

GRANT APPLICATION FORM

Okehampton Town Council

About your Group or OrganisationName of group/organisation/charity: *Tor Support Services*Registered Charity Number (if applicable): *1163407*

Registered address:

*Tor Support Services, Okehampton College, 20 Mill Road, Okehampton, Devon, EX20 1PW*Contact name and address (if different): *[Redacted]*Email: *[Redacted]*Phone/mobile: *[Redacted]*Contact's role within organisation: *Trustee*

Please give brief details of the principal role of the organisation:

Tor Support Services (TSS) provides free professional and confidential counselling for 5-25 year olds living in Okehampton and the surrounding area. TSS is made up of a voluntary board of Trustees, a small office team and a mixture of both paid and voluntary counsellors. Everyone works hard to achieve the charity's objectives of supporting young people in crisis. We endeavour to help alleviate emotional and psychological distress through professional therapy, helping to improve quality of life, self-esteem and happiness.

The charity has been providing this service locally since 2009. Our service users are children and young people who are experiencing issues ranging from, but not exclusive to, anxiety, depression, parental separation, bereavement, eating disorders, low self-esteem, substance abuse and/or self-harm. Currently we are seeing a growing number of clients coping with issues of gender dysmorphia as well as the long-term socio-economic impacts of both the Covid-19 pandemic and the cost of living crisis.

The main objective of the charity is to provide local, easily accessible, counselling to young people in need. Our user feedback indicates that over 90% of services users experience an improvement in their mental health after access to local counselling. We believe that by providing early intervention we can ensure better outcomes for young people, preventing their issues from worsening and improve overall wellbeing.

Are you, or your organisation, the organiser of the event/activity?

Yes / No

Third-party applications through any 'parent' organisations will not be accepted.

Do you as the applicant, or any of the organisers of the event/activity, have a close connection with anyone who would directly benefit financially from award of the grant?

Yes / No

If yes, please provide details of the connection and how they would benefit: *n/a***Local Involvement**

How does the organisation benefit the community of Okehampton?

Tor Support Services works closely with Okehampton Medical Centre, as well as Okehampton college, the local feeder primary schools and youth clubs, to offer an integrated healthcare model that is locally available, unbiased and easily accessible. We are successfully filling a gap within the overstretched healthcare system that currently does not have enough capacity to deal with the exponential demand. The early intervention counselling that we offer improves the life chances of the young people by enabling them to better understand their situation, helping them to build resilience and develop strategies to help them cope both now and in their future.

The demand for our services is growing, with the number of referrals that we receive increasing year on year. The number of Primary age children being referred has risen from 28 children in 2020/21 to 74 in 2023/2024. Secondary age referrals have risen from 84 in 2020/2021 to 153 in 2023/2024. We are on track to have supported similar numbers in 2024-2025.

By providing a service that is integrated within the community, we are able to extend our support to local children and young people that really need it. By being centred within the community we are able to offer early intervention counselling and psychotherapy that works to help our service users tackle difficult emotions, find healthier coping mechanisms and make better choices in their everyday lives.

How many people in total use your organisation? ...

In the year to end March 2025 we supported 273 service users.

Of the total number of beneficiaries, approximately how many reside in:

a) Okehampton?

b) Okehampton Hamlets?

We don't hold this information on file but we can guarantee that 100% of users are within the two areas.

Tor is requesting funding to the value of £5,000/approx 94 counselling sessions. This equates to nearly 12 clients. From a client list in excess of 250 clients, I can 100% guarantee that we will have had 12 clients from the Town Council administrative area.

Average number of Okehampton beneficiaries attending each meeting/activity? *On average we had approximately 250 clients last year.*

- Number of meetings/activities per year? *Approximately 2100 counselling sessions were delivered in 2024-25.*

About the Grant

Please state what the grant will be used for and how it will directly benefit Okehampton town residents, details of event/activity location and dates should be included.

The grant would be used to fund the counselling sessions which includes counsellor fees, administration and costs for training and safeguarding. In general, we offer 8 sessions per client at a cost of £53.34 p/session. A grant of £5000.00 would help us provide 94 sessions.

We currently have a waiting list of approximately 20 clients each for both primary age and secondary age. So a grant from Okehampton Town Council would be hugely beneficial to help us reach more children and young people in need.

The wider Okehampton area and newer housing developments mainly fall within the area of Okehampton Hamlets Parish Council (OHPC) and not that of the Town Council. Where the event/activity is expected to benefit residents of OHPC as well as the town, please indicate the approximate proportion for each parish area (%) provide details of how you came to this conclusion.

Up until recently we did not record client postcodes so we do not have this information to hand. If you can provide a breakdown of which postcodes fall within each council we can certainly work to get these figures over to you.

