

CENTRE FOR COUNSELLING AND PSYCHOTHERAPY EDUCATION TRUST

England & Wales · Charity number 1056420

Details

Other names C C P E

Status Registered

Legal form Other

Registered 1996-06-27

Register [View on the Charity Commission register](#)

Contact

Address Beauchamp Lodge
2 Warwick Crescent
London
W2 6NE

Phone 02072663006

Email info@ccpe.org.uk

Website www.ccpe.org.uk

Activities

Objects: (1) TO ADVANCE PUBLIC EDUCATION IN COUNSELLING AND PSYCHOTHERAPY PARTICULARLY BY THE PROVISION OF TRAINING IN PSYCHOTHERAPY AND FINANCIAL SUPPORT TO ACADEMICALLY PROMISING STUDENTS OF COUNSELLING AND PSYCHOTHERAPY ON A LOW INCOME TO ASSIST THEM TO COMPLETE THEIR EDUCATION (11) TO CONDUCT OR COMMISSION RESEARCH INTO THE TRANSPERSONAL PERSPECTIVE OF PSYCHOTHERAPY AND TO PUBLISH THE USEFUL RESULTS OF SUCH RESEARCH (111) THE RELIEF OF PERSONS SUFFERING FROM PSYCHOLOGICAL OR EMOTIONAL ILLNESS BY THE PROVISION OF AN APPROPRIATE LOW COST OR FREE COUNSELLING AND PSYCHOTHERAPY SERVICE.

Activities: Education and Training, providing low cost/free counselling

Classification

- **How:** Provides Human Resources, Provides Services, Sponsors Or Undertakes Research
- **What:** Education/training
- **Who:** The General Public/mankind

Geography

- Throughout London

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£1,928,287	£1,921,091	£594,605	10
2024-03-31	£1,736,033	£1,639,313	£586,472	9
2023-03-31	£1,247,198	£1,362,029	£480,809	9
2022-03-31	£1,388,550	£1,273,843	£609,140	8
2021-03-31	£1,176,180	£1,165,875	£494,423	8

Trustees

Name	Role	Appointed
CHARLES FLOWER		
Dr NIGEL HAMILTON		1996-06-27
Lynn Somerfield		2025-07-15
Pamela Griffiths		2017-11-10

CENTRE FOR COUNSELLING AND PSYCHOTHERAPY EDUCATION TRUST

England & Wales - Charity number 1056420

Accounts

CENTRE FOR COUNSELLING AND PSYCHOTHERAPY EDUCATION TRUST

(Also known as CCPE)

(An unincorporated charity)

Charity No. 1056420

Report and Financial Statements

Year ended 31 March 2025

Centre for Counselling and Psychotherapy Education Trust

Report and financial statements

For the Year Ended 31 March 2025

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Centre for Counselling and Psychotherapy Education Trust

Report and financial statements

For the Year Ended 31 March 2025

Reference and administrative information

Trustees	Nigel Hamilton Charles Flower Louise Trowbridge Pamela Griffiths
Charity registration number	1056420
Registered office and operations address	Beauchamp Lodge 2 Warwick Crescent London W2 6NE
Operations manager	Alice Williams
Auditors	Goldwins Limited 75 Maygrove Road West Hampstead London NW6 2EG
Bankers	HSBC 8 Victoria Street Westminster London SW1 H ONJ
Solicitors	TWM Solicitors LLP King's Shade Walk 123 High Street Epsom Surrey KT19 8AU

Centre for Counselling and Psychotherapy Education Trust

Report and financial statements

For the Year Ended 31 March 2025

The trustees present their report and audited accounts of the charity for the year ended 31 March 2025. The trustees have complied with the duty to have due regard to guidance issued by the Charity Commission.

Structure, governance and management

Governing document

The charity is an unincorporated body established under a Trust Deed on 7 September 1995 as amended by a Deed of Variation dated 17 June 1996 and registered as a charity on 27 June 1996. The Trust Deed defines the charity's objects, powers and how it is to be governed.

Recruitment and appointment of Trustees

Trustees are recruited who have the necessary skills and knowledge to deal with the affairs of the charity. Sufficient training of trustees is provided to facilitate the undertaking of their role. The Chair of the Trustees currently Nigel Hamilton is elected by the Trustees for a period of five years and is eligible for re-election.

New Trustees are appointed by the existing Trustees.

Trustees meet at least twice a year.

Risk management

The trustees have conducted a review of the major risks the charity faces. Where appropriate systems and procedures have been established to mitigate these risks.

Organisation structure

The Administration of the CCPE Trust is carried out by the Managing Director, Ian Burton, the Director of Operations and administrative staff; this includes the day to day responsibilities and finances. The Management Committee, currently consisting of the Managing Director, one Deputy Director, two senior members of the clinical/teaching staff and the Director of Operations meets on a weekly basis to deal with the overall management of the clinic and teaching programmes.

Objectives

The objects of the charity are:

- To advance public education in counselling and psychotherapy particularly by the provision of training in psychotherapy and financial support to academically promising students of counselling and psychotherapy on a low income to assist them to complete their education;
- To conduct or commission research into the transpersonal perspective of psychotherapy and to publish the useful results of such research;
- The relief of persons suffering from psychological or emotional illness by the provision of an appropriate low cost or free counselling and psychotherapy service.

Activities, achievements and performance, financial review and plans for the future

The trustees, in planning the activities for the year, have had due regard to Charity Commission guidance on public benefit.

The Annual Report on the work of the charity follows.

Centre for Counselling and Psychotherapy Education Trust

Report and financial statements

For the Year Ended 31 March 2025

1. Introduction

The Centre for Counselling and Psychotherapy Education (CCPE) was registered by the Charity Commissioners as a charity on 28th June 1996. There have been no changes to the Deeds of Trust or the Objects of the Charity.

This report covers the period from 1st April 2024 to 31st March 2025.

The financial statement previously submitted in early 2025 covered the year ending 31st March 2024.

The Objects of the Trust have been met during this period.

Object 1. To advance public education in Counselling and Psychotherapy particularly by the provision of training in Psychotherapy and financial support to academically promising students of Counselling and Psychotherapy on a low income to assist them to complete their education.

See Sections 3, 4 and 5 and 13 of this Report.

Object 2. To conduct or commission research into the Transpersonal perspective of Psychotherapy and to publish the useful results of such research.

See Section 6 of this Report.

Object 3. The relief of persons suffering from psychological or emotional illness by the provision of an appropriate low cost or free counselling and psychotherapy service.

See Sections 8, 9, 10, 11 and 12 of this Report.

Targets 2024/2025

In 2025, two well-subscribed Foundation Courses began in January. Our Diploma intake was a little lower than the previous year but we have had no one withdraw. Advertising through professional journals and our Open Evenings to the public, together with the website, continue to draw large numbers into the training courses.

Academic Courses 2024/2025

In December 2010, Northampton University accredited our M.A. in Transpersonal Psychotherapy and M.A. in Child, Adolescent & Family Therapy courses. In January 2024, the Child M.A. enrolled 14 students. 19 students were enrolled in the Research M.A. in Transpersonal Psychotherapy in 2025 and will graduate at the end of 2026. The current Child M.A. cohort will graduate at the end of 2025.

2. Accreditation by Professional Associations and Academic Institutions

The Diploma in Transpersonal Counselling and Psychotherapy remains accredited by the United Kingdom Council for Psychotherapy (UKCP). Our UKCP Quinquennial Review took place in early 2021 and we were successfully re-accredited. Both the M.A. in Transpersonal Psychotherapy and the M.A. in Child, Adolescent & Family Therapy programmes remain accredited via The University of Northampton. The School of Psychology at The University of Northampton awarded CCPE with a commendation in November 2016 based on student feedback. We were successfully re-approved by the University of Northampton after our 5 yearly Partner Review in the summer of 2023.

3. Status of Courses

Summary

Courses currently being offered at the CCPE are:

1. A Foundation Course leading to the award of a Certificate in Counselling and Psychotherapy
2. Diploma in Counselling and Psychotherapy (UKCP accredited)
3. MA in Transpersonal Counselling & Psychotherapy (in conjunction with Northampton University; also UKCP accredited).
4. MA in Child, Adolescent & Family Therapy (in conjunction with Northampton University; also UKCP accredited).
5. Supervisor Training leading to the Diploma in Supervision
6. Advanced Diploma in Counselling and Psychotherapy
7. Dream Analysis in Psychotherapy (beginners, intermediate and advanced)
8. Couples Psychotherapy Diploma
9. Professional PhD: Transpersonal Psychotherapeutic Practice

4. Post-Graduate Training Course update

Both M.A. Courses continue to produce graduates who stand out as competent practitioners of Transpersonal Psychotherapy. Two new external examiners have been appointed by Northampton University, one for the M.A. in Transpersonal Psychotherapy and one for the M.A. in Child, Adolescent & Family Therapy. The fifteenth cohort for the Couples Therapy course enrolled 12 students in January 2025. Our graduates continue to have articles published in the UKCP and BACP professional journals.

5. PhD in Professional Practice: Psychological Perspectives' by Christ Church Canterbury University

A PhD in Professional Practice continues with Canterbury Christchurch University (CCCU) in conjunction with the Professional Development Forum (PDF). Two students are enrolled.

6. Research and Development

Research in Progress 2025-2026

In 2025, a new cohort of 17 students was enrolled on the M.A. in Transpersonal Counselling and Psychotherapy and 17 research proposals have been submitted for approval by the Academic and Ethics Committee of CCPE in conjunction with the Faculty of Health and Society at The University of Northampton.

The students are due to hand in their completed theses by the end of November 2026.

7. Staff

In July of 2023, Nigel Hamilton decided to step down after some four decades as CCPEs Director to focus more on his other life interests. However he remains on staff as a lecturer, part-time, and as a Trustee. Ian Burton, a current staff member, has been appointed as the new CCPE Managing Director. Ian's appointment has been well received by the CCPE Staff team.

Guest Lecturers

CCPE lecturers have continued to deliver an annual series of psychotherapy seminars for professionals, in Zurich this past year.

The Centre has continued to receive guest lecturers from institutions in the U.K., U.S.A. and Europe.

Therapists

Currently, over 150 qualified therapists (including part-time practitioners) work at the Centre offering psychotherapy to the public.

Centre for Counselling and Psychotherapy Education Trust

Report and financial statements

For the Year Ended 31 March 2025

8. Outreach Work (St James's Piccadilly)

Counselling Services

Students from CCPE continue to provide over 4,000 hours of counselling services free of charge, to the Walk-in Counselling Service based at St James's, Piccadilly, over the past 12 months. The low-cost fee of £15/hour was waived. This equates in terms of the value of time given to over £61,200 in one year (based on £15 per hour).

The success of this project has continued throughout 2024 into 2025.

9. Outreach Work (Student Placements)

In addition, Voluntary Counselling Services given free of charge by students who study at the Centre were as follows:

Voluntary Services by Placements December 2024 - December 2025

Location	Hours	
Hospitals	640	
Health Authorities & Social Services	450	
GP Surgeries	500	
Drug & Alcohol Services	650	
Hospice & Bereavement Services	910	
* Specialised Centres	4500	
Prison Services	0	
Crisis Centres	1200	
Counselling, Advice & Therapy Centres	4650	
Other (Schools) (Churches)	25	
Sub-total	13,525	
St James's	<u>4,080</u>	
TOTAL	<u>17,605</u>	
* e.g. Maytree Age Concern Women's Centres	Youth Projects & Counselling Services Family Centres	Just Ask Help Counselling Centre Homeless

N.B. It should be noted that due to Covid-19, many placements have not re-opened or now operate online only. This accounts for the reduction in placement hours.

The "Fresh Start" counselling scheme for families in Westminster continues to operate at CCPE, free of charge for the use of counselling rooms or £6/hr in cases where families can afford it.

Centre for Counselling and Psychotherapy Education Trust

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For the Year Ended 31 March 2025

A new scheme 'Fresh Steps', started in 2009, aimed at low-cost counselling for children, and is proving to be popular. Two clinical rooms at CCPE have been converted for use by the children and the Child Psychotherapists.

Fresh Steps 2019/2020= 280 hours

Fresh Steps 2020/2021= 120 hours

Fresh Steps 2021/2022= 120 hours

Fresh Steps 2022/2023= 130 hours

Fresh Steps 2023/2024= 150 hours

Fresh Steps 2024/2025= 160 hours

The total number of voluntary counselling placement hours offered by the CCPE is:

Placements for 2019/2020 = 25,000 hours

Placements for 2020/2021 = 18,000 hours

Placements for 2021/2022 = 21,500 hours

Placements for 2022/2023 = 20,350 hours

Placements for 2023/2024 = 18,200 hours

Placements for 2024/2025 = 17,605 hours

Total for 2024-2025 = 17,765 hours

If the low-cost fee of £15/hr is waived, this equates in terms of the value of time given to approximately £266,000 for the year 2024/25.

10. Bursaries

The following bursaries were given to students at the Centre for the period January – December 2024:

Fees waived:	Supervisors Training Course	£0
	Seminars	£1,000
	Diploma Course	£4,500
	Foundation Course	£1,000
	Dreams Courses	£1,650
TOTAL		£8,150

Bursaries 2019/2020 - £13,000

Bursaries 2020/2021 - £9,000

Bursaries 2021/2022 - £9,000

Bursaries 2022/2023 - £9,000

Bursaries 2023/2024 - £9,000

Bursaries 2024/2025 - £8,150

11. Clients at CCPE

Due to the advent of online counselling, the number of clients seen face to face at the Centre has reduced from an average of 930 per week to less than 700 per week in 2023-2024, of which around 25% were seen at a reduced rate. Most of these were 'Fresh Start' and 'Fresh Steps' clients. The balance of reduced fees is documented in part 12 below.

Centre for Counselling and Psychotherapy Education Trust

Report and financial statements

For the Year Ended 31 March 2025

12. Low Cost and Free Counselling Services at Beauchamp Lodge

Examples of reasons for offering low cost or free counselling are:*

- Unemployed
- Low wage
- Financial problems
- Mentally disturbed and unable to work
- Single parent

The standard fee for professional counselling services is around £60/hour. Typical low-cost fees average around £15/hour. The fee reduction is therefore around £45/hour. An estimation of the total value of reduced or free counselling services for a 40-week counselling year follows:

- The total value of the reduced rate or free counselling services given in 2019/2020 was over £382,500
- The total value of the reduced rate or free counselling services given in 2020/2021 was over £40,000
- The total value of the reduced rate or free counselling services given in 2021/2022 was over £75,000
- The total value of the reduced rate or free counselling services given in 2022/2023 was over £108,000
- The total value of the reduced rate or free counselling services given in 2023/2024 was over £108,000
- The total value of the reduced rate or free counselling services given in 2024/2025 was over £110,000

13. Grants and Gifts in Kind

Grants and Gifts in Kind are as follows:

		£
Counselling & Psychotherapy free service at St James's	Section 8	61,200
Free Counselling & Psychotherapy Services - Outreach Programme	Section 9	266,000
Bursaries to students	Section 10	8,150
Reduced fees for Counselling and Psychotherapy at CCPE	Section 12	110,000
TOTAL		445,350

14. Management Structure

An Organisational Structure Review has been implemented over the course of 2021 to 2024. This has resulted in greater overall management costs, but it has afforded better management of different and varied parts of the organisation. Increased use of learning management and other IT services has improved efficiency of communication between staff and students.

15. Financial Statement

The Financial Statement for the Charity Commission for the year ending 31st March 2025 is included. The Charity recorded an income of £1,928,287 and expenses of £1,971,091. Fortunately, we still have a strong reserve to draw upon. We are making efforts to restrict and reduce our expenses.

The original investment of £170,000 in the "cautious" fund operated by Omnis Managed Portfolio Service has increased in value to £178,474, as recommended by our investment manager.

16. Reserves

The total reserves stand at £594,605 as of 31 March 2025 including £492,781 in the bank.

17. Current Trustees

Currently the Trustees are as follows:

Nigel Hamilton (Chair)

Charles Flower

Louise Trowbridge

Pamela Griffiths

18. Risk Management Policy

The CCPE Trust regularly assesses the risks inherent in running both a psychotherapy clinic and a psychotherapy training centre. To this end, the Centre carries a comprehensive insurance policy covering accidents, professional indemnity, for staff and clients as well as buildings insurance. The trustee indemnity insurance continues to run. In addition, a detailed health and safety report, evaluating the risks involved in running a public building, has been prepared. All health & safety requirements specified in the report have been attended to and been inspected by Westminster Council's Health & Safety Officer.

DREAM RESEARCH INSTITUTE

Centre for Counselling and Psychotherapy Education Trust

www.driccpe.org.uk

DRI Development: Annual Report, April 2025

Launched in September 2012, the DRI is the CCPE's centre for dream studies, provided by the CCPE to meet three primary aims:

- 1) Promote education and research about the connection between dreams and wellbeing from the transpersonal perspective, including:
 - a) Clinical applications of dream work
 - b) Research into dreams
 - c) The use of dreams in research
- 2) Raise awareness about dream work, research and a psychospiritual understanding of dreams via publications, training events, courses and an online presence e.g. website (www.DRIccpe.org.uk), DRI e-news, social media platforms, and the Dream Boat podcast.
- 3) Provide a platform for public educational events and CPD on dream-related topics.

DRI Research 2024-25

1. Key research projects: Research into dreams
 1. Lucid Dream Research: In partnership with the Lucid Dream Exchange, experienced lucid dreamers were recruited to perform specified actions and ask particular questions in the lucid dream state, and report back the results. This project is led by Dr Nigel Hamilton and the Lucid Dream Exchange's Robert Waggoner. Initial findings were presented at the annual conference of the International Association for the Study of Dreams in June 2024. The study has been expanded to include a larger number of participants and a larger pool of data, with a view to a paper following-up the pilot study published in the *International Journal of Dream Research* in 2020.
2. Supporting research into dreams and wellbeing
 1. The DRI has agreed to provide material and logistical support to a PhD research inquiry, "Effects of the Waking Dream Process (Hamilton, 2014) and the Presence of 'Root Metaphors' on Spiritual, Existential and Mental Wellbeing in Psychotherapy Clients - A Pilot Study". This will continue over the next 2-3 years.

Centre for Counselling and Psychotherapy Education Trust

Report and financial statements

For the Year Ended 31 March 2025

DRI Events /Conferences/Lectures 2024-25

1. Our full-year courses were fully subscribed for 2025. We hope to add additional online offerings for the 2026 teaching year.
2. A group of DRI and CCPE members attended the annual conference of the International Association for the Study of Dreams (IASD) in Kerkrade, Netherlands in June 2024, presenting updates on lucid dream research, spiritual approaches to dream work and a cross-discipline panel discussion on artificial intelligence, dreams and consciousness hosted by the Dream Boat podcast team.
3. In August 2024 we engaged a contracted Public Engagement Officer which has allowed us to expand our events programme, increasing the breadth and depth of what we offer, attracting new audiences and building relationships with experts in the field.
 1. Two dream-related documentary film screenings, "Chaos Dragon and the Light" (April 2024) and "The Horses Come for Everyone," with Q&A sessions with their respective directors.
 2. An Asklepiion Dream Retreat at CCPE, led by Laura Payne (September 2024)
 3. A workshop on archetypal dreamwork led by Mexican Jungian analyst Sven Doehner (September 2024).
 4. DRI Co-Founder Melinda Powell offered a lucid dreaming webinar based on her book "Lucid Surrender" (February 2025).
 5. We hosted two dream exploration and painting events with DreamsID in July 2024 and March 2025.

DRI online engagement 2024-25

1. The current DRI website was designed and launched in September 2022, with functionality for video and audio streaming, paid membership, and an up-to-date design to attract broader and deeper audience engagement. Membership has been steadily growing.
2. The DRI social media presence has grown through targeted use of Instagram, Facebook and redesigned email newsletters.
3. The DRI podcast series, The Dream Boat, launched in early 2023, has received good feedback and a steadily growing audience. By March 2025 total downloads had surpassed 25,000. Laura Payne and a team of guest hosts have continued to expand the DRI's audience and network by interviewing experts in the field, promoting psychospiritual approaches to dreamwork, and the value of psychotherapeutic dreamwork in supporting client wellbeing.

Trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports)

Centre for Counselling and Psychotherapy Education Trust

Report and financial statements

For the Year Ended 31 March 2025

Regulations, and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Statement as to disclosure to our auditors

In so far as the trustees are aware:

- There is no relevant audit information of which the charity's auditors are unaware; and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Auditors

Goldwins Limited were re-appointed as the auditors of the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 29 January 2026 and signed on their behalf by:

.....
Nigel Hamilton
Chair

Opinion

We have audited the financial statements of Centre for Counselling and Psychotherapy Education Trust ('the charity') for the year ended 31 March 2025 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in the preparation of the charity's financial statements is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the charity's affairs as at 31 March 2025 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees' annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud are set out below.

Capability of the audit in detecting irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
 - Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;
- We inspected the minutes of meetings of those charged with governance.
- We obtained an understanding of the legal and regulatory framework that the charity operate in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.
- We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.

Independent Auditor's report to the Trustees of Centre for Counselling and Psychotherapy Education Trust

- In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and the regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's 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 charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Date: 29 January 2026

.....
Goldwins Limited
Statutory Auditor
Chartered Accountants
75 Maygrove Road
West Hampstead
London NW6 2EG

Goldwins Limited is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

Centre for Counselling and Psychotherapy Education Trust

Statement of Financial Activities Including Income and Expenditure Account

Year ended 31 March 2025

	Note	Unrestricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
Income from:				
Donations		255	255	114,539
Charitable activities	3	1,461,828	1,461,828	1,432,502
Investment income	4	466,204	466,204	188,992
Total income		1,928,287	1,928,287	1,736,033
Expenditure on:				
Charitable activities	5	1,921,091	1,921,091	1,639,313
Total expenditure		1,921,091	1,921,091	1,639,313
Net gains on investments	10	937	937	8,943
Net income/(expenditure) for the year	6	8,133	8,133	105,663
Net movement in funds		8,133	8,133	105,663
Reconciliation of funds:				
Total funds brought forward	14	586,472	586,472	480,809
Total funds carried forward		594,605	594,605	586,472

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The attached notes form part of these financial statements.

Centre for Counselling and Psychotherapy Education Trust

Balance sheet

As at 31 March 2025

	Note	2025 £	2024 £
Fixed assets			
Tangible assets	9	7,602	8,712
Investments	10	<u>178,872</u>	<u>177,935</u>
		186,474	186,647
Current assets:			
Debtors	11	2,248	18,263
Cash at bank and in hand		<u>492,781</u>	<u>459,719</u>
		495,029	477,982
Creditors: amounts falling due within one year	12	<u>(86,898)</u>	<u>(78,157)</u>
Net current assets		<u>408,131</u>	<u>399,825</u>
Total net assets		<u>594,605</u>	<u>586,472</u>
Funds:	14		
Restricted funds		-	-
Unrestricted funds:		594,605	586,472
Total funds		<u>594,605</u>	<u>586,472</u>

Approved by the trustees on 29 January 2026 and signed on their behalf by:

.....
Nigel Hamilton
Chair

The attached notes form part of the financial statements.

Centre for Counselling and Psychotherapy Education Trust
Statement of Cash Flows
As at 31 March 2025

	Note	2025 £	2024 £
Cash flow from operating activities			
Net income/(expenditure) for the year		8,133	105,663
Interest/ rent/ dividends from investments		(466,204)	(188,992)
(Gains)/ losses on investments		(937)	(8,943)
Depreciation		1,110	1,110
(Increase)/decrease in debtors		16,015	(2,550)
Increase/(decrease) in creditors		8,741	48,059
Net cash provided by / (used in) operating activities		(433,142)	(45,653)
Cash flows from investing activities:			
Interest/ rent/ dividends from investments		466,204	188,992
Cash provided by / (used in) investing activities		466,204	188,992
Change in cash and cash equivalents in the year		33,062	143,339
Cash and cash equivalents at the beginning of the year		459,719	316,380
Cash and cash equivalents at the end of the year	15	492,781	459,719

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2025

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Tuition fees are included in the Statement of Financial Activities when receivable. Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance for the provision of specified service is deferred until the criteria for income recognition are met.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise of trading costs and the costs incurred by the charity in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose.
- Expenditure on charitable activities includes the costs of delivering services to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2025

1 Accounting policies (continued)

Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity and its activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities.

Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

Tangible fixed assets

Fixed assets costing less than £2,000 are not capitalised. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

- Caravan 5% on cost.
- Furniture and equipment 35% reducing balance.

Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. Any change in fair value will be recognised in the statement of financial activities.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Pensions

The pension costs of the workplace defined contribution arrangements are charged to the SOFA as incurred.

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2025

2 Detailed comparatives for the statement of financial activities

	Unrestricted funds 2024 £	Total funds 2024 £
Income from:		
Donations	114,539	114,539
Charitable activities	1,432,502	1,432,502
Investment income	188,992	188,992
Total income	1,736,033	1,736,033
Expenditure on:		
Charitable activities	1,639,313	1,639,313
Total expenditure	1,639,313	1,639,313
Net gains/(losses) on investments	8,943	8,943
Net movement in funds	105,663	105,663
Reconciliation of funds:		
Total funds brought forward	480,809	480,809
Total funds carried forward	586,472	586,472

3 Income from charitable activities

	Unrestricted 2025 £	Total 2025 £	Total 2024 £
Tuition fees	1,416,504	1,416,504	1,393,961
Library membership fees	43,786	43,786	34,826
Book sales	128	128	235
Freshsteps therapy fees	1,410	1,410	3,480
	1,461,828	1,461,828	1,432,502

4 Income from investments

	Unrestricted 2025 £	Total 2025 £	Total 2024 £
Bank interest	7,217	7,217	6,732
Rooms hire	458,987	458,987	182,260
	466,204	466,204	188,992

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2025

5 Analysis of expenditure

	Charitable activities	Support costs	Governance Costs	Total 2025	Total 2024
	£	£	£	£	£
Staff costs	-	312,124	-	312,124	327,074
Advertising and promotion	-	360	-	360	1,050
Audit fees	-	-	10,200	10,200	10,200
Bookkeeping and payroll services	-	14,354	-	14,354	6,819
Caravan expenses	3,128	-	-	3,128	1,147
Cleaning	-	45,102	-	45,102	13,637
Conference expenses	10,454	-	-	10,454	10,262
Depreciation	-	1,110	-	1,110	1,110
Freshsteps expenses	1,376	-	-	1,376	4,764
IT expenses	-	23,430	-	23,430	24,381
Leasing of office equipment	-	5,194	-	5,194	5,582
Lecturers' fees	770,471	-	-	770,471	649,886
Legal fees	-	11,682	-	11,682	5,528
Northampton University enrolment fees	21,714	-	-	21,714	24,675
Other expenses	-	27,061	-	27,061	28,869
Repairs and maintenance	-	45,909	-	45,909	52,288
Rent, rates, utilities and insurance	476,589	119,147	-	595,736	453,556
Stationery, printing and office supplies	-	4,782	-	4,782	836
Subscriptions	-	2,111	-	2,111	1,315
Telephone, postage and delivery expenses	-	11,237	-	11,237	12,016
Travelling expenses	3,556	-	-	3,556	4,318
	1,287,288	623,603	10,200	1,921,091	1,639,313
Support costs	623,603	(623,603)	-	-	-
Governance costs	10,200	-	(10,200)	-	-
Total expenditure 2025	1,921,091	-	-	1,921,091	
Total expenditure 2024	1,639,313	-	-		1,639,313

All the expenditure was unrestricted (2024: all unrestricted).

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2025

6 Net income/(expenditure) for the year

	2025	2024
	£	£
This is stated after charging:		
Depreciation	1,110	1,110
Auditors' remuneration:		
Audit fees	8,500	8,500
	<u>8,500</u>	<u>8,500</u>

7 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:	2025	2024
	£	£
Salaries and wages	281,201	296,151
Social security costs	23,957	23,957
Pension costs	6,966	6,966
	<u>312,124</u>	<u>327,074</u>

None of the employees received employee benefits (excluding employer pension) during the year over £60,000 (2024: None).

The total employee benefits including pension contributions of the key management personnel were £65,618 (2024: £62,650).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2024: nil) nor were they reimbursed expenses during the year (2024: nil). No charity trustee received payment for professional or other services supplied to the charity (2024: nil).

Rent of £540,000 (2024: £370,000) was payable to Mr Nigel Hamilton in respect of the property owned by him and occupied by the charity. It is estimated that the property could be let out annually for the same use in the open market for a rental of at least £750,000.

The average number of employees (headcount based on the number of staff employed) during the year was 11 (2024: 11).

8 Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2025

9 Tangible fixed assets

	Caravan	Fixtures & Fittings	Total
Cost	£	£	£
At the start of the year	22,203	35,866	58,069
Additions	-	-	-
At the end of the year	<u>22,203</u>	<u>35,866</u>	<u>58,069</u>
Depreciation			
At the start of the year	13,491	35,866	49,357
Charge for year	1,110	-	1,110
At the end of the year	<u>14,601</u>	<u>35,866</u>	<u>50,467</u>
Net book value			
Carried forward	<u><u>7,602</u></u>	<u><u>-</u></u>	<u><u>7,602</u></u>
Brought forward	<u>8,712</u>	<u>-</u>	<u>8,712</u>

All of the above assets are used for charitable purposes.

10 Investments

	2025	2024
	£	£
Market value at start of year	177,935	168,992
Net gain/(loss) during year	937	8,943
	<u><u>178,872</u></u>	<u><u>177,935</u></u>

11 Debtors

	2025	2024
	£	£
Fees receivable	2,248	18,263
Total	<u><u>2,248</u></u>	<u><u>18,263</u></u>

12 Creditors: amounts falling due within one year

	2025	2024
	£	£
Taxation and social security	7,277	7,242
Accruals	10,493	60,200
Deferred income	69,128	10,715
Total	<u><u>86,898</u></u>	<u><u>78,157</u></u>

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2025

13 Analysis of net assets between funds

	General unrestricted	Restricted	Total funds
	£	£	£
Year ended 31 March 2025			
Tangible fixed assets	7,602	-	7,602
Investments	178,872	-	178,872
Net current assets	408,131	-	408,131
Net assets at the end of the year	594,605	-	594,605
Year ended 31 March 2024			
Tangible fixed assets	8,712	-	8,712
Investments	177,935	-	177,935
Net current assets	399,825	-	399,825
Net assets at the end of the year	586,472	-	586,472

14 Movement in funds

Year ended 31 March 2025

	At the start of the year	Income	Expenditure	Transfers	At the end of the year
	£	£	£	£	£
Unrestricted funds	586,472	1,928,287	(1,920,154)	-	594,605
Total Funds	586,472	1,928,287	(1,920,154)	-	594,605

Year ended 31 March 2024

	At the start of the year	Income	Expenditure	Transfers	At the end of the year
	£	£	£	£	£
Unrestricted funds	480,809	1,736,033	(1,630,370)	-	586,472
Total Funds	480,809	1,736,033	(1,630,370)	-	586,472

15 Analysis of cash and cash equivalents

	Brought forward	Cash flows	Other changes	Carried forward
	£	£	£	£
Cash at bank and in hand	459,719	33,062	-	492,781
Total cash and cash equivalents	459,719	33,062	-	492,781

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2025

16 Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	Equipment 2025	Property 2025	Equipment 2024	Property 2024
	£	£	£	£
Less than 1 year	768	45,000	3,072	30,833
1 - 5 years	-	-	768	-
	768	45,000	3,840	30,833

17 Related party transactions

There are no related party transactions to disclose for the year.

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

CENTRE FOR COUNSELLING AND PSYCHOTHERAPY EDUCATION TRUST

England & Wales - Charity number 1056420

Accounts

CENTRE FOR COUNSELLING AND PSYCHOTHERAPY

EDUCATION TRUST

(Also known as CCPE)

(An unincorporated charity)

Charity No. 1056420

Report and Financial Statements

Year ended 31 March 2024

Beauchamp Lodge
2 Warwick Crescent London W26NE

Centre for Counselling and Psychotherapy Education Trust

Report and financial statements

For the Year Ended 31 March 2024

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Centre for Counselling and Psychotherapy Education Trust

Report and financial statements

For the Year Ended 31 March 2024

Reference and administrative information

Trustees	Nigel Hamilton Charles Flower Louise Trowbridge Pamela Griffiths
Charity registration number	1056420
Registered office and operations address	Beauchamp Lodge 2 Warwick Crescent London W2 6NE
Operations manager	Alice Williams
Auditors	Goldwins Limited 75 Maygrove Road West Hampstead London NW6 2EG
Bankers	HSBC 8 Victoria Street Westminster London SW1 H ONJ
Solicitors	TWM Solicitors LLP King's Shade Walk 123 High Street Epsom Surrey KT19 8AU

Centre for Counselling and Psychotherapy Education Trust

Report and financial statements

For the Year Ended 31 March 2024

The trustees present their report and audited accounts of the charity for the year ended 31 March 2024.

The trustees have complied with the duty to have due regard to guidance issued by the Charity Commission.

Structure, governance and management

Governing document

The charity is an unincorporated body established under a Trust Deed on 7 September 1995 as amended by a Deed of Variation dated 17 June 1996 and registered as a charity on 27 June 1996. The Trust Deed defines the charity's objects, powers and how it is to be governed.

Recruitment and appointment of Trustees

Trustees are recruited who have the necessary skills and knowledge to deal with the affairs of the charity. Sufficient training of trustees is provided to facilitate the undertaking of their role. The Chair of the Trustees currently Nigel Hamilton is elected by the Trustees for a period of five years and is eligible for re-election.

New Trustees are appointed by the existing Trustees.

Trustees meet at least twice a year.

Risk management

The trustees have conducted a review of the major risks the charity faces. Where appropriate systems and procedures have been established to mitigate these risks.

Organisation structure

The Administration of the CCPE Trust is carried out by the Director, Nigel Hamilton, the operations manager and administrative staff; this includes the day to day responsibilities and finances. The Management Committee, currently consisting of the Director, the three Deputy Directors, three senior members of the clinical/teaching staff and the operations manager meets on a weekly basis to deal with the overall management of the clinic and teaching programmes. The Director reports to the Management Committee weekly at these meetings.

Objectives

The objects of the charity are

- To advance public education in counselling and psychotherapy particularly by the provision of training in psychotherapy and financial support to academically promising students of counselling and psychotherapy on a low income to assist them to complete their education;
- To conduct or commission research into the transpersonal perspective of psychotherapy and to publish the useful results of such research;
- The relief of persons suffering from psychological or emotional illness by the provision of an appropriate low cost or free counselling and psychotherapy service.

Activities, achievements and performance, financial review and plans for the future

The trustees, in planning the activities for the year, have had due regard to Charity Commission guidance on public benefit.

The Annual Report on the work of the charity follows.

**CENTRE FOR COUNSELLING AND PSYCHOTHERAPY
EDUCATION TRUST**

The Annual Report on the work of the Charity
Registered Charity No: 1056420
2024

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The Annual Report on the work of the Charity

Registered Charity No: 1056420

1. Introduction

The Centre for Counselling and Psychotherapy Education (CCPE) was registered by the Charity Commissioners as a charity on 28th June 1996. There have been no changes to the Deeds of Trust or the Objects of the Charity.

This report covers the period from 1st April 2023 to 31st March 2024.

The Objects of the Trust have been met during this period.

Object 1. To advance public education in Counselling and Psychotherapy particularly by the provision of training in Psychotherapy and financial support to academically promising students of Counselling and Psychotherapy on a low income to assist them to complete their education.

Object 2. See Sections 3, 4 and 5 and 13 of this Report.
To conduct or commission research into the Transpersonal perspective of Psychotherapy and to publish the useful results of such research.

Object 3. See Section 6 of this Report.
The relief of persons suffering from psychological or emotional illness by the provision of an appropriate low cost or free counselling and psychotherapy service.

See Sections 8, 9, 10, 11 and 12 of this Report.

Targets 2023/2024

In 2024, two well-subscribed Foundation Courses began in January. Our Diploma intake was higher than the previous year despite some students deferring their place to 2025. Advertising through professional journals and our Open Evenings to the public, together with the website, continue to draw large numbers into the training courses.

Academic Courses 2023/2024

In December 2010, Northampton University accredited our M.A. in Transpersonal Psychotherapy and M.A. in Child, Adolescent & Family Therapy courses. In January 2024, the Child M.A. enrolled 14 students. 14 students were enrolled in the Research M.A. in Transpersonal Psychotherapy in 2023 and will graduate at the end of 2024. The current Child M.A. cohort will graduate at the end of 2025.

2. Accreditation by Professional Associations and Academic Institutions

The Diploma in Transpersonal Counselling and Psychotherapy remains accredited by the United Kingdom Council for Psychotherapy (UKCP). Our UKCP Quinquennial Review took place in early 2021 and we were successfully re-accredited. Both the M.A. in Transpersonal Psychotherapy and the M.A. in Child, Adolescent & Family Therapy programmes remain accredited via The University of Northampton. The School of Psychology at The University of Northampton awarded CCPE with a commendation in November 2016 based on student feedback. We were successfully re-approved by the University of Northampton after our 5 yearly Partner Review with in the summer of 2023.

3. Status of Courses

Summary

Courses currently being offered at the CCPE are:

1. A Foundation Course leading to the award of a Certificate in Counselling and Psychotherapy
2. Diploma in Counselling and Psychotherapy (UKCP accredited)
3. MA in Transpersonal Counselling & Psychotherapy (in conjunction with Northampton University; also UKCP accredited).
4. MA in Child, Adolescent & Family Therapy (in conjunction with Northampton University; also UKCP accredited).
5. Supervisor Training leading to the Diploma in Supervision
6. Advanced Diploma in Counselling and Psychotherapy
7. Dream Analysis in Psychotherapy (beginners, intermediate and advanced)
8. Couples Psychotherapy Diploma
9. Professional PhD: Transpersonal Psychotherapeutic Practice

4. Post-Graduate Training Course update

Both M.A. Courses continue to produce graduates who stand out as competent practitioners of Transpersonal Psychotherapy. Two new external examiners have been appointed by Northampton University, one for the M.A. in Transpersonal Psychotherapy and one for the M.A. in Child, Adolescent & Family Therapy. The fourteenth cohort for the Couples Therapy course enrolled 9 students in January 2024. Our graduates continue to have articles published in the UKCP and BACP professional journals.

5. PhD in Professional Practice: Psychological Perspectives' by Christ Church Canterbury University

A PhD in Professional Practice continues with Canterbury Christchurch University (CCCU) in conjunction with the Professional Development Forum (PDF). Two students are enrolled.

6. Research and Development

Research in Progress 2023-2024

In 2023, a new cohort of 14 students was enrolled and 14 research proposals have been submitted for approval by the Academic and Ethics Committee of CCPE in conjunction with the Faculty of Health and Society at The University of Northampton.

The students are due to hand in their completed thesis by the end of November 2024.

7. Staff

In July of 2023, Nigel Hamilton decided to step down after some four decades as CCPEs Director to focus more on his other life interests. However he remains on staff as a lecturer, part-time, and as a Trustee. Ian Burton, a current staff member, has been appointed as the new CCPE Managing Director. Ian's appointment has been well received by the CCPE Staff team.

Guest Lecturers

CCPE lecturers have continued to deliver an annual series of psychotherapy seminars for professionals, in Zurich this past year.

The Centre has continued to receive guest lecturers from institutions in the U.K., U.S.A. and Europe.

Therapists

Currently, over 150 qualified therapists (including part-time practitioners) work at the Centre offering psychotherapy to the public.

8. Outreach Work (St James's Piccadilly)

Counselling Services

Although counselling had to switch to be offered online in the pandemic, the in-person Caravan reopened this year. Students from CCPE continue to provide over 4,000 hours of counselling services free of charge, to the Walk-in Counselling Service based at St James's, Piccadilly, over the past 12 months. The low-cost fee of £15/hour was waived. This equates in terms of the value of time given to over £60,000 in one year (based on £15 per hour).

The success of this project has continued throughout 2023 into 2024.

