

**Charity Registration No. 1058818**

**Company Registration No. 03252741 (England and Wales)**

**THE GUILD OF ANALYTICAL PSYCHOLOGISTS**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2021**

# THE GUILD OF ANALYTICAL PSYCHOLOGISTS

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Suzanne Bergne Marie Gabriel Robin Anneke Loubser Guislaine Vincent Morland Geoffrey Matthews
<b>Charity number</b>	1058818
<b>Company number</b>	03252741
<b>Registered office</b>	4 Ennerdale Road Reading Berks RG2 7HH
<b>Independent examiner</b>	David Howard 1 Park Road Hampton Wick Kingston Upon Thames KT1 4AS

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# THE GUILD OF ANALYTICAL PSYCHOLOGISTS

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**THE GUILD OF ANALYTICAL PSYCHOLOGISTS**  
**TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT)**  
***FOR THE YEAR ENDED 31 AUGUST 2021***

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The Trustees present their report and financial statements for the year ended 31 August 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 01 to the financial statements and comply with the Charity's Memorandum and Articles of Association, the Companies Act 2006 and "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 2019).

**Objectives and activities**

The Charity's objectives are the advancement of education, for the relief of persons suffering from mental disorders and for the protection and preservation of mental health with particular reference to psychology of the soul and its development in the field of analytical psychology.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

**Achievements and performance**

**Financial review**

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Trustees has assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

**Structure, governance and management**

The Guild of Analytical Psychologists is a company limited by guarantee by its Memorandum and Articles of Association. It is registered with the Charity Commission. The Company is made of graduates from the training programme of the Guild of Analytical Psychologists and members of the International Association for Analytical Psychology (IAAP) who apply to join. There are currently 56 members.

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Suzanne Bergne  
Marie Gabriel Robin  
Anneke Loubser  
Guislaine Vincent Morland  
Geoffrey Matthews

## THE GUILD OF ANALYTICAL PSYCHOLOGISTS

### TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 AUGUST 2021*

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#### Appointment of Trustees

As set out in the Articles of Association the Trustees are elected annually by the members of the charitable company attending the Annual General Meeting and serve for a period of three years, with a possible further three-year extension. The trustees have the power to co-opt further members to fill vacancies or for specific roles. The Chair of Trustees is elected from within the Trustee body. There is no limit to the number of trustees but the minimum number is three. Trustees can be members of the company or an external person who has been approved by the membership. The number of member trustees will always exceed the number of non-member trustees.

All members are circulated with invitations to nominate trustees prior to the AGM advising them of retiring trustees and requesting nominations for the AGM.

None of the Trustees has any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

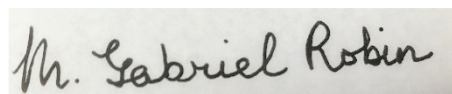
The Board of Trustees administers the charity. The board normally meets bi-termly and has delegated the day-to-day running of the charity to the Coordinating Committee, which meets weekly. Other committees cover Finance, Training and CPD.

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

The Trustees report was approved by the Board of Trustees.



**Marie Gabriel Robin**

Trustee

Dated: 8 October 2021

# THE GUILD OF ANALYTICAL PSYCHOLOGISTS

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF THE GUILD OF ANALYTICAL PSYCHOLOGISTS

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I report to the Trustees on my examination of the financial statements of The Guild of Analytical Psychologists (the Charity) for the year ended 31 August 2021, which are set out on pages 4 to 11.

#### **Responsibilities and basis of report**

As the Trustees of the Charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

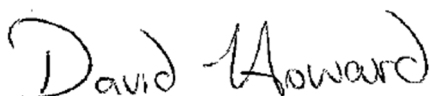
Having satisfied myself that the financial statements of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



David Howard

1 Park Road  
Hampton Wick  
Kingston Upon Thames  
KT1 4AS

Dated: 8 October 2021

# THE GUILD OF ANALYTICAL PSYCHOLOGISTS

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

*FOR THE YEAR ENDED 31 AUGUST 2021*

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	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
<b><u>Income:</u></b>					
<i>Income from charitable activities:</i>					
Subscription and members fees	2	56,547	-	56,547	47,168
Investment income	3	725	-	725	1,295
<b>Total income</b>		<u>57,272</u>	<u>-</u>	<u>57,272</u>	<u>48,463</u>
<b><u>Expenditure on:</u></b>					
Charitable activities	4	<u>56,436</u>	<u>-</u>	<u>56,436</u>	<u>57,270</u>
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		836	-	836	(8,807)
Fund balances at 1 September 2020		<u>80,489</u>	<u>5,000</u>	<u>85,489</u>	<u>94,296</u>
<b>Fund balances at 31 August 2021</b>		<u>81,325</u>	<u>5,000</u>	<u>86,325</u>	<u>85,489</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# THE GUILD OF ANALYTICAL PSYCHOLOGISTS

