



Scottish Charitable Incorporated Organisation SC045158
181 Granton Rd, Edinburgh EH5 3RQ

ANNUAL REPORT AND ACCOUNTS

**1 January 2017-
31 December 2017**

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TalkTime Edinburgh SC045158 Annual Report and Accounts 2017

Introduction

TalkTime Edinburgh is a unique, specialist service set up to offer free counselling to young people aged 12-25 with physical disabilities and long-term health conditions living in and around Edinburgh. It is a registered Scottish charity (SCIO number SC045158) and began its activities in February 2015. A copy of the charity's constitution is available on request.

Activities

TalkTime Edinburgh offers weekly one hour sessions of person-centred one-to-one supportive counselling to young people aged 12-25 who are physically disabled. Our counsellors are all professionally qualified and have many years' experience of working with this particular client group. All clients are offered a minimum of 10 sessions, which can be extended if considered beneficial.

In 2017 we offered 76 hours of counselling to 11 clients with a wide range of disabilities and impairments. Some clients attended just a few times and others attended for several months. It is often necessary to work with clients long-term as they can have issues which are very complex and challenging. The service is evaluated on an ongoing basis using validated feedback forms (entitled "Psychlops") specially designed for this particular client age group by Kings College London. Clients self-assess their problems, functioning and well-being on a scale of 0-5, with a combined maximum score of 20, pre-therapy and post-therapy. A score of 20 indicates the client assesses their difficulties as being very severe while a score of 0 would denote that currently they were experiencing no particular problems.

In 2017, our clients showed an average score reduction (i.e. improvement) of 11 points at the end of their counselling sessions with TalkTime Edinburgh.

This year we also for the first time started working with non-verbal, physically disabled clients.

The Venue

The charity hires the Watt Room in Norton Park Conference centre in the Leith area of the city. This is a room which is particularly suitable for counselling in that it is quiet, intimate and totally wheelchair accessible with disabled toilets and a comfortable waiting area for family, friends and support workers.

Finance

The charity has continued to fundraise and has also received generous donations from business and private individuals.

A copy of our **Annual Accounts** is included in this report.

Marketing

Talktime Edinburgh's founders, Seonaid and Josh, gave a joint presentation on the value of counselling for young physically disabled people at the Kidz to Adultz exhibition at Ingliston on 14 September 2017. We also had a stand at the exhibition.

We were supported by two public fund-raising concerts held by the Scottish Sinfonia at St Cuthberts Church and the Forth Valley Chorus at St Mungos Church, both in Edinburgh. Following a mail out to all MPs and MSPs in Edinburgh and the Lothians, the MSP Miles Briggs put forward a motion in the Scottish Parliament in October in support of our work which was signed by a further 30 MSPs. We also had a meeting with the MP Tommy Sheppard who came to Norton Park to find out about our work. TalkTime is now also an official member of the Cross Party Group on Disability in the Scottish Parliament headed by MSP Jeremy Balfour which means that we can take part in discussions and help to set the agenda in promoting the importance of good mental health for disabled people.

Other activities

We had meetings with two charities in Edinburgh and Cumbernauld which support young people with autism and gave them advice on how to set up a counselling service.

Relaunch as TalkTime Scotland

At the board meeting on 21 October 2017 it was agreed that the charity should extend its remit to provide counselling for young physically disabled people aged 12-25 across the whole of Scotland through telephone and video link where face-to-face counselling is impractical. This change will take place from 15 January 2018 and new counsellors will be recruited to take on the extra referrals.

Reserves policy

The trustees' policy is to retain 18-24 months' worth of normal running costs in order to meet our commitments to our vulnerable young clients. It also allows us to provide services on a regular basis even though donations and grants are received infrequently. Grants in particular have provided the majority of our funding so far but are not expected to be received on a regular basis.

The reserves at 31 December 2017 of £10,528 are in excess of 24 months expenditure based on the number of clients we saw in 2017. The trustees believe this is acceptable given that we expect client numbers to increase, particularly with the widening of the service to the whole of Scotland from January 2018.