9. Outreach Work (Student Placements)

In addition, Voluntary Counselling Services given free of charge by students who study at the Centre were as follows:

Voluntary Services by Placements December 2023 - December 2024

Location	Hours	
Hospitals	800	
Health Authorities & Social Services	450	
GP Surgeries	500	
Drug & Alcohol Services	650	
Hospice & Bereavement Services	900	
* Specialised Centres	4900	
Prison Services	0	
Crisis Centres	1200	
Counselling, Advice & Therapy Centres	4800	
Other (Schools) (Churches)	0	
Sub-total	14,200	
St James's	4,000	
TOTAL	18,200	
* e.g. Maytree Age Concern Women's Centres	Youth Projects & Counselling Services Family Centres	Just Ask Help Counselling Centre Homeless

N.B. It should be noted that due to Covid-19, many placements have not re-opened or now operate online only. This accounts for the reduction in placement hours.

The "Fresh Start" counselling scheme for families in Westminster continues to operate at CCPE, free of charge for the use of counselling rooms or £6/hr in cases where families can afford it.

A new scheme 'Fresh Steps', started in 2009, aimed at low-cost counselling for children, and is proving to be popular. Two clinical rooms at CCPE have been converted for use by the children and the Child Psychotherapists. This is now included in the figures on page 8.

Fresh Steps 2018/2019	= 280 hours
Fresh Steps 2019/2020	= 280 hours
Fresh Steps 2020/2021	= 120 hours
Fresh Steps 2021/2022	= 120 hours
Fresh Steps 2022/2023	= 130 hours
Fresh Steps 2023/2024	= 150 hours

The total number of voluntary counselling placement hours offered by the CCPE is:

Placements for 2018/2019	= 25,000 hours
Placements for 2019/2020	= 25,000 hours
Placements for 2020/2021	= 18,000 hours
Placements for 2021/2022	= 21,500 hours
Placements for 2022/2023	= 20,350 hours
Placements for 2023/2024	= 18,200 hours
Total for 2023-2024	= 18,350 hours

If the low-cost fee of £15/hr is waived, this equates in terms of the value of time given to approximately £274,250 for the year 2023/24.

10. Bursaries

The following bursaries were given to students at the Centre for the period January – December 2024:

Fees waived:	Supervisors Training Course	£1,000
	Seminars	£1,000
	Diploma Course	£4,500
	Foundation Course	£1,000
	Dreams Courses	£1,500
TOTAL		£9,000

Bursaries 2019/2020 - £13,000

Bursaries 2020/2021 - £9,000

Bursaries 2021/2022 - £9,000

Bursaries 2022/2023 - £9,000

Bursaries 2023/2024 - £9,000

11. Clients at CCPE

Due to the advent of online counselling, the number of clients seen face to face at the Centre has reduced from an average of 930 per week to less than 600 per week in 2023-2024, of which around 25% were seen at a reduced rate. Most of these were 'Fresh Start' and 'Fresh Steps' clients. The balance of reduced fees is documented in part 12 below.

12. Low Cost and Free Counselling Services at Beauchamp Lodge

Examples of reasons for offering low cost or free counselling are:*

Unemployed
Low wage
Financial problems
Mentally disturbed and unable to work
Single parent

The standard fee for professional counselling services is around £60/hour. Typical low-cost fees average around £15/hour. The fee reduction is therefore around £45/hour. An estimation of the total value of reduced or free counselling services for a 40-week counselling year follows:

The total value of the reduced rate or free counselling services given in 2019/2020 was over £382,500
The total value of the reduced rate or free counselling services given in 2020/2021 was over £40,000
The total value of the reduced rate or free counselling services given in 2021/2022 was over £75,000
The total value of the reduced rate or free counselling services given in 2022/2023 was over £108,000
The total value of the reduced rate or free counselling services given in 2023/2024 was over £108,000

13. Grants and Gifts in Kind

Grants and Gifts in Kind are as follows:

		£
Counselling & Psychotherapy free service at St James's	Section 8	60,000
Free Counselling & Psychotherapy Services - Outreach Programme	Section 9	274,250
Bursaries to students	Section 10	9,000
Reduced fees for Counselling and Psychotherapy at CCPE	Section 12	108,000
TOTAL		451,250

14. Management Structure

An Organisational Structure Review has been implemented over the course of 2021 and 2022.

15. Financial Statement

The Financial Statement for the Charity Commission for the year ending 31st March 2024 is included. The Charity recorded an income of £1,736,033 and expenses of £1,639,313. Fortunately, we still have a strong reserve to draw upon. We are making efforts to restrict and reduce our expenses.

The original investment of £170,000 in the "cautious" fund operated by Omnis Managed Portfolio Service has increased in value to £177,935, as recommended by our investment manager.

16. Reserves

The reserve fund stands at £586,472 as of March 2024. This, together with the unrestricted funds, leaves £459,719 in the bank and free reserves of £577,760.

17. Current Trustees

Currently the Trustees are as follows:

Nigel Hamilton (Chair)
Charles Flower
Louise Trowbridge
Pamela Griffiths

18. Risk Management Policy

The CCPE Trust regularly assesses the risks inherent in running both a psychotherapy clinic and a psychotherapy training centre. To this end, the Centre carries a comprehensive insurance policy covering accidents, professional indemnity, for staff and clients as well as buildings insurance. The trustee indemnity insurance continues to run. In addition, a detailed health and safety report, evaluating the risks involved in running a public building, has been prepared. All health & safety requirements specified in the report have been attended to and been inspected by Westminster Council's Health & Safety Officer.

DREAM RESEARCH INSTITUTE **Centre for Counselling and Psychotherapy Education Trust** www.driccpe.org.uk

DRI Development: Annual Report, April 2024

Launched in September 2012, the DRI is the CCPE's centre for dream studies, provided by the CCPE to meet three primary aims:

- 1) Promote education and research about the connection between dreams and wellbeing from the transpersonal perspective:
 - a) Clinical applications of dream work
 - b) Research into dreams
 - c) The use of dreams in research
- 2) Raise awareness about dream work, research and a psychospiritual understanding of dreams via publications, training events, courses and an online presence e.g. website: www.DRIccpe.org.uk, DRI e-news, social media platforms, and the Dream Boat podcast.
- 3) Provide a platform for public educational events and CPD on dream-related topics.

DRI Research 2023-24

1. Key Research Projects: Research into Dreams
 1. Lucid Dream Research: In partnership with the Lucid Dream Exchange, experienced lucid dreamers were recruited to perform specified actions and ask particular questions in the lucid dream state, and report back the results. This project is led by Dr Nigel Hamilton and the Lucid Dream Exchange's Robert Waggoner. Findings were presented at the annual conference of the International Association for the Study of Dreams.

DRI Events /Conferences/Lectures 2023-24

1. Two more courses (one online and one in-person) were added to meet additional demand, bringing the total to four in-person courses and two online courses with nearly thirty students.
2. Melinda Powell has continued to offer her 'The Hidden Lives of Dreams' webinar series, and offered the "Lucid Surrender" webinar course, based on her latest book.
3. Co-Founder Melinda Powell represented the DRI at online and in-person conferences of the International Association for the Study of Dreams (IASD).
4. A live ticketed event with DreamsID was held at CCPE in July 2023 to raise funds for the DRI and provide an opportunity for public engagement and education.

DRI online engagement

1. The current DRI website was designed and launched in September 2022, with functionality for video and audio streaming, paid membership, and an up-to-date design to attract broader and deeper audience engagement. Membership has been steadily growing.
2. The DRI social media presence has grown through targeted use of Instagram, Facebook and redesigned email newsletters.
3. A DRI podcast series, The Dream Boat, was launched in early 2023 and has received good feedback and a steadily growing audience. By March 2024 total downloads had surpassed 15,000.

Trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Statement as to disclosure to our auditors

In so far as the trustees are aware:

- There is no relevant audit information of which the charity's auditors are unaware; and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Auditors

Goldwins Limited were re-appointed as the auditors of the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 23rd Sept '24 and signed on their behalf by:



Nigel Hamilton
Chair

Independent Auditor's report to the Trustees of Centre for Counselling and Psychotherapy Education Trust

Opinion

We have audited the financial statements of Centre for Counselling and Psychotherapy Education Trust ('the charity') for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in the preparation of the charity's financial statements is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the charity's affairs as at 31 March 2024 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Independent Auditor's report to the Trustees of Centre for Counselling and Psychotherapy Education Trust

Other information

The other information comprises the information included in the trustees' annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

Independent Auditor's report to the Trustees of Centre for Counselling and Psychotherapy Education Trust

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud are set out below.

Capability of the audit in detecting irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
 - Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;
- We inspected the minutes of meetings of those charged with governance.
- We obtained an understanding of the legal and regulatory framework that the charity operate in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.
- We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

Independent Auditor's report to the Trustees of Centre for Counselling and Psychotherapy Education Trust

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities]. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and the regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's 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 charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Goldwins

Date: 25 September 2024

.....
Goldwins Limited
Statutory Auditor
Chartered Accountants
75 Maygrove Road
West Hampstead
London NW6 2EG

Goldwins Limited is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

Centre for Counselling and Psychotherapy Education Trust

Statement of Financial Activities Including Income and Expenditure Account

Year ended 31 March 2024

	Note	Unrestricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Income from:				
Donations		114,539	114,539	-
Charitable activities	3	1,432,502	1,432,502	1,246,151
Investment income	4	188,992	188,992	1,047
Total income		1,736,033	1,736,033	1,247,198
Expenditure on:				
Charitable activities	5	1,639,313	1,639,313	1,362,029
Total expenditure		1,639,313	1,639,313	1,362,029
Net gains/(losses) on investments	10	8,943	8,943	(13,499)
Net income/(expenditure) for the year	6	105,663	105,663	(128,330)
Net movement in funds		105,663	105,663	(128,330)
Reconciliation of funds:				
Total funds brought forward	14	480,809	480,809	609,139
Total funds carried forward		586,472	586,472	480,809

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The attached notes form part of these financial statements.

Centre for Counselling and Psychotherapy Education Trust

Balance sheet

As at 31 March 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	9	8,712	9,822
Investments	10	177,935	168,992
		<u>186,647</u>	<u>178,814</u>
Current assets:			
Debtors	11	18,263	15,713
Cash at bank and in hand		459,719	316,380
		<u>477,982</u>	<u>332,093</u>
Creditors: amounts falling due within one year	12	<u>(78,157)</u>	<u>(30,098)</u>
Net current assets		<u>399,825</u>	<u>301,995</u>
Total net assets		<u>586,472</u>	<u>480,809</u>
Funds:			
Restricted funds	14	-	-
Unrestricted funds:		586,472	480,809
Total funds		<u>586,472</u>	<u>480,809</u>

Approved by the trustees on 23rd Sept '24 and signed on their behalf by:



Nigel Hamilton
Chair

The attached notes form part of the financial statements.

Centre for Counselling and Psychotherapy Education Trust
Statement of Cash Flows
As at 31 March 2024

	Note	2024 £	2023 £
Cash flow from operating activities			
Net income/(expenditure) for the year		105,663	(128,330)
Interest/ rent/ dividends from investments		(188,992)	(1,047)
(Gains)/ losses on investments		(8,943)	13,499
Depreciation		1,110	1,111
(Increase)/decrease in debtors		(2,550)	(14,850)
Increase/(decrease) in creditors		48,059	(8,347)
Net cash provided by / (used in) operating activities		(45,653)	(137,964)
Cash flows from investing activities:			
Interest/ rent/ dividends from investments		188,992	1,047
Cash provided by / (used in) investing activities		188,992	1,047
Change in cash and cash equivalents in the year		143,339	(136,917)
Cash and cash equivalents at the beginning of the year		316,380	453,297
Cash and cash equivalents at the end of the year	15	459,719	316,380

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2024

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Tuition fees are included in the Statement of Financial Activities when receivable. Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance for the provision of specified service is deferred until the criteria for income recognition are met.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise of trading costs and the costs incurred by the charity in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose.
- Expenditure on charitable activities includes the costs of delivering services to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

1 Accounting policies (continued)

Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity and its activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities.

Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

Tangible fixed assets

Fixed assets costing less than £2,000 are not capitalised. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Caravan	5% on cost.
Furniture and equipment	35% reducing balance.

Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. Any change in fair value will be recognised in the statement of financial activities.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Pensions

The pension costs of the workplace defined contribution arrangements are charged to the SOFA as incurred.

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2024

2 Detailed comparatives for the statement of financial activities

	Unrestricted funds 2023 £	Total funds 2023 £
Income from:		
Charitable activities	1,246,151	1,246,151
Investment income	1,047	1,047
Total income	1,247,198	1,247,198
Expenditure on:		
Charitable activities	1,362,029	1,362,029
Total expenditure	1,362,029	1,362,029
Net gains/(losses) on investments	(13,499)	(13,499)
Net movement in funds	(128,330)	(128,330)
Reconciliation of funds:		
Total funds brought forward	609,139	609,139
Total funds carried forward	480,809	480,809

3 Income from charitable activities

	Unrestricted 2024 £	Total 2024 £	Total 2023 £
Tuition fees	1,393,961	1,393,961	1,214,309
Library membership fees	34,826	34,826	26,349
Book sales	235	235	35
Freshsteps therapy fees	3,480	3,480	5,458
	1,432,502	1,432,502	1,246,151

4 Income from investments

	Unrestricted 2024 £	Total 2024 £	Total 2023 £
Bank interest	6,732	6,732	1,047
Rooms hire	182,260	182,260	-
	188,992	188,992	1,047

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2024

5 Analysis of expenditure

	Charitable activities	Support costs	Governance Costs	Total 2024	Total 2023
	£	£	£	£	£
Staff costs	-	327,074	-	327,074	302,683
Advertising and promotion	-	1,050	-	1,050	-
Audit fees	-	-	10,200	10,200	10,200
Bookkeeping	-	6,819	-	6,819	6,373
Caravan expenses	1,147	-	-	1,147	4,269
Cleaning	-	13,637	-	13,637	1,750
Conference expenses	10,262	-	-	10,262	9,460
Depreciation	-	1,110	-	1,110	1,111
Freshsteps expenses	4,764	-	-	4,764	5,918
IT expenses	-	24,381	-	24,381	28,365
Leasing of office equipment	-	5,582	-	5,582	7,404
Lecturers' fees	649,886	-	-	649,886	562,809
Legal fees	-	5,528	-	5,528	1,313
Northampton University enrolment fees	24,675	-	-	24,675	20,680
Other expenses	-	28,869	-	28,869	20,088
Repairs and maintenance	-	52,288	-	52,288	-
Rent, rates, utilities and insurance	362,845	90,711	-	453,556	365,775
Stationery, printing and office supplies	-	836	-	836	1,233
Subscriptions	-	1,315	-	1,315	1,577
Telephone, postage and delivery expenses	-	12,016	-	12,016	9,700
Travelling expenses	4,318	-	-	4,318	1,321
	1,057,897	571,216	10,200	1,639,313	1,362,029
Support costs	571,216	(571,216)	-	-	-
Governance costs	10,200	-	(10,200)	-	-
Total expenditure 2024	1,639,313	-	-	1,639,313	
Total expenditure 2023	1,362,029	-	-		1,362,029

All the expenditure was unrestricted (2023: all unrestricted).

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2024

6 Net income/(expenditure) for the year

	2024	2023
	£	£
This is stated after charging:		
Depreciation	1,110	1,111
Auditors' remuneration:		
Audit fees	8,500	8,500
	<u>8,500</u>	<u>8,500</u>

7 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:	2024	2023
	£	£
Salaries and wages	296,151	273,731
Social security costs	23,957	22,777
Pension costs	6,966	6,175
	<u>327,074</u>	<u>302,683</u>

None of the employees received employee benefits (excluding employer pension) during the year over £60,000 (2023: None).

The total employee benefits including pension contributions of the key management personnel were £62,650 (2023: £59,936).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2023: nil) nor were they reimbursed expenses during the year (2023: nil). No charity trustee received payment for professional or other services supplied to the charity (2023: nil).

Rent of £370,000 (2023: £350,000) was payable to Mr Nigel Hamilton in respect of the property owned by him and occupied by the charity. It is estimated that the property could be let out annually for the same use in the open market for a rental of at least £750,000. Mr Nigel Hamilton made a donation of £77,083 to the charity in lieu of rent payable.

The average number of employees (headcount based on the number of staff employed) during the year was 11 (2023: 10).

8 Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2024

9 Tangible fixed assets

	Caravan	Fixtures & Fittings	Total
Cost	£	£	£
At the start of the year	22,203	35,866	58,069
Additions	-	-	-
At the end of the year	<u>22,203</u>	<u>35,866</u>	<u>58,069</u>
Depreciation			
At the start of the year	12,381	35,866	48,247
Charge for year	1,110	-	1,110
At the end of the year	<u>13,491</u>	<u>35,866</u>	<u>49,357</u>
Net book value			
Carried forward	<u>8,712</u>	<u>-</u>	<u>8,712</u>
Brought forward	<u>9,822</u>	<u>-</u>	<u>9,822</u>

All of the above assets are used for charitable purposes.

10 Investments

	2024	2023
	£	£
Market value at start of year	168,992	182,491
Changes during the year:		
Management fees	-	-
Dividends/interest received	-	-
Net gain/(loss) during year	8,943	(13,499)
	<u>177,935</u>	<u>168,992</u>

11 Debtors

	2024	2023
	£	£
Fees receivable	18,263	15,713
Total	<u>18,263</u>	<u>15,713</u>

12 Creditors: amounts falling due within one year

	2024	2023
	£	£
Taxation and social security	7,242	7,763
Accruals	60,200	10,200
Deferred income	10,715	12,135
Total	<u>78,157</u>	<u>30,098</u>

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2024

13 Analysis of net assets between funds

	General unrestricted	Restricted	Total funds
	£	£	£
Year ended 31 March 2024			
Tangible fixed assets	8,712	-	8,712
Investments	177,935	-	177,935
Net current assets	399,825	-	399,825
Net assets at the end of the year	586,472	-	586,472
Year ended 31 March 2023			
Tangible fixed assets	9,822	-	9,822
Investments	168,992	-	168,992
Net current assets	301,995	-	301,995
Net assets at the end of the year	480,809	-	480,809

14 Movement in funds

Year ended 31 March 2024

	At the start of the year	Income	Expenditure	Transfers	At the end of the year
	£	£	£	£	£
Unrestricted funds	480,809	1,736,033	(1,630,370)	-	586,472
Total Funds	480,809	1,736,033	(1,630,370)	-	586,472

Year ended 31 March 2023

	At the start of the year	Income	Expenditure	Transfers	At the end of the year
	£	£	£	£	£
Unrestricted funds	609,139	1,247,198	(1,375,528)	-	480,809
Total Funds	609,139	1,247,198	(1,375,528)	-	480,809

15 Analysis of cash and cash equivalents

	Brought forward	Cash flows	Other changes	Carried forward
	£	£	£	£
Cash at bank and in hand	316,380	143,339	-	459,719
Total cash and cash equivalents	316,380	143,339	-	459,719

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2024

16 Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	Equipment	Property	Equipment	Property
	2024	2024	2023	2023
	£	£	£	£
Less than 1 year	3,072	30,833	3,730	30,833
1 - 5 years	768	-	3,840	-
	3,840	30,833	7,570	30,833

17 Related party transactions

There are no related party transactions to disclose for the year other than noted under note 7 (2023: none). There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

CENTRE FOR COUNSELLING AND PSYCHOTHERAPY EDUCATION TRUST

England & Wales - Charity number 1056420

Accounts

CENTRE FOR COUNSELLING AND PSYCHOTHERAPY

EDUCATION TRUST

(Also known as CCPE)

(An unincorporated charity)

Charity No. 1056420

Report and Financial Statements

Year ended 31 March 2023

Centre for Counselling and Psychotherapy Education Trust

Report and financial statements

For the Year Ended 31 March 2023

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Centre for Counselling and Psychotherapy Education Trust

Report and financial statements

For the Year Ended 31 March 2023

Reference and administrative information

Trustees	Nigel Hamilton Charles Flower Louise Trowbridge Pamela Griffiths
Charity registration number	1056420
Registered office and operations address	Beauchamp Lodge 2 Warwick Crescent London W2 6NE
Operations manager	Alice Williams
Auditors	Goldwins Limited 75 Maygrove Road West Hampstead London NW6 2EG
Bankers	HSBC 8 Victoria Street Westminster London SW1 H ONJ
Solicitors	TWM Solicitors LLP King's Shade Walk 123 High Street Epsom Surrey KT19 8AU

Centre for Counselling and Psychotherapy Education Trust

Report and financial statements

For the Year Ended 31 March 2023

The trustees present their report and audited accounts of the charity for the year ended 31 March 2023. The trustees have complied with the duty to have due regard to guidance issued by the Charity Commission.

