

WEST LONDON CENTRE FOR COUNSELLING LIMITED

Financial Statements
for the year ended
31 March 2000



BROOKFIELD & CO
18 CONCANON ROAD
LONDON
SW2 5TA

WEST LONDON CENTRE FOR COUNSELLING LIMITED

**INDEX TO THE FINANCIAL STATEMENTS
for the year ending 31 March 2000**

<u>Contents</u>	<u>Page</u>
Company Details	2
Report of the Executive Committee	3
Auditor's Report	5
Balance Sheet	6
Statement of Financial Activities	7
Analysis of Incoming Resources	8
Analysis of Resources Used	9
Notes to the Financial Statements	10

WEST LONDON CENTRE FOR COUNSELLING LIMITED

FINANCIAL STATEMENTS for the year ending 31 March 2000

Status	West London Centre for Counselling has charitable status and is a company limited by guarantee and not having a share capital.
Executive Committee	John Nuttall (chair and treasurer) Becky Diacono Digby Howard Jennie Metaxa-Barham Brendan Tarring Michael Rich (appointed June 1999) Niall Fitzgerald (appointed January 2000) Suzannah Lopez (appointed September 2000) Lisa Saroop (resigned May 1999) Michael Sclater (resigned September 1999)
Secretary	Michael Rich
Registered Office	137A Coningham Road London W12 8BU
Charity registration no.	1027290
Company registration no.	2731466
Bankers	Midland Bank 21 Kings Mall King Street London W6 0QF
Auditors	Brookfield & Co 18 Concanon Road London SW2 5TA

WEST LONDON CENTRE FOR COUNSELLING LIMITED

MANAGEMENT COMMITTEE'S REPORT for the year ended 31 March 2000

The Management Committee presents its report and the financial statements of West London Centre for Counselling Ltd for the year ended 31 March 2000.

PRINCIPAL ACTIVITY AND REVIEW OF THE BUSINESS

The company's principal activity continues to be the provision of counselling/therapy for people living or working in West London who are experiencing emotional distress.

1999 has seen the Centre continue its aim of providing a wide range of counselling services to the diverse community living in West London. There has been a considerable rise in the number of referrals made, plus a continued expansion of the number of trainee counsellors providing their services. The Centre continues to work with the 3C's Project who are providing counselling to carers and parents of children with special needs.

RESPONSIBILITIES OF THE MANAGEMENT COMMITTEE

Company law requires the Management Committee to prepare financial statements for each financial year which give a true and fair view of the state of the company's affairs and of its profit or loss for that period. In preparing those financial statements, the Management Committee 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 Management Committee is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. It is also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

RESULTS

The results for the year are set out on page 7 of the financial statements.

WEST LONDON CENTRE FOR COUNSELLING LIMITED

**MANAGEMENT COMMITTEE'S REPORT (continued)
for the year ended 31 March 2000**

MANAGEMENT COMMITTEE

The members of the Management Committee at 31 March 2000 are shown on page 2 to these statements. Every member of the Management Committee is trustee of the charity and undertakes to contribute an amount not exceeding one pound in the event of the winding up of the company whilst they are a member of the Management Committee or within one year after their membership ceases.

AUDITOR

In accordance with provisions of the Company's Act 1985, a resolution proposing the re-appointment of Brookfield & Co as auditors will be put to the Annual General Meeting.

This report was approved by the Management Committee on

1st November 2000.



for and on behalf of the Management Committee

Brookfield & Co

Chartered Accountants

J A Brookfield B Comm ACA ATII

Consultant J E Pickard BA AHT

AUDITORS' REPORT

to the members of West London Centre for Counselling Limited

We have audited the financial statements on pages 6 to 12 which have been prepared on the basis of the accounting policies set out on page 10.

