

**Charity registration number 1081184**

**Company registration number 02400056 (England and Wales)**

**NORTHERN COLLEGE OF ACUPUNCTURE  
ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2023**

# NORTHERN COLLEGE OF ACUPUNCTURE

## LEGAL AND ADMINISTRATIVE INFORMATION

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Trustees	K Wicklow	
	E C Liu	
	H Thomas	
	N Haines	
	D Jay	
	G Webb	
	H Lansdown	(Appointed 20 October 2022)
	T M Horta Reis da Silva	(Appointed 9 February 2023)
Secretary	D Jay	
Charity number	1081184	
Company number	02400056	
Registered office	61 Micklegate York YO1 6LJ	
Auditor	Henton & Co LLP 124 Acomb Road York YO24 4EY	
Bankers	Santander plc Bridle Road Bootle L30 4GB	

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# **NORTHERN COLLEGE OF ACUPUNCTURE**

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# **NORTHERN COLLEGE OF ACUPUNCTURE**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) FOR THE YEAR ENDED 30 JUNE 2023**

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The trustees present their annual report and financial statements for the year ended 30 June 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Companies Act 2006, "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) and Regulatory advice 9: Accounts direction issued by the Office for Students.

### **Objectives and activities**

The charity's objects are to provide education in the art of acupuncture, traditional Chinese medicine and nutrition and there has been no change in these during the year.

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

### **Strategic report**

The description under the headings "Achievements and performance" and "Financial review" meet the company law requirements for the trustees to present a strategic report.

### **Achievements and performance**

- 1) The 2022 intake of students was of:
- 37 for the BSc in Acupuncture
  - 12 for the MSc/PGDip in Nutrition Science and Practice

We did not offer our online MScs in Advanced Oriental Medicine (Research and Practice); Advanced Complementary Medicine (Research and Practice); and Advanced Nutrition (Research and Practice), which failed to recruit sufficient students in 2021. We are reviewing our postgraduate provision and aiming to launch new courses.

2) Twenty students graduated in 2023 with the BSc in Acupuncture, four of these with first class honours. Five students graduated with the MSc in Nutrition Science and Practice, one with distinction. Two students graduated with the MSc in Chinese Herbal Medicine, one with distinction, and three students graduated with the PGDip in Chinese Herbal Medicine. One student graduated with the MSc in Advanced Nutrition (Research and Practice).

3) Rates of students withdrawing, suspending study, transferring to part-time study or splitting one year of modules over two years continued to run at a much higher rate than prior to the Covid pandemic. Causes stated by students were primarily financial and health-related. This was a clear effect of the combination of the cost of living crisis and the longer term health effects following the Covid-19 pandemic.

4) This year teaching and learning returned to relative normality in the wake of the pandemic. Some classes in acupuncture and nutrition remained online, and the herbs course continued to run as a mostly online course. The acupuncture clinic is operating in pre-pandemic form, the nutrition clinic now offers clients a choice of face to face or online appointments, and the herbs clinic now operates entirely online.

5) We continued our academic enhancement activities, including work on College-wide enhancement themes, and we began work on developing options for new courses.

6) In the National Student Survey we achieved scores that were above the HE healthcare sector average for 16 out of the 26 individual questions. In the Teaching Excellence Framework we achieved a bronze overall, comprising a silver for the student experience and bronze for student outcomes.

7) Membership of our online Practitioner Hub continued to grow. The Hub continued to provide an online community for our alumni and other practitioners, with CPD courses and the option to join online supervision groups. This year the Hub began to offer in-person CPD courses to complement the online courses, and we developed a one year online CPD course in Chinese Medicine Nutrition, which recruited 21 students for a start in October 2023. The Hub also ran a very well received NCA weekend conference in York.

# **NORTHERN COLLEGE OF ACUPUNCTURE**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 30 JUNE 2023***

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8) Our teaching clinics continued to offer a high quality professional service at much reduced rates, both to the local community and, in the case of the online clinics, also to people further afield. Patient surveys and feedback generally demonstrate a high level of satisfaction.

9) We continued to develop our research activity, with a particular focus on the first pilot stage of a major study of acupuncture and nutrition for atrial fibrillation.

10) College staff continued to contribute to the work of our professional bodies and the HE sector in a variety of ways.

11) Staff development activity and research and scholarship activity continued, with some teaching staff engaging in high levels of research and scholarship activity.