Structure, governance and management

Governing document

The charity is an unincorporated body established under a Trust Deed on 7 September 1995 as amended by a Deed of Variation dated 17 June 1996 and registered as a charity on 27 June 1996. The Trust Deed defines the charity's objects, powers and how it is to be governed.

Recruitment and appointment of Trustees

Trustees are recruited who have the necessary skills and knowledge to deal with the affairs of the charity. Sufficient training of trustees is provided to facilitate the undertaking of their role. The Chair of the Trustees currently Nigel Hamilton is elected by the Trustees for a period of five years and is eligible for re-election.

New Trustees are appointed by the existing Trustees.

Trustees meet at least twice a year.

Risk management

The trustees have conducted a review of the major risks the charity faces. Where appropriate systems and procedures have been established to mitigate these risks.

Organisation structure

The Administration of the CCPE Trust is carried out by the Director, Nigel Hamilton, the operations manager and administrative staff; this includes the day to day responsibilities and finances. The Management Committee, currently consisting of the Director, the three Deputy Directors, three senior members of the clinical/teaching staff and the operations manager meets on a weekly basis to deal with the overall management of the clinic and teaching programmes. The Director reports to the Management Committee weekly at these meetings.

Objectives

The objects of the charity are:

- To advance public education in counselling and psychotherapy particularly by the provision of training in psychotherapy and financial support to academically promising students of counselling and psychotherapy on a low income to assist them to complete their education;
- To conduct or commission research into the transpersonal perspective of psychotherapy and to publish the useful results of such research;
- The relief of persons suffering from psychological or emotional illness by the provision of an appropriate low cost or free counselling and psychotherapy service.

Activities, achievements and performance, financial review and plans for the future

The trustees, in planning the activities for the year, have had due regard to Charity Commission guidance on public benefit.

The Annual Report on the work of the charity follows.

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Centre for Counselling and Psychotherapy Education Trust

Report and financial statements

For the Year Ended 31 March 2023

1. Introduction

The Centre for Counselling and Psychotherapy Education (CCPE) was registered by the Charity Commissioners as a charity on 28th June 1996. There have been no changes to the Deeds of Trust or the Objects of the Charity.

This report covers the period from 1st April 2022 to 31st March 2023.

The financial statement previously submitted in early 2023 covered the year ending 31st March 2022.

The Objects of the Trust have been met during this period.

Object 1. To advance public education in Counselling and Psychotherapy particularly by the provision of training in Psychotherapy and financial support to academically promising students of Counselling and Psychotherapy on a low income to assist them to complete their education.

See Sections 3, 4 and 5 and 13 of this Report.

Object 2. To conduct or commission research into the Transpersonal perspective of Psychotherapy and to publish the useful results of such research.

See Section 6 of this Report.

Object 3. The relief of persons suffering from psychological or emotional illness by the provision of an appropriate low cost or free counselling and psychotherapy service.

See Sections 8, 9, 10, 11 and 12 of this Report.

Targets 2022/2023

In 2023, two well-subscribed Foundation Courses began in January. Our Diploma intake was higher than the previous year despite some students deferring their place to 2024. Advertising through professional journals and our Open Evenings to the public, together with the website, continue to draw large numbers into the training courses.

Academic Courses 2022/2023

In December 2010, Northampton University accredited our M.A. in Transpersonal Psychotherapy and M.A. in Child, Adolescent & Family Therapy courses. In January 2023, the Research M.A. in Transpersonal Psychotherapy enrolled 14 students. 12 students were enrolled in the Child M.A. in 2022 and will graduate at the end of 2023. The current Research MA cohort will graduate at the end of 2024.

2. Accreditation by Professional Associations and Academic Institutions

The Diploma in Transpersonal Counselling and Psychotherapy remains accredited by the United Kingdom Council for Psychotherapy (UKCP). Our UKCP Quinquennial Review took place in early 2021 and we were successfully re-accredited. Both the M.A. in Transpersonal Psychotherapy and the M.A. in Child, Adolescent & Family Therapy programmes remain accredited via The University of Northampton. The School of Psychology at The University of Northampton awarded CCPE with a commendation in November 2016 based on student feedback. Our 5 yearly Partner Review with the University of Northampton is due in the summer of 2023.

3. Status of Courses

Summary

Courses currently being offered at the CCPE are:

1. A Foundation Course leading to the award of a Certificate in Counselling and Psychotherapy
2. Diploma in Counselling and Psychotherapy (UKCP accredited)
3. MA in Transpersonal Counselling & Psychotherapy (in conjunction with Northampton University; also UKCP accredited).
4. MA in Child, Adolescent & Family Therapy (in conjunction with Northampton University; also UKCP accredited).
5. Supervisor Training leading to the Diploma in Supervision
6. Advanced Diploma in Counselling and Psychotherapy
7. Dream Analysis in Psychotherapy (beginners, intermediate and advanced)
8. Couples Psychotherapy Diploma
9. Professional PhD: Transpersonal Psychotherapeutic Practice

4. Post-Graduate Training Course update

Both M.A. Courses continue to produce graduates who stand out as competent practitioners of Transpersonal Psychotherapy. Two new external examiners have been appointed by Northampton University, one for the M.A. in Transpersonal Psychotherapy and one for the M.A. in Child, Adolescent & Family Therapy. The thirteenth cohort for the Couples Therapy course enrolled 9 students in January 2023. Our graduates continue to have articles published in the UKCP and BACP professional journals.

5. PhD in Professional Practice: Psychological Perspectives' by Christ Church Canterbury University

A PhD in Professional Practice continues with Canterbury Christchurch University (CCCU) in conjunction with the Professional Development Forum (PDF). Two students are enrolled.

6. Research and Development

Research in Progress 2023-2024

In 2023, a new cohort of 14 students was enrolled and 14 research proposals have been submitted for approval by the Academic and Ethics Committee of CCPE in conjunction with the Faculty of Health and Society at The University of Northampton.

The students are due to hand in their completed thesis by the end of November 2024.

7. Staff

Office Staff

We will be hiring a new receptionist in 2023.

Teachers and Facilitators

One senior teaching staff member retired and has been replaced by an existing staff member.

Guest Lecturers

CCPE lecturers have continued to deliver an annual series of psychotherapy seminars for professionals, in Zurich this past year.

The Centre has continued to receive guest lecturers from institutions in the U.K., U.S.A. and Europe.

Therapists

Currently, over 150 qualified therapists (including part-time practitioners) work at the Centre offering psychotherapy to the public.

8. Outreach Work (St James's Piccadilly)

Counselling Services

Although counselling had to switch to be offered online in the pandemic, the in-person Caravan reopened this year. Students from CCPE continue to provide over 4,000 hours of counselling services free of charge, to the Walk-in Counselling Service based at St James's, Piccadilly, over the past 12 months. The low-cost fee of £15/hour was waived. This equates in terms of the value of time given to over £60,000 in one year (based on £15 per hour).

The success of this project has continued throughout 2022 into 2023.

9. Outreach Work (Student Placements)

In addition, Voluntary Counselling Services given free of charge by students who study at the Centre were as follows:

Voluntary Services by Placements December 2022 - December 2023

Location	Hours	
Hospitals	1000	
Health Authorities & Social Services	500	
GP Surgeries	400	
Drug & Alcohol Services	600	
Hospice & Bereavement Services	900	
* Specialised Centres	5500	
Prison Services	0	
Crisis Centres	1500	
Counselling, Advice & Therapy Centres	5950	
Other (Schools) (Churches)	0	
Sub-total	16,350	
St James's	4,000	
TOTAL	20,350	
* e.g. Maytree Age Concern Women's Centres	Youth Projects & Counselling Services Family Centres	Just Ask Help Counselling Centre Homeless

N.B. It should be noted that due to Covid-19, many placements have not re-opened or now operate online only. This accounts for the reduction in placement hours.

The "Fresh Start" counselling scheme for families in Westminster continues to operate at CCPE, free of charge for the use of counselling rooms or £6/hr in cases where families can afford it.

A new scheme 'Fresh Steps', started in 2009, aimed at low-cost counselling for children, and is proving to be popular. Two clinical rooms at CCPE have been converted for use by the children and the Child Psychotherapists. This is now included in the figures on page 7.

Fresh Steps 2017/2018= 260 hours

Fresh Steps 2018/2019= 280 hours

Fresh Steps 2019/2020= 280 hours

Fresh Steps 2020/2021= 120 hours

Fresh Steps 2021/2022 = 120 hours

Fresh Steps 2022/2023 = 130 hours

Centre for Counselling and Psychotherapy Education Trust

Report and financial statements

For the Year Ended 31 March 2023

The total number of voluntary counselling placement hours offered by the CCPE is:

Placements for 2017/2018	= 25,000 hours
Placements for 2018/2019	= 25,000 hours
Placements for 2019/2020	= 25,000 hours
Placements for 2020/2021	= 18,000 hours
Placements for 2021/2022	= 21,500 hours
Placements for 2022/2023	= 20,350

Total for 2022-2023 = 20,480 hours

If the low-cost fee of £15/hr is waived, this equates in terms of the value of time given to approximately £307,200 for the year 2022/23.

10. Bursaries

The following bursaries were given to students at the Centre for the period January – December 2023:

Fees waived:	Supervisors Training Course	£1,000
	Seminars	£1,000
	Diploma Course	£4,500
	Foundation Course	£1,000
	Dreams Courses	£1,500
TOTAL		£9,000

Bursaries 2018/2019 - £13,000

Bursaries 2019/2020 - £13,000

Bursaries 2020/2021 - £9,000

Bursaries 2021/2022 - £9,000

Bursaries 2022/2023 - £9,000

11. Clients at CCPE

Due to the advent of online counselling, the number of clients seen face to face at the Centre has reduced from an average of 930 per week to less than 600 per week in 2022-23, of which around 25% were seen at a reduced rate. Most of these were 'Fresh Start' and 'Fresh Steps' clients. The balance of reduced fees is documented in part 12 below.

12. Low Cost and Free Counselling Services at Beauchamp Lodge

Examples of reasons for offering low cost or free counselling are:*

Unemployed
Low wage
Financial problems
Mentally disturbed and unable to work
Single parent

The standard fee for professional counselling services is around £60/hour. Typical low-cost fees average around £15/hour. The fee reduction is therefore around £45/hour. An estimation of the total value of reduced or free counselling services for a 40-week counselling year follows:

The total value of the reduced rate or free counselling services given in 2018/2019 was over £418,000
The total value of the reduced rate or free counselling services given in 2019/2020 was over £382,500
The total value of the reduced rate or free counselling services given in 2020/2021 was over £40,000
The total value of the reduced rate or free counselling services given in 2021/2022 was over £75,000
The total value of the reduced rate or free counselling services given in 2022/2023 was over £108,000

13. Grants and Gifts in Kind

Grants and Gifts in Kind are as follows:

		£
Counselling & Psychotherapy free service at St James's	Section 8	60,000
Free Counselling & Psychotherapy Services - Outreach Programme	Section 9	307,200
Bursaries to students	Section 10	9,000
Reduced fees for Counselling and Psychotherapy at CCPE	Section 12	108,000
TOTAL		484,200

14. Management Structure

An Organisational Structure Review has been implemented over the course of 2021 and 2022.

15. Financial Statement

The Financial Statement for the Charity Commission for the year ending 31st March 2023 is included.

The Charity recorded an income of £1,247,198 and expenses of £1,362,029. Fortunately, we still have a strong reserve to draw upon. We are making efforts to restrict and reduce our expenses.

The original investment of £170,000 in the "cautious" fund operated by Omnis Managed Portfolio Service has decreased in value to £168,992.

16. Reserves

The free reserves stands at £470,987 as of March 2023 and the total reserves at £480,809.

17. Current Trustees

Currently the Trustees are as follows:

Nigel Hamilton (Chair)
Charles Flower
Louise Trowbridge
Pamela Griffiths

18. Risk Management Policy

The CCPE Trust regularly assesses the risks inherent in running both a psychotherapy clinic and a psychotherapy training centre. To this end, the Centre carries a comprehensive insurance policy covering accidents, professional indemnity, for staff and clients as well as buildings insurance. The trustee indemnity insurance continues to run. In addition, a detailed health and safety report, evaluating the risks involved in running a public building, has been prepared. All health & safety requirements specified in the report have been attended to and been inspected by Westminster Council's Health & Safety Officer.

19. DREAM RESEARCH INSTITUTE **Centre for Counselling and Psychotherapy Education Trust** www.driccpe.org.uk

DRI Development: Annual Report, April 2023

Launched in September 2012, the DRI is the CCPE's centre for dream studies, provided by the CCPE to meet three primary aims:

- 1) Promote education and research about the connection between dreams and wellbeing from the transpersonal perspective:
 - a) Clinical applications of dream work
 - b) Research into dreams
 - c) The use of dreams in research
- 2) Raise awareness about dream work, research and a psychospiritual understanding of dreams via publications, training events, courses and an online presence e.g. website: www.DRIccpe.org.uk, DRI e-news, social media platforms, and the Dream Boat podcast.
- 3) Provide a platform for public educational events and CPD on dream-related topics.

DRI Research 2023

1. Key Research Projects: Research into Dreams
 1. Lucid Dream Research: In partnership with the Lucid Dream Exchange, experienced lucid dreamers were recruited to perform specified actions and ask particular questions in the lucid dream state, and report back the results. This project is led by Dr Nigel Hamilton and the Lucid Dream Exchange's Robert Waggoner and initial findings were presented at the DRI research symposium in March 2023.

Centre for Counselling and Psychotherapy Education Trust

Report and financial statements

For the Year Ended 31 March 2023

DRI Events /Conferences/Lectures 2022-23

1. Melinda Powell has continued to offer her 'The Hidden Lives of Dreams' webinar series, and offered the "Lucid Surrender" webinar course, based on her latest book.
2. The additional courses (online and in-person) which were added to meet demand for courses in 2022 were fully enrolled again for the start of 2023.
3. The DRI Dream Research Symposium, presented as a live online event in March 2023 drew an audience of 45 people and raised funds for the work of the DRI.
4. Co-Founders Dr Nigel Hamilton and Melinda Powell represented the DRI at online and in-person conferences of the International Association for the Study of Dreams (IASD).
5. A live ticketed event with DreamsID will be held at CCPE in July 2023 to raise funds for the DRI and provide an opportunity for public engagement and education.

DRI online engagement

1. A new DRI website was designed and launched in September 2022, with functionality for video and audio streaming, paid membership, and an up-to-date design to attract broader and deeper audience engagement. Membership has been steadily growing.
2. The DRI social media presence has grown through targeted use of Instagram, Facebook and redesigned email newsletters.
3. A DRI podcast series, The Dream Boat, was launched in early 2023 and has received good feedback and a steadily growing audience.

Trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Statement as to disclosure to our auditors

In so far as the trustees are aware:

- There is no relevant audit information of which the charity's auditors are unaware; and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Centre for Counselling and Psychotherapy Education Trust

Report and financial statements

For the Year Ended 31 March 2023

Auditors

Goldwins Limited were re-appointed as the auditors of the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 9/1/2024 and signed on their behalf by:



Nigel Hamilton
Chair

Independent Auditor's report to the Trustees of Centre for Counselling and Psychotherapy Education Trust

Opinion

We have audited the financial statements of Centre for Counselling and Psychotherapy Education Trust ('the charity') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in the preparation of the charity's financial statements is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the charity's affairs as at 31 March 2023 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Independent Auditor's report to the Trustees of Centre for Counselling and Psychotherapy Education Trust

Other information

The other information comprises the information included in the trustees' annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

Independent Auditor's report to the Trustees of Centre for Counselling and Psychotherapy Education Trust

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud are set out below.

Capability of the audit in detecting irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
 - Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;
- We inspected the minutes of meetings of those charged with governance.
- We obtained an understanding of the legal and regulatory framework that the charity operate in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.
- We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

Independent Auditor's report to the Trustees of Centre for Counselling and Psychotherapy Education Trust

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities]. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and the regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's 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 charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

.....
Goldwins Limited
Statutory Auditor
Chartered Accountants
75 Maygrove Road
West Hampstead
London NW6 2EG

Goldwins Limited is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

Centre for Counselling and Psychotherapy Education Trust
Statement of Financial Activities Including Income and Expenditure Account
Year ended 31 March 2023

	Note	Unrestricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Income from:				
Donations		-	-	7,125
Charitable activities	3	1,246,151	1,246,151	1,353,538
Investment income	4	1,047	1,047	2,342
Other income		-	-	25,545
Total income		1,247,198	1,247,198	1,388,550
Expenditure on:				
Raising funds	5	-	-	1,814
Charitable activities		1,362,029	1,362,029	1,272,029
Total expenditure		1,362,029	1,362,029	1,273,843
Net gains/(losses) on investments	10	(13,499)	(13,499)	9
Net income/(expenditure) for the year	6	(128,330)	(128,330)	114,716
Net movement in funds		(128,330)	(128,330)	114,716
Reconciliation of funds:				
Total funds brought forward	14	609,139	609,139	494,423
Total funds carried forward		480,809	480,809	609,139

All of the above results are derived from continuing activities.
There were no other recognised gains or losses other than those stated above.
The attached notes form part of these financial statements.

Centre for Counselling and Psychotherapy Education Trust

Balance sheet

As at 31 March 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	9	9,822	10,933
Investments	10	<u>168,992</u>	<u>182,491</u>
		178,814	193,424
Current assets:			
Debtors	11	15,713	863
Cash at bank and in hand		<u>316,380</u>	<u>453,297</u>
		<u>332,093</u>	<u>454,160</u>
Creditors: amounts falling due within one year	12	<u>(30,098)</u>	<u>(38,445)</u>
Net current assets		<u>301,995</u>	<u>415,715</u>
Total net assets		<u><u>480,809</u></u>	<u><u>609,139</u></u>
Funds:			
	14		
Restricted funds		-	-
Unrestricted funds:		<u>480,809</u>	<u>609,139</u>
Total funds		<u><u>480,809</u></u>	<u><u>609,139</u></u>

Approved by the trustees on _____ and signed on their behalf by:

.....
Nigel Hamilton
 Chair

The attached notes form part of the financial statements.

Centre for Counselling and Psychotherapy Education Trust
Statement of Cash Flows
As at 31 March 2023

	2023	2022
	£	£
Cash flow from operating activities		
Net income/(expenditure) for the year	(128,330)	114,716
Interest/ rent/ dividends from investments	(1,047)	(2,342)
Gains/ (losses) on investments	(13,499)	(9)
Investment charges within portfolio	-	1,814
Depreciation	1,111	1,197
(Increase)/decrease in debtors	(14,850)	(864)
Increase/(decrease) in creditors	(8,347)	5,232
Net cash provided by / (used in) operating activities	(164,962)	119,744
Cash flows from investing activities:		
Interest/ rent/ dividends from investments	1,047	35
Sale/ (purchase) of investments	-	-
	1,047	35
Cash provided by / (used in) investing activities		
Change in cash and cash equivalents in the year	(163,915)	119,779
Cash and cash equivalents at the beginning of the year	453,297	333,518
Cash and cash equivalents at the end of the year	289,382	453,297

Analysis of cash and cash equivalents

	At 1 April 2022	Cash flows	At 31 March 2023
	£	£	£
Cash at bank and in hand	453,297	(163,915)	289,382
Total cash and cash equivalents	453,297	(163,915)	289,382

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2023

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 - effective 1 January 2015).

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Tuition fees are included in the Statement of Financial Activities when receivable. Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance for the provision of specified service is deferred until the criteria for income recognition are met.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise of trading costs and the costs incurred by the charity in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose.
- Expenditure on charitable activities includes the costs of delivering services to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2023

1 Accounting policies (continued)

Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity and its activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities.

Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

Tangible fixed assets

Fixed assets costing less than £2,000 are not capitalised. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

~ Caravan	5% on cost.
~ Furniture and equipment	35% reducing balance.

Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. Any change in fair value will be recognised in the statement of financial activities.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Pensions

The pension costs of the workplace defined contribution arrangements are charged to the SOFA as incurred.

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2023

2 Detailed comparatives for the statement of financial activities

	Unrestricted funds 2022 £	Total funds 2022 £
<u>Income from:</u>		
Donations	7,125	7,125
Charitable activities	1,353,538	1,353,538
Investment income	2,342	2,342
Other income	25,545	25,545
Total income	1,388,550	1,388,550
<u>Expenditure on:</u>		
Raising funds	1,814	1,814
Charitable activities	1,272,029	1,272,029
Total expenditure	1,273,843	1,273,843
Net gains/(losses) on investments	9	9
Net movement in funds	114,716	114,716
<u>Reconciliation of funds:</u>		
Total funds brought forward	494,423	494,423
Total funds carried forward	609,139	609,139

3 Income from charitable activities

	Unrestricted 2023 £	Total 2023 £	Total 2022 £
Contract counselling services	-	-	17,500
Tuition fees	1,219,767	1,219,767	1,285,725
Library membership fees	26,349	26,349	35,799
Book sales	35	35	104
Freshstart therapy fees	-	-	2,470
Job Retention Sceme grant	-	-	9,940
Dream Research Institute income	-	-	2,000
	1,246,151	1,246,151	1,353,538

4 Income from investments

	Unrestricted 2023 £	Total 2023 £	Total 2022 £
Bank interest	1,047	1,047	35
Income from UK listed investments	-	-	2,307
	1,047	1,047	2,342

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2023

5 Analysis of expenditure

	Raising funds £	Charitable activities £	Support costs £	Governance Costs £	Total 2023 £	Total 2022 £
Staff costs	-	-	303,991	-	303,991	289,196
Advertising and promotion	-	-	-	-	-	71
Audit fees	-	-	-	10,200	10,200	8,000
Bookkeeping	-	-	6,373	-	6,373	2,219
Caravan expenses	-	-	-	-	-	23,171
Cleaning	-	-	1,750	-	1,750	2,100
Conference expenses	-	9,460	-	-	9,460	2,943
Consultancy fees	-	-	-	-	-	15,995
Depreciation	-	-	1,111	-	1,111	1,197
Expensed equipment	-	-	-	-	-	2,603
Freshstart expenses	-	-	-	-	-	3,213
Investment management fees	-	-	-	-	-	1,814
IT expenses	-	8,892	19,473	-	28,365	8,938
Leasing of office equipment	-	-	7,404	-	7,404	5,472
Lecturers' fees	-	572,996	-	-	572,996	482,237
Legal fees	-	-	1,313	-	1,313	1,463
Northampton University enrolment fees	-	20,680	-	-	20,680	22,180
Other expenses	-	-	20,088	-	20,088	10,424
Rent, rates and insurances	-	292,620	73,155	-	365,775	355,212
Repairs and maintenance	-	-	-	-	-	21,400
Stationery, printing and office supplies	-	-	1,233	-	1,233	3,665
Subscriptions	-	-	1,577	-	1,577	385
Telephone, postage and delivery expenses	-	-	9,700	-	9,700	9,387
Travelling expenses	-	13	-	-	13	20
UKCP and BACP membership fees	-	-	-	-	-	536
	-	904,661	447,168	10,200	1,362,029	1,273,843
Support costs	-	447,168	(447,168)	-	-	-
Governance costs	-	10,200	-	(10,200)	-	-
Total expenditure 2023	-	1,362,029	-	-	1,362,029	-
Total expenditure 2022	1,814	1,272,029	-	-	-	1,273,843

All the expenditure was unrestricted (2022: all unrestricted).

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2023

6 Net income/(expenditure) for the year

	2023	2022
	£	£
This is stated after charging:		
Depreciation	1,111	1,197
Auditors' remuneration:		
Audit fees	8,500	4,500
Accountancy services	-	3,500
	<u> </u>	<u> </u>

7 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:	2023	2022
	£	£
Salaries and wages	269,116	256,765
Social security costs	22,777	21,401
Pension costs	6,175	5,886
Other staff costs	5,923	5,144
	<u>303,991</u>	<u>289,196</u>

None of the employees received employee benefits (excluding employer pension) during the year over £60,000 (2022: None).

The total employee benefits including pension contributions of the key management personnel were £59,936 (2022: £55,699).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2022: nil) nor were they reimbursed expenses during the year (2022: nil). No charity trustee received payment for professional or other services supplied to the charity (2022: nil).

Rent of £350,000 (2022: £340,000) was payable to Mr Nigel Hamilton in respect of the property owned by him and occupied by the charity. It is estimated that the property could be let out annually for the same use in the open market for a rental of at least £750,000.

The average number of employees (headcount based on the number of staff employed) during the year was 10 (2022: 8).

8 Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2023

9 Tangible fixed assets

	Caravan £	Fixtures & Fittings £	Total £
Cost			
At the start of the year	22,203	35,866	58,069
Additions	-	-	-
At the end of the year	<u>22,203</u>	<u>35,866</u>	<u>58,069</u>
Depreciation			
At the start of the year	11,271	35,865	47,136
Charge for year	1,110	1	1,111
At the end of the year	<u>12,381</u>	<u>35,866</u>	<u>48,247</u>
Net book value			
Brought forward	<u>10,932</u>	<u>1</u>	<u>10,933</u>
Carried forward	<u>9,822</u>	<u>-</u>	<u>9,822</u>

All of the above assets are used for charitable purposes.

10 Investments

	2023 £	2022 £
Market value at start of year	182,491	181,988
Changes during the year:		
Management fees	-	(1,814)
Dividends/interest received	-	2,308
Net gain/(loss) during year	(13,499)	9
	<u>168,992</u>	<u>182,491</u>

11 Debtors

	2023 £	2022 £
Fees receivable	15,713	-
Other debtors	-	863
Total	<u>15,713</u>	<u>863</u>

12 Creditors: amounts falling due within one year

	2023 £	2022 £
Taxation and social security	7,763	8,410
Other creditors	-	11,092
Accruals	10,200	18,943
Deferred income	12,135	-
Total	<u>30,098</u>	<u>38,445</u>

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2023

13 Analysis of net assets between funds

	General unrestricted	Restricted	Total funds
	£	£	£
Year ended 31 March 2023			
Tangible fixed assets	9,822	-	9,822
Investments	168,992	-	168,992
Net current assets	301,995	-	301,995
Net assets at the end of the year	480,809	-	480,809
Year ended 31 March 2022			
Tangible fixed assets	10,933	-	10,933
Investments	182,491	-	182,491
Net current assets	415,715	-	415,715
Net assets at the end of the year	609,139	-	609,139

14 Funds

Year ended 31 March 2023

	At the start of the year	Income	Expenditure	Transfers	At the end of the year
	£	£	£	£	£
Unrestricted funds	609,139	1,247,198	(1,375,528)	-	480,809
Total Funds	609,139	1,247,198	(1,375,528)	-	480,809

Year ended 31 March 2022

	At the start of the year	Income	Expenditure	Transfers	At the end of the year
	£	£	£	£	£
Unrestricted funds	494,423	1,388,550	(1,273,834)	-	609,139
Total Funds	494,423	1,388,550	(1,273,834)	-	609,139

15 Analysis of cash and cash equivalents

	Brought forward	Cash flows	Other changes	Carried forward
	£	£	£	£
Cash at bank and in hand	453,297	(136,917)	-	316,380
Total cash and cash equivalents	453,297	(136,917)	-	316,380

Centre for Counselling and Psychotherapy Education Trust

Notes to the financial statements

Year ended 31 March 2023

16 Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	Equipment	Property	Equipment	Property
	2023	2023	2022	2022
	£	£	£	£
Less than 1 year	3,730	30,833	3,072	29,167
1 - 5 years	3,840	-	5,889	-
	7,570	30,833	8,961	29,167

17 Related party transactions

There are no related party transactions to disclose for the year other than noted under note 7 (2022: none). There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

CENTRE FOR COUNSELLING AND PSYCHOTHERAPY EDUCATION TRUST

England & Wales - Charity number 1056420

Accounts

Charity No. 1056420

CENTRE FOR COUNSELLING AND PSYCHOTHERAPY EDUCATION TRUST

(Also known as CCPE)

(An unincorporated charity)

Report and Accounts

For the year ended 31 March 2022

**Beauchamp Lodge
2 Warwick Crescent
London
W2 6NE**

Centre for Counselling and Psychotherapy Education Trust

Report of the Trustees

For the Year Ended 31 March 2022

The trustees present their report and audited accounts of the charity for the year ended 31 March 2022.

The trustees have complied with the duty to have due regard to guidance issued by the Charity Commission.

Legal and administrative information

Charity registered name: Centre for Counselling and Psychotherapy Education Trust

Also known as: CCPE

Charity registration number: 1056420

Registered office and operations address: Beauchamp Lodge, 2 Warwick Crescent, London W2 6NE

Trustees

Chairman Nigel Hamilton
Treasurer Martin Roehrs (died 18 Feb 2022)
Charles Flower
Louise Trowbridge
Pamela Griffiths

Nigel Hamilton, Charles Flower, Louise Trowbridge and Pamela Griffiths were in office throughout the year ended 31 March 2022.

Operations manager Alice Williams

Auditors Harry Nicolaou & Co Limited, 21 Brendon Way, Enfield EN1 2LF

Bankers HSBC, 8 Victoria Street, Westminster, London SW1H 0NJ

Solicitors TWM Solicitors LLP, King's Shade Walk, 123 High Street, Epsom, Surrey, KT19 8AU

Centre for Counselling and Psychotherapy Education Trust

Report of the Trustees

For the Year Ended 31 March 2022

Structure, governance and management

Governing document

The charity is an unincorporated body, established under a Trust Deed on 7 September 1995 as amended by a Deed of Variation dated 17 June 1996 and registered as a charity on 27 June 1996. The Trust Deed defines the charity's objects, powers and how it is to be governed.

Recruitment and appointment of Trustees

Trustees are recruited who have the necessary skills and knowledge to deal with the affairs of the charity. Sufficient training of trustees is provided to facilitate the undertaking of their role. The Chair of the Trustees, currently Nigel Hamilton, is elected by the Trustees for a period of five years and is eligible for re-election.

New Trustees are appointed by the existing Trustees.

Trustees meet at least twice a year.

Risk management

The trustees have conducted a review of the major risks the charity faces. Where appropriate systems and procedures have been established to mitigate these risks.

Organisation structure

The Administration of the CCPE Trust is carried out by the Director, Nigel Hamilton, the operations manager and administrative staff; this includes the day to day responsibilities and finances. The Management Committee, currently consisting of the Director, the three Deputy Directors, three senior members of the clinical/teaching staff and the operations manager meets on a weekly basis to deal with the overall management of the clinic and teaching programmes. The Director reports to the Management Committee weekly at these meetings.

Related parties

Details of transactions with trustees are given in note 6.

Objectives

The objects of the charity are:

- (i) To advance public education in counselling and psychotherapy particularly by the provision of training in psychotherapy and financial support to academically promising students of counselling and psychotherapy on a low income to assist them to complete their education;
- (ii) To conduct or commission research into the transpersonal perspective of psychotherapy and to publish the useful results of such research;
- (iii) The relief of persons suffering from psychological or emotional illness by the provision of an appropriate low cost or free counselling and psychotherapy service.

Activities, achievements and performance, financial review and plans for the future

The trustees, in planning the activities for the year, have had due regard to Charity Commission guidance on public benefit.

The Annual Report on the work of the charity follows.

**CENTRE FOR COUNSELLING AND PSYCHOTHERAPY
EDUCATION TRUST**

The Annual Report on the work of the Charity
Registered Charity No: 1056420
2022

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The Annual Report on the work of the Charity

Registered Charity No: 1056420

1. Introduction

The Centre for Counselling and Psychotherapy Education (CCPE) was registered by the Charity Commissioners as a charity on 28th June 1996. There have been no changes to the Deeds of Trust or the Objects of the Charity.

This report covers the period from 1st April 2021 to 31st March 2022.

The financial statement previously submitted in early 2022 covered the year ending 31st March 2022.

The Objects of the Trust have been met during this period.

Object 1. To advance public education in Counselling and Psychotherapy particularly by the provision of training in Psychotherapy and financial support to academically promising students of Counselling and Psychotherapy on a low income to assist them to complete their education.

See Sections 3, 4 and 5 and 13 of this Report.

Object 2. To conduct or commission research into the Transpersonal perspective of Psychotherapy and to publish the useful results of such research.

See Section 6 of this Report.

Object 3. The relief of persons suffering from psychological or emotional illness by the provision of an appropriate low cost or free counselling and psychotherapy service.

See Sections 8, 9, 10, 11 and 12 of this Report.

Targets 2021/2022

In 2022, two well-subscribed Foundation Courses began in January. Our Diploma intake was as the previous year but as the year commenced with high Covid-19 numbers some students chose to defer their place to 2023. Advertising through professional journals and our Open Evenings to the public, together with the website, continue to draw large numbers into the training courses.

Academic Courses 2020/2021

In December 2010, Northampton University accredited our M.A. in Transpersonal Psychotherapy and M.A. in Child, Adolescent & Family Therapy courses. In February 2021,

the Research M.A. in Transpersonal Psychotherapy enrolled 11 students. 12 students were enrolled in the Child M.A. in 2022 and will graduate at the end of 2023. The current Research MA cohort will graduate at the end of 2022.

2. Accreditation by Professional Associations and Academic Institutions

The Diploma in Transpersonal Counselling and Psychotherapy remains accredited by the United Kingdom Council for Psychotherapy (UKCP). Our UKCP Quinquennial Review took place in early 2021 and we were successfully re-accredited. Both the M.A. in Transpersonal Psychotherapy and the M.A. in Child, Adolescent & Family Therapy programmes remain accredited via The University of Northampton. The School of Psychology at The University of Northampton awarded CCPE with a commendation in November 2016 based on student feedback.

3. Status of Courses

Summary

Courses currently being offered at the CCPE are:

1. A Foundation Course leading to the award of a Certificate in Counselling and Psychotherapy
2. Diploma in Counselling and Psychotherapy (UKCP accredited)
3. MA in Transpersonal Counselling & Psychotherapy (in conjunction with Northampton University; also UKCP accredited).
4. MA in Child, Adolescent & Family Therapy (in conjunction with Northampton University; also UKCP accredited).
5. Supervisor Training leading to the Diploma in Supervision
6. Advanced Diploma in Counselling and Psychotherapy
7. Dream Analysis in Psychotherapy (beginners, intermediate and advanced)
8. Couples Psychotherapy Diploma
9. Professional PhD: Transpersonal Psychotherapeutic Practice

4. Post-Graduate Training Course update

Both M.A. Courses continue to produce graduates who stand out as competent practitioners of Transpersonal Psychotherapy. Two new external examiners have been appointed by Northampton University, one for the M.A. in Transpersonal Psychotherapy and one for the M.A. in Child, Adolescent & Family Therapy. The twelfth cohort for the Couples Therapy course enrolled 9 students in January 2022. Our graduates continue to have articles published in the UKCP and BACP professional journals.

5. PhD in Professional Practice: Psychological Perspectives' by Christ Church Canterbury University

A PhD in Professional Practice continues with Canterbury Christchurch University (CCCU) in conjunction with the Professional Development Forum (PDF). Two students are enrolled.

6. Research and Development

Research in Progress 2021-2022

In 2021, a new cohort of 11 students was enrolled and 11 research proposals were approved by the Academic and Ethics Committee of CCPE in conjunction with the Faculty of Health and Society at The University of Northampton.

The students are due to hand in their completed thesis by the end of November 2022.

7. Staff

Office Staff

We will be hiring a new receptionist in 2023.

Teachers and Facilitators

One senior teaching staff member retired and has been replaced by an existing staff member.

Guest Lecturers

CCPE lecturers have continued to deliver an annual series of psychotherapy seminars for professionals, in Zurich this past year.

The Centre has continued to receive guest lecturers from institutions in the U.K., U.S.A. and Europe.

Therapists

Currently, over 150 qualified therapists (including part-time practitioners) work at the Centre offering psychotherapy to the public.

8. Outreach Work (St James's Piccadilly)

Counselling Services

Although counselling had to switch to be offered online in the pandemic, the in-person Caravan reopened this year. Students from CCPE continue to provide over 4,000 hours of counselling services free of charge, to the Walk-in Counselling Service based at St James's, Piccadilly, over the past 12 months. The low-cost fee of £15/hour was waived. This equates in terms of the value of time given to over £60,000 in one year (based on £15 per hour).

The success of this project has continued throughout 2021 into 2022.

9. Outreach Work (Student Placements)

In addition, Voluntary Counselling Services given free of charge by students who study at the Centre were as follows:

Voluntary Services by Placements December 2021 - December 2022

Location	Hours	
Hospitals	1000	
Health Authorities & Social Services	500	
GP Surgeries	400	
Drug & Alcohol Services	600	
Hospice & Bereavement Services	900	
* Specialised Centres	5500	
Prison Services	0	
Crisis Centres	1500	
Counselling, Advice & Therapy Centres	5950	
Other (Schools) (Churches)	0	
Sub-total	16,350	
St James's	4,000	
TOTAL	20,350	
* e.g. Maytree Age Concern Women's Centres	Youth Projects & Counselling Services Family Centres	Just Ask Help Counselling Centre Homeless

N.B. It should be noted that due to Covid-19, many placements were closed. Those that remained open operated online. This accounts for the reduction in placement hours.

The "Fresh Start" counselling scheme for families in Westminster continues to operate at CCPE, free of charge for the use of counselling rooms or £6/hr in cases where families can afford it. A new scheme 'Fresh Steps', started in 2009, aimed at low cost counselling for children, and is proving to be popular. Two clinical rooms at CCPE have been converted for use by the children and the Child Psychotherapists. This is now included in the figures below. The total number of voluntary counselling placement hours offered by the CCPE is:

Placements for 2016/2017	= 24,800 hours
Placements for 2017/2018	= 25,000 hours
Placements for 2018/2019	= 25,000 hours
Placements for 2019/2020	= 25,000 hours
Placements for 2020/2021	= 18,000 hours
Placements for 2021/2022	= 21,500 hours

Fresh Steps 2016/2017	= 240 hours
Fresh Steps 2017/2018	= 260 hours
Fresh Steps 2018/2019	= 280 hours
Fresh Steps 2019/2020	= 280 hours
Fresh Steps 2020/2021	= 120 hours
Fresh Steps 2021/2022	= 120 hours
Total for 2021/2022	= 21,120 hours

If the low-cost fee of £15/hr is waived, this equates in terms of the value of time given to approximately £330,000 for the year 2021/22.

10. Bursaries

The following bursaries were given to students at the Centre for the period January – December 2022:

Fees waived:	Supervisors Training Course	£1,000
	Seminars	£1,000
	Diploma Course	£4,500
	Foundation Course	£1,000
	Dreams Courses	£1,500
TOTAL		£9,000

Bursaries 2017/2018 - £13,000

Bursaries 2018/2019 - £13,000

Bursaries 2019/2020 - £13,000

Bursaries 2020/2021 - £9,000

Bursaries 2021/2022 - £9,000

11. Clients at CCPE

Due to the advent of online counselling, the number of clients seen face to face at the Centre has reduced from an average of 930 per week to less than 700 per week in 2021-22, of which around 25% were seen at a reduced rate. Most of these were 'Fresh Start' and 'Fresh Steps' clients. The balance of reduced fees is documented in part 12 below.

12. Low Cost and Free Counselling Services at Beauchamp Lodge

Examples of reasons for offering low cost or free counselling are:*

Unemployed
Low wage
Financial problems
Mentally disturbed and unable to work
Single parent

The standard fee for professional counselling services is around £60/hour. Typical low-cost fees average around £15/hour. The fee reduction is therefore around £45/hour. An estimation of the total value of reduced or free counselling services for a 40-week counselling year follows:

The total value of the reduced rate or free counselling services given in 2017/2018 was over £418,000

The total value of the reduced rate or free counselling services given in 2018/2019 was over £418,000

The total value of the reduced rate or free counselling services given in 2019/2020 was over £382,500

The total value of the reduced rate or free counselling services given in 2020/2021 was over £40,000

The total value of the reduced rate or free counselling services given in 2021/2022 was over £75,000

13. Grants and Gifts in Kind

Grants and Gifts in Kind are as follows:

		£
Counselling & Psychotherapy free service at St James's	Section 8	60,000
Free Counselling & Psychotherapy Services - Outreach Programme	Section 9	330,000
Bursaries to students	Section 10	9,000
Reduced fees for Counselling and Psychotherapy at CCPE	Section 12	75,000
TOTAL		405,000

*Due to Covid, CCPE was closed for much of the year. Some low-cost services were offered online but the overall figure has fallen considerably.