Respective responsibilities of Management Committee and auditors

The Management Committee is responsible for the preparation of the financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Management Committee in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion, the financial statements give a true and fair view of the state of the company's affairs at 31 March 2000 and of its result for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



Brookfield & Co
Chartered Accountants
Registered Auditors

14 November 2000

Date:

Tel: 020 7274 1554

18 Concanon Road London SW2 5TA

Fax: 020 7274 0148

e-mail: brookco@aol.com

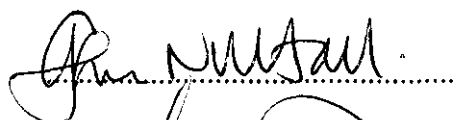
WEST LONDON CENTRE FOR COUNSELLING LIMITED

BALANCE SHEET
at 31 March 2000

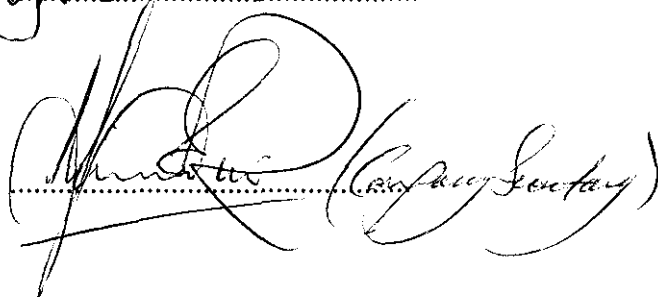
	Notes	2000 £	1999 £
Current Assets			
Debtors and prepayments	4	842	1392
Cash at bank and in hand		16461	14591
		<u>17303</u>	<u>15983</u>
Creditors: Amounts falling due within one year	5	<u>(7568)</u>	<u>(16035)</u>
Net Current Assets/(Liabilities)		<u>£ 9735</u>	<u>£ (52)</u>
Represented by:			
Unrestricted funds	7	5476	(52)
Restricted funds	7	4259	-
		<u>£ 9735</u>	<u>£ (52)</u>

The financial statements have been prepared in accordance with the special provisions of part V11 of the Companies Act 1985 relating to small companies.

Approved by the Management Committee and signed on its behalf



Date 1st November 2000

 (Managing Secretary)

Date 1st November 2000

The notes on pages 10 to 12 form part of these accounts.

WEST LONDON CENTRE FOR COUNSELLING LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES
INCOME AND EXPENDITURE ACCOUNT
for the year ended 31 March 2000**

			2000	1999
	Unrestricted Funds	Restricted Funds	Total	Total
	£	£	£	£
Incoming resources	91501	46133	137634	113157
Resources Expended				
Direct charitable expenditure	(74852)	(32721)	(107573)	(98380)
Management and administration expenditure	(11121)	(9153)	(20274)	(16858)
Net incoming resources/resources expended for the year	5528	4259	9787	(2081)
Accumulated funds brought forward	(52)	-	(52)	2133
Accumulated funds carried forward	£ 5476	4259	9735	(52)

All the above results derive from continuing charitable grants and activities and there were no recognised gains or losses other than the above results.

The notes on pages 8 to 10 form part of these accounts.

WEST LONDON CENTRE FOR COUNSELLING LIMITED

DETAILED ANALYSIS OF INCOMING RESOURCES for the year ended 31 March 2000

	Unrestricted Funds	Restricted Funds	2000 Total	1999 Total
	£	£	£	£
Revenue Grants				
Local Council grants	59977	-	59977	60223
Ealing MENCAP	27650	-	27650	37000
Miscellaneous Donations				
Garfield Weston Foundation	2000	-	2000	2000
EHHHA - Capital Contribution	-	3000	3000	-
National Lottery Charities Board	-	33721	33721	-
The Baily Thomas Charitable Trust	-	5000	5000	-
Metropolitan Hospital - Sunday Fund	-	3000	3000	-
Sir Jules Thorn Charitable Trust	400	-	400	-
Daisy Trust	200	-	200	475
Peabody Trust	-	-	-	5000
Add: Deferred income b/forward (1999 c/fwd)	-	-	-	(1412)
- Nationwide Foundation	-	1200	1200	-
- CAF Foundation	-	212	212	-
Other income				
Miscellaneous	529	-	529	4127
Investment income				
Deposit interest received	745	-	745	1044
£	91501	46133	137634	113157

WEST LONDON CENTRE FOR COUNSELLING LIMITED

DETAILED ANALYSIS OF RESOURCES USED for the year ended 31 March 2000

				2000	1999
		Unrestricted	Restricted		
		Funds	Funds	Total	Total
	Notes	£	£	£	£
Direct charitable expenditure					
Salaries and National Insurance	8	50529	32721	83250	66756
Staff travel and expenses		2695	-	2695	3198
Supervision and training		4266	-	4266	4398
Consultancy (including fundraising)		-	-	-	3468
Rent and services		14861	-	14861	17996
Utilities		920	-	920	778
Telephone		1581	-	1581	1786
	£	74852	32721	107573	98380
Management and administration expenditure					
Insurance		1514	-	1514	1229
Advertising and publicity		-	1685	1685	40
Library and subscriptions		40	-	40	-
Bank charges		50	-	50	146
Printing, postage and stationery		2913	539	3452	4221
Fixtures, fittings and refurbishment		143	6441	6584	4751
Other office expenses		1473	-	1473	3350
Audit fees		705	-	705	646
Other legal and professional		4283	488	4771	2579
	£	11121	9153	20274	16962
Total resources expended	£	85973	41874	127847	115342

