselling member) Catherine Drury (Counselling member) – <i>appointed 1/2/20</i> Sharon Kennedy – <i>resigned 20/4/20</i> Nicki Mawby – <i>appointed 9/5/20</i> Gareth Tranter – <i>resigned 6/2/20</i> Susan Wilson – <i>appointed 1/8/20</i>
Director	Judie Martin-Jones FCA DChA BFP
Registered charity number (CIO)	1181861
Registered office	c/o Bulley Davey 6 North Street Oundle Peterborough PE8 4AL
Independent examiner	K. J. Maggs FCA Moore Thompson Bank House Broad Street Spalding Lincolnshire PE11 1TB
Bankers	Charities Aid Foundation (CAF) Bank 25 Kings Hill Avenue Kings Hill Kent ME19 4JQ Cambridge & Counties Bank Charlwood Court Leicester LE1 6TE

CAMBRIDGESHIRE CONSULTANCY IN COUNSELLING

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The Trustees present their report and the financial statements of Cambridgeshire Consultancy in Counselling for the year ended 31 August 2020. In preparing the annual report and financial statements, the trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and reporting by Charities" (FRS102).

Structure, governance and management

Structure

Cambridgeshire Consultancy in Counselling, also known as CCC, (the 'Charity') is registered as a Charitable Incorporated Organisation (CIO) with charity number 1181861. The Charity was originally formed in 1978 and became a registered charity on 15 March 1996 with registered charity number 1053794. On 4 February 2019, the assets of this charity were transferred to the CIO and CCC continued to operate seamlessly through the transition, albeit under its new constitution.

CCC is a membership organisation; membership of the CIO is restricted to trustees and persons who have applied and been appraised as having sufficient training, personal therapy and experience to counsel the Charity's clients. In accordance with the constitution, Members are entitled to appoint and remove trustees, receive the annual accounts and vote on any proposed amendment to the constitution.

CCC is an organisational member of the British Association of Counselling and Psychotherapy (BACP).

The Charity delivers high quality counselling through professional counsellors. Its areas of operation include Cambridgeshire, Peterborough, South Lincolnshire, Rutland, Northamptonshire, Hertfordshire, Bedfordshire, Norfolk and Suffolk.

Counselling services and mental health training and awareness sessions are provided to organisations on a contract basis; clients include NHS trusts, large not-for-profits, local councils, and corporates of all sizes. The surplus from these contracted services allows the Charity to support those who could benefit from counselling but cannot afford the cost of private fees or wait for NHS care. Counselling is provided on a sliding fee scale, dependent on income.

Governance

The trustees manage the affairs of the Charity. The trustees who held office during the year are listed on Page 2. The Charity's constitution requires a minimum of three and a maximum of ten trustees. At each AGM one third of the trustees must retire and can stand for re-election twice.

During the year the trustees carried out a skills audit and identified the need to recruit an HR professional and a counsellor who is not a member of CCC. These positions were filled through an open advertisement and recruitment process. A further two new trustees joined the board, both counselling members.

The trustees wish formally to record their thanks to Sharon Kennedy and Gareth Tranter who stepped down as trustees during the year.

As a result of the Covid-19 lockdown the trustees moved their meetings online and met more frequently. An extra four meetings were held between March and August 2020, with a particular emphasis on monitoring the financial impact on the charity and the clinical implications for counsellors and clients, ensuring the safety for all concerned.

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

Management

The Trustees are supported by a Director and a small team of employees and contractors. During the year, the team was re-structured and three new employed roles were created. The trustees would like to formally thank Diane Stevens who left CCC after ten years as clinical lead but are delighted that she will remain part of CCC as an Honorary Member. Lesley Caddoo and Jenny Woolliscroft stepped down from their contractor roles but remain as Counselling Members. The trustees thank them for their service and ongoing contribution to CCC.

