Directors' Report and Financial Statements

for the year ended 31st December 2014

### Contents

	Page
Directors and other information	1
Directors' report	2 - 4
Statement of Directors' Responsibilities	5
Independent Auditors' report to the members	6 - 7
Company accounting policies adopted.	8
Income and expenditure account	9
Balance sheet	10
Cash flow statement	11
Notes to the financial statements including Statement of Accounting Policies	12 - 19

#### Directors and other information

Directors Madeline Quirke (Appointed 18th June 2014)

Patricia Gilhooly (Appointed 18th June 2014)
Maria Roche (Resigned 18th June 2014)

Bernadette Quinn-Fahy
Angela Cassidy
(Resigned 18th June 2014)
(Appointed 18th June 2014)
David Hynes
(Appointed 18th June 2014)
Lisa Goff
(Appointed 22nd June 2015)

Ravi Kumar (Appointed 23rd July 2015)

(Appointed 251d July 2015)

Secretary Maria Roche (Resigned 4th July 2015)
Angela Cassidy (Appointed 4th July 2015)

Charity No: 20982

Registered office Second Building

Block B County Hall
Wexford
Auditors
O' Callaghan O' Mahony

508831

Auditors O' Callaghan O' Mahony

Certified Public Accountants &

Statutory Auditors

Clonard Business Park
Whitemill Industrial Estate

Wexford

Bankers AIB

Company number

North Main Street

Wexford

Business address Second Building

Block B County Hall

Wexford

Member Details

Bernadette Quinn-Fahy (Chairperson)

Eamonn Doran Maria Roche (Treasurer)

Emma Dempsey

Phillip Kelso (Resigned 4th November 2014)

Winifred Kehoe
John Doran

Caroline Bannister (Appointed 4th November 2014)

### Directors' report for the year ended 31st December 2014

The directors present their annual report and the audited statutory financial statements for the year ended 31st December 2014.

### Principal Activities, Operating Review and Future Developments

The organisation is a company limited by guarantee, incorporated on 26th January 2012 as It's Good To Talk Counselling Psychotherapy Support Services Ltd.

The company overcame significant administration challenges over the past years, culminating in a new board and new directors being appointed in 2014 / 2015. The directors are of the view that the larger board structure will serve the company well in future years.

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association and managed by a Board of Directors.

The principal activity's of the company are:

- (A) To advance health by alleviating the emotional distress of clients suffering from a variety of mental health issues, such as depression, anxiety and stress.
- (B) To save lives by offering hope to those clients who indicate suicidal intent.
- (C) To Promote equality and social inclusion by offering a subsidised and affordable low-fee paying service at the point of need.
- (D) To deliver a high standard of counselling within ethical boundries, demonstrating compassion, and seeking to bring hope, comfort and encouragement to all clients.
- (E) To provide workshops, lectures and courses for the community and those seeking continuous professional development training.

The company plans continuing the activities outlined above in the forthcoming years subject to satisfactory funding arrangements.

#### Results for the year:

The results for the year are set out on page 9.

#### Directors of the Company

The present membership of the board is listed on the 'Directors and other information' page.

In accordance with the Articles of Association at the first Annual General Meeting of the Company, all the Directors shall retire from office and at the Annual General Meeting in every subsequent year one-third of the Directors for the time being, or if their number is not three or a multiple of three, then the number nearest one-third, shall retire from office. A retiring Director shall be eligible for re-election.

### Directors' report for the year ended 31st December 2014

continued		

#### Principal Risks & Uncertainties

#### (i) Decrease in Income / Increase in Costs:

The Directors have identified that the key risks and uncertainties the Company faces relate to the risk of a decrease in the level of donations and the potential increase in compliance requirements in accordance with company, health and safety, taxation and other legislation;

The company mitigates these risks by continually monitoring the level of activity, preparing and monitoring its budgets, targets and projections and strives for a policy of maintaining significant cash reserves. The company closely monitors emerging changes to regulations and legislation on an ongoing basis;

### (ii) Control over Financial Income / Resources:

As the company is managed and run by the directors, and there are no full-time employees due to lack of financial resources, the directors are reliant on the time, integrity and honesty of its volunteers. The directors recognise the level of control risks inherent with cash, donations and fundraising activities however, internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects.

The company had a surplus in the current period of €17,577 and is reliant on the ongoing support of its members and directors. The company has plans in place to build reserves in future periods.

#### Events after the Balance Sheet date

There have been no other significant events affecting the company since the year-end.

#### Research and Development

The company did not engage in any research and development activity during the year.

