



# Trustees' Annual Report for the period

From **Period start date** 01 May 2016 **To** **Period end date** 30 April 2017

## Section A

### Reference and administration details

**Charity name** City Pregnancy Counselling & Psychotherapy

**Other names charity is known by** CPCP

**Registered charity number (if any)** 1140992

**Charity's principal address** 15a Lamb's Passage

Off Bunhill Row

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 Jennings	N/A	Whole year	
3	Christina Manara	N/A	01.05.2016-22.08.2016	
4	Sylvia Berko	N/A	22.08.2016-30.04.2017	

### 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)

Agnes Rees, Therapy Manager

## Section B

### Structure, governance and management

#### Description of the charity's trusts

Type of governing document <i>(eg. trust deed, constitution)</i>	Deed of trust dated 31 December 2010
How the charity is constituted <i>(eg. trust, association, company)</i>	Trust
Trustee selection methods <i>(eg. appointed by, elected by)</i>	Pursuant to clause 9 of the charity's governing document, 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.

## 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 activity carried out by the charity in furtherance of its objects is the provision of counselling and psychotherapy for persons living or working in the charity's area of benefit (the City of London and surrounding area) who are experiencing difficulties connected with pregnancy, pregnancy loss and early-years parenting.

The counselling and psychotherapy are provided by appropriately qualified staff and volunteers, supervised by the charity's Therapy Manager in accordance with the requirements of the British Association of Counselling & Psychotherapy, by which body the charity is accredited. Clients are not charged for these services, although some choose to give donations.

In setting the charity's objectives and planning its activities, the trustees have had regard to the Charity Commission's guidance on public benefit in general and in particular that relating to the advancement of health and the prevention or relief of poverty.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The numbers of clients helped by the charity continues to increase. From 1 May 2016 to 30 April 2017, CPCP saw 150 clients (an increase from 139 the previous year). Following an initial assessment, each client is offered 10 sessions (usually one per week); some clients require fewer sessions whereas those seeking help with longstanding or complex issues require considerably more.

Of the 150 clients seen over the period in question:

- 48% sought help in relation to a current pregnancy
- 25% sought help following a pregnancy loss (ectopic pregnancy, miscarriage or stillbirth)
- 9% sought help in relation to infertility
- 9% sought help following an abortion
- 5% sought help in connection with early-years parenting.
- 4% sought help with post-natal depression

The charity continues to work actively with other organisations: 87% of clients were referred to the charity by other organisations and 13% were self-referred. This highlights CPCP's success in forming links to improve access to its services and in promoting a holistic approach to addressing the difficulties suffered by its clients.

## Section E Financial review

### Brief statement of the charity's policy on reserves

The Trustees do not at present have a formal policy on reserves, but do monitor funds with the aim of ensuring that costs can be met for a period of five months.

### Details of any funds materially in deficit

None.

### Further financial review details (Optional information)

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

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principal sources of funds are grants from charitable trusts and donations by private individuals. In particular, the trustees wish to thank the following organisations and charities for their support:

- The Davidson Family Charitable Trust
- The Westminster Roman Catholic Diocesan Trust
- The Catholic Bishops Conference of England and Wales
- The parish of St. Mary Moorfields
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Total funds received during the year were £43,116 and expenditure was £41,621. All funds received were put towards meeting the charity's operating costs.

## Section F Other optional information

## Section G Declaration

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

### Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

HANNAH LUCY JENNINGS

Position (eg Secretary, Chair, etc)

TRUSTEE

Date

27.02.2018



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name City Pregnancy Counselling Psychotherapy (CPCP)	No (if any) 1140992
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## Receipts and payments accounts

For the period from	01.05.2016	To	30.04.2017
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### 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 £
<b>A1 Receipts</b>					
Donations	21,810	-	-	21,810	22,192
Grants	19,912	-	-	19,912	10,300
Paypal	664	-	-	664	1,490
Cash	660	-	-	660	-
Miscellaneous	70	-	-	70	787
Tax Refubd	-	-	-	-	4
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>43,116</b>	<b>-</b>	<b>-</b>	<b>43,116</b>	<b>34,773</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>43,116</b>	<b>-</b>	<b>-</b>	<b>43,116</b>	<b>34,773</b>
<b>A3 Payments</b>					
Staff Costs	25,368	-	-	25,368	25,056
Staff Travel	150	-	-	150	600
Staff Training	2,180	-	-	2,180	1,871
Professional Fees	1,294	-	-	1,294	619
Telephone	3,062	-	-	3,062	1,197
Utilities and Council Tax	2,167	-	-	2,167	2,553
Office Costs	6,425	-	-	6,425	5,644
Cleaning	975	-	-	975	-
<b>Sub total</b>	<b>41,621</b>	<b>-</b>	<b>-</b>	<b>41,621</b>	<b>37,540</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>41,621</b>	<b>-</b>	<b>-</b>	<b>41,621</b>	<b>37,540</b>
<b>Net of receipts/(payments)</b>	<b>1,495</b>	<b>-</b>	<b>-</b>	<b>1,495</b>	<b>- 2,767</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	<b>1,495</b>	<b>-</b>	<b>-</b>	<b>1,495</b>	<b>- 2,767</b>

## 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 £
<b>B1 Cash funds</b>	Cash held in bank account	11,758	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	11,758	-	-
(agree balances with receipts and payments account(s))		Agreement Error	OK	OK

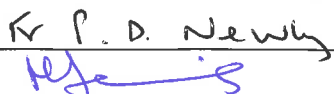
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

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

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	PETER NEWBY H.L. JENNINGS	05.02.18 05.02.18



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

City Pregnancy Counselling & Psychotherapy

**On accounts for the year  
ended**

30 April 2017

**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. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. *Delete [ ] if not applicable.*

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 material matters have come to my attention (other than that disclosed below \*) which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 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.

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

**Signed:**

V. [Signature]

**Date:**

31 Jan 2018

**Name:** Veronica Fulton

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

**Address:** 108 Cranbrook Road  
London W4 2LJ

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).