

COMPANY NUMBER – 03018026 (England & Wales)

**REPORT OF THE DIRECTORS AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020
FOR
THE ASSOCIATION FOR FAMILY THERAPY
(A COMPANY LIMITED BY GUARANTEE)**

**THE ASSOCIATION FOR FAMILY THERAPY LTD
(A COMPANY LIMITED BY GUARANTEE)
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FOR THE YEAR ENDED 31ST DECEMBER 2020**

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**THE ASSOCIATION FOR FAMILY THERAPY LTD
(A COMPANY LIMITED BY GUARANTEE)
COMPANY INFORMATION
FOR THE YEAR ENDED 31ST DECEMBER 2020**

TRUSTEES:

S F Tate
E Widdowson
C Tawodzera (resigned 15 September 2020)
M J Adams
S M Benbow
N J Jacobs (Resigned 10 December 2020)
A Urry
R S Khela
U Saini (Resigned 15 May 2020)
B McKay
I Lea (Appointed 2 August 2020)
(Resigned 19 October 2020)

CHIEF EXECUTIVE:

R Singh (Resigned 31 December 2020)

REGISTERED OFFICE:

7 Executive Suite
St James Court
Wilderspool Causeway
Warrington
Cheshire
WA4 6PS

REGISTERED NUMBER:

03018026 (England and Wales)

CHARITY NUMBER:

1063639

INDEPENDENT EXAMINER:

SBCA Chartered Accountants
17 Moor Park Avenue
Preston
Lancashire
PR1 6AS

**THE ASSOCIATION FOR FAMILY THERAPY LTD
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES REPORT
FOR THE YEAR ENDED 31ST DECEMBER 2020**

The trustees present their report with the financial statements of the company for the year ended 31 December 2020.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum & Articles of Association and Accounting & 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). Registered numbers and details of the advisors can be found on the company information page.

GOVERNING DOCUMENT

The Association for Family Therapy is a company limited by guarantee, governed by its Memorandum & Articles of Association dated 3 February 1995. It is registered with the Charity Commission, number 1063639.

OBJECTIVES, ACTIVITIES AND ACHIEVEMENTS

The Association's objectives are to benefit the public by the promotion, by all available means, of the scientific study, practice, research and teaching of family therapy and to bring together those of whatsoever professional discipline who are concerned with the care or treatment of families.

The Charity's governing documents are the Memorandum and Articles of Association which were updated and adopted by special resolution at the AGM in September 2014.

In order to achieve its objects the Association can:

- Arrange, organise and assist in the provision of conferences, courses, debates and other meetings.
- Provide advice and information in the form of magazines, journals, pamphlets, podcasts and videos and utilise social media where appropriate.

The Association has continued to publish Context (the Association's magazine) six times a year and also through Wiley our academic journal (JOFT) four issues a year.

2020 Membership of the Association was 2431, the 2019 Membership was 2358.

As a result of the Covid pandemic, the Symposia in Bristol and Manchester were cancelled, and replaced with a series of highly successful webinars, which included an AGM with the highest number of attendees to date. AFT's staff responded magnificently to the challenges of home working. The website was fully updated and a new system of on-line membership management and renewals was introduced. In the coming year, the Association will continue to publish both CONTEXT and JOFT, organise webinars, support a number of training initiatives, monitor professional conduct and competence through a comprehensive UKCP re-accreditation process, promote the profession and encourage and support its members to gain further professional qualifications and UKCP registration. The Association will also continue to work with other related organisations to promote and develop family and systemic practice and employment opportunities

PRINCIPAL ACTIVITY

The principal activity of the company in the year under review was that of promoting the study, practice, research and teaching of family therapy.