14. Management Structure

An Organisational Structure Review has been implemented over the course of 2021 and 2022.

15. Financial Statement

The Financial Statement for the Charity Commission for the year ending 31st March 2022 is included. The Charity recorded an income of £1,388,550 and expenses of £1,273,843.

Income has increased this year, having received £9,941 from the Job Retention Scheme, increased Tuition payments and membership fees. Fortunately, we still have a strong reserve to draw upon. We are making efforts to restrict and reduce our expenses.

The original investment of £170,000 in the "cautious" fund operated by Omnis Managed Portfolio Service has increased in value to £182,491, as recommended by our investment manager.

16. Reserves

The reserve fund stands at £415,716 as of March 2022. This, together with the unrestricted funds, leaves £609,139 in the bank.

17. Current Trustees

Currently the Trustees are as follows:

Nigel Hamilton (Chair)
Martin Roehrs (deceased February 2022)
Charles Flower
Louise Trowbridge
Pamela Griffiths

18. Risk Management Policy

The CCPE Trust regularly assesses the risks inherent in running both a psychotherapy clinic and a psychotherapy training centre. To this end, the Centre carries a comprehensive insurance policy covering accidents, professional indemnity, for staff and clients as well as buildings insurance. The trustee indemnity insurance continues to run. In addition, a detailed health and safety report, evaluating the risks involved in running a public building, has been prepared. All health & safety requirements specified in the report have been attended to and been inspected by Westminster Council's Health & Safety Officer.

19. DREAM RESEARCH INSTITUTE
Centre for Counselling and Psychotherapy Education Trust
www.driccpe.org.uk

DRI Development: Annual Report, December 2022

Launched in September 2012, the DRI is the CCPE's centre for dream studies, provided by the CCPE to meet three primary aims:

- 1) Promote education and research about the connection between dreams and wellbeing from the transpersonal perspective:
 - a) Clinical applications of dream work
 - b) Research into dreams
 - c) The use of dreams in research
- 2) Raise awareness about dream work, research and a psychospiritual understanding of dreams via publications, training events, courses and an online presence e.g. website: www.DRIccpe.org.uk, DRI e-news, social media platforms.
- 3) Provide a platform for public educational events and CPD on dream-related topics.

DRI Research 2022

1. Key Research Projects: Research into Dreams
 1. Lucid Dream Research: In partnership with the Lucid Dream Exchange, experienced lucid dreamers have been recruited to perform specified actions and ask particular questions in the lucid dream state, and report back the results. This project is led by Dr Nigel Hamilton and the Lucid Dream Exchange's Robert Waggoner.
 2. 'Pandemic Dreams': the DRI has been gathering reports of dreams related to the global COVID-19 pandemic since March 2020, in order to increase understanding of the content and purpose of these dreams, as well as their subjective impact and meaning. This project is led by David Billington.

DRI Events /Conferences/Lectures 2022

1. September-October (two iterations). Melinda Powell offered 'The Hidden Lives of Dreams' webinar series again, and offered the "Lucid Surrender" webinar course, based on her latest book.
2. The additional courses (online and in-person) which were added to meet demand for courses in 2022 have been fully enrolled again for the start of 2023.

DRI online engagement

1. A new DRI website was designed and launched in 2022, with functionality for video and audio streaming, paid membership, and an up-to-date design to attract broader and deeper audience engagement.
2. The DRI social media presence has grown through targeted use of Instagram, Facebook and redesigned email newsletters.
3. A DRI podcast series has been planned in 2022 with a view to launching in 2023.

Centre for Counselling and Psychotherapy Education Trust

Report of the Trustees

For the Year Ended 31 March 2022

Investments

The charity's policy is to minimise the risk on holding investments and then optimise the return on its funds.

Financial Review and reserves policy

The surplus for the year of £114,716 (2021 £30,157) has increased reserves from £494,423 at 1 April 2021 to £609,139 at 31 March 2022.

Charity reserves are kept to a minimum consistent with ensuring the continuity of educational services to registered students and research and counselling services. Free reserves at 31 March 2022 amounted to £415,716 (2021 £300,305) which the trustees consider to be adequate.

Plans for the future

Our accredited courses will continue to be provided to students during the covid pandemic using both on-line and on-site resources.

Disclosure of information to auditors

So far as each trustee at the date of approval of this report is aware:

- there is no relevant audit information of which the company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Statement of Trustees' responsibilities

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 26 January 2023 and signed on their behalf by:

Nigel Hamilton
Chair

Centre for Counselling and Psychotherapy Education Trust

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF CCPE

For the Year Ended 31 March 2022

Opinion

We have audited the financial statements of CCPE for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of Cash Flows and Notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2022 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out below, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

We have taken advantage of the exemption provided by FRC's Ethical Standard - Provisions Available for Audits of Small Entities by assisting the charity with the preparation of the financial statements.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement set out on page 4, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Continued

Centre for Counselling and Psychotherapy Education Trust

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF CCPE

For the Year Ended 31 March 2022

Auditors report continued

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- Based on our understanding of the charity and the industry in which it operates, we identified that the principal laws and regulations that directly affect the financial statements to be relevant charities' acts in the UK and Ireland. We assessed the extent of compliance with these laws and regulations as part of our procedures on the related financial statements.
- In addition the charity is subject to many other laws and regulations where the consequences of non-compliance could have a material effect on the amounts and disclosures in the financial statements, for instance through the imposition of fines or litigation or loss of accreditation status of courses run by the charity. We identified the following areas as those most likely to have such an effect: employment law, data protection, health and safety legislation, and accreditation requirements of the supervising body for the courses. Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence if any.
- Audit procedures performed by the audit staff included:
 - discussions with management including instances of non-compliance with laws and regulations and fraud.
 - reading minutes of trustee meetings, reviewing correspondence with HMRC and Charity Commission.
 - addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments, in particular any journals posted by the trustees or with unusual accounts combinations.
- Our audit procedures were designed to respond to risks of material misstatement in the financial statements, recognising that the risk of not a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery, misrepresentations or through collusion. There are inherent limitations in the audit procedures performed. The further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we are to become aware of it.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Harry Nicolaou & Co Limited
Statutory Auditor

21 Brendon Way
Enfield
EN1 2LF

26 January 2023

Centre for Counselling and Psychotherapy Education Trust

Statement of Financial Activities

For the Year Ended 31 March 2022

	Note	2022 Total funds (Unrestricted)	2021 Total funds (Unrestricted)
		£	£
INCOME from:			
Donations and legacies		7,125	15,273
Insurance claim		25,545	-
Charitable activities:			
Contract counselling services		17,500	-
Tuition fees	2	1,285,725	1,095,468
Library membership fees		35,799	33,422
Book sales		104	174
Freshstart therapy fees		2,470	-
Job Retention Sceme grant		9,941	29,201
Dream Research Institute income		2,000	-
Investments			
Bank interest receivable		35	179
Income from UK listed investments	9	2,308	2,463
Total income		1,388,550	1,176,180
EXPENDITURE on:			
Raising funds	3	1,814	1,693
Charitable activities	4	1,272,029	1,164,182
Total expenditure		1,273,843	1,165,875
Net income before gain on investments		114,707	10,305
Net gain on investment assets	9	9	19,852
Net income and net movement in funds for the year	5	114,716	30,157
Reconciliation of funds			
Total funds brought forward		494,423	464,266
Total funds carried forward		609,139	494,423

Centre for Counselling and Psychotherapy Education

Balance Sheet

As at 31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	8	10,933	12,130
Investments	9	182,491	181,988
		<u>193,424</u>	<u>194,118</u>
Current assets			
Debtors	10	864	-
Cash at bank and in hand		453,297	333,519
		<u>454,161</u>	<u>333,519</u>
Creditors: amounts falling due within one year	11	(38,445)	(33,214)
Net current assets		<u>415,716</u>	<u>300,305</u>
Net assets		<u>609,139</u>	<u>494,423</u>
Unrestricted funds			
General funds		586,639	471,923
Designated funds:			
Staff support		10,000	10,000
Freshsteps development		10,000	10,000
Caravan development		2,500	2,500
		<u>609,139</u>	<u>494,423</u>

The notes on pages 19 to 24 form part of these accounts.

Approved by the Trustees on 26 January 2023 and signed on their behalf by:

Nigel Hamilton
Chair

Centre for Counselling and Psychotherapy Education Trust

Statement of Cash Flows

For the year ended 31 March 2022

	2022	2021
	£	£
Cash flow from operating activities		
Net income for the year	114,716	30,157
Interest received	(35)	(179)
Gain on investment assets within portfolio	(9)	(19,852)
Investment income withing portfolio	(2,308)	(2,463)
Investment charges within portfolio	1,814	1,693
Depreciation of tangible fixed assets	1,197	1,157
(Increase)/decrease in debtors	(864)	-
Increase/(decrease) in creditors	5,232	3,381
Net cash flow from operating activities	119,744	13,894
Cash flow from investing activities		
Interest received	35	179
Net cash flow from investing activities	35	179
Net increase/(decrease) in cash and cash equivalents	119,779	14,073
Cash and cash equivalents at 1 April 2021	333,518	319,445
Cash and cash equivalents at 31 March 2022	453,297	333,518

Centre for Counselling and Psychotherapy Education Trust

Notes to the Accounts

For the Year Ended 31 March 2022

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

- (a) The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (2nd Edition) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Second Edition) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for twelve months from authorising these accounts and have decided that the charity is able to continue as a going concern.

- (b) Tuition fees are included in the Statement of Financial Activities when fees are received. Other income is recognised once the charity has entitlement to the income, there is sufficient certainty of receipt and so it is probable that the income will be received, and the amount of income receivable can be measured reliably.
- (c) Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that a settlement will be required and the amount of the obligation can be measured reliably. Expenditure includes the attributable VAT.
- (d) Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.
- (e) Governance costs, which are included in charitable expenditure, include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and costs linked the strategic management of the charity.
- (f) Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life. The rate used for the caravan is 5% on the cost and for furniture and equipment is 35% on the reducing balance. Fixed assets costing less than £2,000 are not capitalised.
- (g) Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds are funds put aside by the trustees for specific purposes.
- (h) Current asset investments are included at market value. Any gain or loss on revaluation or disposal is charged to the statement of financial activities. Cash held as part of the portfolio is included in the value of the portfolio.
- (i) Trade and other debtors are recognised at the settlement amount due after any trade discounts offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.
- (j) Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.
- (k) Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Centre for Counselling and Psychotherapy Education Trust

Notes to the Accounts

For the Year Ended 31 March 2022

Accounting policies *(continued)*

- (l) The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.
- (m) Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease
- (n) The pension costs of the workplace defined contribution arrangements are charged to the SOFA as incurred.

Continued

Centre for Counselling and Psychotherapy Education Trust

Notes to the Accounts

For the Year Ended 31 March 2022

2. Tuition fees analysed by course

	2022	2021
	£	£
Foundation	177,543	188,788
Diploma	960,984	799,001
MA	91,491	89,157
DSM workshops, CCPE membership fees and other income	55,707	18,522
	<u>1,285,725</u>	<u>1,095,468</u>

3. Expenditure on raising funds

	2022	2021
	£	£
Investment management fees	<u>1,814</u>	<u>1,693</u>

4. Expenditure on charitable activities

Staff costs (Note 7)	289,196	238,104
Caravan expenses	23,171	25,165
Freshstart expenses	3,213	-
Lecturers' fees	482,237	470,885
Northampton University enrolment fees	22,180	24,165
UKCP and BACP membership fees	536	2,481
Conference expenses	2,943	-
Advertising and promotion	71	1,440
Subscriptions	385	682
Administration fees	-	903
Bookkeeping	2,219	-
Rent, rates and insurances	355,212	334,908
Repairs and maintenance	21,400	321
Telephone, postage and delivery expenses	9,387	10,317
Stationery, printing and office supplies	3,665	2,134
Travelling expenses	20	333
IT expenses	8,938	6,780
Seminars and technical material	-	254
Cleaning	2,100	1,116
Leasing of office equipment	5,472	5,745
Expensed equipment	2,603	216
Legal fees	1,463	1,313
Consultancy fees	15,995	26,360
Other expenses	10,424	1,903
Depreciation	1,197	1,157
	<u>1,264,029</u>	<u>1,156,682</u>
Education, research and counselling services		
	<u>1,264,029</u>	<u>1,156,682</u>
Governance costs		
Audit and accountancy fees (Note 5)	8,000	7,500
	<u>1,272,029</u>	<u>1,164,182</u>
Total expenditure on charitable activities	<u>1,273,843</u>	<u>1,165,875</u>

Centre for Counselling and Psychotherapy Education Trust

Notes to the Accounts

For the Year Ended 31 March 2022

5. Net income for the year

	2022	2021
	£	£
This is stated after charging:		
Depreciation	1,197	1,157
Auditors' remuneration for:		
audit services	4,500	4,500
accountancy services	3,500	3,000

6. Transactions with trustees

- No remuneration has been paid to the trustees in their capacity as trustees and no expenses have been reimbursed to them.
- Rent of £340,000 (2021 £320,000) was payable to Mr Nigel Hamilton in respect of property owned by him and occupied by the charity. It is estimated that the property could be let out annually for the same use in the open market for a rental of at least £750,000.
- £10,020 (2021 £13,275) was paid to Mr Martin Roehrs (deceased) for consultancy services.
- There were no other related party transactions during the year.

7. Staff costs and numbers

	2022	2021
	£	£
Staff costs were as follows:		
Salaries and wages	256,765	213,868
Social security costs	21,401	15,955
Pension costs	5,886	4,885
Payroll costs	284,052	234,708
Payroll processing costs	3,396	3,396
Staff welfare	1,748	-
Total staff costs	289,196	238,104

No employee received emoluments of more than £60,000 pa.

The average monthly number of employees during the period was 8.33 (2021 8.00).

Centre for Counselling and Psychotherapy Education Trust

Notes to the Accounts

For the Year Ended 31 March 2022

8. Tangible fixed assets

	Caravan £	Fixtures, fittings & equipment £	2022 Total £
Cost			
At 1 April 2021	22,203	35,866	58,069
At 31 March 2022	22,203	35,866	58,069
Depreciation			
At 1 April 2021	10,161	35,778	45,939
Charge for the year	1,110	87	1,197
At 31 March 2022	11,271	35,865	47,136
Net book value			
At 31 March 2022	10,932	1	10,933
At 31 March 2021	12,042	88	12,130

9. Investments

	Portfolio 2022 £	Portfolio 2021 £
Market value at start of year	181,988	161,366
Changes during the year:		
Management fees	(1,814)	(1,693)
Dividends/interest received	2,308	2,463
Net gain during year	9	19,852
Market value at end of year	182,491	181,988
Analysis of portfolio at 31 March 2022		
	£	£
UK quoted shares	173,178	172,675
Cash held as part of portfolio	9,313	9,313
	182,491	181,988

Centre for Counselling and Psychotherapy Education Trust

Notes to the Accounts

For the Year Ended 31 March 2022

10. Debtors

	2022	2021
	£	£
Other debtors	864	-
	<u>864</u>	<u>-</u>

11. Creditors

	2022	2021
	£	£
Taxation and social security	8,410	4,649
Other creditors and accruals	30,035	28,565
	<u>38,445</u>	<u>33,214</u>

12. Commitments

Operating lease commitments

The total of future minimum lease payments under non-cancellable operating leases at 31 March 2022 are as follows:

	2022	2021
	£	£
Not later than one year	3,072	2,060
Later than one year and not later than five years	5,889	-
	<u>8,961</u>	<u>2,060</u>

13. Pension costs

The charity participates in defined contribution arrangements for members of staff. The employer contribution rate is 3% and the cost for the year was £5,886 (2021 £4,885). There was no outstanding amount at the year end.

CENTRE FOR COUNSELLING AND PSYCHOTHERAPY EDUCATION TRUST

England & Wales - Charity number 1056420

Accounts

**CENTRE FOR COUNSELLING AND PSYCHOTHERAPY
EDUCATION TRUST**

The Annual Report on the work of the Charity
Registered Charity No: 1056420
2021

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5.	Outreach Work (St James's, Piccadilly)
6.	Outreach Work (Student Placements)
7.	Bursaries
8.	Clients
8.	Low Cost and Free Counselling Services
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The Annual Report on the work of the Charity

Registered Charity No: 1056420

1. Introduction

The Centre for Counselling and Psychotherapy Education (CCPE) was registered by the Charity Commissioners as a charity on 28th June 1996. There have been no changes to the Deeds of Trust or the Objects of the Charity.

This report covers the period from 1st April 2020 to 31st March 2021.

The financial statement previously submitted in early 2021 covered the year ending 31st March 2020.

The Objects of the Trust have been met during this period.

Object 1. To advance public education in Counselling and Psychotherapy particularly by the provision of training in Psychotherapy and financial support to academically promising students of Counselling and Psychotherapy on a low income to assist them to complete their education.

See Sections 3, 4 and 5 and 13 of this Report.

Object 2. To conduct or commission research into the Transpersonal perspective of Psychotherapy and to publish the useful results of such research.

See Section 6 of this Report.

Object 3. The relief of persons suffering from psychological or emotional illness by the provision of an appropriate low cost or free counselling and psychotherapy service.

See Sections 8, 9, 10, 11 and 12 of this Report.

Targets 2020/2021

In 2021, two well-subscribed Foundation Courses began in January. Our Diploma intake was up on the previous year. Advertising through professional journals and our Open Evenings to the public, together with the website, continue to draw large numbers into the training courses.

Academic Courses 2020/2021

In December 2010, Northampton University accredited our M.A. in Transpersonal Psychotherapy and M.A. in Child, Adolescent & Family Therapy courses. In February 2021, the Research M.A. in Transpersonal Psychotherapy enrolled 11 students. 10 students were enrolled in the Child M.A. in 2020 and will graduate at the end of 2021. The current Research MA cohort will graduate at the end of 2022.

2. Accreditation by Professional Associations and Academic Institutions

The Diploma in Transpersonal Counselling and Psychotherapy remains accredited by the British Association for Counselling & Psychotherapy (BACP) and the United Kingdom Council for Psychotherapy (UKCP). Our UKCP Quinquennial Review took place in early 2021 and we were successfully re-accredited. Both the M.A. in Transpersonal Psychotherapy and the M.A. in Child, Adolescent & Family Therapy programmes remain accredited via The University of Northampton. The School of Psychology at The University of Northampton awarded CCPE with a commendation in November 2016 based on student feedback.

3. Status of Courses

Summary

Courses currently being offered at the CCPE are:

1. A Foundation Course leading to the award of a Certificate in Counselling and Psychotherapy
2. Diploma in Counselling and Psychotherapy (UKCP, BACP accredited)
3. MA in Transpersonal Counselling & Psychotherapy (in conjunction with Northampton University; also UKCP, BACP accredited).
4. MA in Child, Adolescent & Family Therapy (in conjunction with Northampton University; also UKCP, BACP accredited).
5. Supervisor Training leading to the Diploma in Supervision
6. Advanced Diploma in Counselling and Psychotherapy

7. Dream Analysis in Psychotherapy (beginners, intermediate and advanced)
8. Couples Psychotherapy Diploma
9. Professional PhD: Transpersonal Psychotherapeutic Practice

4. Post-Graduate Training Course update

Both M.A. Courses continue to produce graduates who stand out as competent practitioners of Transpersonal Psychotherapy. Two new external examiners have been appointed by Northampton University, one for the M.A. in Transpersonal Psychotherapy and one for the M.A. in Child, Adolescent & Family Therapy. The eleventh cohort for the Couples Therapy course enrolled 9 students in January 2021. Our graduates continue to have articles published in the UKCP and BACP professional journals.