The staff and members' views are taken into account in many aspects of running the Charity, with relevant engagement when key decisions are being taken. CCC could not operate without the dedication and commitment of its counselling members. Counsellors provide their services to the Charity on a philanthropic basis, albeit they are paid a fee to cover costs and they receive benefits of CCC memberships such as training and development.

In the year 10 new counselling members joined the Charity. We said farewell to some and at the end of the year there were 39 counselling members.

One counsellor said "I love the sense of sharing in CCC. Counselling in private practice can be isolating at times, but since I have been a CCC member I have felt less alone in my role.... Being a member of CCC means I can always get another perspective and check my own understanding of something. And I never feel under pressure with CCC".

Objects

The object of the Charity is the relief of those suffering from poverty, sickness and distress by providing assistance for such persons in the form of counselling and advancing education by providing training courses to train people to offer such counselling.

During the year, the Charity was delighted to be offered the opportunity to work with the Cranfield Trust to review its strategic and business planning. In the first phase of the project, the Trustees and management team looked at the Charity's strategy for 2020-25, its values, vision, and mission. The Trustees would like to extend their thanks to the Cranfield Trust for this vital work.

The strategic plan sets out CCC's plans for the next five years and includes the Charity's vision, purpose, mission and values.

Our Vision

A world where all those who could benefit from counselling services have the opportunity to access them, at a time when they need them, whatever their financial means.

Our Purpose

To advance the wellbeing of individuals wishing to access support through counselling services, to advance the development of counselling professionals and to advance the awareness of the general public about mental health and the benefits of talking therapies.

Our Mission

We provide a broad range of counselling services to those aged 16+ and a community for counsellors to provide their services and access support and training.

Our Values

We are proud of our organisation's heritage and our membership. Our values are at the heart of what we do and how we work to create a better future.

People – promoting a culture of warmth and belonging where everyone is welcome

- clients – putting clients' interests and needs at the centre of everything we do
- counsellors – providing a community for counsellors to develop and support each other, working together to provide a high-quality service to clients
- community – working in collaboration with others for the benefit of local communities

Principles – upholding the highest standards of counselling ethics

- equality – enabling equal access to service for clients and equal development opportunity for members, showing respect for all as individuals, empowering people to make choices for their lives
- empathy – championing the wellbeing of individuals and treating everyone with kindness, compassion, and dignity

Professionalism – providing a high-quality, affordable, and accessible counselling service, respecting every individual's rights to privacy and confidentiality

- integrity – working honestly, openly and with respect
- accountability – being fully accountable for all aspects of our service

Activities, achievements and performance

Activities

2019/20 was intended to be the second year of a major programme of restructuring to enable the Charity to meet the challenges of growth and change. The programme was on track: CIO status attained, a Director appointed and other staffing changes underway, and a number of other initiatives were planned for the year to improve the efficiency of our administration, to raise the public profile of the charity, and to embark on a programme of fundraising. The trustees' response to Covid 19 was to draw on reserves to maintain the restructuring programme, but to delay elements of it until funding became available. The Charity remains

committed to its overall aim of being ready to deal with the ever-increasing need for its services, and to deliver them in an efficient and cost-effective manner.

Achievements

CCC has been proud to work in collaboration with Peterborough Council for Voluntary Service (PCVS) during the Covid pandemic, chairing the Mental Health sub-group and taking an active role in the Peterborough Exemplar Minority Ethnic Groups Project. The PCVS COVID response group was formed following concern that mental health would be a particularly prominent issue during the pandemic. Community groups were reporting of an increased level of depression and anxiety following lockdown and as ongoing face to face support via the NHS was immediately halted, those already undergoing treatment were left in a very vulnerable position. By working together and engaging with central agencies and other community groups CCC continues to make a positive difference to the lives of others.

Charitable collaborations have also continued in 2019/20, working in particular with Little Miracles (which supports families that have children with additional needs, disabilities and life limiting conditions) and the Light Project (which provides shelter and support for the homeless) where CCC has provided counselling sessions to their service users. Collaborations are a key strategic priority for CCC and these and other partnerships will be explored further in 2020/21.

