



Trustees' Annual Report for the period							
		Period start date			Period end date		
From	01	05	2015	To	30	04	2016

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

15A Lambs Passage	
London	
Postcode	EC1Y 8LE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Peter Dominic Newby	N/A	Whole year	
2	Hannah Lucy Southon	N/A	Whole year	
3	Christina Manara	N/A	Whole year	

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <small>(eg. trust deed, constitution)</small>	Trust deed dated 31 December 2010
How the charity is constituted <small>(eg. trust, association, company)</small>	Trust
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Pursuant to clause 9 of the trust deed by which the charity is constituted, the power to select and appoint additional or replacement trustees lies with the Trustees. In selecting new or replacement trustees the Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the charity and in making the appointment, the Trustees must pass a unanimous resolution in favour of the appointment.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Risk management

The Trustees are responsible for identifying, assessing and managing risks. The Trustees use the risk classification framework suggested by the Charity Commission in its guidance CC26 to categorise and identify risks. Using that framework the Trustees have identified and assessed the major risks faced by the charity and have established a risk register. Policies and procedures to mitigate and manage those risks have been adopted and are reviewed on a continuing basis; they were last updated in July 2015. The risk register is reviewed on an annual basis and as and when the need arises.

The charity has adopted a safeguarding policy and set of procedures and has a designated safeguarding officer.

The Trustees maintain employee, public liability and professional indemnity insurance policies.

Structure

The Trustees have overall responsibility for the governance of the charity. The charity has one employee, the Therapy Manager, employed on a part-time basis (25 hours per week). The Therapy Manager runs the charity on a day-to-day basis, manages the psychotherapists and counsellors who volunteer at the charity and also has therapeutic and clinical supervision roles.

The counselling and psychotherapy provided by the charity is provided by the Therapy Manager and a team of volunteer psychotherapists and counsellors with appropriate training and qualifications.

Induction and training

The charity has put in place a system for the induction and training and continuing professional development of its staff and volunteers. Training of the trustees is undertaken on an informal basis.

Related Parties

There are no related parties.

Public Benefit

The trustees are satisfied that on review of the activities during the financial year, they have acted in accordance with its objectives for the public benefit.

The trustees confirm that they have complied with their duty in section 4 of the Charities Act 2011 to have due regard to public benefit guidance as published by the Commission.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the charity, as set out in its governing document, are the relief of physical or mental illness or mental or emotional suffering of persons living or working in England and Wales, but in particular those living or working in the City of London and the surrounding area of Greater London, caused by difficulties connected with pregnancy and parenthood.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The activities carried out by the charity in furtherance of its objects are the provision of counselling and psychotherapy for persons living or working in the charity's area of benefit.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Over the period 1 May 2015 to 30 April 2016 CPCP saw 139 clients, each of whom was given an initial assessment session and then offered 10 further sessions. Some clients require fewer than 10 sessions whilst others require considerably more.

Of the 139 clients seen during the period, 46% came seeking help in relation to a current pregnancy, 32% in relation to pregnancy loss (miscarriage, stillbirth or ectopic pregnancy), 8% came seeking help in connection with early years parenting, 8% were experiencing infertility, 5% came for help following an abortion and 1% came seeking help in relation to post natal depression.

CPCP continues to work actively to network with other organisations. 68 of the 139 clients seen by CPCP were referred by the NHS. The remaining clients either self-referred or were referred by other voluntary organisations (such as MIND) and local authority organisations (social services, women's centres, children's centres etc.).

CPCP gained full accreditation with the British Association of Counselling and Psychotherapy in July 2015. This was the culmination of a two year project and is a milestone in that CPCP is the first pregnancy counselling and psychotherapy charity ever to be accredited by the BACP.

At the end of the financial year, CPCP had assets of £10,303.39, consisting of cash in its bank account. Total operating expenses were £37,540.24 and total funds raised were £34,772.95.

Section D**Achievements and performance**

The Trustees wish to thank all staff and volunteers for their hard work. Thanks also go to CPCP's donors and supporters for their continued support and generosity. In the 2015/16 financial year CPCP received grants from:

The Westminster Roman Catholic Diocesan Trust (£9,000)
 The Catholic Bishops Conference of England and Wales (£10,000)
 The Lady Ryder of Warsaw Trust (£3,000)
 Sir Harold Hood's Charitable Trust (£3,000)
 The Chapman Charitable Trust (£1,000)

Section E**Financial review**

Brief statement of the charity's policy on reserves

The Trustees do not at present have a policy on reserves, but do monitor funds so as to ensure that costs can be met for a minimum period of two months.

Details of any funds materially in deficit

None

Section G**Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>P. D. Newby</i>	<i>H. Southon</i>
Full name(s)	PETER DOMINIC NEWBY	HANNAH LUCY SOUTHERN
Position (eg Secretary, Chair, etc)	TREASURER	TRUSTEE
Date	10.12.2016	



City Pregnancy Counselling & Psychotherapy

Receipts and payments accounts

CC16a

For the period from 01/05/2015 To 31/04/2016

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Charitable Donations	22,192	-	-	22,192	31,984
Paypal income	1,490	-	-	1,490	1,460
St Mary Moorfields	10,300	-	-	10,300	10,200
Tax refund	787	-	-	787	316
Bank interest	4	-	-	4	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	34,773	-	-	34,773	43,960
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	34,773	-	-	34,773	43,960
A3 Payments					
Staff costs	25,056	-	-	25,056	24,646
Travel	600	-	-	600	635
Training costs	1,871	-	-	1,871	3,480
Professional fees	618	-	-	618	1,080
Telephone	1,197	-	-	1,197	1,119
Rates and utilities	2,553	-	-	2,553	2,206
Household	873	-	-	873	1,160
Office expenses	4,401	-	-	4,401	573
Maintenance	118	-	-	118	2,820
IT equipment	25	-	-	25	1,387
Subscriptions	228	-	-	228	-
Advertising/website	-	-	-	-	1,555
Volunteer exps	-	-	-	-	-
Sub total	37,540	-	-	37,540	40,661
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	37,540	-	-	37,540	40,661
Net of receipts/(payments)	(2,767)	-	-	(2,767)	3,299
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	13,071	-	-	13,071	9,772
Cash funds this year end	10,304	-	-	10,304	13,071

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash held in bank account	10,304	-	-
		-	-	-
		-	-	-
	Total cash funds	10,304	-	-


Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	PETER NEWSBY	10.12.16



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

City Pregnancy Counselling & Psychotherapy

On accounts for the year
ended

30/04/2016

Charity no
(if any)

1140992

Set out on pages

1-2

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the 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 (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Tim Neale

Date:

20/12/2016

Name:

Tim Neale

Relevant professional qualification(s) or body (if any):

FCA

Address:	Kirk Rice LLP, The Courtyard, High Street, Ascot
	Berkshire
	SL5 7HP

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.