Please supply full costings of the project, equipment or activity:

The Full Recovery Cost of delivering one counselling session is calculated at £53.54 for the financial year 2024/25, this includes a small amount to cover administration and service costs such as premises, training and safeguarding. Our staff counsellors have a basic pay rate of £22.95 per hour. One has a higher rate in recognition of some higher skills for which she is qualified. Our EIPs are paid £36.00 per (hourly) session. A course of 8 sessions (typically what we offer each service user) costs us £428.24. £5000.00 would help cover 94 counselling sessions.

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What is the amount of grant requested? £5000.00

Are you contributing matched funding? No

Please give details of any other grant applications, made elsewhere, for the event/activity:
The entirety of our funding comes from Grant fundraising. Current applications are listed below.

Organisation	Amount	Outcome if known
Okehampton United Charities	£5000.00	Application for Autumn review
St James Place	£1000.00	Application ongoing

Is your organisation running fundraising activities for this project? *Only grant fundraising from both local and national grant bodies.*

When do you anticipate the money will be spent (date)? *The money will be spent within the 25-26 financial year.*

Check List:

You are applying on behalf of a voluntary group, not-for-profit organisation or charity? YES

Your project/activity will directly benefit the residents of Okehampton? YES

Copies most recent accounts/budget/governing document enclosed YES

Is your application retrospective? NO

Have you received or been awarded a Town Council grant within this financial year? NO

Have you completed and submitted a feedback form or report for any previously awarded grant? YES

All applications must include:
a statement of accounts for the most recent accounting year
a copy of the governing document
a copy of the current year's budget
costings if applying for a specific project
confirmation that other funding has been/will be applied for

Additionally, grant applications of over £500 must be accompanied by a letter, describing:
the reason for the application
the amount requested
the benefit to Okehampton Town residents
where there is a wider area of benefit, details of how many Okehampton Town residents will benefit.

Payment details, if successful

Please indicate how you would prefer to be paid if successful:

- By Cheque payable to:
- By BACS:
Bank Name: Unity Trust Bank

24 April 2025

To Whom it may concern,

I am a trustee of Tor Support Services, a locally based charity that provides free, confidential counselling and psychotherapy for children and young people in crisis. The charity supports individuals aged between 5 and 25 years old that live in Okehampton and the surrounding area.

Mental health services are severely over stretched, and this is particularly the case for youth services. Shocking statistics (March 2024) show that more than a quarter of a million (270,300) children and young people are still waiting for mental health support after being referred to Children and Young People's Mental Health Services (CYPMHS) in 2022-23. An NHS study in 2023 revealed that 1 in 5 young people between 8 and 25 had a probable mental health disorder. Sadly, research indicates that 50% of long term mental health problems develop by age 14 and 75% by age 25.

Tor Support Services is filling a gap within the overstretched healthcare system, supporting those most at need and offering relief in a confidential and unbiased nature. Our team of fifteen counsellors includes seven volunteers, with each counsellor offering different specialisations and expertise allowing us to support our young clients through a wide range of concerns ranging from anxiety, eating disorders, self-harm and increasingly issues surrounding gender dysmorphia.

The demand for our service continues to grow, including a worrying increase in the number of primary age children being referred. Referrals last year were up 6.6% on the previous year and we expect to see this trend continue. Last year we delivered over 55 sessions each week and this year we forecast it will be even higher.

In the last round of grants Okehampton Town Council generously donated £3000.00 which made a huge impact as we responded to the rising need among our younger generation. This year we are asking for £5000.00 which will help us meet the growing demand and reduce our waiting lists which have around 20 clients each for secondary and primary age groups.

The funds we receive go directly towards funding counselling sessions and the administration costs involved, including training and safeguarding. Our aim is to deliver 8 free sessions per client, but this can be more or less depending on each individual's need. Each session costs Tor Support Services £53.34. A grant of £5000.00 will help us provide an additional 94 counselling sessions supporting approximately 12 new clients.

The accessible, locally based, counselling that Tor Support offers is critical and can be life-changing for young people in crisis. Our aim is to help each young person build the resources and resilience they need to help them cope both in the immediate future and as they move towards adulthood. Our client service monitoring shows that the counselling we provide is effective in helping our young clients. Over 93% felt more positive and more able to understand their situation after counselling.

