



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

ANNUAL REPORT AND ACCOUNTS

**1 January 2018-
31 December 2018**

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TalkTime Scotland SC045158 Annual Report and Accounts 2018

Introduction

TalkTime Scotland 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 Scotland. 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 Scotland 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.

At the beginning of 2018 we relaunched the charity and changed its name from TalkTime Edinburgh to TalkTime Scotland. We now offer counselling across the whole country via phone and internet. We have now successfully set up internet counselling to those clients who cannot access our base in Leith east of the centre of Edinburgh.

In 2018 we provided 79 hours of counselling to young 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 2018 our clients showed an overall improvement in their wellbeing according to their Psychlops scores.

The Venue

The charity hires the Inglis 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 received generous donations from various organizations and private individuals.

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

Marketing

In order to support the relaunch of the charity as TalkTime Scotland, we have been in touch with local authority mental health services, as well as youth groups, disability groups, GPs and local radio stations across Scotland.

We plan to continue to market our new internet-based counselling service to reach the more remote parts of Scotland where there are fewer services for young disabled people.

Other activities

The Youth and Philanthropy Initiative (YPI) takes place in many secondary schools in Scotland. It encourages school pupils to research a charity and then give a presentation about its work. There is a prize for the winning charity of £3,000. This year TalkTime Scotland was the chosen charity of six different groups of pupils, two of which reached the final round of the competition. We were very pleased that young people felt a connection with the work of the charity, and many mentioned that they had personal experience of the impact of disability on the lives of their family and friends.

In particular, one of the pupils, Sophie Reid who attends St George's School for Girls in Edinburgh, made a fantastic animation as part of her presentation which can be viewed on YouTube with the title "[TalkTime Edinburgh Animation \(YPI\)](#)".

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 total reserves at 31 December 2018 of £6,139 across both funds are slightly less than 18 months' worth of charitable activity costs based on the expenditure in 2018. The reserves in the unrestricted fund (which can be used for clients outside Edinburgh) represent less than 30% of the total which could present a problem if the number of clients in the rest of Scotland is greater than anticipated.

The trustees intend to address this issue by applying for new grants in 2019. In particular, the extension of the charity's remit to the whole of Scotland means we can apply for funding from a wider range of organisations. Any new income received from now on will be recorded in the unrestricted fund and can be used for any purpose.

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 2018 AGM was held on 20 January 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 2018 on 20 January, 26 May and 29 September.

Feedback from Clients during 2018

“My counsellor was a great help to me, she was ready to listen and very nice to chat to, a very nice person to talk to during a rough time.”

“She was absolutely fantastic. Very understanding, easy to talk to. No faults at all.”

“I couldn't rate my counsellor highly enough, she was absolutely brilliant and I feel really grateful to have met her and benefited from her help and guidance. I actually cried at my last session because I had to say goodbye and she had come to be such a special person in my life.”

Receipts and Payments Accounts

Statement of receipts and payments for the period 1 January 2018 - 31 December 2018

	2018 Unrestricted funds £	2018 Restricted funds £	2017 Restricted funds £
Receipts			
Donations (note 4)	474		767
Fundraising	123		694
Gift Aid	-	251	-
Total receipts	598	251	1,461
Payments			
Cost of charitable activities (note 5)	(90)	(4,049)	(3,101)
Governance costs (note 6)		(480)	(480)
Other costs (note 7)		(619)	(120)
Total payments	(90)	(5,148)	(3,701)
Transfers between funds (note 2)	1,222	(1,222)	-
Surplus/(deficit) for the year	1,730	(6,119)	(2,239)

Statement of balances as at 31 December 2018

	2018 Unrestricted funds £	2018 Restricted funds £	2017 Restricted funds £
Opening cash at bank and in hand	-	10,528	12,767
Surplus/(deficit) for the year	1,730	(6,119)	(3,701)
Closing cash at bank and in hand	1,730	4,409	10,528
Bank and cash balances			
Community account	1,730	4,409	10,528

Notes to the accounts for the period 1 January 2018 - 31 December 2018

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.

From 1 January 2018 the charity extended its remit to cover the whole of Scotland, instead of just the Edinburgh area. It also changed its name from TalkTime Edinburgh to TalkTime Scotland. Grants and donations received prior this point are to be used only for providing services to clients in the Edinburgh area, and are therefore recorded in the Restricted fund. Most of the clients in 2018 were from Edinburgh so most of the costs of charitable activities have been paid from the Restricted fund. Some funds were transferred to the Unrestricted Fund after consent was sought from the original donor.

3 Related party transactions

No payments were made to or from any of the trustees (or any connected parties) in 2017 or 2018.

4 Donations

	2018 Unrestricted funds £	2018 Restricted funds £	2017 Restricted funds £
Donations from private individuals	90	-	493
Donations from businesses	384	-	274
	<u>474</u>	<u>-</u>	<u>767</u>

5 Cost of charitable activities

	2018 Unrestricted funds £	2018 Restricted funds £	2017 Restricted funds £
Counsellor fees	90	2,960	2,530
Room hire	-	860	371
Postage, stationery, mobile phone	-	229	166
Website design and support	-	-	34
	<u>90</u>	<u>4,049</u>	<u>3,101</u>

6 Governance costs

A fee of £480 was paid to Cowan and Partners Chartered Accountants for the Independent Examination of the 2017 accounts.

7 Other costs

A total of £544 was spent towards the relaunch of the charity as TalkTime Scotland, including an advert in Enable magazine and the services of a marketing advisor.

A fee of £75 was paid for one of the trustees to attend a training course to help with clients affected by childhood trauma.

Trustees' declaration

The trustees declare that they have approved the trustees' Annual Report and Accounts for the period 1 January 2018 – 31 December 2018.

Signed on behalf of the trustees of TalkTime Scotland:

Signature

Full Name

Position

Date

Signature

Full Name

Position

Date