As part of the 2020-25 strategy, trustees agreed the importance of diversifying income and to re-initiate fundraising, particularly from grants and trusts. A specialist was engaged to review CCC's options and advise on a fundraising strategy. The project nears completion, with a full launch in 2020/21, however a number of grant applications were made during the year. The Charity was delighted to be successful in its bids to BGL, Tesco Bags of Help and the Health XChange. These donations made a real difference to CCC's ability to take on more private clients during the last six months of the year. The Trustees would like to record their thanks to these organisations for supporting CCC and enabling an additional 102 clients in total to access our services.

Formal training has been provided to members on Group Therapy and PTSD in the year, along with updates on safeguarding and data protection. The ongoing provision of continual professional development to members is a core part of CCC's charitable objectives.

Performance

Like so many other charities, 2019/2020 has been a challenging and eventful year for CCC, however it is a tale of two halves.

The first six months of the year were very positive, with 366 individual referrals for counselling services, compared to 352 in the prior equivalent 12-month period, an increase of 14.

Then the global pandemic hit, and face-to-face counselling was paused. As an organisational member of the BACP, CCC followed its guidelines and moved clients to remote counselling via webcam or telephone. Some clients, and indeed some counselling members, decided not to proceed on this basis and to wait until face to face sessions became possible again.

Training and support were provided to those counselling members who wished to continue to see CCC clients remotely. During this period, the NHS clients' employees in particular were focusing on caring for others rather than themselves, others were adapting to furlough or facing cost cuts, therefore contract referrals dropped suddenly and significantly. At the same time, more private individuals sought help for a number of issues, some related to the pandemic and some exacerbated by it.

All on-site services for contract clients also had to stop during this time, although we were able to continue to provide bereavement support to clients, particularly in the event of the death of a colleague.

From March to August 2020 there were 297 individual referrals compared to 339 in the prior equivalent period, a reduction of 42. However, there was a marked difference in the number of referrals from contract compared to private clients, with a stark increase in private and reduction in contract. Private individuals who pay their own counselling fees receive more sessions than contract clients, and as the cost of each private session is subsidised by CCC, there is a financial impact overall.

In the full year to 31 August 2020, the Charity delivered 5,382 counselling sessions of which 58% were contract clients and 42% private (2019: 4,850 69%/31%, 2018: 3,850 64%/35%).

Of the monitoring forms that were received from clients, 99% of responses were satisfied, very satisfied or completely satisfied (2018/19: 99%). Of note is that 98% of clients felt satisfied that their counselling sessions had enabled them to make changes to their lives as a result.

One client wrote – *"I wanted to write to you with my heartfelt thanks for your service. Generally, I am someone with a positive outlook on life, which has served me well through the ups and downs that come one's way. A stoical attitude and problem-solving mind also stood me in good stead. However, a nasty accident left me traumatised and unable to cope. A friend told me about your charity, so I made contact and am happy to say the counselling I received was superb, helping me cope and manage the situation I found myself living through."*

Financial review

Total income received during the year was £215,522 compared with £288,858 in the previous 7-month period. The prior period's income includes the transfer of assets from charity number 1053794 of £111,473. Total expenditure during the year was £268,400, compared to £148,759 in the previous 7-month period.

As a result, the Charity has generated a net deficit of £52,878 compared to a surplus of £140,099 in the previous period.

As a registered charity CCC is exempt from corporation tax and income tax on its charitable activities.

Reserves policy

The Trustees' policy is to maintain a sufficient level of general reserves to enable the Charity to continue to support those clients with whom its counsellors are already working. The

number of sessions this requires is different on a case by case basis. The Charity also needs to allow for an orderly curtailment of activities so has designated a fund for this purpose during this year. The estimated free reserves required, on a prudent basis, is £60,000. This policy is reviewed on an annual basis and is based on six months expenditure. £35,000 of this £60,000 has been designated as a commitments reserve by the trustees.