#### **Accounting Records**

The measures taken by the directors to ensure compliance with the requirements of Section 281 to 285 of the Companies Act 2014, regarding proper books of account are the implementation of necessary policies and procedures for recording transactions, the employment of competent accounting personnel and appropriate expertise and the provision of adequate resources to the financial function. The books of account of the company are maintained at the Registered Office.

#### Auditors

In accordance with Sections 380 to 385 of The Companies Act 2014, the auditors, O' Callaghan O' Mahony, will continue in office.

## Directors' report for the year ended 31st December 2014

continued	
This report was approved by the Board on 2 9 2015 and signed on its behalf by	
Coxele Co. 7	Dutton
Angela Cassidy	David Hypes
Director	Director

#### Statement of Directors' responsibilities for the members' financial statements

Company law requires the directors to prepare statutory financial statements for each financial year which give a true and fair view of the assets, liabilities and financial position of the company, as at the end of the financial year, and profit or loss, for the financial year and otherwise comply with the Companies Act 2014. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether the statutory financial statements have been prepared in accordance with applicable accounting standards, identify those standards and note the effect and the reasons for any material departure from those standards
- prepare the statutory financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for ensuring that the company keeps or causes to be kept adequate accounting records which correctly explain and record the transactions of the company, enable at any time the assets, liabilities, financial positions and profit or loss of the company to be determined with reasonable accuracy and enable them to ensure that the statutory financial statements and directors report comply with the Companies Act 2014. and enable statutory financial statements to be audited. They are 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.

On behalf of the board

Angela Cassidy

Director

Date:

Signature
David Hynes

### Independent auditors' report to the members of It's Good To Talk Counselling Psychotherapy Support Services Ltd (A Company Limited by Guarantee and not having a Share Capital)

We have audited the statutory financial statements of It's Good To Talk Counselling Psychotherapy Support Services Ltd for the year ended 31st December 2014 which comprises of the Income and Expenditure Account, the Balance Sheet, the Cashflow Statement, Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preperation is Irish law and accounting standards issued by the Financial Reporting Council (Generally Accepted Accounting Practice in Ireland).

This report is made solely to the company's members, as a body, in accordance with the requirements of the Companies Act 2014. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in the audit report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### Respective responsibilities of directors and auditors

As explained more fully in the Directors' Responsibilities Statement set out on page, the directors are responsible for the preparation of the statutory financial statements and for being satisfied that they give a true and fair view and otherwise comply with the Companies Act 2014. Our responsibility is to audit and express an opinion on the statutory financial statements in accordance with Irish law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's - Ethical Standards for Auditors including "APB Ethical Standard - Provisions Available for Small Entities (Revised)", in the circumstances set out in note 22 to the financial statements.

#### Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the statutory financial statements sufficient to give reasonable assurance that the statutory financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the annual report to identify material inconsistencies with the audited statutory financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge aquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

# Independent auditors' report to the members of It's Good To Talk Counselling Psychotherapy Support Services Ltd (continued)

(A Company Limited by Guarantee and not having a Share Capital)

### Opinion on the financial statements

In our opinion the financial statements:

- give a true and fair view of the assets, liabilities and financial position of the company as at 31st December 2014 and of its profit and cash flows for the year then ended; and
- have been properly prepared in accordance with Generally Accepted Accounting Practice in Ireland and in particular with the requirements of the Companies Act 2014.

### Matters on which we are required to report by the Companies Act 2014.

- we have obtained all the information and explanations which we consider necessary for the purposes of our audit:
- in our opinion the accounting records of the company were sufficient to permit the statutory financial statements to be readily and properly audited.
- the statutory financial statements are in agreement with the accounting records.
- in our opinion the information given in the directors' report is consistent with the financial statements.

#### Matters on which we are required to report by exception

We have nothing to report in respect of the provisions in the Companies Act 2014 which require us to report to you if, in our opinion, the disclosures of directors' remuneration and transactions specified by law are not made.

Colm O' Callaghan MBA FCPA

For and on behalf of

O' Callaghan O' Mahony Certified Public Accountants & Statutory Auditors Clonard Business Park Whitemill Industrial Estate Wexford

Date: 2 9 2015.

The significant accounting policies adopted by the Company are as follows:

#### **Basis of Accounting**

The audited statutory financial statements have been prepared under the historical cost convention and comply with the financial reporting standards of the Accounting Standards Board, as promulgated by The Institute of Certified Public Accountants in Ireland.

