

**Annual Report and Financial Statements
for the year ended 31 March 2016**

Relate Mid Thames and Buckinghamshire

(a company limited by guarantee)

Registered Charity No: 1083588

Registered Company No: 04088546

relate
the relationship people

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Chairman's Report

Following a year of upheaval last year with changes of location in both Aylesbury and Chesham, this year has been one of consolidation. I am pleased to report that, after some initial teething problems, the new Aylesbury accommodation has settled down well. Chesham has proved more of a challenge and we are still searching for more permanent counselling facilities.

We have continued to struggle to meet client requirements with available counselling hours. This is a common theme across the country and highlights one of the key problems facing Relate as an organisation, namely the retention of counsellors for the future. Highly trained Relate counsellors quite rightly are looking for a salaried career in counselling and we struggle to maintain the balance of a charitable organization with the expectations of an increasingly professional counselling workforce. Recently we reluctantly bid farewell to volunteer counsellors Doreen Hampton, Wendy Mears and Fiona Elder who retired after many years of outstanding commitment to this organization. Our counselling team led by supervisors Fiona and Claire have maintained its usual wonderful standard and commitment as witnessed by the many heartfelt comments received from satisfied clients. They do a magnificent job and are ably supported by a loyal and dedicated administration team led by Centre Director Fiona and Operations Manager Amanda. We owe them all a huge debt of gratitude and, on behalf of the Board of Trustees, I thank them all.

I was particularly proud at the recent national Relate conference where Mid Thames and Bucks was named as the highest performing centre in England and Wales for returns of 'The Difference We Make' monitoring and evaluation of our counselling services.

As many will know, Relate as a federation are consulting on how we prepare for the future with declining availability of public funding, competition from private counselling and changes in the way people wish to communicate particularly with the advance of technology. We will continue to be engaged in discussions with other centres and the Board of the national organisation and hope to achieve consensus on the way forward. This process is ongoing and requires urgent resolution so I would hope to see good progress in the coming months.

The Relate Store, now supposedly in its final year although our tenure has recently been extended, has been operating successfully. I would remind everyone that donations are always gratefully received and, to all those who have contributed during the year, many thanks and your donations are very welcome to this valuable resource of 'unrestricted' income.

This will be my last Chairman's report as I am standing down as Chairman at the AGM in November. If re-elected I will hope to stay on as Trustee for a further year. Looking back over my four year tenure, the Centre has faced a number of challenges which have, at times, tested both patience and one's endurance but these are undoubtedly outweighed by the notable successes and achievements. I would like to thank all my fellow Trustees for their continuing and constant support with their invaluable and varied contributions over the last four years. May I also wish my successor, Janice Campbell, every success for the future and assure her of my support going forward.

Having been involved with Relate both indirectly and directly for over twenty years I have learnt that it is a remarkable organisation. We are particularly fortunate at Relate MTB in the quality and dedication of our counsellors and staff without whom we could not operate. It has been a privilege and a pleasure working with them all.



Christopher J T Vane
Chairman

Reference and Administrative Details

Relate Mid Thames and Buckinghamshire

Registered Number of Company 04088546

Registered Charity Number 1083588

President Tim Brooke-Taylor OBE

**Trustees/ Directors
Chairman** Christopher Vane

Treasurer Raymond Clarke

Trustees Philip Everitt (resigned 25 November 2015)

Susan Mervyn-Jones

Honor Vane

Morna Hinch

Rebecca Curley

Janice Campbell

Janet Shaw (appointed 25 November 2015)

Centre Director & Company Secretary Fiona Paine

Independent Examiner J Andrews FCA, Ashbys Chartered Accountants, Morton House,
9 Beacon Court, Pitstone Green Business Park, Pitstone, LU7 9GY

Bank Barclays, Slough Town Centre

Solicitor Horwood & James, 7 Temple Square, Aylesbury HP20 2QB

Registered Office 2a, Pebble Lane, Aylesbury, Buckinghamshire HP20 2JH

Our statement of purpose:

Relate's purpose is to help people to make those personal changes which enable them to engage in committed and loving relationships for the benefit of themselves, their family and society.

Relate's Vision is of a future in which healthy relationships are actively promoted as the basis of a thriving society.

Relate's mission is to develop and support healthy relationships by:

- Helping couples, families and individuals to make relationships work better
- Delivering inclusive, high quality services that are relevant at every stage of life
- Helping both the public and the policymakers improve their understanding of relationships and what makes them flourish

Relate believes that:

An individual's physical well-being and emotional and mental health benefit from a committed relationship

Children thrive in families where relationships are free from destructive conflict

People gain from an understanding of their sexuality

Expressing clear commitment is a helpful contribution to a healthy and secure couple relationship.

