

The Foundation for Psychotherapy and Counselling
Directors' Report and Unaudited Financial Statements
For the year ended 30 June 2019

The Foundation for Psychotherapy and Counselling

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Company information

Correspondence Address

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5 Maidstone Buildings Mews
72-76 Borough High Street
London
SE1 1GN

Contact Details

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Email admin@thefpc.org.uk
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Registered Office

5 Maidstone Buildings Mews
72-76 Borough High Street
London
SE1 1GN

Accountants

Godfrey Wilson Limited
5th Floor, Mariner House
62 Prince Street
Bristol
BS1 4QD

Bankers

HSBC
8 Canada Square
London
E14 5HQ

Solicitors

Hempsons
100 Wood Street
London
EC2V 7AN

Directors' Report

The Directors present their report and financial statements for the year ended 30 June 2019. This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The Foundation for Psychotherapy and Counselling (FPC)

FPC is a private company limited by guarantee, registered in England and Wales under registration number 03610301 and is governed by its Articles.

Objectives

FPC is the professional home for graduates of WPF Therapy. Run by our members, we represent the interests of our members. For graduates and trainees, we help foster their sense of belonging and their professional development.

The Foundation for Psychotherapy and Counselling

Principal Activities

The principal activities of the company in the year under review were to promote education and undertake training for those involved in psychotherapy and counselling, and to support the education of the general public as to the use and value of counselling and psychotherapy within the community.

Not-for-Profit Status

Clause 5 of the Articles requires that the income and property of the company shall be applied solely towards the promotion of the objects of the Company as set forth in the Articles, and that none of the income or property of the Company may be paid or transferred directly or indirectly by way of a dividend bonus or otherwise by way of profit to any member of the Company and that no director may be employed by, or receive any remuneration from, or receive any other financial benefit, from the Company, unless the payment is permitted by Articles 13 to 17.

Income

The main source of income for the 2018/19 financial year is Membership Fees. Additional income is generated by the Foundation's activities in organising Conferences and CPD Events.

Membership of the Board of Directors

The following Directors have held office since 1 July 2018:

R Burgess
J Byrne
L Ferguson
H Gay (retired 4 January 2019)
L Kent (co-opted 7 November 2019)
S Millington (retired 24 November 2018)
L Peckham (co-opted 23 November 2019)
MR Thompson

J Isaac appointed Company Secretary 28 September 2019

Review of the year

There has been a determined effort to make the Foundation more affordable and better value with the reduction in the annual fee to £280 and the distribution of the BJP as a free benefit. Efforts have continued to engage the membership and strengthen our connection with new WPF graduates and trainees.

Our Board member Lisa Ferguson delivered a persuasive speech about the benefits of joining FPC at the graduation event in September.

For the 2018-19 accounting year the income of the organisation was £157,310, a decrease of £25,126. Expenditure was £157,608, a decrease of £20,195 compared to the previous year. This resulted in a net deficit of £298.

There were a total of 524 members in 2018-19 compared with 620 in the previous year, a decrease of 96.

Income generated by the annual conference was £10,645. This compared with £17,546 in the previous year. The Saturday CPD series resulted in an income of £14,367 compared to £19,878 in the previous year.

There were 7 meetings of the Board of Directors during the year. The activities of the Board and Committees were reported to members.

The Foundation for Psychotherapy and Counselling

The Members Support Committee continues its invaluable work of introducing trainees to the work of FPC and supporting them in their transition from training to practising psychotherapists. A successful meeting with new graduates was held in October.

The Annual Conference and Annual General Meeting were held on the 24th November. A total of 100 individuals attended. The keynote speaker was Brett Kahr. His talk was entitled "I want you to die and I hope it's soon". The topics of the breakout sessions included; can infanticidal wishes be survived, class & psychoanalysis, working with people affected by cancer, patients with personality disorder, working psychodynamically in the perinatal period, clinical & research work with LGBTQ+ people, and female genital mutilation.

The theme of the CPD seminar series was "The Superego in the 21st Century". The series was based on papers published in a book edited by Celia Harding. There were a total of eight Saturday morning meetings with an average attendance of 55 per seminar.

FPC continues to be an active member of BPC and UKCP. An FPC representative attends meetings of the CPJA College of UKCP and FPC officers work closely with their counterparts in both organisations.