12) We report on 3 publications and 3 conference presentations by MSc alumni.

13) Our validating partnership with the University College of Osteopathy (UCO) continued into its third year, enabling our students to continue to access student loans and providing a supportive partnership with an HE provider that teaches cognate subject areas and understands the particular challenges for small specialist providers.

14) We reviewed our overall strategy and identified opportunities for development of new courses.

### **Financial review**

We had a surplus of £10,031 in 2022-23, following on from 2021-22 when we had a deficit of £55,391. Our intake of new students in 2022 was reasonable considering the financial uncertainties caused by the current cost of living crisis, but numbers were lower overall. In addition, we again experienced higher than expected rates of students withdrawing, interrupting study, transferring to part-time study or spreading one year of study over two years. Our analysis of this shows that finance and health were the primary causes of student drop out. However, our expenditure was well controlled and the final outcome was a surplus.

Our careful advance planning has meant that we have been able to function effectively through first the pandemic and then the cost of living crisis, but the effect on the lives of our mature student population continues to impact on us. We are undertaking detailed planning for new income generation and this combined with our usual adaptability will enable us to continue to provide our educational and clinical services while continuing to invest prudently in staff, activities and projects which are expected to benefit our future income, and which will further advance our charitable objectives. In the meantime, with a small surplus in 22-23 we have been able to protect our minimum reserves, enabling us to face any future uncertainties with confidence, and protecting the overall financial health of the College.

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 of not less than £185,000 each year. The trustees consider 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, or they will be able to decide to close their courses to new students but continue operating while existing students complete their studies. The unrestricted fund balance as at 30 June 2023 was £298,639 (2022: £286,763). Additional reserves are being held for use in projects including supporting students with their research projects. The restricted fund balance as at 30 June 2023 was £16,860 (2022: £18,705).

### **Internal Control**

We maintain a "risks and issues register" which is considered by our Boards and Committees regularly through the year, reviewed by the Board of Directors/Trustees, and used to inform future planning in line with our charitable objectives. When a Board or Committee identifies a changed or increased risk, or a new risk, this is escalated to the Board of Directors/Trustees. The register includes a scoring system for the likelihood of risks becoming a reality, the impact of risks if they become a reality, the degree of control we have over the risk, and the possible speed of escalation of the risk. Risks that are covered include business, operational, compliance with law and regulatory bodies, financial, management and governance, and customer service risks.

# **NORTHERN COLLEGE OF ACUPUNCTURE**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 30 JUNE 2023***

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The duties of the Board of Directors/Trustees include duties to “monitor the professional, commercial and reputational risks facing the College, ensuring that there are effective systems of control and risk management” and to “ensure that the long-term viability of the College is maintained through monitoring the performance of the College, including financial and managerial aspects”. To assist in these duties the Board receives reports from the Resources Committee and Principal at every meeting.

No significant internal control weaknesses or failures have arisen during 2022-23 or since the year end.

### **Plans for future periods**

Out overall strategic aims for 2023-2026 are:

1. To advance the subject areas and professions in our areas of interest, grow their professionalisation and research base to promote acceptance of our disciplines for the wider public good.
2. To provide an inclusive, supportive, high quality, research informed and stimulating learning environment for the diversity of our student population.
3. To achieve a stable and sustainable position for the College within the higher education sector.

In support of these aims, our priorities are:

1. We will enhance our approach to teaching, learning and student support which engages students and enables their learning and personal growth for their future success.
2. We will strengthen our endeavours to underpin subject areas and educational activities with research, by contributing to and steering research initiatives which promote the understanding of our disciplines and evaluate their efficacy, and by developing relevant collaborations in both education and research.
3. We will create opportunities for the passion and enthusiasm of our staff to emerge, by continuing and strengthening our commitment to ongoing staff development which supports students in their professional development, encourages them to work at the College, and enhances students' learning experience.
4. We will create stages and sustainable growth for our educational provision and will review our identity to ensure it is fit for the future.
5. We will continue to engage with regulatory developments in UK higher education, working with professional and statutory bodies, pursuing our own degree awarding powers, and achieving a change in our Office for Students status to fee cap provider.
6. We will develop out IT infrastructure, ensuring that it meets the needs of all aspects of the College's activity.

We have identified several opportunities to develop new courses, which are expected to contribute to increased income from 2024.