1000-1000
1000-1000
1000-1000

1000-1000
1000-1000

WEST LONDON CENTRE FOR COUNSELLING LIMITED

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2000

1. Accounting Policies

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the financial statements.

a) Accounting Convention

The financial statements have been prepared under the historical cost convention and on a going concern basis, which is dependent upon the availability of adequate continued funding. The nature of the company's funding is inherently uncertain as it is only agreed by the funding bodies each year. Should grant funding be discontinued in future years, the company would have to find other sources of funding, or significantly curtail its activities.

The accounts have been prepared in compliance with Statement of Recommended Practice on Charity Accounts. The charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cashflow statement.

b) Restricted and Unrestricted Funds

The accounts distinguish between restricted and unrestricted funds. Restricted funds are received from donors and are subject to restrictions on the purposes for which they may be used. Unrestricted funds are those where there are no externally imposed restrictions. They include those freely available to the charity for expenditure or appropriation to reserves for internally designated purposes.

c) Income

Grant aid is brought into account on the basis of amounts received in the accounting period, or receivable at the accounting date, and no provision is made for any actual or contingent liability to repay surplus grants. Donations and gifts are accounted for as received by the charity.

d) Expenditure on management and administration of the charity

Administration expenditure includes all expenditure not directly related to the charitable activity or fundraising ventures. This includes costs of renting and running office premises, staff salaries for administrative staff and audit fees.

2. Taxation, including Value Added Tax

West London Centre for Counselling is a registered charity and is exempt from Income Tax and Corporation Tax on its normal activities. Value Added tax is not recoverable by the charity and, as such, is included in the relevant costs in the Statement of Financial Activities.

WEST LONDON CENTRE FOR COUNSELLING LIMITED

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31 March 2000

3. Results for the year

The surplus for the year is stated after charging the following:

	2000	1999
	£	£
Staff costs	83250	66756
Auditor's remuneration and bookkeeping services	2570	3225

4. Debtors and prepayments

	2000	1999
	£	£
Prepayments and accrued income	£ 842	1392

5. Creditors: Amounts falling due within one year

	2000	1999
	£	£
Employer's liability provision	3000	3000
Other creditors including taxation and social security	3569	10416
Accruals	999	1207
Deferred income	-	1412
	£ 7568	16035

The employer's liability provision was established to provide for possible obligations arising from contracts of employment between the company and its staff, such as responsibility leave, maternity and adoption leave, sickness leave and redundancy.

6. Analysis of net assets between funds

	Restricted Funds	Unrestricted Funds	Total
	£	£	£
Current assets	4259	13044	17303
Current liabilities	-	(7568)	(7568)
Total net assets	£ 4259	5476	9735

WEST LONDON CENTRE FOR COUNSELLING LIMITED

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31 March 2000

7. Statement of Funds

	Notes	Balance at 1/4/99 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31/3/00 £
Unrestricted Funds						
Revenue		(52)	91501	(85973)	-	5476
Restricted Funds						
National Lottery Charities Board		-	33721	(33721)	-	-
CAF Foundation		-	212	(212)	-	-
Nationwide Foundation		-	1200	-	-	1200
The Baily Thomas Charitable Trust		-	5000	(5000)	-	-
EHHHA - Capital Contribution		-	3000	(1541)	-	1459
Metropolitan Hospital - Sunday Fund		-	3000	(1400)	-	1600
Total funds	£	(52)	137634	(127847)	-	9735

The balance of any funds will be utilised in the forthcoming months to meet the delivery commitments made by the charity.

8. Staff costs

	2000 £	1999 £
Salaries (including £13610 of redundancy costs in 1999)	76139	615796
Social Security costs	7111	5177
	£ 83250	66756

The Management Committee do not receive any remuneration in respect of their services on the Management Committee.

The average weekly number of employees during the year was 6 (1999: 7) who are each employed in an office and management position.