How we help: our core services

- **Relationship counselling:** helping couples and individuals to respond to issues arising from their relationships. Our counsellors help people discuss their feelings, attitudes and expectations, and offer assistance with communication and problem solving. We aim to empower clients by increasing their understanding so that they can go on to make choices about how they can manage their relationships.
- **Psychosexual therapy:** an assessment and treatment programme which enables our clients to address the physical, emotional and psychological issues associated with sex. This usually means designing a sequence of tasks and exercises for a couple or an individual to complete at home. The sex therapist discusses progress at each session and works at the client's own pace
- **Family Counselling:** to help family members of all ages, situations and dynamics in resolving difficulties and concerns in their relationships with one another. We support clients by increasing their understanding of each other's needs and improving communication, both within the couple relationship and across generations.
- **Children and Young People's counselling:** helps children and young people (5-25 year olds) explore and develop coping strategies for issues such as family breakdown, bullying and peer relationships, bereavement, the formation of new families or the absence of a family member in their life.

- **Education and Learning:** to provide people with the knowledge and skills needed for personal and professional development. This is part of our preventative work, to ensure we are helping people to boost or maintain their relationships as opposed to just helping when things get tough.

Quality Assurance and accreditation

Relate Mid Thames and Buckinghamshire counselling and psychotherapy services are BACP accredited (108426) and subject to its Ethical Framework for Good Practice in counselling and psychotherapy and professional conduct procedure.

We are in our third five year term of accredited services status (until October 2018) and are subject to annual monitoring (August 2016 passed)

In addition to BACP Relate MTB uses PQASSO as a quality assurance standard to improve performance and produce better outcomes for users

Psychosexual therapy is covered by COSRT Code of Ethics and Principles of Good Practice

Family counselling is covered by the AFT Code of Ethics and Practice

Relate MTB has the eQuality charter-mark for improving services for lesbian, gay, bisexual and transgender people.

Report of the Trustees of Relate Mid Thames & Buckinghamshire for the year ended 31 March 2016

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2016. 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 for Smaller Entities (the FRSSE) (effective January 2015).

Registered Charity Number	1083588
Registered Company Number	04088546
Registered Office	2a, Pebble Lane Aylesbury HP20 2JH

Directors and Trustees

The trustees serving during the year and since the year end were as follows:

Chairman	Christopher Vane
Vice Chair	Vacant
Treasurer	Raymond Clarke
Trustees	Philip Everitt (resigned 25 November 2015) Susan Mervyn-Jones Honor Vane Morna Hinch Rebecca Curley Janice Campbell Janet Shaw (appointed 25 November 2015) Ben Anderson (co-opted 24 February 2016) John Baruch (co-opted 21 September 2016)
Company Secretary	Fiona Paine

Structure, Governance and Management

The charity is constituted as a company limited by guarantee, not having a share capital. It is governed by its Memorandum and Articles of Association adopted on 12/09/2003, as amended by Special Resolution of the members on 23 October 2009.

The charity is a constitute society of Relate Limited and as such is bound by the Memorandum & Articles of Association of Relate Limited and the Relate Federation Agreement. Relate Limited supports all centres in England, Wales and Northern Ireland. It provides policy direction, legal advice, quality systems and resources, research information, practice helpline, and professional supervision, and training of counsellors.

The Board of Trustees is the governing body of Relate Mid Thames and Buckinghamshire. The Executive Committee meets a minimum of four times a year on a quarterly basis. Its main responsibilities are

- To ensure compliance with the Charitable Objects in supporting beneficiaries.
- To agree policy for the centre which meets the needs of the clients
- To approve Relate MTB's strategic and operational plans and the annual budget.
- To direct and oversee the work of any sub committees.

The Board of Trustees delegates the day-to-day responsibility of the management and control of the charity and its funds to the Centre Director.

All expenditure is approved by the Board of Trustees and requires that full accounting records are maintained with monthly financial and operating reports to ensure that all criteria for spending the funds of the charity are fully met. The Executive Committee reviews the latest management accounts at each meeting.

Appointment of Trustees

As set out in the Articles of Association the Trustees may appoint any qualifying person to become a trustee, any person appointed shall hold office until the following Annual General Meeting and shall then be eligible for re-election.

All Relate MTB Trustees give their time voluntarily and receive no benefits from the charity.

Recruitment and Appointment of Trustees

The Trustees seek to ensure that user needs are reflected through the diversity of the Board. To enhance the potential pool of Trustees, selected individuals who may wish to become Trustees are approached as necessary and re-appointed annually.

Induction and training for Trustees

New Trustees are actively encouraged by the existing Trustees, having regard to any specialist skills required. New Trustees are briefed on their legal obligations under company and charity law, the Memorandum and Articles of Association, the Committee and the decision making process, recent performance and future plans. They are encouraged to attend appropriate training and to spend time at the centre. Feedback about the Centre and suggestions for improvement and change are welcomed.

Risk Management

The Trustees are responsible for the management of the risks faced by the Charity. Sub committees are formed to deal with risk and assessment

We assess and regularly review the major risks to which we are exposed by means of a risk register. We are satisfied that systems are in place to mitigate our exposure.