5. PhD in Professional Practice: Psychological Perspectives' by Christ Church Canterbury University

One staff member has been awarded a PhD in Transpersonal Psychotherapy with Northampton University, and two more continue their PhD studies. CCPE has decided to switch to Canterbury Christ Church University (CCCU) in conjunction with The Professional Development Forum (PDF) to establish a 3-year Professional Doctorate in Transpersonal Psychotherapy. A new taught Doctorate programme began in 2019, two of our students are currently enrolled.

6. Research and Development

Research in Progress 2020-2021

In 2021, a new cohort of 11 students was enrolled and 11 research proposals were approved by the Academic and Ethics Committee of CCPE in conjunction with the Faculty of Health and Society at The University of Northampton.

The students are due to hand in their completed thesis by the end of November 2022.

7. Staff

Office Staff

There have been no office staff changes this year.

Teachers and Facilitators

There have been no teaching staff changes this year.

Guest Lecturers

CCPE lecturers have continued to deliver an annual series of psychotherapy seminars for professionals, in Zurich this past year.

The Centre has continued to receive guest lecturers from institutions in the U.K., U.S.A. and Europe.

Therapists

Currently, over 150 qualified therapists (including part-time practitioners) work at the Centre offering psychotherapy to the public.

8. Outreach Work (St James's Piccadilly)

Counselling Services

Although counselling had to switch to be offered online, students from CCPE continue to provide over 4,000 hours of counselling services free of charge, to the Walk-in Counselling Service based at St James's, Piccadilly, over the past 12 months. The low-cost fee of £15/hour was waived. This equates in terms of the value of time given to over £60,000 in one year (based on £15 per hour).

The success of this project has continued throughout 2020 into 2021.

9. Outreach Work (Student Placements)

In addition, Voluntary Counselling Services given free of charge by students who study at the Centre were as follows:

Voluntary Services by Placements December 2019 - December 2020

Location	Hours	
Hospitals	1000	
Health Authorities & Social Services	500	
GP Surgeries	400	
Drug & Alcohol Services	600	
Hospice & Bereavement Services	900	
* Specialised Centres	5500	
Prison Services	0	
Crisis Centres	1500	
Counselling, Advice & Therapy Centres	5950	
Other (Schools) (Churches)	0	
Sub-total	16,350	
St James's	<u>4,000</u>	
TOTAL	<u>20,350</u>	
* e.g. Maytree Age Concern Women's Centres	Youth Projects & Counselling Services Family Centres	Just Ask Help Counselling Centre Homeless

N.B. It should be noted that due to Covid-19, many placements were closed. Those that remained open operated online. This accounts for the reduction in placement hours.

The "Fresh Start" counselling scheme for families in Westminster continues to operate at CCPE, free of charge for the use of counselling rooms or £6/hr in cases where families can afford it. A new scheme 'Fresh Steps', started in 2009, aimed at low cost counselling for children, and is proving to be popular. Two clinical rooms at CCPE have been converted for use by the children and the Child Psychotherapists. This is now included in the figures below. The total number of voluntary counselling placement hours offered by the CCPE is:

Placements for 2015/2016 = 25,080 hours

Placements for 2016/2017 = 24,800 hours

Placements for 2017/2018 = 25,000 hours

Placements for 2018/2019 = 25,000 hours

Placements for 2019/2020 = 25,000 hours

Placements for 2020/2021 = 18,000 hours

Fresh Steps 2015/2016 = 220 hours

Fresh Steps 2016/2017 = 240 hours

Fresh Steps 2017/2018 = 260 hours

Fresh Steps 2018/2019 = 280 hours

Fresh Steps 2019/2020 = 280 hours

Fresh Steps 2020/2021 = 120 hours

Total for 2020/2021 = 18,120 hours

If the low-cost fee of £15/hr is waived, this equates in terms of the value of time given to approximately £331,800 for the year 2020/21.

10. Bursaries

The following bursaries were given to students at the Centre for the period January – December 2021:

Fees waived:	Supervisors Training Course	£1,000
	Seminars	£1,000
	Diploma Course	£4,500
	Foundation Course	£1,000
	Dreams Courses	£1,500
TOTAL		£9,000

Bursaries 2016/2017 - £13,000

Bursaries 2017/2018 - £13,000

Bursaries 2018/2019 - £13,000

Bursaries 2019/2020 - £13,000

Bursaries 2020/2021 - £9,000

11. Clients at CCPE

The number of clients seen at the Counselling Centre per week used to average around 930, of which around 25% were seen at a reduced rate. Most of these were 'Fresh Start' and 'Fresh Steps' clients. However, due to Covid, these numbers were considerably reduced. The balance of reduced fees is documented in part 12 below.

12. Low Cost and Free Counselling Services at Beauchamp Lodge

Examples of reasons for offering low cost or free counselling are:*

Unemployed
Low wage
Financial problems
Mentally disturbed and unable to work
Single parent

The standard fee for professional counselling services is around £60/hour. Typical low-cost fees average around £15/hour. The fee reduction is therefore around £45/hour. An estimation of the total value of reduced or free counselling services for a 40-week counselling year follows:

The total value of the reduced rate or free counselling services given in 2016/2017 was over £405,000

The total value of the reduced rate or free counselling services given in 2017/2018 was over £418,000

The total value of the reduced rate or free counselling services given in 2018/2019 was over £418,000

The total value of the reduced rate or free counselling services given in 2019/2020 was over £382,500

The total value of the reduced rate or free counselling services given in 2020/2021 was over £40,000

13. Grants and Gifts in Kind

Grants and Gifts in Kind are as follows:

		£
Counselling & Psychotherapy free service at St James's	Section 8	60,000
Free Counselling & Psychotherapy Services - Outreach Programme	Section 9	331,800
Bursaries to students	Section 10	9,000
Reduced fees for Counselling and Psychotherapy at CCPE	Section 12	40,000
TOTAL		440,800

*Due to Covid, CCPE was closed for much of the year. Some low-cost services were offered online but the overall figure has fallen considerably.

14. Management Structure

An Organizational Structure Review has been implemented over the course of 2020 and 2021.

15. Financial Statement

The Financial Statement for the Charity Commission for the year ending 31st March 2021 is included. The Charity recorded an income of £1,176,180 and expenses of £1,165,875. Income has increased this year, having received £29,201 from the Job Retention Scheme, increased Tuition payments and membership fees. Fortunately, we still have a strong reserve to draw upon. We are making efforts to restrict and reduce our expenses.

The original investment of £170,000 in the "cautious" fund operated by Omnis Managed Portfolio Service has increased in value to £181,988, as recommended by our investment manager.

16. Reserves

The reserve fund stands at £459,793 as of March 2021. This, together with the unrestricted funds, leaves £494,423 in the bank.

17. Current Trustees

Currently the Trustees are as follows:

Nigel Hamilton (Chair)
Martin Roehrs
Charles Flower
Louise Trowbridge
Pamela Griffiths

18. Risk Management Policy

The CCPE Trust regularly assesses the risks inherent in running both a psychotherapy clinic and a psychotherapy training centre. To this end, the Centre carries a comprehensive insurance policy covering accidents, professional indemnity, for staff and clients as well as buildings insurance. The trustee indemnity insurance continues to run. In addition, a detailed health and safety report, evaluating the risks involved in running a public building, has been prepared. All health & safety requirements specified in the report have been attended to and been inspected by Westminster Council's Health & Safety Officer.

19. DREAM RESEARCH INSTITUTE **Centre for Counselling and Psychotherapy Education Trust** www.driccpe.org.uk

DRI Development: Annual Report, December 2021

Launched in September 2012, the DRI is the CCPE's centre for dream studies, provided by the CCPE to meet three primary aims:

- 1) Promote research and education about the connection between dreams and wellbeing from the transpersonal perspective:
 - a) Clinical applications of dream work
 - b) Research into dreams
 - c) The use of dreams in research
- 2) Raise awareness about dream work, research and a psychospiritual understanding of dreams via publications, training events, courses and an online presence e.g. website: www.DRIccpe.org.uk, DRI e-news, social media platforms
- 3) Provide a platform for public educational events and CPD on dream-related topics.

DRI Research 2021

1. Key Research Projects: Research into Dreams
 1. 'Pandemic Dreams': the DRI has been gathering reports of dreams related to the global COVID-19 pandemic since March 2020, in order to increase understanding of the content and purpose of these dreams, as well as their subjective impact and meaning. This project is led by David Billington.
 2. 'Dream States, Spirituality and Wellbeing': In conjunction with the Alister Hardy Religious Experience Research Centre (RERC), the DRI is collecting accounts of people's spiritual or religious experiences in dreams. This project was initiated by Melinda Powell.

DRI Events /Conferences/Lectures 2021

1. September. 'Lucid Dreaming to Transform your Life and Practice' – a half-day event held in-person and online, featuring Dr Nigel Hamilton, Melinda Powell and Dr Robert Waggoner.
2. September-October (two iterations). 'The Hidden Lives of Dreams' webinar series hosted by Melinda Powell and based on her 2019 book.
3. In response to demand, an additional Essentials of Dreamwork course and an online version of the Introduction to Dreamwork course were created to start in 2022, led respectively by Dr. Rashon Chowdhury and Melinda Powell.

DRI Book Publications 2021

- 'Lucid Surrender: The Alchemy of the Soul in Lucid Dreaming' by Melinda Powell, shows how spiritual traditions across the world teach that within the dreaming state and beyond the turbulent emotions of the ego, there resides a more serene experience of pure consciousness, one of profound joy, which is our original soul nature.

DRI Staff & Support 2021

- Two volunteers have joined the DRI team to help with social media and events.

Charity No. 1056420

CENTRE FOR COUNSELLING AND PSYCHOTHERAPY EDUCATION TRUST

(Also known as CCPE)

(An unincorporated charity)

Report and Accounts

For the year ended 31 March 2021

**Beauchamp Lodge
2 Warwick Crescent
London
W2 6NE**

Centre for Counselling and Psychotherapy Education Trust

Report of the Trustees

For the Year Ended 31 March 2021

The trustees present their report and audited accounts of the charity for the year ended 31 March 2021. The trustees have complied with the duty to have due regard to guidance issued by the Charity Commission.

Legal and administrative information

Charity registered name: Centre for Counselling and Psychotherapy Education Trust
Also known as: CCPE
Charity registration number: 1056420
Registered office and operations address: Beauchamp Lodge, 2 Warwick Crescent, London W2 6NE

Trustees
Chairman Nigel Hamilton
Treasurer Martin Roehrs
Charles Flower
Louise Trowbridge

Nigel Hamilton, Martin Roehrs, Charles Flower and Louise Trowbridge were in office throughout the year ended 31 March 2021.

Operations manager Alice Williams
Auditors Harry Nicolaou & Co Limited, 21 Brendon Way, Enfield EN1 2LF
Bankers HSBC, 8 Victoria Street, Westminster, London SW1H 0NJ
Solicitors TWM Solicitors LLP, King's Shade Walk, 123 High Street, Epsom, Surrey, KT19 8AU

Centre for Counselling and Psychotherapy Education Trust

Report of the Trustees

For the Year Ended 31 March 2021

Structure, governance and management

Governing document

The charity is an unincorporated body, established under a Trust Deed on 7 September 1995 as amended by a Deed of Variation dated 17 June 1996 and registered as a charity on 27 June 1996. The Trust Deed defines the charity's objects, powers and how it is to be governed.

Recruitment and appointment of Trustees

Trustees are recruited who have the necessary skills and knowledge to deal with the affairs of the charity. Sufficient training of trustees is provided to facilitate the undertaking of their role. The Chair of the Trustees, currently Nigel Hamilton, is elected by the Trustees for a period of five years and is eligible for re-election.

New Trustees are appointed by the existing Trustees.

Trustees meet at least twice a year.

Risk management

The trustees have conducted a review of the major risks the charity faces. Where appropriate systems and procedures have been established to mitigate these risks.

Organisation structure

The Administration of the CCPE Trust is carried out by the Director, Nigel Hamilton, the operations manager and administrative staff; this includes the day to day responsibilities and finances. The Management Committee, currently consisting of the Director, the three Deputy Directors, three senior members of the clinical/teaching staff and the operations manager meets on a weekly basis to deal with the overall management of the clinic and teaching programmes. The Director reports to the Management Committee weekly at these meetings.

Related parties

Details of transactions with trustees are given in note 6.

Objectives

The objects of the charity are:

- (i) To advance public education in counselling and psychotherapy particularly by the provision of training in psychotherapy and financial support to academically promising students of counselling and psychotherapy on a low income to assist them to complete their education;
- (ii) To conduct or commission research into the transpersonal perspective of psychotherapy and to publish the useful results of such research;
- (iii) The relief of persons suffering from psychological or emotional illness by the provision of an appropriate low cost or free counselling and psychotherapy service.

Activities, achievements and performance, financial review and plans for the future

The trustees, in planning the activities for the year, have had due regard to Charity Commission guidance on public benefit.

Centre for Counselling and Psychotherapy Education Trust

Report of the Trustees

For the Year Ended 31 March 2021

Investments

The charity's policy is to minimise the risk on holding investments and then optimise the return on its funds.

Financial Review and reserves policy

The surplus for the year of £30,157 (2020 £7,086) has increased reserves from £464,266 at 1 April 2020 to £494,423 at 31 March 2021.

Charity reserves are kept to a minimum consistent with ensuring the continuity of educational services to registered students and research and counselling services. Free reserves at 31 March 2021 amounted to £459,793 (2020 £428,479) which the trustees consider to be adequate.

Plans for the future

Our accredited courses will continue to be provided to students during the covid pandemic using both on-line and on-site resources.

Disclosure of information to auditors

So far as each trustee at the date of approval of this report is aware:

- there is no relevant audit information of which the company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Statement of Trustees' responsibilities

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on N. G. Hamilton 27/01/2022 and signed on their behalf by:

Nigel Hamilton
Chair

Centre for Counselling and Psychotherapy Education Trust

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF CCPE

For the Year Ended 31 March 2021

Opinion

We have audited the financial statements of CCPE for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of Cash Flows and Notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2021 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out below, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

We have taken advantage of the exemption provided by FRC's Ethical Standard - Provisions Available for Audits of Small Entities by assisting the charity with the preparation of the financial statements.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the Trustees Annual Report and Financial Statements, other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report;
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement set out on page 3, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Centre for Counselling and Psychotherapy Education Trust

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF CCPE

For the Year Ended 31 March 2021

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- Based on our understanding of the charity and the industry in which it operates, we identified that the principal laws and regulations that directly affect the financial statements to be relevant charities' acts in the UK and Ireland. We assessed the extent of compliance with these laws and regulations as part of our procedures on the related financial statements.
- In addition the charity is subject to many other laws and regulations where the consequences of non-compliance could have a material effect on the amounts and disclosures in the financial statements, for instance through the imposition of fines or litigation. We identified the following areas as those most likely to have such an effect: employment law, data protection and health and safety legislation. Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence if any.
- Audit procedures performed by the audit staff included:
 - discussions with management including instances of non-compliance with laws and regulations and fraud.
 - reading minutes of trustee meetings, reviewing correspondence with HMRC and Charity Commission.
 - addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments, in particular any journals posted by the trustees or with unusual accounts combinations.
- Our audit procedures were designed to respond to risks of material misstatement in the financial statements, recognising that the risk of not a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery, misrepresentations or through collusion. There are inherent limitations in the audit procedures performed. The further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we are to become aware of it.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Harry Nicolaou & Co Limited

Harry Nicolaou & Co Limited
Statutory Auditor

21 Brendon Way
Enfield
EN1 2LF

27/01/2022

Centre for Counselling and Psychotherapy Education Trust

Statement of Financial Activities

For the Year Ended 31 March 2021

	Note	2021 Total funds (Unrestricted)	2020 Total funds (Unrestricted)
		£	£
INCOME from:			
Donations and legacies		15,273	13,640
Charitable activities:			
Contract counselling services		-	10,000
Tuition fees	2	1,095,468	1,081,227
Library membership fees		33,422	21,698
Book sales		174	381
Job Retention Sceme grant		29,201	-
Investments			
Bank interest receivable		179	573
Income from UK listed investments	9	2,463	3,048
Total income		1,176,180	1,130,567
EXPENDITURE on:			
Raising funds	3	1,693	1,702
Charitable activities	4	1,164,182	1,113,289
Total expenditure		1,165,875	1,114,991
Net income before gain/(loss) on investments		10,305	15,576
Net gain/(loss) on investment assets	9	19,852	(8,490)
Net income and net movement in funds for the year	5	30,157	7,086
Reconciliation of funds			
Total funds brought forward		464,266	457,180
Total funds carried forward		494,423	464,266

Centre for Counselling and Psychotherapy Education

Balance Sheet

As at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	8	12,130	13,287
Investments	9	181,988	161,366
		<u>194,118</u>	<u>174,653</u>
Current assets			
Debtors	10	-	-
Cash at bank and in hand		333,519	319,445
		<u>333,519</u>	<u>319,445</u>
Creditors: amounts falling due within one year	11	<u>(33,214)</u>	<u>(29,832)</u>
Net current assets		<u>300,305</u>	<u>289,613</u>
Net assets		<u><u>494,423</u></u>	<u><u>464,266</u></u>
Unrestricted funds			
General funds		471,923	441,766
Designated funds:			
Staff support		10,000	10,000
Freshsteps development		10,000	10,000
Caravan development		2,500	2,500
Total funds		<u><u>494,423</u></u>	<u><u>464,266</u></u>

The notes on pages 9 to 14 form part of these accounts.

Approved by the Trustees on 27/01/2022 and signed on their behalf by:



Nigel Hamilton
Chair

Centre for Counselling and Psychotherapy Education Trust

Statement of Cash Flows

For the year ended 31 March 2021

	2021	2020
	£	£
Cash flow from operating activities		
Net income for the year	30,157	7,086
Interest received	(179)	(573)
(Gain)/Loss on investment assets within portfolio	(19,852)	8,490
Investment income within portfolio	(2,463)	(3,048)
Investment charges within portfolio	1,693	1,702
Depreciation of tangible fixed assets	1,157	1,182
(Increase)/decrease in debtors	-	5,410
Increase/(decrease) in creditors	3,381	12,340
Net cash flow from operating activities	13,894	32,589
Cash flow from investing activities		
Interest received	179	573
Net cash flow from investing activities	179	573
Net increase/(decrease) in cash and cash equivalents	14,073	33,162
Cash and cash equivalents at 1 April 2020	319,445	286,283
Cash and cash equivalents at 31 March 2021	333,518	319,445

Centre for Counselling and Psychotherapy Education Trust

Notes to the Accounts

For the Year Ended 31 March 2021

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

- (a) The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (2nd Edition) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Second Edition) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for twelve months from authorising these accounts and have decided that the charity is able to continue as a going concern.

- (b) Tuition fees are included in the Statement of Financial Activities when fees are received. Other income is recognised once the charity has entitlement to the income, there is sufficient certainty of receipt and so it is probable that the income will be received, and the amount of income receivable can be measured reliably.
- (c) Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that a settlement will be required and the amount of the obligation can be measured reliably. Expenditure includes the attributable VAT.
- (d) Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.
- (e) Governance costs, which are included in charitable expenditure, include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and costs linked to the strategic management of the charity.
- (f) Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life. The rate used for the caravan is 5% on the cost and for furniture and equipment is 35% on the reducing balance. Fixed assets costing less than £2,000 are not capitalised.
- (g) Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds are funds put aside by the trustees for specific purposes.
- (h) Current asset investments are included at market value. Any gain or loss on revaluation or disposal is charged to the statement of financial activities. Cash held as part of the portfolio is included in the value of the portfolio.
- (i) Trade and other debtors are recognised at the settlement amount due after any trade discounts offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.
- (j) Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.
- (k) Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Centre for Counselling and Psychotherapy Education Trust

Notes to the Accounts

For the Year Ended 31 March 2021

Accounting policies (continued)

- (l) The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.
- (m) Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease
- (n) The pension costs of the workplace defined contribution arrangements are charged to the SOFA as incurred.