# NORTHERN COLLEGE OF ACUPUNCTURE

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

**FOR THE YEAR ENDED 30 JUNE 2023**

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### Structure, governance and management

The charity is a company limited by guarantee and accordingly has no share capital.

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:

K Wicklow

J R Galloway

(Resigned 14 October 2022)

E C Liu

H Thomas

N Haines

D Jay

G Webb

H Lansdown

(Appointed 20 October 2022)

T M Horta Reis da Silva

(Appointed 9 February 2023)

The serving trustees have the power to co opt new trustees. New trustees are assisted through their induction by existing trustees and officials of the charity. None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £5 in the event of a winding up.

### Qualifying third party indemnity provisions

The duties of the Board of Directors/Trustees are:

- To ensure the College's sustainability by working with the Principal and management team to agree the College's vision/philosophy, and strategic direction.
- To ensure that the vision and ethos of the College are sustained and that the College works to achieve its strategic aims and charitable objectives.
- To ensure that the long-term viability of the College is maintained through monitoring the performance of the College, including financial and managerial aspects.
- To monitor the professional, commercial and reputational risks facing the College, ensuring that there are effective systems of control and risk management.
- To protect the reputation of the College by being assured that clear regulations, policies and procedures that adhere to legislative and regulatory requirements are in place, ethical in nature, and followed.
- To uphold the College's Code of Practice on Freedom of Speech and to ensure that academic staff have freedom within the law to question and test received wisdom, and to put forward new ideas and controversial or unpopular opinions, without placing themselves in jeopardy of losing their jobs and privileges they have at the College.
- To receive assurance that academic governance is effective by working with the Academic Board to maintain academic and research standards, ensure enhancement of teaching, learning and assessment, and ensure that academic risks are effectively managed\*.
- To promote equality and diversity throughout the institution, including in relation to its own operation.
- To work with the Principal and management team to be assured that effective control and due diligence take place in relation to institutionally significant external activities\*\*.
- To review demands made by the processes of university validation and professional accreditation, assess the resource implications of these demands, and determine what response the College should make.
- To ensure that the College's governance structures and processes are fit for purpose by referencing them against recognised standards of good practice, including the HE Code of Governance.
- To appoint the Principal, support and to advise him/her in delivery of the College's objectives, and terminate his/her contract as appropriate.
- To appoint either two Directors or one Director and one senior member of the College staff to undertake appraisal of the Principal.

# NORTHERN COLLEGE OF ACUPUNCTURE

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

**FOR THE YEAR ENDED 30 JUNE 2023**

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- To receive requests for mediation from staff and implement mediation processes as appropriate, when the College's standard processes (including the "sorting out" process) have been used without achieving a satisfactory outcome.
- To receive appeals at the appeal stage of the staff disciplinary and grievance procedures, and to nominate a Director to decide on the appeal.
- To nominate one or more Director(s) to the Hearing Committee of the appeals stage of the student grievance procedure or of the Student disciplinary procedures, when appropriate.

\* Including partnerships and collaboration, recruitment and retention of students, provision of information, quality assurance and research integrity.

\*\* External activities with substantial potential for financial or reputational risk, including fund-raising, donations, corporate sponsored research, subsidiaries, partnerships and other commercial activities.

### **Auditor**

In accordance with the company's articles, a resolution proposing that Henton & Co LLP be reappointed as auditor of the company will be put at a General Meeting.

### **Disclosure of information to auditor**

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The trustees' report, including the strategic report, was approved by the Board of Trustees.



H Thomas  
**Trustee**

19 October 2023

# **NORTHERN COLLEGE OF ACUPUNCTURE**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

***FOR THE YEAR ENDED 30 JUNE 2023***

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The trustees, who are also the directors of Northern College of Acupuncture for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements 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, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, 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 UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

# NORTHERN COLLEGE OF ACUPUNCTURE

## INDEPENDENT AUDITOR'S REPORT

### TO THE TRUSTEES OF NORTHERN COLLEGE OF ACUPUNCTURE

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#### Opinion

We have audited the financial statements of Northern College of Acupuncture (the 'charity') for the year ended 30 June 2023 which comprise the statement of financial activities, the statement of financial position, the statement of cash flows and the 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 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 state of the charitable company's affairs as at 30 June 2023 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; and
- have been prepared in accordance with the requirements of the Companies Act 2006; and
- in all material aspects meet the requirements of the OfS's accounts direction.

#### 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 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 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

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.

