

CIC 34

Community Interest Company Report

For official use
(Please leave blank)

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Please complete in typescript, or in bold black capitals.

Company Name in full

Counselling Rooms CiC

Company Number

7711530

Year Ending

31st July 2012

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

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

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a fair and accurate description of how they have benefited the community, or section of the community, which the company is intended to serve.

During the first year the company's turnover was £11,215.50 and we registered a pre-tax loss of £2,759.67.

We had an average of 13 counsellors renting space every month, and, in addition to their normal work, they offered a total of 237 reduced-rate sessions during this time, to clients on low incomes or means-tested benefits. As a reduced rate session equates to a discount of £20 per hour on the normal cost of a session, we calculate a financial benefit from that of £20 x 237 = £4,740 which as an organisation we have contributed to the local community in our first year. Therefore the value of our contribution equates to just over 42% of our turnover.

During the year we have grown our board from 2 to 4 members, including a representative from the counsellors, and have developed our governance and policies and procedures. We continue to focus on marketing the organisation in order to reach a wider client group.

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

(Please continue on separate continuation sheet if necessary.)

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

We have 2 groups of stakeholders. Firstly the counsellors who rent space from us and work from our premises. We ran a Strategic Visioning Day in July 2012 to which all the counsellors were invited, and asked to contribute to the planning and strategic development of the organisation. This information was gathered together to create our Strategic Development plan which the board are using to inform their decision making.

Our other stakeholders are the clients who attend counselling sessions at our premises. There are ethical considerations around consulting with counselling clients as we are responsible for safeguarding their confidentiality and ensuring that no 'dual relationships' are created. Therefore the only way to engage the views of clients is to ask them to complete an anonymous feedback form at the end of the counselling. This is now in place and the feedback will be regularly reviewed by the board.

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

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

No dividend was received by any of the Directors. Lisa Whitehead received a salary of £3,000 for administrative work for the year.

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

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

(Please continue on separate continuation sheet if necessary.)

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

PART 5 – SIGNATORY

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

Signed

Date

Office held (tick as appropriate) Director Secretary

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

Telephone	
DX Number	DX Exchange

When you have completed and signed the form, please send it to the Registrar of Companies at:

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

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

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