The Trustees are monitoring the risks, which include:

1. Loss of income from funding bodies (i.e. Local authorities, NHS, Trusts)
2. Being unable to provide sufficient counsellors to match growth in service output
3. Unplanned and rapid changes among our small management and administrative staff team.
4. Further reduction in what our clients are able to afford to pay for counselling.
5. Competition from other counselling providers
6. Ensuring that momentum and guidance provided by the Board of Trustees is maintained
7. A reduction in the support and strategy provided by Relate Limited
8. Accommodation changes

The Business Plan and Strategic Plan address these issues and try to keep a step ahead in finding solutions to minimise the risk to the organisation. A key element in our management of financial risk is the setting and regular review of the reserves policy (see Financial Review).

We focus on any risk we identify as a potential opportunity and we review any situation enabling us to react, reassess and learn in a positive way.

Objectives and Activities and Public Benefit

The company is a charitable organisation providing relationship counselling to adults, families, children, and young people for the public benefit.

The objects of the charity as set out in the governing document are:

- To educate the public concerning the benefits of secure couple relationships, marriage and family life in order to improve the emotional, sexual and spiritual well-being of individuals, which is derived from committed relationships.
- To provide counselling, advice, education, guidance and relief to adults and / or children in relation to any aspect of contemporary life or work which may prejudice their physical or mental well being, and influence, either directly or indirectly, their present or future family or couple relationship..
- To seek to enhance the good health, both mental and physical of adults and children by increasing awareness of the benefits of committed relationships. Furthermore working to prevent poverty, hardship and distress caused by breakdown of such relationships.

The trustees have complied with section 17(5) of the Charities Act 2011 to have given due regard to the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities.

Achievements and performance 2015-16

We delivered 4,812 hours of counselling (source: *new Jasper Appointment summary*)

We supported 2,043 people living in Buckinghamshire and East Berkshire (source: *new Jasper case summary report*).

1168 cases registered

- 918 initial assessments
- 2,322 ongoing appointments with couples and individuals
- 283 hours of sex therapy
- 162 hours of family counselling delivered in the centre
- 67 individual structured interviews (domestic violence / abuse intervention assessment)
- 83 hours of family counselling in Buckinghamshire Children's Centres (Wycombe West and Burnham)
- 354 hours of IAPT Couple Therapy for Depression for Healthy Minds (Buckinghamshire)
- 146 hours of IAPT Couple Therapy for Depression for Talking Therapies (East Berkshire) – pilot service
- 223 hours of counselling for Macmillan (Berkshire Well-Being Programme)

A team of 25 Relate counsellors work across Buckinghamshire and East Berkshire locations. Our primary centres are in Aylesbury and Maidenhead with counselling rooms in Chesham, High Wycombe, Windsor and Princes Risborough, and the Wycombe West Children's centre.

We only continue to be able to offer services at reduced rates to people in distress thanks to local authorities, trusts, foundations and donors who financially support our bursary fund. A number of our clients are able to meet the cost of counselling but many are not. These vital supporters are listed in full at the end of this report.

Relate Mid Thames and Buckinghamshire maintain contracted and commissioned work alongside the self-referring client work. This work is detailed in the summary of key events in the year below.

Summary of key events during 2015-16

IAPT (Improving Access to Psychological Therapies) – Couples Therapy for Depression

IAPT is run by the NHS in England and offers NICE approved therapies for treating people with depression or anxiety. Couples Therapy for Depression (CTD) is a type of talking therapy that has been developed to help people suffering from depression and anxiety. CTD is one of a number of talking therapies.

Relate MTB are contracted through Healthy Minds, the IAPT (talking therapies) service in Buckinghamshire run by Oxford Health NHS Foundation Trust on behalf of the NHS Chiltern and Aylesbury Vale CCG's to deliver Couples Therapy for Depression in Buckinghamshire.

We receive referrals from Healthy Minds after their initial assessment considers couples therapy for depression to be the most appropriate therapy for the patient and their partner. The therapy is for up to 20 sessions and must be attended by the couple.

Couples Therapy for Depression nationally has recovery rates* of 61.8% for Anxiety and 58.8% for Depression. (NHS Psychological Therapies Annual report on the use of IAPT services. England 2015-16 Published 18 October 2016)

** Recovery rate = by the end of treatment the patient has dropped below the clinical/non-clinical threshold for both anxiety and depression.*

Talking Therapies – Berkshire IAPT Service Relate MTB continue to deliver a very small CTD service for the Berkshire talking therapy IAPT service, and continue to work towards a more formal contract to deliver this valuable service across our whole Relate region.

The IAPT counselling team- Claire, Alex, Jan, Judith, Marie, Micky, Sally and West

IAPT Admin lead -Faye.

Macmillan Berkshire Cancer Rehabilitation (East Berkshire)

With funding secured until March 2017, Relate MTB have now supported over 170 cancer patients and their partners/families.