**THE ASSOCIATION FOR FAMILY THERAPY LTD
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES REPORT
FOR THE YEAR ENDED 31ST DECEMBER 2020**

TRUSTEES/DIRECTORS

The trustees (directors) during the year under review were:

S F Tate	
E Widdowson	
C Tawodzera	(resigned 15 September 2020)
M J Adams	
S M Benbow	
N J Jacobs	(Resigned 10 December 2020)
A Urry	
R S Khela	
U Saini	(Resigned 15 May 2020)
B McKay	
I Lea	(Appointed 2 August 2020)
	(Resigned 19 October 2020)

Trustees are elected by the members at the annual general meeting or may be co-opted by the elected trustees for their experience, specialist knowledge or because of their role within the organisation. Trustees are provided with informal induction by the executive officer and other employees as appropriate. They are also made aware of the Charity Commission's document for Trustees and Governance. "The Hallmarks of an Effective Charity". Board members are allowed to attend specific training days that they feel are necessary to update their knowledge and skills. The Trustees are all unpaid volunteers and may claim reasonable out of pocket expenses. The Board of Directors and Trustees delegate the day to day management of the Association to the executive officer, employees, paid professional officers and chairs of committees, who meet regularly. The full Board of Directors & Trustees meet at least four times a year. Full management accounts are produced monthly.

FUNDS

The Association aims to hold sufficient reserves to underwrite all its ventures and to be able to embark upon projects without fear of incurring a deficit in either the short or long term, and this includes providing, where required, additional support for the Annual AFT Conference and other ad hoc training workshops to ensure that they remain affordable for delegates. Reserves at 31 December 2020 were £455,663.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:

S M Benbow - Director
28th April 2021

**INDEPENDENT EXAMINER'S' REPORT TO THE TRUSTEES (DIRECTORS)
ON THE UNAUDITED FINANCIAL STATEMENTS OF
THE ASSOCIATION FOR FAMILY THERAPY LTD
(A COMPANY LIMITED BY GUARANTEE)**

FOR THE YEAR ENDED 31 DECEMBER 2020

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2020, which are set out on pages 2 to 9.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales (ICAEW).

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 accounts to be reached.

Christopher Bond FCA
SBCA Chartered Accountants
17 Moor Park Avenue
Preston, Lancashire, PR1 6AS.

28th April 2021

This page does not form part of the statutory financial statements

**THE ASSOCIATION FOR FAMILY THERAPY LTD
(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2020**

	Notes	31.12.20 £	31.12.19 £
INCOMING RESOURCES			
Subscriptions		235,732	214,163
Other charitable trading income		53,402	69,392
Investment income		3,899	2,971
Total Undesignated Income		293,033	286,526
Resources expended			
Charitable Expenditure		265,990	263,951
NET INCOME RESOURCES FOR THE YEAR	3	27,043	22,575
Taxation	4	-	-
NET MOVEMENT IN FUNDS		27,043	22,575
Reconciliation of funds			
Fund balance brought forward		425,436	402,861
FUND BALANCES CARRIED FORWARD		452,479	425,436

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

All funds are unrestricted.

The notes form part of these financial statements

THE ASSOCIATION FOR FAMILY THERAPY LTD
(A COMPANY LIMITED BY GUARANTEE) (REGISTERED NUMBER: 03018026)

BALANCE SHEET
31ST DECEMBER 2020

	Notes	31.12.20 £	31.12.19 £
CURRENT ASSETS			
Debtors	5	917	2,695
Cash at bank & in hand		<u>515,718</u>	<u>428,387</u>
		516,635	431,082
CREDITORS			
Amounts falling due within one year	6	<u>61,692</u>	<u>3,183</u>
NET CURRENT ASSETS		<u>454,943</u>	<u>427,899</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>454,943</u>	<u>427,899</u>
RESERVES			
Other reserves	7	2,464	2,463
Income and expenditure account	7	<u>452,479</u>	<u>425,436</u>
		<u>454,943</u>	<u>427,899</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st December 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st December 2019 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each 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 special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company,

The financial statements were approved by the Board of Trustees (Directors) on 28th April 2021 and were signed on its behalf by:

S M Benbow - Director

**THE ASSOCIATION FOR FAMILY THERAPY LTD
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020**

1. ACCOUNTING POLICIES

Accounting convention

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)

- (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Turnover

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be qualified with reasonable accuracy.