# **NORTHERN COLLEGE OF ACUPUNCTURE**

## **INDEPENDENT AUDITOR'S REPORT (CONTINUED)**

### **TO THE TRUSTEES OF NORTHERN COLLEGE OF ACUPUNCTURE**

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#### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company law, 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 charitable company or to cease operations, or have no realistic alternative but to do so.

#### **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.

We have obtained an understanding of the legal and regulatory framework applicable to the Charity through discussions with senior management and review of the regulatory framework of any professional or membership bodies that the Charity is a part of. The Charity uses third parties to ensure that it remains up to date with changes and to review compliance with all its legal and regulatory requirements. In making our assessment of detecting irregularities, including fraud, we have discussed the issue with management who have advised that there have been no changes and the Charity remains compliant with its legal and regulatory requirement. Nothing has been brought to light in completing our audit work that contradicts this.

The laws and regulations identified as significant include Companies Act 2006, Charities Act 2011, those produced by the Office for Students, health and safety legislation, employment laws, data protection, and relevant tax laws.

In making our assessment of the susceptibility of the Charity's financial statements to material misstatement, we have also considered how fraud might occur. Our risk assessment procedures include: enquiry of members and management to understand the high level policies and procedures in place to prevent and detect fraud and reading Board minutes.

As a result of these procedures we identified the greatest potential for fraud in the following areas:

- revenue recognition and in particular the risk that revenue is recorded in the wrong period; and
- subjective accounting estimates.

Both risks arise due to a potential desire to present stronger results. As required by auditing standards we also identified and addressed the risk of management override of controls.

We performed the following procedures to address the risks of fraud identified:

- reviewing financial statement disclosures and testing to supporting documentation;
- auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness, and evaluating the business rationale of significant transactions outside the normal course of business;
- assessing significant accounting estimates for bias; and
- testing the timing and recognition of income and, in particular, that it was appropriately recognised.

# **NORTHERN COLLEGE OF ACUPUNCTURE**

## **INDEPENDENT AUDITOR'S REPORT (CONTINUED)**

### **TO THE TRUSTEES OF NORTHERN COLLEGE OF ACUPUNCTURE**

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No instances of material misstatement or fraud have been noted in the audit of the accounts for the year ended 30 June 2023.

The engagement partner has assessed that the engagement team has the appropriate competence and capabilities to identify or recognise non-compliance with laws and regulations, affected by the inherent difficulty in detecting irregularities, the effectiveness of the Charity's controls, and the nature, timing and extent of the audit procedures performed. No matters of non-compliance with laws and regulations and fraud were identified by the engagement team.

Our audit procedures were designed to respond to risks of material misstatement in the financial statements, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one 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 and 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 is available 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.



**Brett Davis (Senior Statutory Auditor)**  
**for and on behalf of Henton & Co LLP**

**Chartered Accountants**  
**Statutory Auditor**  
124 Acomb Road  
York  
YO24 4EY

19 October 2023

Henton & Co LLP 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.

# NORTHERN COLLEGE OF ACUPUNCTURE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
<b>Income from:</b>							
Charitable activities	3	1,046,158	-	1,046,158	1,098,565	-	1,098,565
Investments	4	3,200	-	3,200	1,193	-	1,193
<b>Total income</b>		<b>1,049,358</b>	<b>-</b>	<b>1,049,358</b>	<b>1,099,758</b>	<b>-</b>	<b>1,099,758</b>
<b>Expenditure on:</b>							
Charitable activities	5 6	1,037,482	1,845	1,039,327	1,155,149	-	1,155,149
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<b>11,876</b>	<b>(1,845)</b>	<b>10,031</b>	<b>(55,391)</b>	<b>-</b>	<b>(55,391)</b>
Fund balances at 1 July 2022		286,763	18,705	305,468	342,154	18,705	360,859
<b>Fund balances at 30 June 2023</b>		<b>298,639</b>	<b>16,860</b>	<b>315,499</b>	<b>286,763</b>	<b>18,705</b>	<b>305,468</b>

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.