Relate MTB were extremely proud to be part of the Berkshire team that won the national Nursing Times Award 2015 for Cancer Care on 12th November 2015 at the Grosvenor House Hotel in London's Park Lane. There were nearly 1,000 entries across 20 categories and the well-being programme (now known as Berkshire Cancer Rehabilitation) was one of nine nominees in its category, so this was a great achievement. The programme provides cancer patients and carers with tools to tackle the future - focussing on wellness, not illness. This includes psychological support to help them cope with the diagnosis.

The Macmillan counselling team- Claire, Loredana, Petra, Micky, Alex, Belinda.

Admin lead- Elaine

Supporting Victims of Domestic Abuse

Relate Family counsellors have been supporting domestic abuse victims, thanks to funding from the Thames Valley Police and Crime Commissioner's Office. The Wycombe West Children's Centre was the main recipient of this service which funded counselling until the end of March 2016. A further funding application has been successful and this funded work resumes from October 2016 until end of March 2017.

Children's centre counsellors – Jan and Judith

Admin lead - Sue

Other DA work delivered by all experienced Relate counsellors across the centre

Continuing Professional Development

Relate MTB counsellors were offered the following in house CPD in 2015-16

Making the best use of Supervision – Barbara McKay, Director IFT

Let's Talk about Sex - Mary Clegg, Sex and Relationship Psychotherapist

Pornography addiction and Relationships – Steph Palin

Clinical Supervisors Fiona and Claire encourage peer Learning Groups where counsellors discuss a chosen academic paper.

Online Relate Learning – Child Protection/ Safeguarding, Domestic Violence, Client informed feedback, Substance and Misuse, Gender and Sexual Diversity, Bereavement and Loss.

Fundraising

We would like to acknowledge the contribution made by our Trustee Philip Everitt, who stood down at the AGM in 2015. Phil had tirelessly raised funds for the centre during his time as a Trustee, making many successful applications on our behalf. We would like to thank Joan Dunlop who volunteered to take on the fundraising role temporarily during the winter of 2015/16 and we are delighted that Sally Stevens has accepted to take on the fundraising activity for the centre.

We have had a stay of execution on the charity shop 'The Relate Store' until the summer of 2017 (when the building is due for demolition) and thank Chris Gill and Sharon Gregory who share the role of shop manager, for their hard work and also the support they give to the local community. We receive very positive feedback about the role of the shop- not just for raising funds, but also for being a lovely friendly place to visit.

Acknowledgements

The Trustees give their heartfelt thanks to the counsellors, clinical supervisors, appointment staff, evening receptionists, and volunteers who continue to work so hard for Relate and our clients. Your commitment, enthusiasm and professionalism is fundamental to our success and during another challenging year, the support you have given and your uplifting teamwork are much appreciated. Like our clients, we are so grateful to you all - we simply could not do it without you!

Thank you to our counsellors: Alex, Belinda, Claire, Fiona, Jane, Judith, Kathy, Loredana, Lynda, Lynne, Mandy, Micky, Pamela, Petra, Sally, Susan, Stuart, Fiona, Jan, Janet, Jason, Lesley, Marie, Michelle, Sally, Voula, West.

Supported by: Elaine, Faye, Jody, Sandra, Jan, Sarah, Miriam, Niamh (Maidenhead), Sue, Susan, Sandy, Susie, Nina (Aylesbury), Lisa, Kate (Chesham), Fran, Saima (Wycombe)

Thanks also are due to the local authorities, trusts, organisations and individuals who have financially supported us in 2015-16

- Aylesbury Vale District Council and The Vale Lottery
- Buckinghamshire County Council
- Buckinghamshire Primary Care Trust
- Lions Club of Burnham
- Louis Baylis (Maidenhead Advertiser) Charitable Trust
- RAFBF (Royal Air Force Benevolent Fund)
- Roland Callingham Foundation – Bekonscot
- South Bucks District Council
- Thames Valley OPCC (Office of the Police and Crime Commissioner)
- The Albert Hunt Trust
- The Army Welfare Service
- The Hitcham Poor's Land Charity
- The Paradigm Foundation
- The Royal Borough of Windsor and Maidenhead
- The Shanly Foundation
- European Cultured Marble Association
- Thomas Hickman's Trust
- Healthy Minds (IAPT) / Oxford Health

Financial Review

Total income for the year was £558,840. This is made up as shown from client contributions, donations, and grants from Local Authorities and Trusts. Client payments of £55 per session were recommended. Total income includes the gain on the sale of the Chesham Property. A detailed income account is included.

Total expenditure for the year was £388,197. A detailed account of expenditure is included.

There was a surplus of £168,569 however this excludes the gain on the sale of the property in Chesham. Without this gain there would have been a deficit of £10,695.

Net current assets of the charity at 31st March 2016 were £12,062.