#### Foreign Currencies

Transactions in foreign currencies are recorded at the rate ruling at the date of the transactions or at a contracted rate. The resulting monetary assets and liabilities are translated at the balance sheet rate or the contracted rate and the exchange differences are dealt with in the profit and loss account.

#### **Taxation**

The company is not liable for Corporation tax with it being a company not carrying on a business for the purposes of making a profit.

#### Income resources

Income consists of donations and other funds generated by voluntary activities. These are included in the financial statements when received. Incoming resources have been included in the financial statements only when realised or when the ultimate cash realisation of which can be assessed with reasonable certainty.

#### Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- -Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.
- -Company expenditure comprises those costs incurred by the company in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- -Governance costs include those costs associated with meeting the constitutional and statutory requirements of the company and include the audit fees and costs linked to the strategic management of the company.

#### Tangible fixed assets and depreciation

#### Depreciation

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost less residual value, of each asset systematically over its expected useful life, as follows:

Fixtures, fittings and equipment

12.5% Straight Line

### Income and Expenditure Account for the year ended 31st December 2014

		Continuing	operations
		2014	2013
	Notes	$\epsilon$	€
Income	1	90,429	87,135
Expenses/Costs		(72,852)	(70,504)
Surplus		17,577	16,631
Tax on Surplus		<del>7</del> 0	-
Net Surplus		17,577	16,631
Retained Surplus for year	10	17,577	16,631

The income and excess of expenditure over income relate to continuing operations as no businesses were acquired or disposed of in 31st December 2014.

A separate Statement of Total Recognised Gains and Losses is not required, as all gains or losses have been reflected above.

### Balance sheet as at 31 December 2014

		2014	4	2013	
	Notes	€	€	$\epsilon$	$\epsilon$
Fixed assets					
Tangible assets	7		7,822		9,336
Current assets					
Debtors	8	18		8,427	
Cash at bank and in hand		36,824		9,592	
		36,842		18,019	
Creditors: amounts falling					
due within one year	9	(3,849)		(4,117)	
Net current assets			32,993	10 mm / 10 mm	13,902
Total assets less current					
liabilities			40,815		23,238
Net assets			40,815		23,238
Capital and reserves					
Revenue reserves account	10		40,815		23,238
Members' funds	11		40,815		23,238

The financial statements were approved by the Board on 2 |a|2015 and signed on its behalf by

Signature

Angela Cassidy

Director

Signature

David Hynes

Director

### Cash flow statement for the year ended 31st December 2014

	Notes	2014 €	2013 €
Reconciliation of operating profit to net			
cash inflow from operating activities			
Operating (Loss)/Profit		17,577	16,631
Depreciation		1,514	1,514
(Increase)/Decrease in Debtors and prepayments		8,409	(4,758)
Increase/(Decrease) in Creditors and accruals		(268)	102
Net cash inflow from operating activities		27,232	13,489
Cash flow statement			
Net cash inflow from operating activities		27,232	13,489
Capital expenditure		-	(2,010)
Increase in cash in the year		27,232	11,479
Reconciliation of net cash flow to movement in net f	unds (Note 16)		
Increase in cash in the year		27,232	11,479
Movement in net funds in the year		27,232	11,479
Net funds at 1st January 2014		9,592	(1,887)
Net funds at 31st December 2014		36,824	9,592
THE MIND ALCINE DECEMBER MOIT		50,02	=====

On behalf of the board

Signature

Angela Cassidy

Director

Date: 29/2010

Signature

David Hynes Director

### Notes to the financial statements for the year ended 31st December 2014

#### 1. Income

The total income of the company for the year has been derived from its principal activity wholly undertaken in Ireland.

	2014	2013
	€	€
Class of business		
Donations From Clients	51,812	50,377
Other Donations	2,330	200
Room Hire - (Counsellors, Interview & Admin)	4,580	10,426
Fundraising Income	10,997	7,794
Grant Family Support Agency	2,200	3,000
Membership	1,000	<del>(</del> <u>#</u> )
Room Hire - (Supervision)	11,950	14,708
Workshop	1,220	630
School Completion Board / Hse	1,290	•
ICPPD Room Rental	3,050	
	90,429	87,135
Geographical market		
Ireland	90,429	87,135
	90,429	87,135

<sup>(</sup>i) This company, in common with many others of similar size and organisation, derives a substantial proportion of its income from voluntary donations which cannot be fully controlled until they are entered in the accounting records, and are therefore not susceptible to independent audit verification.