# NORTHERN COLLEGE OF ACUPUNCTURE

## STATEMENT OF FINANCIAL POSITION

AS AT 30 JUNE 2023

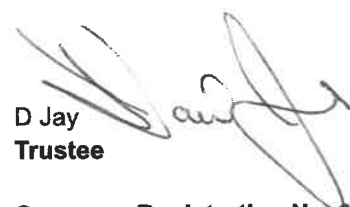
	Notes	2023 £	£	2022 £	£
<b>Fixed assets</b>					
Tangible assets	11		13,951		15,118
<b>Current assets</b>					
Stocks	12	3,600		3,600	
Debtors	13	42,671		45,315	
Cash at bank and in hand		470,125		464,995	
		<u>516,396</u>		<u>513,910</u>	
<b>Creditors: amounts falling due within one year</b>	14	<u>(214,848)</u>		<u>(223,560)</u>	
Net current assets			301,548		290,350
<b>Total assets less current liabilities</b>			<u>315,499</u>		<u>305,468</u>
<b>Income funds</b>					
Restricted funds	15		16,860		18,705
Unrestricted funds			298,639		286,763
			<u>315,499</u>		<u>305,468</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 30 June 2023, although an audit has been carried out under section 144 of the Charities Act 2011.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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 19 October 2023

  
D Jay  
Trustee

  
R Blackwell  
Accountable Officer

Company Registration No. 02400056

# NORTHERN COLLEGE OF ACUPUNCTURE

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 JUNE 2023

	Notes	2023 £	£	2022 £	£
<b>Cash flows from operating activities</b>					
Cash generated from/(absorbed by) operations	19		5,228		(15,376)
<b>Investing activities</b>					
Purchase of tangible fixed assets		(3,298)		(2,988)	
Investment income received		3,200		1,193	
<b>Net cash used in investing activities</b>			(98)		(1,795)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase/(decrease) in cash and cash equivalents</b>			5,130		(17,171)
Cash and cash equivalents at beginning of year			464,995		482,166
<b>Cash and cash equivalents at end of year</b>			<u>470,125</u>		<u>464,995</u>

# NORTHERN COLLEGE OF ACUPUNCTURE

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 30 JUNE 2023**

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### **1 Accounting policies**

#### **Charity information**

Northern College of Acupuncture is a private company limited by guarantee incorporated in England and Wales. The registered office is 61 Micklegate, York, YO1 6LJ.

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the 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) and Regulatory advice 9: Accounts direction issued by the Office for Students. 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. 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.

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.

#### **1.4 Income**

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.

Fee income is recognised in the period in which students are studying.

Clinic receipts are recognised in the period in which the service is provided.

Grants for immediate expenditure are accounted for when they become receivable. Grants received for specific purposes are treated as restricted funds. Grants which are received for future accounting periods are deferred and recognised in those periods.

Income from the sale of goods is recognised when receivable by the charity.

Rent is recognised when receivable by the charity.

Interest is recognised when receivable by the charity.

# NORTHERN COLLEGE OF ACUPUNCTURE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

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### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred and is classified under the headings of the statement of financial activities to which it relates:

Expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

#### 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	15%/20%/25% reducing balance
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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 the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### 1.9 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.

# NORTHERN COLLEGE OF ACUPUNCTURE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 30 JUNE 2023

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#### 1 Accounting policies

(Continued)

##### 1.10 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.

##### **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.

##### 1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

##### 1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

##### 1.13 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

# NORTHERN COLLEGE OF ACUPUNCTURE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Charitable activities

	Teaching fees	Clinic receipts	Sales of books	Practitioner Hub	Total 2023	Total 2022
	2023	2023	2023	2023		
	£	£	£	£	£	£
Sales within charitable activities	953,683	59,603	3,630	29,242	1,046,158	1,098,565

#### For the year ended 30 June 2022

	Teaching fees	Clinic receipts	Sales of books	Practitioner Hub	Total 2022
	£	£	£	£	£
Sales within charitable activities	1,024,024	58,128	3,361	13,052	1,098,565

Note on grant and fee income:

	2022-23	2021-22
Grant income from the OfS	0	0
Grant income from other bodies	0	0
Fee income for taught awards (exclusive of VAT)	£937,228	£1,010,944
Fee income for research awards (exclusive of VAT)	N/A	N/A
Fee income from non-qualifying courses (exclusive of VAT)	£16,455	£13,080
Total grant and fee income	£953,683	£1,024,024

# NORTHERN COLLEGE OF ACUPUNCTURE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2023

### 4 Investments

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Rental income	1,693	693
Interest receivable	1,507	500
	<u>3,200</u>	<u>1,193</u>