Trustees confirm that the accounts comply with current statutory requirements, the requirements of the charity's governing document and the requirements of the SORP.

Reserves & Investment Policy

The definition of free reserves used follows the guidance given by the Charity Commission. These are funds available to be used in furtherance of the charitable objectives which have not yet been spent, committed or designated. They therefore exclude restricted funds (where donors impose criteria for their use), fixed assets (which are in current use to support the on-going work of the charity) and funds designated for specific purposes.

In May 2015 the freehold property in Chesham was sold for £202,000 which increased the unrestricted reserves significantly however the need to secure a long term solution for our operations in Chesham remains. The Board considered the Charity's position and having due regard to the day-to-day liquidity requirements have invested available funds in COIF Unit Trusts with the CCLA which has formal approval of the Charities Commission. This will enable the Charity to generate additional revenue and to reduce the risk of eroding the capital value of this windfall through the impact of inflation. Although these investments are fixed assets and as such excluded from free reserves the funds can be accessed at relatively short notice should significant unanticipated costs arise. With this in mind the free reserves at 31 March 2016 represented approximately 2 weeks of expenditure.

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

On behalf of the Board



.....
Christopher Vane, Trustee

Date 10th November 2016

Independent Examiner's Report to the Trustees of Relate Mid Thames and Buckinghamshire

I report on the accounts of the company for the year ended 31 March 2016 which are set out on pages 16 to 23.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England & Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement


In connection with my examination, no matter has come to my attention:

1 which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Jill Andrews FCA
Ashbys Chartered Accountants
Morton House
9 Beacon Court
Pitstone Green Business Park
Pitstone
LU7 9GY

Date 10 November 2016

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME & EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2016

	Notes	Unrestricted Funds £	Restricted Funds £	Total Mar 2016 £	Total Mar 2015 £
Income and Endowments from:					
Donations and Legacies	2	53,258	16,650	69,908	99,178
Charitable Activities	3	201,669	50,232	251,901	225,626
Other Trading Activities		44,467	-	44,467	39,070
Investments		4,686	-	4,686	287
Other	4	187,878	-	187,878	9,208
Total Income		<u>491,958</u>	<u>66,882</u>	<u>558,840</u>	<u>373,369</u>
Expenditure On:					
Raising Funds	5	131,620	-	131,620	131,569
Charitable Activities	6	202,189	54,388	256,577	245,392
Total Expenditure		<u>333,809</u>	<u>54,388</u>	<u>388,197</u>	<u>376,961</u>
Net Income / (Expenditure)		158,149	12,494	170,643	(3,592)
Transfer Between Funds	17	-	-	-	-
Other recognised losses:					
Loss on investment assets	10	(2,074)	-	(2,074)	-
Net movement in funds		<u>156,075</u>	<u>12,494</u>	<u>168,569</u>	<u>(3,592)</u>
Reconciliation of Funds:					
Total funds brought forward		86,246	4,321	90,567	94,159
Total Funds Carried Forward		<u>242,321</u>	<u>16,815</u>	<u>259,136</u>	<u>90,567</u>

The notes on pages 18 to 23 form part of these financial statements

BALANCE SHEET AS AT 31 MARCH 2016

	Notes	31 March 2016		31 March 2015	
		£	£	£	£
Fixed Assets:					
Tangible assets	9		24,148		47,357
Investments	10		222,926		-
Total Fixed Assets			<u>247,074</u>		<u>47,357</u>
Current Assets:					
Stock			850		-
Debtors	11		23,067		21,262
Investments	12		25,271		60,322
Cash at Bank and in Hand			3,020		8,403
			<u>52,208</u>		<u>89,987</u>
Liabilities:					
Creditors: Amounts Falling Due Within One Year	13		40,146		46,777
			<u>40,146</u>		<u>46,777</u>
Net Current Assets			12,062		43,210
Total Net Assets			<u><u>259,136</u></u>		<u><u>90,567</u></u>
The Funds of the Charity:					
Unrestricted	18		258,971		86,246
Restricted	18		165		4,321
Total Charity Funds			<u><u>259,136</u></u>		<u><u>90,567</u></u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2016.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31st March 2016 in accordance with Section 476 of the Companies Act 2006.

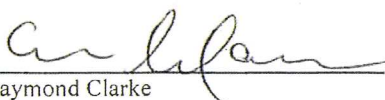
The trustees acknowledge their responsibilities for:

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006, and
- (b) preparing the financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on 10 November 2016 and signed on its behalf by:


 _____ Trustee
 Chris Vane


 _____ Trustee
 Raymond Clarke

The notes on pages 18 to 23 form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

1. Accounting Policies

Accounting Convention

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards, Financial Reporting Standard for Smaller Entities (effective January 2015), Companies Act 2006 and the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2015). The particular accounting policies adopted are detailed below.

Tangible Assets

Depreciation is not provided on the cost of the Freehold Property as the current land value, in the opinion of the Trustees, exceeds the original freehold cost. Depreciation is provided on other fixed assets so as to write off their cost over their estimated useful life as follows.