The Board of Trustees

The charity currently has five trustees who have remained in the same posts throughout the year as follows:

Seonaid Cooke	Convenor	(9 October 2014 - present)
Dr Paul Hepple	Secretary	(9 October 2014 - present)
Peter MacRae	Treasurer	(31 January 2015 - present)
Dr Ann Robertson		(23 October 2014 - present)
Dorothy Fairweather		(23 January 2015 - present)

Trustees are elected by a majority vote of the current trustees at the AGM each year. The 2017 AGM was held on 18 February 2017 and all trustees were re-elected. The full process by which trustees are appointed is set out in our constitution which is available on request.

The board meets regularly throughout the year to discuss progress and make plans for future development. Meetings were held during 2017 on 18 February, 10 June and 21 October.

Feedback from Clients

"I think this charity is brilliant and I felt very lucky to have benefitted from its great work"
February 2017

"Having Sue help me through was a lifeline"
March 2017

"The counsellor was very accommodating and had to make a special effort with my communication"
August 2017

"My counsellor was wonderful"
December 2017

Thanks

Finally, TalkTime Edinburgh would like to thank our fantastic volunteers. They generously offer their time and expertise for which we are very grateful:

Alberto Lopez Garcia (IT)
Holly Martin (Social Media)

Receipts and Payments Accounts

Statement of receipts and payments for the period 1 January 2017 - 31 December 2017

	2017 Unrestricted funds £	2016 Unrestricted funds £
Receipts		
Donations (note 4)	767	6,565
Loans (note 3)	-	-
Grants	-	-
Fundraising	694	-
Receipts from other activities	-	-
Total receipts	1,461	6,565
Payments		
Fundraising costs	-	-
Cost of charitable activities (note 5)	(3,101)	(3,873)
Governance costs (note 6)	(480)	(480)
Loan repayments (note 3)	-	(10,000)
Other costs (note 7)	(120)	(230)
Total payments	(3,701)	(14,583)
Surplus/(deficit) for the year	(2,239)	(8,018)

Statement of balances as at 31 December 2017

	2017 Unrestricted funds £	2016 Unrestricted funds £
Opening cash at bank and in hand	12,767	20,785
Surplus/(deficit) for the year	(2,239)	(8,018)
Closing cash at bank and in hand	10,528	12,767
Bank and cash balances		
Community account	10,528	12,767
Outstanding loans		
Initial set-up loan (note 3)	-	-

Notes to the accounts for the period 1 January 2017 - 31 December 2017

1 Basis of accounting

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

2 Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity.

3 Related party transactions

The charity was established with an interest-free loan of £10,000 from one of the founders and trustees, Seonaid Cooke. This loan was repaid in full in December 2016.

4 Donations

	2017	2016
	Unrestricted funds	Unrestricted funds
	£	£
Donations from private individuals	493	1,225
Donations from businesses	274	5,340
	<u>767</u>	<u>6,565</u>

5 Cost of charitable activities

	2017	2016
	Unrestricted funds	Unrestricted funds
	£	£
Counsellor fees	2,530	2,720
Room hire	371	639
Postage, stationery and mobile phone	166	407
Advisers	-	49
Website design and support	34	58
	<u>3,101</u>	<u>3,873</u>

6 Governance costs

A fee of £480 was paid to Cowan and Partners Chartered Accountants for the Independent Examination of the 2016 accounts.

7 Other costs

A fee of £120 was paid to Disabled Living for a stand at the Kidz to Adultz Scotland event in Edinburgh in September 2017, to promote the charity to professionals and potential clients.

Trustees' declaration

The trustees declare that they have approved the trustees' Annual Report and Accounts for the period 1 January 2017 – 31 December 2017.


Signed on behalf of the trustees of TalkTime Edinburgh:

Signature 

Full Name SEONAIID COOKE

Position TRUSTEE

Date 28/3/18

Signature 

Full Name PETER MACRAE

Position TRUSTEE

Date 28/3/18

Independent Examiner's Report to the Trustees of
TalkTime Edinburgh
Company Number SC045158

I report on the accounts for the year ended 31 December 2017 set out on pages two to seven.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks 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, I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of 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 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

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.

David F Rutherford CA
Cowan & Partners Limited
60 Constitution Street
Edinburgh
EH6 6RR



Date: 28/3/18