Continued

Centre for Counselling and Psychotherapy Education Trust

Notes to the Accounts

For the Year Ended 31 March 2021

2. Tuition fees analysed by course	2021 £	2020 £
Foundation	188,788	178,048
Diploma	799,001	776,288
MA	89,157	97,809
Couples Course	-	5,473
DSM workshops, CCPE membership fees and other income	18,522	23,609
	<u>1,095,468</u>	<u>1,081,227</u>
3. Expenditure on raising funds	2021 £	2020 £
Investment management fees	1,693	1,702
4. Expenditure on charitable activities		
Staff costs (Note 7)	238,104	254,549
Caravan expenses	25,165	22,900
Lecturers' fees	470,885	389,813
Northampton University enrolment fees	24,165	26,560
UKCP and BACP membership fees	2,481	2,481
Conference expenses	-	8,506
Advertising and promotion	1,440	3,735
Subscriptions	682	431
Administration fees	903	1,437
Rent, rates and insurances	334,908	324,716
Repairs and maintenance	321	2,022
Telephone, postage and delivery expenses	10,317	9,661
Stationery, printing and office supplies	2,134	7,043
Travelling expenses	333	5,310
IT expenses	6,780	4,463
Seminars and technical material	254	1,284
Cleaning, utilities and other expenses	3,019	2,755
Leasing of office equipment	5,745	5,730
Expensed equipment	216	97
Legal fees	1,313	1,664
Consultancy fees	26,360	30,050
Depreciation	1,157	1,182
	<u>1,156,682</u>	<u>1,106,389</u>
Education, research and counselling services		
	1,156,682	1,106,389
Governance costs		
Audit and accountancy fees (Note 5)	7,500	6,900
Legal fees	-	-
	<u>7,500</u>	<u>6,900</u>
	<u>1,164,182</u>	<u>1,113,289</u>
Total expenditure on charitable activities		

Centre for Counselling and Psychotherapy Education Trust

Notes to the Accounts

For the Year Ended 31 March 2021

5. Net income for the year

	2021	2020
	£	£
This is stated after charging:		
Depreciation	1,157	1,182
Auditors' remuneration for:		
audit services	4,500	4,000
accountancy services	3,000	2,900

6. Transactions with trustees

- No remuneration has been paid to the trustees in their capacity as trustees and no expenses have been reimbursed to them.
- Rent of £320,000 (2020 £310,000) was payable to Mr Nigel Hamilton under a licence agreement in respect of property owned by him and occupied by the charity. However he only withdrew £310,000 (2019 £320,000) in order to conserve the cash resources of the charity during the Covid19 Lockdown. It is estimated that the property could be let out annually for the same use in the open market for a rental of at least £750,000.
- £13,360 (2020 £13,275) was paid to Mr Martin Roehrs for consultancy services.
- There were no other related party transactions during the year.

7. Staff costs and numbers

	2021	2020
	£	£
Staff costs were as follows:		
Salaries and wages	213,868	220,651
Social security costs	15,955	18,030
Pension costs	4,885	5,036
Payroll costs	234,708	243,717
Payroll processing costs	3,396	2,616
Staff welfare	-	8,216
Total staff costs	238,104	254,549

No employee received emoluments of more than £60,000 pa.

The average monthly number of employees during the period was 8.00 (2020 8.25).

Centre for Counselling and Psychotherapy Education Trust

Notes to the Accounts

For the Year Ended 31 March 2021

8. Tangible fixed assets

	Caravan £	Fixtures, fittings & equipment £	2021 Total £
Cost			
At 1 April 2020	22,203	35,866	58,069
At 31 March 2021	22,203	35,866	58,069
Depreciation			
At 1 April 2020	9,051	35,731	44,782
Charge for the year	1,110	47	1,157
At 31 March 2021	10,161	35,778	45,939
Net book value			
At 31 March 2021	12,042	88	12,130
At 31 March 2020	13,152	135	13,287

9. Investments

	Portfolio 2021 £	Portfolio 2020 £
Market value at start of year	161,366	168,510
Changes during the year:		
Management fees	(1,693)	(1,702)
Dividends/interest received	2,463	3,048
Net gain/(loss) during year	19,852	(8,490)
Market value at end of year	181,988	161,366
Analysis of portfolio at 31 March 2021		
	£	£
UK quoted shares	172,675	156,746
Cash held as part of portfolio	9,313	4,620
	181,988	161,366

Centre for Counselling and Psychotherapy Education Trust

Notes to the Accounts

For the Year Ended 31 March 2021

10. Debtors	2021	2020
	£	£
Other debtors	-	-
Prepayments	-	-
	<u>-</u>	<u>-</u>

11. Creditors	2021	2020
	£	£
Taxation and social security	4,649	-
Other creditors and accruals	28,565	29,832
	<u>33,214</u>	<u>29,832</u>

12. Commitments

Operating lease commitments

The total of future minimum lease payments under non-cancellable operating leases at 31 March 2021 are as follows:

	2021	2020
	£	£
Not later than one year	2,060	4,507
Later than one year and not later than five years	-	1,951
	<u>2,060</u>	<u>6,458</u>

13. Pension costs

The charity participates in defined contribution arrangements for members of staff. The employer contribution rate is 3% and the cost for the year was £4,885 (2020 £5,036). There was no outstanding amount at the year end.

Charity No. 1056420

CENTRE FOR COUNSELLING AND PSYCHOTHERAPY EDUCATION TRUST

(Also known as CCPE)

(An unincorporated charity)

Report and Accounts

For the year ended 31 March 2021

**Beauchamp Lodge
2 Warwick Crescent
London
W2 6NE**

Centre for Counselling and Psychotherapy Education Trust

Report of the Trustees

For the Year Ended 31 March 2021

The trustees present their report and audited accounts of the charity for the year ended 31 March 2021. The trustees have complied with the duty to have due regard to guidance issued by the Charity Commission.

Legal and administrative information

Charity registered name: Centre for Counselling and Psychotherapy Education Trust
Also known as: CCPE
Charity registration number: 1056420
Registered office and operations address: Beauchamp Lodge, 2 Warwick Crescent, London W2 6NE

Trustees
Chairman Nigel Hamilton
Treasurer Martin Roehrs
Charles Flower
Louise Trowbridge

Nigel Hamilton, Martin Roehrs, Charles Flower and Louise Trowbridge were in office throughout the year ended 31 March 2021.

Operations manager Alice Williams
Auditors Harry Nicolaou & Co Limited, 21 Brendon Way, Enfield EN1 2LF
Bankers HSBC, 8 Victoria Street, Westminster, London SW1H 0NJ
Solicitors TWM Solicitors LLP, King's Shade Walk, 123 High Street, Epsom, Surrey, KT19 8AU

Centre for Counselling and Psychotherapy Education Trust

Report of the Trustees

For the Year Ended 31 March 2021

Structure, governance and management

Governing document

The charity is an unincorporated body, established under a Trust Deed on 7 September 1995 as amended by a Deed of Variation dated 17 June 1996 and registered as a charity on 27 June 1996. The Trust Deed defines the charity's objects, powers and how it is to be governed.

Recruitment and appointment of Trustees

Trustees are recruited who have the necessary skills and knowledge to deal with the affairs of the charity. Sufficient training of trustees is provided to facilitate the undertaking of their role. The Chair of the Trustees, currently Nigel Hamilton, is elected by the Trustees for a period of five years and is eligible for re-election.

New Trustees are appointed by the existing Trustees.

Trustees meet at least twice a year.

Risk management

The trustees have conducted a review of the major risks the charity faces. Where appropriate systems and procedures have been established to mitigate these risks.

Organisation structure

The Administration of the CCPE Trust is carried out by the Director, Nigel Hamilton, the operations manager and administrative staff; this includes the day to day responsibilities and finances. The Management Committee, currently consisting of the Director, the three Deputy Directors, three senior members of the clinical/teaching staff and the operations manager meets on a weekly basis to deal with the overall management of the clinic and teaching programmes. The Director reports to the Management Committee weekly at these meetings.

Related parties

Details of transactions with trustees are given in note 6.

Objectives

The objects of the charity are:

- (i) To advance public education in counselling and psychotherapy particularly by the provision of training in psychotherapy and financial support to academically promising students of counselling and psychotherapy on a low income to assist them to complete their education;
- (ii) To conduct or commission research into the transpersonal perspective of psychotherapy and to publish the useful results of such research;
- (iii) The relief of persons suffering from psychological or emotional illness by the provision of an appropriate low cost or free counselling and psychotherapy service.

Activities, achievements and performance, financial review and plans for the future

The trustees, in planning the activities for the year, have had due regard to Charity Commission guidance on public benefit.

Centre for Counselling and Psychotherapy Education Trust

Report of the Trustees

For the Year Ended 31 March 2021

Investments

The charity's policy is to minimise the risk on holding investments and then optimise the return on its funds.

Financial Review and reserves policy

The surplus for the year of £30,157 (2020 £7,086) has increased reserves from £464,266 at 1 April 2020 to £494,423 at 31 March 2021.

Charity reserves are kept to a minimum consistent with ensuring the continuity of educational services to registered students and research and counselling services. Free reserves at 31 March 2021 amounted to £459,793 (2020 £428,479) which the trustees consider to be adequate.

Plans for the future

Our accredited courses will continue to be provided to students during the covid pandemic using both on-line and on-site resources.

Disclosure of information to auditors

So far as each trustee at the date of approval of this report is aware:

- there is no relevant audit information of which the company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Statement of Trustees' responsibilities

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on N. G. Hamilton 27/01/2022 and signed on their behalf by:

Nigel Hamilton
Chair

Centre for Counselling and Psychotherapy Education Trust

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF CCPE

For the Year Ended 31 March 2021

Opinion

We have audited the financial statements of CCPE for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of Cash Flows and Notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2021 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out below, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

We have taken advantage of the exemption provided by FRC's Ethical Standard - Provisions Available for Audits of Small Entities by assisting the charity with the preparation of the financial statements.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the Trustees Annual Report and Financial Statements, other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report;
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement set out on page 3, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Centre for Counselling and Psychotherapy Education Trust

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF CCPE

For the Year Ended 31 March 2021

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- Based on our understanding of the charity and the industry in which it operates, we identified that the principal laws and regulations that directly affect the financial statements to be relevant charities' acts in the UK and Ireland. We assessed the extent of compliance with these laws and regulations as part of our procedures on the related financial statements.
- In addition the charity is subject to many other laws and regulations where the consequences of non-compliance could have a material effect on the amounts and disclosures in the financial statements, for instance through the imposition of fines or litigation. We identified the following areas as those most likely to have such an effect: employment law, data protection and health and safety legislation. Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence if any.
- Audit procedures performed by the audit staff included:
 - discussions with management including instances of non-compliance with laws and regulations and fraud.
 - reading minutes of trustee meetings, reviewing correspondence with HMRC and Charity Commission.
 - addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments, in particular any journals posted by the trustees or with unusual accounts combinations.
- Our audit procedures were designed to respond to risks of material misstatement in the financial statements, recognising that the risk of not a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery, misrepresentations or through collusion. There are inherent limitations in the audit procedures performed. The further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we are to become aware of it.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Harry Nicolaou & Co Limited

Harry Nicolaou & Co Limited
Statutory Auditor

21 Brendon Way
Enfield
EN1 2LF

27/01/2022

Centre for Counselling and Psychotherapy Education Trust

Statement of Financial Activities

For the Year Ended 31 March 2021

	Note	2021 Total funds (Unrestricted)	2020 Total funds (Unrestricted)
		£	£
INCOME from:			
Donations and legacies		15,273	13,640
Charitable activities:			
Contract counselling services		-	10,000
Tuition fees	2	1,095,468	1,081,227
Library membership fees		33,422	21,698
Book sales		174	381
Job Retention Sceme grant		29,201	-
Investments			
Bank interest receivable		179	573
Income from UK listed investments	9	2,463	3,048
Total income		1,176,180	1,130,567
EXPENDITURE on:			
Raising funds	3	1,693	1,702
Charitable activities	4	1,164,182	1,113,289
Total expenditure		1,165,875	1,114,991
Net income before gain/(loss) on investments		10,305	15,576
Net gain/(loss) on investment assets	9	19,852	(8,490)
Net income and net movement in funds for the year	5	30,157	7,086
Reconciliation of funds			
Total funds brought forward		464,266	457,180
Total funds carried forward		494,423	464,266

Centre for Counselling and Psychotherapy Education

Balance Sheet

As at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	8	12,130	13,287
Investments	9	181,988	161,366
		<u>194,118</u>	<u>174,653</u>
Current assets			
Debtors	10	-	-
Cash at bank and in hand		333,519	319,445
		<u>333,519</u>	<u>319,445</u>
Creditors: amounts falling due within one year	11	<u>(33,214)</u>	<u>(29,832)</u>
Net current assets		<u>300,305</u>	<u>289,613</u>
Net assets		<u><u>494,423</u></u>	<u><u>464,266</u></u>
Unrestricted funds			
General funds		471,923	441,766
Designated funds:			
Staff support		10,000	10,000
Freshsteps development		10,000	10,000
Caravan development		2,500	2,500
Total funds		<u><u>494,423</u></u>	<u><u>464,266</u></u>

The notes on pages 9 to 14 form part of these accounts.

Approved by the Trustees on 27/01/2022 and signed on their behalf by:



Nigel Hamilton
Chair

Centre for Counselling and Psychotherapy Education Trust

Statement of Cash Flows

For the year ended 31 March 2021

	2021	2020
	£	£
Cash flow from operating activities		
Net income for the year	30,157	7,086
Interest received	(179)	(573)
(Gain)/Loss on investment assets within portfolio	(19,852)	8,490
Investment income within portfolio	(2,463)	(3,048)
Investment charges within portfolio	1,693	1,702
Depreciation of tangible fixed assets	1,157	1,182
(Increase)/decrease in debtors	-	5,410
Increase/(decrease) in creditors	3,381	12,340
Net cash flow from operating activities	13,894	32,589
Cash flow from investing activities		
Interest received	179	573
Net cash flow from investing activities	179	573
Net increase/(decrease) in cash and cash equivalents	14,073	33,162
Cash and cash equivalents at 1 April 2020	319,445	286,283
Cash and cash equivalents at 31 March 2021	333,518	319,445

Centre for Counselling and Psychotherapy Education Trust

Notes to the Accounts

For the Year Ended 31 March 2021

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

- (a) The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (2nd Edition) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Second Edition) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The charity constitutes a public benefit entity as defined by FRS 102.

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- (c) Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that a settlement will be required and the amount of the obligation can be measured reliably. Expenditure includes the attributable VAT.
- (d) Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.
- (e) Governance costs, which are included in charitable expenditure, include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and costs linked to the strategic management of the charity.
- (f) Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life. The rate used for the caravan is 5% on the cost and for furniture and equipment is 35% on the reducing balance. Fixed assets costing less than £2,000 are not capitalised.
- (g) Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds are funds put aside by the trustees for specific purposes.
- (h) Current asset investments are included at market value. Any gain or loss on revaluation or disposal is charged to the statement of financial activities. Cash held as part of the portfolio is included in the value of the portfolio.
- (i) Trade and other debtors are recognised at the settlement amount due after any trade discounts offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.
- (j) Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.
- (k) Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Centre for Counselling and Psychotherapy Education Trust

Notes to the Accounts

For the Year Ended 31 March 2021

Accounting policies (continued)

- (l) The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.
- (m) Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease
- (n) The pension costs of the workplace defined contribution arrangements are charged to the SOFA as incurred.

Continued

Centre for Counselling and Psychotherapy Education Trust

Notes to the Accounts

For the Year Ended 31 March 2021

2. Tuition fees analysed by course	2021	2020
	£	£
Foundation	188,788	178,048
Diploma	799,001	776,288
MA	89,157	97,809
Couples Course	-	5,473
DSM workshops, CCPE membership fees and other income	18,522	23,609
	<u>1,095,468</u>	<u>1,081,227</u>
3. Expenditure on raising funds	2021	2020
	£	£
Investment management fees	1,693	1,702
4. Expenditure on charitable activities		
Staff costs (Note 7)	238,104	254,549
Caravan expenses	25,165	22,900
Lecturers' fees	470,885	389,813
Northampton University enrolment fees	24,165	26,560
UKCP and BACP membership fees	2,481	2,481
Conference expenses	-	8,506
Advertising and promotion	1,440	3,735
Subscriptions	682	431
Administration fees	903	1,437
Rent, rates and insurances	334,908	324,716
Repairs and maintenance	321	2,022
Telephone, postage and delivery expenses	10,317	9,661
Stationery, printing and office supplies	2,134	7,043
Travelling expenses	333	5,310
IT expenses	6,780	4,463
Seminars and technical material	254	1,284
Cleaning, utilities and other expenses	3,019	2,755
Leasing of office equipment	5,745	5,730
Expensed equipment	216	97
Legal fees	1,313	1,664
Consultancy fees	26,360	30,050
Depreciation	1,157	1,182
	<u>1,156,682</u>	<u>1,106,389</u>
Education, research and counselling services		
	1,156,682	1,106,389
Governance costs		
Audit and accountancy fees (Note 5)	7,500	6,900
Legal fees	-	-
	<u>7,500</u>	<u>6,900</u>
	<u>1,164,182</u>	<u>1,113,289</u>
Total expenditure on charitable activities		

Centre for Counselling and Psychotherapy Education Trust

Notes to the Accounts

For the Year Ended 31 March 2021

5. Net income for the year

	2021	2020
	£	£
This is stated after charging:		
Depreciation	1,157	1,182
Auditors' remuneration for:		
audit services	4,500	4,000
accountancy services	3,000	2,900

6. Transactions with trustees

- No remuneration has been paid to the trustees in their capacity as trustees and no expenses have been reimbursed to them.
- Rent of £320,000 (2020 £310,000) was payable to Mr Nigel Hamilton under a licence agreement in respect of property owned by him and occupied by the charity. However he only withdrew £310,000 (2019 £320,000) in order to conserve the cash resources of the charity during the Covid19 Lockdown. It is estimated that the property could be let out annually for the same use in the open market for a rental of at least £750,000.
- £13,360 (2020 £13,275) was paid to Mr Martin Roehrs for consultancy services.
- There were no other related party transactions during the year.

7. Staff costs and numbers

	2021	2020
	£	£
Staff costs were as follows:		
Salaries and wages	213,868	220,651
Social security costs	15,955	18,030
Pension costs	4,885	5,036
Payroll costs	234,708	243,717
Payroll processing costs	3,396	2,616
Staff welfare	-	8,216
Total staff costs	238,104	254,549

No employee received emoluments of more than £60,000 pa.

The average monthly number of employees during the period was 8.00 (2020 8.25).

Centre for Counselling and Psychotherapy Education Trust

Notes to the Accounts

For the Year Ended 31 March 2021

8. Tangible fixed assets

	Caravan £	Fixtures, fittings & equipment £	2021 Total £
Cost			
At 1 April 2020	22,203	35,866	58,069
At 31 March 2021	22,203	35,866	58,069
Depreciation			
At 1 April 2020	9,051	35,731	44,782
Charge for the year	1,110	47	1,157
At 31 March 2021	10,161	35,778	45,939
Net book value			
At 31 March 2021	12,042	88	12,130
At 31 March 2020	13,152	135	13,287

9. Investments

	Portfolio 2021 £	Portfolio 2020 £
Market value at start of year	161,366	168,510
Changes during the year:		
Management fees	(1,693)	(1,702)
Dividends/interest received	2,463	3,048
Net gain/(loss) during year	19,852	(8,490)
Market value at end of year	181,988	161,366
Analysis of portfolio at 31 March 2021		
	£	£
UK quoted shares	172,675	156,746
Cash held as part of portfolio	9,313	4,620
	181,988	161,366

Centre for Counselling and Psychotherapy Education Trust

Notes to the Accounts

For the Year Ended 31 March 2021

10. Debtors	2021	2020
	£	£
Other debtors	-	-
Prepayments	-	-
	<u>-</u>	<u>-</u>

11. Creditors	2021	2020
	£	£
Taxation and social security	4,649	-
Other creditors and accruals	28,565	29,832
	<u>33,214</u>	<u>29,832</u>

12. Commitments

Operating lease commitments

The total of future minimum lease payments under non-cancellable operating leases at 31 March 2021 are as follows:

	2021	2020
	£	£
Not later than one year	2,060	4,507
Later than one year and not later than five years	-	1,951
	<u>2,060</u>	<u>6,458</u>

13. Pension costs

The charity participates in defined contribution arrangements for members of staff. The employer contribution rate is 3% and the cost for the year was £4,885 (2020 £5,036). There was no outstanding amount at the year end.