Tangible Fixed Assets

All assets with an original cost of £2,000 or less are charged to the Statement of Financial Activities in the year of purchase.

2. STAFF COSTS

	31.12.20	31.12.19
	£	£
Gross Salaries	140,244	127,482
Employers NI	7,616	6,941
Pension Contributions	<u>9,245</u>	<u>7,209</u>
	<u>157,105</u>	<u>141,632</u>

3. OPERATING SURPLUS

The operating surplus is stated after charging	31.12.20	31.12.19
	£	£
Trustees' remuneration and other benefits etc.	-	-
Accountant's fees – independent examination	<u>720</u>	<u>720</u>

4. TAXATION

Analysis of the tax charge

The company is a registered charity and is exempt from UK Corporation Tax under section 486 of the Corporation Tax Act 2010.

5. **DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.12.20	31.12.19
	£	£
Other debtors	<u>917</u>	<u>2,695</u>

**THE ASSOCIATION FOR FAMILY THERAPY LTD
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2020**

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20	31.12.19
	£	£
Creditors & Accruals	<u>61,692</u>	<u>3,183</u>

7. RESERVES

	Income and expenditure account £	Other reserves £	Totals £
At 1st January 2020	425,436	2,463	427,899
Surplus for the year	27,043	1	27,044
	<hr/>	<hr/>	<hr/>
At 31st December 2020	<u>452,479</u>	<u>2,464</u>	<u>454,943</u>

8. TRUSTEE EXPENSES

During the year total expenses of £1,006 were met by the charity for nine of the eleven trustees. The expenses reimbursed to the Trustees were in respect of travel expenses which were incurred to enable Trustees to attend meetings held in furtherance of the charity's work.

9. RELATED PARTY TRANSACTIONS

There have been no related party transactions during the year ended 31st December 2020.

10. EMPLOYEE BENEFITS

There are no employees who received employee benefits of more than £60,000.

11. STAFF EMPLOYED

There was an average number of eight staff employed during the year ended 31st December 2020.

**THE ASSOCIATION FOR FAMILY THERAPY LTD
(A COMPANY LIMITED BY GUARANTEE)**

**DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST DECEMBER 2020**

	31.12.20 £	31.12.19 £
INCOME		
AFT Membership, CONTEXT & JOFT Subscriptions	235,732	213,020
CONTEXT Advertising & General Sales Income	34,286	38,699
Registration Fees	12,783	15,056
Accreditations	4,120	10,620
Interest Received	3,899	2,971
Other Income	<u>2,213</u>	<u>6,160</u>
	293,033	286,526
EXPENDITURE		
Publishing including IT & Office Equipment	72,314	68,189
Journal including IT & Office Equipment	2,204	817
Head Office Administration	136,445	127,763
Head Office Rent	12,575	11,075
Head Office IT & Office Equipment	2,552	2,650
Head Office Sundry Expenses	1,365	2,088
Telephone	3,081	6,471
Postage, Stationery & Printing	1,663	2,477
External Accountants Fees	720	720
Creative Initiatives	432	1,524
Europe FTA	940	857
Registration Committee	4,123	5,811
CRED Committee	3,805	8,944
Other Committees	1,205	3,143
UKCP registration Fees & Costs	950	950
Memberships, Training & Conferences	40	7,511
Insurance	1,005	480
Bank Charges	639	625
Travel & Venue Costs	1,699	13,367
Conference & AGM	<u>18,233</u>	<u>(1,511)</u>
	<u>265,990</u>	<u>263,951</u>
NET SURPLUS FOR THE YEAR	<u>27,043</u>	<u>22,575</u>