<sup>(</sup>ii) The directors are reliant on the honesty and integrity of its directors, members and volunteers in all fundraising and financial activites in recognising the income above.

2.	Operating Surplus	2014	2013
	Operating Surplus is stated after charging:	$\epsilon$	€
	Depreciation and other amounts written off tangible assets	1,514	1,514
	Auditors' remuneration	1,722	1,587

#### 3. Employees

The company had no employees during the year, other than the directors. The directors did not receive any remuneration for the period.

### Notes to the financial statements for the year ended 31st December 2014

continued		

### 4. Directors of the Company

The present membership of the board is listed on the 'Directors and other information' page

### Notes to the financial statements for the year ended 31st December 2014

..... continued

### 5. Transactions with directors Advances to Directors

		% of Net Relevant		Eamon Doran	% of Net Relevant
	A	Assets			Assets
	2014	2014		2013	2013
	€			€	
Opening Balance	8,309	N/A		3,569	N/A
Advances to directors	-			6,623	
Repayments from directors	÷			(1,883	5)
Bad debt provision	(8,309)				
Closing Balance			æli	8,309	125.7%
Maximum outstanding from directors in period	d 8,309			8,309	)

A former director, Eamon Doran owes an amount of  $(\in 8,309)$  to the company at the balance sheet date 31st December 2014. There are no terms and conditions attaching to this advance. There is no interest charge on this amount however the directors made a full provision for non-repayment during the period.

The directors however intend to continue to vigourously pursue this debt in full, and they have not forgiven the debt, however in the interest of prudence and to ensure company assets are not overstated they have provided in full for this debt.

### Advances from Directors to the Company

	Bernadette Quinn-Fahy		
	2014	2013	
	€	€	
Opening Balance	1,000	1,335	
Advances from directors	: <del>=</del> 37	1,665	
Repayments to directors	(1,000)	(2,000)	
Closing Balance	( <b>₩</b> )	1,000	
Maximum outstanding to directors in period	-	1,335	

The amount of £1,000 was repaid to Bernadette Quinn Fahy a director of the company who resigned during the year on the 18th June 2014.

### Notes to the financial statements for the year ended 31st December 2014

..... continued

### 6. Non Adjusting Post Balance Sheet Event

Following the balance sheet date, the directors and the company's legal representatives were in correspondence with the bank in relation to seeking a compensation claim on behalf of the company in the amount of 66,279.04.

Tangible fixed assets	Fixtures, fittings and	T-4-1
	equipment €	Total €
Cost		
At 1 January 2014	12,113	12,113
At 31 December 2014	12,113	12,113
Depreciation	\$ <del></del>	
At 1 January 2014	2,777	2,777
Charge for the year	1,514	1,514
At 31 December 2014	4,291	4,291
Net book values		
At 31 December 2014	7,822	7,822
At 31 December 2013	9,336	9,336
Debtors	2014	2013
	€	€
Bad debt provision	(8,309)	-
Rent Security Deposit	\ <u>@</u>	100
Advances To Directors		8,309
Prepayments	18	18
	18	8,427
	Cost At 1 January 2014 At 31 December 2014  Depreciation At 1 January 2014 Charge for the year At 31 December 2014  Net book values At 31 December 2014 At 31 December 2013  Debtors  Bad debt provision Rent Security Deposit Advances To Directors	Tangible fixed assets         fittings and equipment equipment ∈           Cost         12,113           At 1 January 2014         12,113           Depreciation         2,777           At 1 January 2014         2,777           Charge for the year         1,514           At 31 December 2014         4,291           Net book values         7,822           At 31 December 2013         9,336           Debtors         2014 €           Bad debt provision         (8,309)           Rent Security Deposit         -           Advances To Directors         8,309           Prepayments         18

### Notes to the financial statements for the year ended 31st December 2014

 continued

9.	Creditors: amounts falling due within one year	2014 €	2013 €
	Other creditors		
	Loans From Directors	<b>.</b>	1,000
	Other creditors	332	140
	Accruals	3,517	2,977
		3,849	4,117

Further information on loans from directors is available in note 5.