There have been on-going meetings during the year between FPC and WPF to their mutual benefit.

The independent referrals service made 121 referrals in the year ending 30th June 2019.

Outlook for 2019/20

Our principal aims will continue to be the maintenance and enhancement of membership levels and reducing costs wherever possible.

Apart from the office staff we are entirely dependent on voluntary effort. It is vital that members continue to take initiatives and come forward to join the Board, Committees, Sections and Groups of Common Interest.

The PAP Section and the Ethics and Professional Standards Committee will be organising events during the coming year. Ideas for events during the coming year are under consideration.

Directors' responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing the financial statements the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is appropriate to presume that the company will not continue to operate.

Directors are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the company's financial position and enable them to ensure that the accounts comply with Company law. They are also responsible for safeguarding the company's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Foundation for Psychotherapy and Counselling

Statement of disclosure of information to the Accountants

We, the Directors of the company who held office at the date of approval of these Financial Statements, as set out above, each confirm so far as we are aware, that:

- there is no relevant accounting information of which the company's accountants are unaware;
- we have taken all the steps that we ought to have taken as Directors in order to make ourselves aware of any relevant accounting information and to establish that the company's accountants are aware of that information.

Accountants

At the Annual General Meeting on 2th November 2018, the Members of FPC approved the appointment of Godfrey Wilson as the Accountants for the year ended 30 June 2019. Godfrey Wilson has expressed willingness to act in that capacity.

Reserves

The Directors believe that the company should hold financial reserves (the "Emergency Operating Reserve" - EOR) because it has no endowment funding and is entirely dependent for income upon membership fees and other income generated from year to year, which is inevitably subject to fluctuation, and it requires protection against, and the ability to continue operating despite, catastrophic or lesser but damaging events. The Directors believe that the minimum level of the EOR should be the equivalent of three months' core operating costs, and that the maximum level of the EOR should be the equivalent of six months' core operating costs, calculated and reviewed annually. The Directors will set budgets over the coming years to return the EOR to within the agreed levels. The Directors believe that the EOR should be maintained at the desired level consistent with the company's overall financial position and its need to maintain and develop its activities.

Internal Financial Control

The company has in place systems of internal control. They are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- A rolling plan and an annual budget and operational plan approved by the Directors;
- A number of matters are specifically reserved for the Directors' approval;
- There is a clear organisational structure with appropriate lines for reporting;
- Regular consideration by the Directors of financial results, variance from budgets, non-financial performance indicators and benchmarking reviews;
- The development of policy documents covering major strategic and operational activities reviewed with appropriate regularity and consultation; and
- The delegation by the Directors to the Senior Staff of the management and identification of risks.

Risk Management

The Directors conduct an annual review of the risks to which the company is exposed and systems are established to monitor and mitigate those risks.

At this review the Directors identified 13 low risks, 11 medium risks and 5 high risks. For all risks, control procedures are in place. In addition, for all medium and high risks, monitoring processes have been established. Specifically for the high risks that have been identified, measures for further action have been identified. The five identified high risks are:

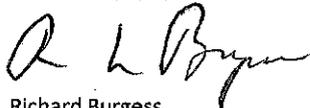
- Loss of Key Personnel;
- High Personnel turnover;
- Lack of Reserves
- Lack of division of responsibility; and
- Inability of committees to fulfil expectations

The Foundation for Psychotherapy and Counselling

Structure of governance

Up to eight Directors are elected by the members at the Annual General Meeting, and up to four Directors are appointed by the Board, for periods of three years. Vacancies for Elected Directors may be filled by co-option by the Board for the period until the next Annual General Meeting. The Board appoints the Chair, Vice-Chair and any other Officers.

On behalf of the Board



Richard Burgess

Chair

23 November 2019

Accountant's Report to the Board of Directors on the preparation of the unaudited statutory financial statements of the Foundation for Psychotherapy and Counselling for the year ended 30 June 2019

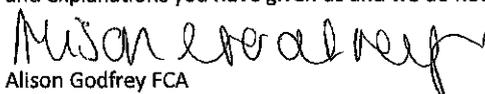
In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of The Foundation for Psychotherapy and Counselling for the year ended 30 June 2019 as set out on pages 7 - 11 from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/members/regulations-standards-and-guidance/>.