Furniture & Equipment	20% reducing balance
Improvements to Freehold Property	2% cost
Charity Shop Fixtures & Equipment	3 years (duration of the lease)
Leasehold improvements	Over the period of the lease

The costs of minor additions or those below £500 are not capitalised.

Fixed Asset Investments

Investments are initially recognised at their transaction value and subsequently measured at their market value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

Income

Voluntary income, including client income, donations and grants that provide core funding or are of a general nature are recognised on a receipts basis when the charity is entitled to that income.

Investment income is recognised on a receivable basis.

The value of services provided by volunteers and services donated by suppliers have not been included in these financial statements as the value is not significant.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Expenditure

All expenditure is included on an accruals basis when the liability is incurred.

The costs of generating funds are those costs incurred in attracting voluntary income.

The costs of charitable activities are the costs associated with the provision of counselling services to clients and a proportion of support costs that relate to those activities. Where costs cannot be attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

The governance costs are those incurred in meeting the charity's constitutional and statutory requirements. They include the independent examiner's fees and other costs linked to the strategic management of the charity.

Payments under operating leases are charged to the profit and loss account on a straight-line basis over the lease term.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees for the purpose of achieving the general objectives of the charity. Restricted funds are subject to the restrictions imposed by the donor.

Pension costs

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. Contributions payable for the year are charged in the statement of financial activities.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

2. Donations and Legacies	Unrestricted	Restricted	Total	Total
	Funds	Funds	Mar 2016	Mar 2015
	£	£	£	£
Grants				
Aylesbury Vale District Council	13,926	-	13,926	13,926
Buckinghamshire PCT	15,263	-	15,263	15,263
South Bucks District Council	500	-	500	750
Chiltern District Council	-	-	-	1,200
Bray Parish Council	-	-	-	250
IAPT Couple Therapy for Depression	(6,700)	6,700	-	6,700
Paradigm Foundation	-	2,750	2,750	2,750
Thames Valley PCC - Premises renovation	-	-	-	20,000
Thames Valley PCC	-	7,200	7,200	4,140
Burnham Health Foundation Trust	-	-	-	1,700
Thomas Hickman Trust	250	-	250	-
Michael Shanly Trust	1,000	-	1,000	1,000
Hitcham Trust	250	-	250	-
Louis Baylis Trust	4,000	-	4,000	4,000
Berkshire Community Fund	-	-	-	2,000
Mobbs Memorial Trust	-	-	-	603
Ronald Callingham Foundation	600	-	600	-
Albert Hunt Trust	1,000	-	1,000	1,000
Baldwin's Bridge Trust	-	-	-	500
	<u>30,089</u>	<u>16,650</u>	<u>46,739</u>	<u>75,782</u>
Donations	23,169	-	23,169	23,396
	<u>53,258</u>	<u>16,650</u>	<u>69,908</u>	<u>99,178</u>
3. Income from Charitable Activities	Unrestricted	Restricted	Total	Total
	Funds	Funds	Mar 2016	Mar 2015
	£	£	£	£
Counselling	201,669	-	201,669	188,410
Education & Training	-	-	-	900
IAPT Couple Therapy for Depression Bucks.	-	22,000	22,000	22,000
IAPT Couple Therapy for Depression Berks.	-	7,308	7,308	1,890
Army Welfare Service	-	343	343	1,872
RAF Benevolent Fund	-	6,391	6,391	4,371
Macmillan	-	13,915	13,915	4,883
Schools Family Counselling	-	275	275	1,300
	<u>201,669</u>	<u>50,232</u>	<u>251,901</u>	<u>225,626</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

4. Other Income	Unrestricted	Restricted	Total	Total
	Funds	Funds	Mar 2016	Mar 2015
	£	£	£	£
Sundry Income	8,614		8,614	9,208
Gain on disposal of freehold property	179,264		179,264	-
	<u>187,878</u>	<u>-</u>	<u>187,878</u>	<u>9,208</u>

5. Raising Funds	Mar 2016	Mar 2015
	£	£
Charity shop expenditure	40,825	44,201
Support costs	90,795	87,368
	<u>131,620</u>	<u>131,569</u>

6. Charitable Activities	Activities Undertaken Directly	Support Costs	Mar 2016	Mar 2015
	£	£	£	£
Counselling	66,256	165,814	232,070	207,603
PST	4,337	10,854	15,191	24,293
Family Counselling	2,659	6,657	9,316	13,496
	<u>73,252</u>	<u>183,325</u>	<u>256,577</u>	<u>245,392</u>

The charity undertakes direct charitable activities only. It does not make any grant payments.

Support Costs

The charity allocates its support costs as shown in the table below. They are allocated on a basis consistent with the use of resources.