## BALANCE SHEET

AS AT 31 AUGUST 2021

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	Notes	2021 £	£	2020 £	£
<b>Current assets</b>					
Debtors	7	5,581		5,293	
Cash at bank and in hand		96,643		94,152	
		<u>102,224</u>		<u>99,445</u>	
<b>Creditors: amounts falling due within one year</b>	8	<u>(15,899)</u>		<u>(13,956)</u>	
Net current assets			86,325		85,489
<b>Income funds</b>					
Restricted funds	9		5,000		5,000
Unrestricted funds			81,325		80,489
			<u>86,325</u>		<u>85,489</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 August 2021. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

The Trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 8 October 2021

Marie Gabriel Robin  
Trustee

Company Registration No. 03252741



# THE GUILD OF ANALYTICAL PSYCHOLOGISTS

## NOTES TO THE FINANCIAL STATEMENTS

*FOR THE YEAR ENDED 31 AUGUST 2021*

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### **1 Accounting policies**

#### **Charity information**

The Guild of Analytical Psychologists is a private company limited by guarantee incorporated in England and Wales. The registered office is 4 Ennerdale Road, Reading, Berks, RG2 7HH.

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the Charity's Memorandum and Articles of Association, the Companies Act 2006 and "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 2019). The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Charity.

#### **1.4 Incoming resources**

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# THE GUILD OF ANALYTICAL PSYCHOLOGISTS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 AUGUST 2021*

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### **1 Accounting policies**

#### **1.5 Resources expended**

Expenditure is recognised on an accruals basis when incurred. It is reported in the Statement of Financial Activities as follows:

Direct Charitable Expenditure - these are costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Support costs include other running costs and governance costs. These are incurred by the charity and are necessary to aid and support the running of the charity and are included within expenditure on charitable activities.

All costs are allocated to charitable activities of the SOFA on a basis designed to reflect the use of the resource.

Support Costs relating to a particular fund are allocated directly, others are apportioned on an appropriate basis when applicable. The charity has identified one direct charitable activity.

#### **1.6 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	Straight line 20%
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

#### **1.7 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### **1.8 Financial instruments**

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

# THE GUILD OF ANALYTICAL PSYCHOLOGISTS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

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### 1 Accounting policies

#### *Basic financial assets*

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### *Basic financial liabilities*

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### *Derecognition of financial liabilities*

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

### 2 Subscription and members fees

	Unrestricted funds	Total
	2021 £	2020 £
Subscriptions and members fees	56,547	47,168

### 3 Investment income

	Unrestricted funds	Total
	2021 £	2020 £
Interest receivable	725	1,295

# THE GUILD OF ANALYTICAL PSYCHOLOGISTS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

### 4 Charitable activities

	Charitable Expenditures	
	2021	2020
	£	£
<b>Expenditure on charitable activities</b>		
Direct Costs of Generating Income	17,232	22,078
<b>Analysis of support costs</b>		
Computer costs	619	667
Library Costs	683	154
Travelling and entertainment	56	470
Subscriptions	1,088	1,522
Legal and professional	13	13
Committee of Inquiry Costs	-	2,584
Insurance	686	675
Trustees and Committee Costs	8,767	3,802
Office Administrative Expenses	25,239	21,822
Telephone	546	545
General expenses	441	1,107
Organizational Member Review	79	987
	<u>55,449</u>	<u>56,426</u>
<b>Analysis of governance costs</b>		
Bank charges	27	4
Accountancy fees	960	840
	<u>56,436</u>	<u>57,270</u>

### 5 Trustees

Trustees do not receive remuneration but are reimbursed for expenses. During the year ended 31 August 2021 the Trustees were reimbursed their travel and subsistence costs. A total of £107 (2020 - £232).

### 6 Employees

There were no employees during the year.

**THE GUILD OF ANALYTICAL PSYCHOLOGISTS**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 AUGUST 2021**

**7 Debtors**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Amounts falling due within one year:</b>		
Trade debtors	5,581	5,293

**8 Creditors: amounts falling due within one year**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Other creditors	7,853	10,000
Accruals and deferred income	8,046	3,956
	<b>15,899</b>	<b>13,956</b>

**9 Analysis of movements in restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances held for specific purposes:

	<b>Movement in funds</b>		
	<b>Balance at 1 September 2020</b>	<b>Incoming resources</b>	<b>Balance at 31 August 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Creativity Development	5,000	-	5,000

Creativity Development Fund – Money set aside towards the development of enhancing the creativity of meetings.

**10 Analysis of net assets between funds**

	<b>2021</b>	<b>2021</b>	<b>Total 2021</b>	<b>Total 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fund balances at 31 August 2021 are represented by:				
Current assets/(liabilities)	86,325	-	86,325	85,489
	<b>86,325</b>	<b>-</b>	<b>86,325</b>	<b>85,489</b>

**THE GUILD OF ANALYTICAL PSYCHOLOGISTS**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

***FOR THE YEAR ENDED 31 AUGUST 2021***

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**11 Related party transactions**

There were no disclosable related party transactions during the year (2020 - none).