As at 31 August 2020, the Charity held £87,221 of unrestricted reserves, £12,052 of which are designated by Trustees for development and charity collaborations. The remaining free reserves at year end are £75,169. Although the free reserves are higher than target, it is anticipated that the reserves will reduce to the policy level as further investment takes place in the future of the charity.

Risk assessment

The trustees monitor risks at each meeting. The primary risk for 2020/21 remains the impact of Covid 19 on the Charity's income.

Future plans

CCC is incredibly proud of its heritage but equally ambitious for its future. It is of great importance that CCC retains its very special characteristics and the goodwill of its members. This is what will enable the Charity to continue to thrive, but it is vital that CCC continues to change and adapt to ensure its services meet the needs of the growing number of people who could benefit from them.

To do this CCC aims to

- have the best internal systems, controls and procedures to allow it to operate as a fully compliant and more efficient organisation
- recruit more counsellors and offer training opportunities to its members
- strengthen its ties with other charities and the business community
- continue to raise awareness of mental wellbeing and the benefit of talking therapies so that more people can be signposted to the support and advice they need.

These aims will enable CCC to provide timely and accessible counselling services to those who could benefit from them.

In 2020/21 the Trustees have set objectives as follows:

- To review CCC's charitable impact and ensure it has the appropriate data to monitor the reach and success of its activities
- To continue to review the diversification of income through fundraising and other counselling opportunities
- To raise the profile of CCC with a review of its branding and messaging
- To ensure that the benefits we offer to counselling members is appropriate
- To continue to work on its project of continuous improvement and policy review.

These objectives will require investment in systems and therefore related fundraising will be a priority.

CCC is honoured to have been offered pro bono support by Athene Communications to review its branding and website. The main aim of the project is to raise the profile of CCC in order to increase its accessibility to those in need of its services, and to attract new counselling members to provide those services. The Trustees record their thanks to Athene for this ongoing work.

In September 2020, the Charity was notified that it had been successful in its grant application to the National Lottery Community Fund. This application was for £69,770, with a budget to provide affordable counselling services for 70 individuals and to cover certain core costs. The full amount has been received and the project started on 7 September 2020. This is a "life-changing" grant for CCC and one which has the potential to change lives locally, not just for the 70 people funded by the grant, but for their families and for the many more people CCC can continue to support into the future. At a time when small charities such as CCC are even more in demand (#nevermoreneeded) it is a mark of the importance of CCC's vital services that this grant has been awarded. The Trustees record their thanks to HM Government and the National Lottery for this support.

2020/21 will continue to be a challenging period for all charities, including CCC. Whilst some counsellors and clients are starting to meet face to face, the majority of sessions continue to be offered remotely. Many contract clients remain away from their offices and are relying on alternative support systems whilst face to face is not available. The trustees will continue to fundraise and look to contain costs in order to ensure the viability of the Charity's future and believe that the Charity has sufficient funds to provide a base for the Charity to move forward with its future plans as set out above.

Trustees' responsibilities in relation to financial statements

The law applicable to Charities in England and Wales requires the Trustees to prepare financial statements for each financial year which 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 for that period. In preparing these financial statements, the Trustees are required to:

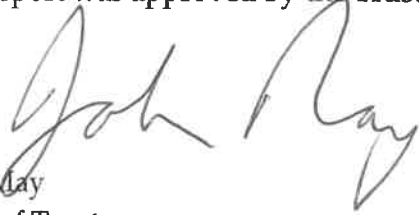
- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments' and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity

(Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Thanks are due to all the counsellors who contracted to provide counselling for the Charity during the year, to the staff and of course to the other self-employed contractors who provided valuable services to the charity in the fields of clinical leadership, membership administration, counselling and reception.

This report was approved by the Trustees on 10 October 2020 and signed on their behalf by



John May
Chair of Trustees
10 October 2020

CAMBRIDGESHIRE CONSULTANCY IN COUNSELLING
Independent Examiner's Report to the Trustees

I report to the charity on my examination of the accounts of the Charity for the period from 1 September 2019 to 31 August 2020, which are set out on pages 13 to 20.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act

Independent examiner's statement

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

1. accounting records not kept in respect of the Charity as required by section 130 of the Act, or
2. the accounts do not accord with those records, or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.