	Raising Funds	Counselling	PST	Family Counselling	Total Mar 2016	Total Mar 2015
	£	£	£	£	£	£
Governance		57,150	3,741	2,294	63,185	60,609
Administration	71,110	72,658	4,756	2,917	151,441	151,312
Education & Training	-	1,866	122	75	2,063	10,201
Establishment	16,727	28,364	1,857	1,139	48,087	41,453
Financial	2,958	5,776	378	232	9,344	6,344
	<u>90,795</u>	<u>165,814</u>	<u>10,854</u>	<u>6,657</u>	<u>274,120</u>	<u>269,919</u>

7. Staff Costs	Mar 2016	Mar 2015
	£	£
Wages and salaries	250,966	247,334
Social security costs	8,351	7,871
Pension Costs	7,556	6,638
	<u>266,873</u>	<u>261,843</u>

Number of employees	No.	No.
	<u>38</u>	<u>40</u>

No employees receive emoluments exceeding £60,000.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

8. Net Incoming Resources for the Year	Mar 2016	Mar 2015
	£	£
This is stated after charging:		
Depreciation	7,395	4,465
Independent Examiner's Remuneration	900	900
- Examination services		
- Other services	1,586	1,476
	<u>1,586</u>	<u>1,476</u>

9. Tangible Assets	Freehold Property	Freehold Improvements	Leasehold Improvements	Fixtures, Fittings & Equipment	Charity Shop & Equipment	Total
	£	£	£	£		£
Cost						
At 1 April 2015	7,765	15,382	18,360	26,105	7,170	74,782
Additions during year	-	-	1,526	1,418	-	2,944
Disposals during the year	(7,765)	(15,382)				(23,147)
At 31 March 2016	<u>-</u>	<u>-</u>	<u>19,886</u>	<u>27,523</u>	<u>7,170</u>	<u>54,579</u>
Accumulated Depreciation						
At 1 April 2015	-	4,389	-	19,485	3,551	27,425
Charge for year	-	-	3,977	1,608	1,810	7,395
Disposals during the year		(4,389)				(4,389)
At 31 March 2016	<u>-</u>	<u>-</u>	<u>3,977</u>	<u>21,093</u>	<u>5,361</u>	<u>30,431</u>
Net book value						
At 31 March 2016	<u>-</u>	<u>-</u>	<u>15,909</u>	<u>6,430</u>	<u>1,809</u>	<u>24,148</u>
At 31 March 2015	<u>7,765</u>	<u>10,993</u>	<u>18,360</u>	<u>6,620</u>	<u>3,619</u>	<u>47,357</u>

10. Fixed Asset Investments	Mar 2016	Mar 2015
	£	£
Market value at 1 April 2015	-	-
Additions to investments at cost	225,000	-
Loss on revaluation	(2,074)	-
Market value at 31 March 2016	<u>222,926</u>	<u>-</u>

All investments are carried at their market value and comprise of listed investments.

11. Debtors	Mar 2016	Mar 2015
	£	£
Trade debtors	22,746	17,553
Prepayments and accrued income	321	3,709
	<u>23,067</u>	<u>21,262</u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

12. Current Asset Investments	Mar 2016	Mar 2015
	£	£
Cash on deposit	25,271	60,322
	<u>25,271</u>	<u>60,322</u>

13. Creditors: Amounts Falling Due Within One Year	Mar 2016	Mar 2015
	£	£
Other Creditors	3,404	9,511
Taxes and Social Security	4,538	4,486
Accrued expenses and deferred income (below)	32,204	32,780
	<u>40,146</u>	<u>46,777</u>

Deferred Incoming Resources	Mar 2016	Mar 2015
	£	£
Deferred incoming resources brought forward	15,480	5,445
Amounts released from previous years	(15,480)	(5,445)
Incoming resources deferred in the current year	6,220	15,480
	<u>6,220</u>	<u>15,480</u>
Deferred incoming resources carried forward	6,220	15,480
Accrued expenses	25,984	17,300
	<u>32,204</u>	<u>32,780</u>

14. Financial Commitments

Financial commitments under non-cancellable operating leases will result in the following payments falling due in the year to 31 March 2016.

	Mar 2016	Mar 2015
	£	£
Expiring within one year	14,583	-
Expiring between one and five years	21,000	36,983
	<u>21,000</u>	<u>36,983</u>

15. Related Party Transactions

During the year no trustee, nor any person connected with them, have received any remuneration or reimbursement of expenses from the Charity, either directly or indirectly.