### 5 Details of grant and fee income

	2023	2022
	£	£
The source of grants and fee income is as follows:		
Fee income for taught awards	953,683	1,024,024
	<u>953,683</u>	<u>1,024,024</u>
Total grant and fee income	<u>953,683</u>	<u>1,024,024</u>

# NORTHERN COLLEGE OF ACUPUNCTURE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

### 6 Charitable activities

	College and clinic 2023 £	College and clinic 2022 £
Staff costs	537,155	562,092
Depreciation and impairment	4,465	7,563
Needles and moxa	3,841	5,616
Laundry and sharpz	639	2,147
Herbs	7,608	12,497
Lecturers fees	183,603	211,877
Lecturers other	14,370	11,841
University registration fees	24,422	84,375
Teaching aids	2,387	4,744
Accreditation and validation	43,954	45,632
Library and e-learning	13,292	13,187
Books resale	1,202	693
Research	1,111	1,780
Other charitable expenditure	197,228	187,584
	<u>1,035,277</u>	<u>1,151,628</u>
Share of governance costs (see note 7)	4,050	3,521
	<u>1,039,327</u>	<u>1,155,149</u>
<b>Analysis by fund</b>		
Unrestricted funds	1,037,482	1,155,149
Restricted funds	1,845	-
	<u>1,039,327</u>	<u>1,155,149</u>

### 7 Support costs

	Support costs £	Governance costs £	2023 £	2022 £
Audit fees	-	4,050	4,050	3,521
	<u>-</u>	<u>4,050</u>	<u>4,050</u>	<u>3,521</u>
Analysed between Charitable activities	-	4,050	4,050	3,521
	<u>-</u>	<u>4,050</u>	<u>4,050</u>	<u>3,521</u>

Governance costs includes payments to the auditors of £4,050 (2022- £3,521) for audit fees.

# NORTHERN COLLEGE OF ACUPUNCTURE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2023

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### 8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year. No trustee expenses have been incurred by the charity.

### 9 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Teaching	12	13
Administration	18	17
Total	<u>30</u>	<u>30</u>

#### Employment costs

	2023 £	2022 £
Wages and salaries	497,784	517,944
Social security costs	30,307	34,349
Other pension costs	9,064	9,799
	<u>537,155</u>	<u>562,092</u>

# NORTHERN COLLEGE OF ACUPUNCTURE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

### 9 Employees

(Continued)

No employees received employee benefits of more than £60,000.

The head of the College received a basic salary of £58,656 (2022 : £57,508) and pension contributions of £1,321 (2022 : £1,321).

The Principal's basic salary is 1.8 times (2022: 1.7 times) the median pay of staff, where the median pay is calculated on a full-time equivalent basis for the salaries paid by the provider to its staff. The Principal's total remuneration is 1.8 times (2022: 1.7 times) the median total remuneration of staff, where the median total remuneration is calculated on a full-time equivalent basis for the total remuneration paid by the charity to its staff.

There were no payments to the Principal in lieu of pension contributions, of dividends, of performance-related pay or other bonuses, and no other taxable or non-taxable benefits or other remuneration. There were no salary sacrifice arrangements. All pension contributions are identified above.

#### Justification of the Principal's remuneration

The College is a small HE provider, with around 200 students, and is also a registered charity. As is usual for small providers, the Principal's key tasks cover a wide range from the strategic to the operational, and they include financial, professional and legal responsibilities as well as involvement in marketing and managing the senior academic team.

The Principal has been in post for 24 years. Under his leadership the College has expanded its provision from one MSc course to five MSc courses and one BSc course, has survived substantial economic challenges, especially the 2008 banking crisis, has built up its financial reserves, and enhanced its reputation as a quality provider with a strong commitment to research. In recent years the College has had successful reports from the Quality Assurance Agency for HE and been registered with the Office for Students. In the National Student Survey the College consistently achieves high scores for overall student satisfaction and generally scores which are above the sector averages.

The Principal's performance is judged via an annual performance review conducted by two members of the Board of Directors/Trustees, and on an ongoing basis at regular meetings of the Board of Directors/Trustees.

#### Compensation for loss of office

There were no payments as compensation for loss of office to any staff member during the year.