K. J Maggs BA FCA

Moore Thompson
Chartered Accountants
Spalding

26 October 2020

**Cambridgeshire Consultancy in Counselling
Statement of Financial Activity
for the year ending 31 August 2020**

	Note	2019/20 Total funds £	2018/2019 7 months Total Funds £
Income from:			
Donations and legacies		77	407
Charitable activities	3	205,492	176,117
Other trading activities:			
Fundraising income	4	8,970	-
Investments:			
Bank interest received		984	861
Other			
Transfer of net assets upon incorporation		-	111,473
Total income		215,522	288,858
Expenditure on:			
Raising funds		4,980	-
Charitable activities		263,420	148,759
Total expenditure	5	268,400	148,759
Net income/(expenditure)		(52,878)	140,099
Balance brought forward		140,099	-
Balance carried forward		87,221	140,099

The notes on pages 15 to 20 form part of these financial statements

CAMBRIDGESHIRE CONSULTANCY IN COUNSELLING
Balance Sheet at 31 August 2020
Charity Number 1181861

	Note	31 August 2020	31 August 2019
		£	£
Current assets			
Debtors	7	22,743	46,510
Cash at bank and in hand		81,027	113,218
		103,770	159,728
Creditors: amounts falling due within one year	8	(16,549)	(19,629)
Net current assets		87,221	140,099
Total assets		87,221	140,099
Funds			
Unrestricted income fund	10	87,221	140,099
Total Funds		87,221	140,099

All assets and liabilities included within the balance sheet related to unrestricted funds.

These financial statements have been prepared in accordance with provisions applicable to companies subject to the small companies' regime and in accordance with FRS 102 'The Financial reporting Standards applicable in the UK and republic of Ireland'.

These financial statements were approved by the board on 10 October 2020

Dr John May
Trustee



The notes on pages 15 to 20 form part of these financial statements

1. Accounting policies

The significant accounting policies applied in the preparation of these financial statements are set out below.

Charity Information

The Charity constitutes a public benefit entity as defined by FRS 102. 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 (FRS 102) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the Charity.

Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with the specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the Charity is legally entitled to the income after any performance conditions have been met, the amount can be measured and it is probable that the income will be received.

For donations to be recognised the Charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those is within the control of the Charity and it is probable that they will be fulfilled.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably, and the Charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. For example, the amount the charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

Income from charitable activities includes income earned from counselling including those offered as a charity beneficiary and the commercial counselling sessions which create funds to enable the former to be provided. Charitable activities income is received in exchange for supplying services in order to raise funds and is recognised when entitlement has occurred.

Investment income is earned through holding assets for investment purposes. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the Charity's right to receive payment is established.

Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- costs of raising funds includes costs incurred in raising donation and grant income;
- expenditure on charitable activities includes costs of providing counselling services and core costs; and
- other expenditure represents those items not falling into the categories above.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative and payroll costs. They are incurred directly in support of expenditure on the objects of the Charity. Where support costs cannot be directly attributed to particular headings, they have been allocated to expenditure on charitable activities.

Debtors and creditors receivable payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Leases

Rentals payable and receivable under operating leases are charged to the SoFA on a straight-line basis over the period of the lease.

Employee benefits

The Charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

Tax

The Charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

2. Control

The Charity decisions are made by the trustees as a body which is detailed on page 2 of this report. No one trustee or group of trustees has dominant control.