24 April 2025

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Tor Support Services

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Recognition and measurement

Basic financial instruments are initially recorded at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2024 £
Donations and legacies;			
Donations	14,911	-	14,911
Grants, including capital grants;			
Grants received	21,000	58,129	79,129
	35,911	58,129	94,040

	Unrestricted funds General £	Restricted funds £	Total 2023 £
Donations and legacies;			
Donations	2,137	-	2,137
Grants, including capital grants;			
Grants received	14,007	63,993	78,000
	16,144	63,993	80,137

3 Income from charitable activities

	Restricted funds £	Total 2024 £
Charitable Activities	21,075	21,075

Tor Support Services

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

	Unrestricted funds General £	Total 2023 £
Charitable Activities	1,058	1,058

4 Investment income

	Unrestricted funds General £	Total 2024 £
Other income from fixed asset investments	1,099	1,099
	1,099	1,099

	Unrestricted funds General £	Total 2023 £
Other income from fixed asset investments	514	514
	514	514

5 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total 2024 £
Salaries & staff costs incl supervision		9,173	47,876	57,049
Memberships		-	285	285
Travel/ volunteer expenses		2,092	-	2,092
Office costs - other		3,344	-	3,344
Training		206	1,275	1,481
Depreciation		206	35	241
Session resources		-	24,876	24,876
Bank charges		81	-	81
Fundraising expenses		241	-	241
Insurance		772	-	772
Governance costs	6	1,469	-	1,469
		17,584	74,347	91,931

Tor Support Services

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

	Note	Unrestricted funds General £	Restricted funds £	Total 2023 £
Salaries & staff costs incl supervision		33,852	32,431	66,283
Memberships		-	275	275
Travel/ volunteer expenses		2,234	-	2,234
Office costs - other		4,547	-	4,547
Training		630	-	630
Depreciation		755	-	755
Session resources		-	25,310	25,310
Bank charges		362	-	362
Fundraising expenses		216	-	216
Insurance		529	-	529
Governance costs		623	50	673
		<u>43,748</u>	<u>58,066</u>	<u>101,814</u>

Tor Support Services

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

6 Analysis of governance and support costs

Support costs allocated to charitable activities

	Governance costs £	Total funds £
Charitable Activities	1,469	1,469
Total for 2023	514	514

	Unrestricted funds General £	Restricted funds £	Total funds £
Legal fees	1,019	-	1,019
Other governance costs	450	-	450
Total for 2024	1,469	-	1,469
Total for 2023	623	50	673

7

Net incoming/(outgoing) resources for the year include:

	2024 £	2023 £
Depreciation of fixed assets	241	755

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

9 Independent examiner's remuneration

	2024 £
Examination of the financial statements	650

Tor Support Services

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

11 Tangible fixed assets

	Furniture and equipment £	Total £
Cost		
At 1 April 2023	2,265	2,265
Additions	105	105
At 31 March 2024	2,370	2,370
Depreciation		
At 1 April 2023	1,962	1,962
Charge for the year	241	241
At 31 March 2024	2,203	2,203
Net book value		
At 31 March 2024	167	167
At 31 March 2023	303	303

12 Fixed asset investments

	2024 £	2023 £
Other investments	19,102	18,660

Budget proposals for 2025-2026

	2024-2025 budget	Spend in year to end February 2025	Forecast to end March 2025	Proposed budget for 2025-2026	Notes
Staff/volunteer costs					
Staff salaries	58,000.00	55,154.71	60,261.11	65,000.00	1
HMRC/NEST Pension scheme	5,100.00	4,822.35	5,261.00	5,400.00	2
Travel	2,000.00	1,408.75	1,500.00	1,500.00	
Supervision	6,500.00	5,020.00	5,500.00	6,000.00	
Training	1,500.00	150.00	150.00	500.00	3
Recruitment	0.00	0.00	0.00	0.00	
DBS checks	200.00	97.00	100.00	100.00	
Total staff/volunteer costs	73,300.00	66,652.81	72,772.11	78,500.00	
Organisational costs					
Advertising	0.00	0.00	0.00	0.00	
Fundraising costs (Just Giving)	216.00	192.00	210.00	216.00	
Phone/Broadband	1,000.00	770.04	800.00	800.00	
Office stationery	200.00	81.25	120.00	150.00	
Consumable session resources	750.00	1,173.35	1,323.00	1,000.00	
Photocopying and printing	300.00	0.00	0.00	0.00	4
Annual subscriptions	350.00	295.00	295.00	300.00	
Trustee expenses	500.00	615.40	615.40	650.00	
Equipment	1,000.00	460.90	460.90	1,000.00	5
Bank charges	108.00	93.60	103.00	110.00	
Audit fee	850.00	780.00	780.00	800.00	
Governance costs	0.00	-15.00	-15.00	0.00	
Insurance	800.00	771.78	771.78	800.00	
ICT software maintenance (Quick Books)	440.00	375.60	415.20	480.00	
Annual Microsoft charge	1,600.00	1,584.00	1,584.00	1,600.00	
Total organisational costs	8,114.00	7,177.92	7,463.28	7,906.00	
EIP sessions	12,636.00	10,726.50	12,226.50	12,500.00	
PCN Saturday sessions	14,664.00	11,229.00	13,000.00	14,664.00	
Total budget	108,714.00	95,786.23	105,461.89	113,570.00	