### 10 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

# NORTHERN COLLEGE OF ACUPUNCTURE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2023

### 11 Tangible fixed assets

	Fixtures and fittings £
<b>Cost</b>	
At 1 July 2022	126,755
Additions	3,298
	<u>130,053</u>
At 30 June 2023	<u>130,053</u>
<b>Depreciation and impairment</b>	
At 1 July 2022	111,637
Depreciation charged in the year	4,465
	<u>116,102</u>
At 30 June 2023	<u>116,102</u>
<b>Carrying amount</b>	
At 30 June 2023	<u>13,951</u>
At 30 June 2022	<u>15,118</u>

### 12 Stocks

	2023 £	2022 £
Raw materials and consumables	<u>3,600</u>	<u>3,600</u>

### 13 Debtors

	2023 £	2022 £
<b>Amounts falling due within one year:</b>		
Trade debtors	13,231	24,607
Other debtors	420	1,831
Prepayments and accrued income	29,020	18,877
	<u>42,671</u>	<u>45,315</u>

### 14 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	7,989	9,160
Trade creditors	24,143	21,346
Other creditors	7,391	540
Accruals and deferred income	175,325	192,514
	<u>214,848</u>	<u>223,560</u>

# NORTHERN COLLEGE OF ACUPUNCTURE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 30 JUNE 2023

#### 15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 July 2021 £	Movement in funds Incoming resources £	Balance at 1 July 2022 £	Resources expended £	Balance at 30 June 2023 £
Supporting students	18,705	-	18,705	(1,845)	16,860

#### 16 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 30 June 2023 are represented by:						
Tangible assets	13,951	-	13,951	15,118	-	15,118
Current assets/(liabilities)	284,688	16,860	301,548	271,645	18,705	290,350
	298,639	16,860	315,499	286,763	18,705	305,468

#### 17 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023 £	2022 £
Within one year	50,000	50,000
Between two and five years	220,000	215,000
In over five years	110,000	165,000
	380,000	430,000

#### 18 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

# NORTHERN COLLEGE OF ACUPUNCTURE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2023

19	Cash generated from operations	2023 £	2022 £
	Surplus/(deficit) for the year	10,031	(55,391)
	Adjustments for:		
	Investment income recognised in statement of financial activities	(3,200)	(1,193)
	Depreciation and impairment of tangible fixed assets	4,465	7,563
	Movements in working capital:		
	(Increase)/decrease in stocks	-	2,527
	Decrease in debtors	2,644	42,051
	(Decrease) in creditors	(8,712)	(10,933)
	<b>Cash generated from/(absorbed by) operations</b>	<b>5,228</b>	<b>(15,376)</b>
20	<b>Analysis of changes in net funds</b>		
	The charity had no debt during the year.		

# NORTHERN COLLEGE OF ACUPUNCTURE

## ADDENDUM TO ACCOUNTS

### STATEMENT OF CHANGES IN EQUITY

**FOR THE YEAR ENDED 30 JUNE 2023**

	Called up share capital £	Total Funds £	Total £
<b>AT 1 JULY 2020</b>	–	355,014	<b>355,014</b>
Surplus for the year		5,845	<b>5,845</b>
<b>TOTAL COMPREHENSIVE INCOME FOR THE YEAR</b>	–	<b>360,859</b>	<b>360,859</b>
Dividends paid and payable	–	–	–
<b>TOTAL INVESTMENTS BY AND DISTRIBUTIONS TO OWNERS</b>	–	–	–
<b>AT 30 JUNE 2021</b>	–	360,859	<b>360,859</b>
(Deficit) for the year		(55,391)	<b>(55,391)</b>
<b>TOTAL COMPREHENSIVE INCOME FOR THE YEAR</b>	–	<b>305,468</b>	<b>305,468</b>
Dividends paid and payable	–	–	–
<b>TOTAL INVESTMENTS BY AND DISTRIBUTIONS TO OWNERS</b>	–	–	–
<b>AT 30 JUNE 2022</b>	–	305,468	<b>305,468</b>
Surplus for the year		10,031	<b>10,031</b>
<b>TOTAL COMPREHENSIVE INCOME FOR THE YEAR</b>	–	<b>315,499</b>	<b>315,499</b>
Dividends paid and payable	–	–	–
<b>TOTAL INVESTMENTS BY AND DISTRIBUTIONS TO OWNERS</b>	–	–	–
<b>AT 30 JUNE 2023</b>	–	<b>315,499</b>	<b>315,499</b>

I confirm that the above figures have been derived from the audited accounts of the company.



**Brett Davis (Senior Statutory Auditor)**  
**For and on behalf of Henton & Co LLP**  
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