16. Ultimate Controlling Party

The ultimate controlling party at the balance sheet date was the Board of Trustees.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

17. Movement in Funds

	At 1 April 2015	Incoming Resources	Outgoing Resources	Transfers	At 31 March 2016
				£	£
Unrestricted Funds					
General Fund	86,246	508,608	335,883		258,971
Restricted Funds					
IAPT Couple Therapy for Depression	-	29,308	29,308		-
Army Welfare Fund	-	343	343		-
RAF Benevolent Fund	-	6,391	6,391		-
Macmillan	-	13,915	13,915		-
Schools Family Counselling	-	275	275		-
Paradigm Foundation	2,475	-	2,475		-
Thames Valley PCC Renovation Grant	1,640	-	1,640		-
Thames Valley PCC	-	-	-		-
Purchase of Furniture	206	-	41		165
	<u>90,567</u>	<u>558,840</u>	<u>390,271</u>	<u>-</u>	<u>259,136</u>

Restricted Funds

IAPT Training	This fund is for Couple Therapy for Depression training from the University of Exeter (The Exeter Model) for 6 experienced Relate counsellors and IAPT CTD Supervision training for one experienced Relate Supervisor, to meet the increasing local service delivery.
IAPT Couple Therapy for Depression Training Grant	This funding from NHS Chiltern CCG relates to the delivery of Couple Therapy for Depression for patients referred by Healthy Minds Bucks.
RAF Benevolent Fund	This fund is to deliver counselling to Royal Air Force personnel.
Army Welfare Fund	This fund is to deliver counselling to Army personnel referred through the Army Welfare Service.
Paradigm Foundation	This fund is to deliver counselling to residents of Paradigm housing association.
Macmillan	This fund is to deliver counselling to persons affected by a cancer diagnosis as part of the Berkshire Macmillan Well-Being Programme.
Schools Family Counselling	This funding provided by Pupil Premium funding allocated to local Primary Schools for family counselling.
T V PCC Renovation Grant	This fund is to cover the costs associated with the renovation of offices located in Aylesbury Citizens Advice Bureau for the use of Relate.
Thames Valley PCC	This fund is to cover the costs of counselling at 3 centres: High Wycombe, Aylesbury and Burnham

18. Analysis of Net Assets Between Funds

	General	Restricted	Total
Tangible Fixed Assets	24,148		24,148
Fixed Asset Investments	222,926		222,926
Stock	850		850
Debtors	23,067		23,067
Cash at Bank & in Hand	2,855	165	3,020
Current Investments	25,271		25,271
Creditors	(40,146)		(40,146)
	<u>258,971</u>	<u>165</u>	<u>259,136</u>

THE DIFFERENCE WE MAKE – THANKS TO YOU!

Clients say ...

"It has helped me look at things differently. I understand that people have different ways of looking at things and that that is not a negative. I have learnt to look at situations more positively. I have become more aware of how things are not what they always seem and sometimes it is yourself that you need to look at and change. I have learnt skills of how to make situations better rather than worse. Thank you Relate."



"A big thank you for fixing us. I have my husband back and could not be happier."

"Thank you so much for all your time, patience and listening. I have found the path you put us/me on enlightening and have learnt so much. Many thanks."

Counsellors say ...



"Everybody who comes to counselling gets a lot from it, everyone benefits from a wider understanding and being able to put their relationship in context. For example a woman may come from a family where her mum made all the decisions, perhaps a single parent, yet her partner's dad may have been the decision-maker. That gives you both a very different idea of how your relationship should work. After talking things through it is common for people to say 'I never realised

that was how it felt to you ...' ***That happens over five or six weeks, not in a single moment.***"

"It is such a rewarding role, I don't remember ever not being thanked at the end of a course of counselling..."

"It's not always easy to have a sensible discussion with a teenager but if they can come away feeling 'If I speak in a fair and reasonable way, not shouting or screaming, I am more likely to get what I want,' that's a fantastic outcome ... The ability to talk calmly and listen respectfully, rather than shouting over each other, is a valuable life skill for teenagers which they can carry with them into adulthood and parenting their own children.

That's a massive impact – yet difficult to put a price on."

In the news ...



Maidenhead Advertiser, October 2016

Louis Baylis Trust Grant for £2,000 (cuttings left and right)

Maidenhead Waitrose Community Matters, August 2016 (right)

Cheque for £300



Relate
 "We at Relate rely on funding from the Louis Baylis Trust to provide quality, professional counselling to people of all ages in East Berkshire and South Bucks. Relate Mid Thames & Buckinghamshire is a local registered charity, working with parents, children, couples and individuals to improve their personal relationships. The confidential nature of this support means we cannot share our many local success stories, photos of the happy families secure in their ability to talk things through and resolve conflict, children benefiting from highly skilled counselling that will help them throughout their lives, couples who stay together and those who part but on good terms, able to face their futures with confidence and sharing bringing up their children. Although we request a fee from clients who are in a position to pay, many are not and the balance of the cost of delivering skilled, expert counselling and support has to be met from our funds. With no Government or national funding, we rely on support from the Louis Baylis Trust and last year we helped more than 1,700 people across our area. As one of our counsellors says: "The kind of people who seek our help wouldn't be able to get the same service elsewhere. For many of the couples we see, money is a serious issue. We don't say 'You can't come because you can't pay'." Fiona Greenfield, centre director, Relate Mid Thames and Buckinghamshire