3. Income from charitable activities

	2019/2020	2018/2019
	£	7 months
		£
Membership	1,140	760
Counselling (contract)	162,090	151,620
Counselling (private)	42,261	23,737
	205,492	176,117

CAMBRIDGESHIRE CONSULTANCY IN COUNSELLING
Notes to the Financial Statements for the year to 31 August 2020 (continued)

4. Fundraising income

	2019/2020	2018/2019
	£	7 months £
Tesco Bags of Change	500	-
BGL Group	4,470	-
Health Xchange	4,000	-
	8,970	-

5. Analysis of total expenditure

	2019/2020				2018/2019
Analysis of total expenditure	Direct	Support	Governance	Total	Total
	£	£	£	£	£
Expenditure on raising funds					
Fundraising costs	4,980	-	-	4,980	-
Expenditure on charitable activities					
Clinical contractors fees	146,580	-	-	146,580	94,610
Other clinical costs	10,887	-	-	10,887	3,391
Membership costs	5,575	-	-	5,575	-
Room Hire	1,103	225	508	1,836	2,640
Employees	585	58,143	-	58,728	7,112
Outsourced Finance function	-	12,602	-	12,602	-
Administration	2,893	8,829	340	12,062	34,006
Development project	-	7,417	-	7,417	4,488
Collaboration project	7,073	-	-	7,073	1,852
Independent Examination fee	-	-	660	660	660
	174,697	87,216	1,508	263,420	148,759
Total	179,677	87,216	1,508	268,400	148,759

Support costs include	£
Employees	58,143
Other employee costs	4,501
Professional fees	362
KVT bookkeeping	11,252
Development Project	7,417
Subscriptions	1,119
Web, IT and Comms	1,821
Insurance	700
General costs	1,901
	87,216

CAMBRIDGESHIRE CONSULTANCY IN COUNSELLING
Notes to the Financial Statements for the year to 31 August 2020 (continued)

6. Employees

	2019/2020	2018/2019
	£	7 months £
Wages and salaries	57,161	6,923
Pension	1,567	189
	<u>58,728</u>	<u>7,112</u>

	2019/2020	2019/2020
	Number	Number
The average number of employees during the year was	3	0.33
FTE equivalent	1.68	0.17

There are no employees earning benefits exceeding £60,000 per annum.

7. Debtors

	31 August 2020	31 August 2019
	£	£
Trade debtors	22,743	46,510
	<u>22,743</u>	<u>46,510</u>

8. Creditors

	31 August 2020	31 August 2019
	£	£
Trade creditors and accruals	11,478	32
Tax and social security costs	990	123
Accruals and deferred income	4,081	19,474
	<u>16,549</u>	<u>19,629</u>

9. Payments to Trustees

Trustees can receive re-imburement of expenses and can also receive payments in respect of the provision of their counselling services for the Charity, but which are not related to their work as Trustees of the Charity.

Reimbursement of expenses	£
Leigh Bettles	15
Kirstin Bicknell	8
Catherine Drury	197
	<u>220</u>

CAMBRIDGESHIRE CONSULTANCY IN COUNSELLING
Notes to the Financial Statements for the year to 31 August 2020 (continued)

Provision of counselling services	£
Leigh Bettles (to 23 November 2019)	195
Kirstin Bicknell	2,834
Catherine Drury (from 1 February 2020)	395
	<u>3,424</u>

10. Reserves

	Balance 1 September 2019 £	Utilised in year £	Designated in year £	Balance 31 August 2020 £
Free reserves	103,465	(33,407)	(30,000)	40,058
Designated reserves				
Collaboration project	18,098	(7,073)	(5,000)	6,025
Development fund	18,536	(12,397)	-	6,139
Commitments fund	-	-	35,000	35,000
Sub-total	36,634	(19,470)	30,000	47,164
	<u>140,099</u>	<u>(52,878)</u>	<u>-</u>	<u>87,221</u>

The Designated funds are:

Collaboration project – funds set aside by trustees to fund charity partnerships and provision of counselling sessions and mental health training to the staff and service users of those charities.

Development fund – designated for the investment in new systems and projects as set out in the strategic plan.

Commitments fund – funds estimated to be sufficient to complete all therapy for clients should there be a need to close the Charity.

11. Post balance sheet event

On 18 September 2020, CCC received a grant of £69,770 from Coronavirus Community Support Fund, distributed by The National Lottery Community Fund.