This report is made solely to the directors of The Foundation for Psychotherapy and Counselling, as a body, in accordance with the terms of our engagement letter dated 18 October 2018. Our work has been undertaken solely to prepare for approval the accounts of The Foundation for Psychotherapy and Counselling and state those matters that we have agreed to state to the directors of The Foundation for Psychotherapy and Counselling, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than The Foundation for Psychotherapy and Counselling and its directors as a body for our work or for this report.

It is your duty to ensure that The Foundation for Psychotherapy and Counselling has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit of The Foundation for Psychotherapy and Counselling. You consider that The Foundation for Psychotherapy and Counselling is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of The Foundation for Psychotherapy and Counselling. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given us and we do not, therefore, express any opinion on the statutory accounts.



Alison Godfrey FCA

Date: 10 DECEMBER 2019.

For and on behalf of:

Godfrey Wilson Limited

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

The Foundation for Psychotherapy and Counselling

Income and Expenditure Account for the year ended 30 June 2019

	Notes	Year ended 30 June 2019 £	Year ended 30 June 2018 £
Income	3	157,236	182,416
Operating Expenditure		<u>(157,594)</u>	<u>(177,807)</u>
Operating surplus (deficit)	4	(358)	4,609
Interest receivable		<u>74</u>	<u>20</u>
Surplus (deficit) on ordinary activities before taxation		(284)	4,629
Tax on ordinary activities	5	<u>(14)</u>	<u>4</u>
Surplus (deficit) on ordinary activities after taxation		<u>(298)</u>	<u>4,633</u>

The Foundation for Psychotherapy and Counselling

Balance sheet as at 30 June 2019

	Notes	30 June 2019		30 June 2018	
		£	£	£	£
Fixed assets	2		0		0
Current assets					
Debtors	6	7,467		21,528	
Cash at bank and in hand		<u>72,910</u>		<u>19,390</u>	
		80,377		40,918	
Creditors: amounts falling due within one year	7	<u>(80,759)</u>		<u>(41,002)</u>	
Total assets less current liabilities			<u>(382)</u>		<u>(84)</u>
Represented by:					
Accumulated Fund					
Balance brought forward			(84)		(4,717)
Excess of Income over Expenditure for Period			(298)		4,633
Balance carried forward			<u>(382)</u>		<u>(84)</u>

The financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

For the financial year ended 30 June 2019 the company was entitled to exemption from audit under section 477 of the Companies Act 2006; and no notice has been deposited under section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for ensuring that the company keeps accounting records which comply with section 386 of the Companies Act 2006 and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of sections 394 and 395 of the Companies Act 2006 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

Approved by the Board for issue on 23 November 2019.



Mary Rose Thompson
Vice Chair

Company Registration Number 03610301

The Foundation for Psychotherapy and Counselling

Notes to the Financial Statements for the year to 30 June 2019

1 Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with FRS 102 Section 1A - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006. The company has presented an income and expenditure account instead of a profit and loss account as it considers this to reflect its activity as a not-for-profit entity.

2 Tangible fixed assets

The company only capitalises fixed assets with a cost of more than £1,000. The company owned assets at 30 June 2019 with a total cost of £6,000. Depreciation is provided, at the following annual rates in order to write off each asset over its estimated useful life:

Fixtures, fittings and equipment 25% per annum on a straight line basis.

	Fixtures, fittings and equipment
Cost	£
At 1 July 2018 and 30 June 2019	<u>6,000</u>
Depreciation	
At 1 July 2018 and 30 June 2019	<u>6,000</u>
Net book value	
At 30 June 2019	<u>0</u>
At 30 June 2018	<u>0</u>

3 Revenue recognition

Revenue is measured at the fair value of the consideration received or receivable. Revenue is reduced for estimated customer returns, rebates and other similar allowances. Revenue from the sale of goods is recognised when goods are delivered and legal title has passed.

	Year to 30 June 2019	Year to 30 June 2018
	£	£
4 Operating surplus/(deficit)		
Operating surplus/(deficit) is stated after charging:		
Depreciation of tangible assets	<u>0</u>	<u>0</u>

5 Taxation

Taxation represents the sum of tax currently payable and deferred tax.

The company's liability for current tax is calculated using tax rates that have been enacted or substantively enacted by the end of the reporting period.