10. Reserves		Income and expenditure		
		account	Total	
		€	€	
	At 1 January 2014	23,238	23,238	
	Retained surplus for the year	17,577	17,577	
	At 31 December 2014	40,815	40,815	
11.	Reconciliation of movements in members' funds	2014	2013	
		€	€	
	Surplus for the year	17,577	16,631	
	Opening members' funds	23,238	6,607	
	Closing members' funds	40,815	23,238	
11.	Surplus for the year Opening members' funds	€ 17,577 23,238	€ 16,	

### Notes to the financial statements for the year ended 31st December 2014

..... continued

### 12. Reconciliation of operating profit to net cash inflow from operating activities.

	2014	2013
	€	€
Operating profit	17,577	16,631
Depreciation	1,514	1,514
Decrease / (Increase) in debtors and prepayments	8,409	(4,758)
(Decrease) / Increase in creditors and accruals	(268)	102
Net cash inflow from operating activities	27,232	13,489
		-

### 13. Capital commitments

There were no capital commitments at the year ended 31st December 2014.

### 14. Contingent liabilities

There were no contingencies at the year ended 31st December 2014.

### 15. Related party transactions

- (i) There are no related party transactions for the year ended 31st December 2014.
- (ii) Information relating to directors loans advanced to and from the company is outlined in note 5.

### Notes to the financial statements for the year ended 31st December 2014

	 	J	 	
continued				

### 16. Analysis of changes in net funds

Opening balance	Cash flows	Closing balance
$\epsilon$	$\epsilon$	€
9,592	27,232	36,824
9,592	27,232	36,824
	balance € 9,592	balance flows

### 17. Company Limited by Guarantee

The company is one limited by guarantee not having a share capital. The liability of each member, in the event of the company being wound up is €1.

#### 18. Reconciliation of net cash flow to movement in net funds

	2014	2013 €	
	€		
Net cash inflow from operating activities	27,232	13,489	
Capital expenditure	-	(2,010)	
Increase/( Decrease) In Cash in year	27,232	11,479	

### Notes to the financial statements for the year ended 31st December 2014

continued		

#### 19. Insurance

The amount of insurance cover which has been put in place in respect of the development for the year was

Premium Paid: €210

- -Commercial Legal Protection €130,000
- -Public & Products Liability Limit of Indemnity €2,600,000

The level of insurance cover has been agreed with the insurance broker and is thought to be sufficient. However it should be noted that there is no Employers Liability in place for the company.

#### 20. Company Premises

The company is currently renting its premises from Wexford VEC at a cost of €7,000 per annum. During the year the company has moved its premises from Iberius House, Commercial Quay, Wexford to Second Building, Block B County Hall, Wexford.

#### 21. Accounting Periods

The current accounts are for a full year. The comparitive accounts are for a full year.

#### 22. APB Ethical Standard - Provisions Available for Small Entities

In common with many other businesses of our size and nature we use our auditors to prepare and submit returns to the Revenue Commissioners and assist with the preparation of the financial statements.

#### 23. Approval of financial statements

The directors approved these statutory financial statements on Z/9/2015

The following pages do not form part of the statutory accounts.

# Detailed income and expenditure account for the year ended 31 December 2014

	2014		2013	
	$\epsilon$	$\epsilon$	€	€
Income				
Donations From Clients	51,812		50,377	
Other Donations	2,330		200	
Room Hire - (Counsellors, Interview & Admin)	4,580		10,426	
Fundraising Income	10,997		7,794	
Grant Family Support Agency	2,200		3,000	
Membership	1,000		=	
Room Hire - (Supervision)	11,950		14,708	
School Completion Board / Hse	1,290		=	
Workshop	1,220		630	
ICPPD Room Rental	3,050		÷	
		90,429		87,135
Expenditure		90,429		67,133
CRO	95		672	
Room Hire	93		50	
Rent payable	7,000		7,000	
Rates	7,000		100	
Canteen & Refreshments	1,041		340	
Insurance	210		793	
Light and heat	2,895		3,572	
Repairs and maintenance	693		3,372	
Website	150			
Printing, Postage and Stationery			3,225 1,999	
Advertising	1,417 1,365		5,589	
Telephone	1,006		1,024	
Donations			1,024	
Motor & Travel Expenses	121		957	
Volunteer Expenses	121		250	
Professional Fees (Workshop)	500		300	
Professional Fees (Workshop)  Professional Fees (Family)	2,865		300	
Professional Fees - (Counselling)	26,260		22,455	
Professional Fees - (Supervision)	14,650		12,685	
Audit	1,722		1,587	
Legal & Professional Fees	(500)		1,600	
Bank charges	709		754	
Bad debts	8,309		754	
Staff welfare	6,509		448	
General expenses	1		1,495	
Subscriptions / Memberships To Prof. Bodies	829		725	
Depreciation on FF & Equipment	1,514		1,514	
Depreciation on FF & Equipment	1,514	(72,852)	1,314	(70,504)
Surplus for the period		17,577		16,631