Deferred tax is recognised on all timing differences between the carrying amounts of assets and liabilities in the financial statements and the corresponding tax bases used in the computation of taxable profit. The carrying amount of deferred tax assets is reviewed at the end of each reporting period and reduced to the extent that it is no longer probable that sufficient taxable profits will be available to allow all or part of the asset to be recovered.

Deferred tax assets and liabilities are measured at the tax rates that are expected to apply in the period in which the liability is settled or the asset released, based on tax rates (and tax laws) that have been enacted or substantively enacted by the end of the reporting period

The Foundation for Psychotherapy and Counselling

UK current year taxation		
UK Corporation Tax at 19% (2018: 19%)	(14)	4

6 Trade and Other Debtors

Trade and other debtors are initially recognised at fair value and thereafter stated at amortised cost using the effective interest method, less impairment losses for bad or doubtful debts except where the effect of discounting would be immaterial. In such cases, the receivables are stated at cost less impairment losses for bad or doubtful debts.

Taxation and social security	638	0
Debtors	4,415	15,441
Prepayments	<u>2,414</u>	<u>6,087</u>
	<u>7,467</u>	<u>21,528</u>

7 Trade and Other Creditors

Trade and other creditors are initially recognised at fair value and thereafter stated at amortised cost using the effective interest method unless the effect of discounting would be immaterial, in which case they are stated at cost.

Taxation and social security	0	1,909
Deferred Income	62,722	29,075
Bursary Fund (note 8)	431	153
Other creditors	<u>17,606</u>	<u>9,865</u>
	<u>80,759</u>	<u>41,002</u>

8 Bursary Fund

Donations received and Bursaries awarded are not treated as Income and Expenditure because FPC holds the money in trust on behalf of the donors and it is not, therefore, available to meet general expenditure. Any balance held is shown in the Balance Sheet as a creditor.

	£
Balance at 1 July 2018	153
Donations Received 1 July 2018 to 30 June 2019	278
Bursaries Awarded 1 July 2018 to 30 June 2019	<u>0</u>
Balance at 30 June 2019	<u>431</u>

9 Employees

The average number of persons employed (fte) during the year was 1.5 (2017/18: 2). Directors are not employed and act in a voluntary capacity.

10 Pension Costs

Contributions in respect of the company's defined contribution pension scheme are charged to the profit and loss accounts for the year in which they are payable to the scheme. Differences between the contributions payable and contributions actually paid during the year are shown as either accruals or prepayments at the year end.

The Foundation for Psychotherapy and Counselling

11 Directors' Remuneration

In accordance with the Articles, no Directors receive any remuneration or other benefit in money or money's worth from the company for being a Director. Articles 13-17 allow Directors to receive remuneration in certain restricted circumstances. During 2018/19 no Director received any remuneration (In 2017/18 no Director received any remuneration). The Articles allow Directors to receive reasonable and proper out-of-pocket expenses. During 2018/19 one Director claimed expenses of £17 (In 2017/18 no Director claimed expenses).

12 Related Parties

Ultimate controlling party

The company was under the control of the Directors for the period.

Transactions with related parties

There were no related party transactions during the year.

13 Limited by guarantee

The Company is limited by guarantee and therefore has no share capital. In the event of the company being wound up, every member undertakes to contribute to the assets of the Company, during the time they are a member, such amount as may be required not exceeding £10.

MANAGEMENT INFORMATION (does not form part of the statutory accounts)

Detailed Management Accounts for the year to 30 June 2019

	Year to 30 June 2019	Year to 30 June 2018
INCOME		
Membership Fees	125,902	131,367
Annual Conference	10,645	17,546
CPD Events & Conferences	15,092	23,609
Subscriptions	5,597	9,894
Interest	74	20
TOTAL INCOME	157,310	182,436
EXPENDITURE		
Salaried, Freelance and Consultancy Staff	87,742	113,232
Office	28,192	26,728
Conferences, Meetings and Events	19,104	24,709
Subscriptions	18,195	10,106
Administration	4,361	3,032
TOTAL EXPENDITURE	157,594	177,807
Surplus (deficit) before Taxation	(284)	4,629
Tax	14	(4)
Surplus (deficit) after Taxation	(298)	4,633