

REGISTERED COMPANY NUMBER: 02821263 (England and Wales)
REGISTERED CHARITY NUMBER: 1093686

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30TH SEPTEMBER 2022
FOR
THE GUILD OF PSYCHOTHERAPISTS

Parkers
178-180 Church Road
Hove, East Sussex
BN3 2DJ

THE GUILD OF PSYCHOTHERAPISTS

CONTENTS OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30TH SEPTEMBER 2022

	Page
Report of the Trustees	1 to 10
Independent Examiner's Report	11
Statement of Financial Activities	12
Balance Sheet	13 to 14
Notes to the Financial Statements	15 to 21
Detailed Statement of Financial Activities	22 to 23

THE GUILD OF PSYCHOTHERAPISTS
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30TH SEPTEMBER 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30th September 2022. The trustees have adopted the provisions of 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).

Welcome to the Guild of Psychotherapists annual report for our 48th operating year.

This year has been the year of planning for our recovery from the impact of the COVID 19 Pandemic. We lost various sources of income and used up a large part of our reserves in order to keep us going. We are pleased that we managed to keep paying our employees throughout this time. Our fundraiser resigned and we have not recruited the post due to lack of resources.

We are glad to report that our Grade II listed Building reopened for those wishing to return to work and attend our training in person. The purchase of air purifiers for all the rooms has provided health and safety measures for those working onsite. We invested in new technology so as to facilitate online participation for anyone not wishing or unable to be present in person. This now allows us to offer hybrid events and teaching.

At our AGM in May 2022 I was elected as Chair and joined by Fiona Yaron-Field as Honorary Secretary and Laura Chernaik as Treasurer. The trustees are extremely grateful to Miranda Seymour-Smith who, as Chair, ushered us through the difficult years of the Pandemic. Her dedication and commitment to The Guild is truly impressive. The Chair of the Training Committee, Nicola Godwin, also stood down and again, we are grateful for her professionalism and commitment to the organisation.

There has been much enthusiasm and energy in the Guild community. A new Events Group has formed and are planning a series of events to be held in the Autumn. In addition, the Race and Culture Committee are planning a series of events with the aim of increasing our visibility as an organisation with particular emphasis on reaching groups that are less represented in the psychoanalytic psychotherapy field.

The trustees would like to acknowledge the impressive participation of trainees and students in all areas of the life of the Guild. Their enthusiasm, vision and work will take the organisation forward in the coming years.

Heather Pryce resigned as course leader of our highly respected Supervision Course. The trustees are grateful to Heather for her professionalism and dedication throughout her tenure. Heather will help us recruit a new Course Leader in the Autumn for the 2023/2024 course.

As funding sources are scarce, it is impressive that we have managed to keep our low fee Clinic running. This is thanks to the unpaid work of our trainees and the commitment of the Clinic Committee, supervisors, staff and, in particular, to Denis Echard, Chair of the Clinic.

As I write this report I find myself excited for the future of the Guild. Although we have much money to replenish and raise, there is a great team of individuals involved. All charities seem to be struggling to get funding at the moment and we are no different. Let's hope some things will change and that we can develop a variety of funding and income sources over the coming few years.

Psychoanalytic Psychotherapy truly changes lives and this knowledge keeps us focused as an organisation. I am indebted to all my colleagues and staff for keeping us moving forward.

Tania Glynn
Chair

THE GUILD OF PSYCHOTHERAPISTS
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30TH SEPTEMBER 2022

OBJECTIVES AND ACTIVITIES

Objectives and Achievements of the year

The aims and objectives for the year 2021-2022 were as follows:

PLANNING I

Administration Matters

Aim:

To maintain and improve where possible the Council's financial, administrative and communications infrastructure

Objectives for the year

Objective 1:

To maintain the Member's Affairs Committee (MAC) business plan

The Guild has again been able to maintain the recommendations of the Members' Affairs Committee (MAC) as accepted by Council and following the 2013 AGM. These include the decision to stay at 47 Nelson Square, despite the limitations of the building; the decision to review ongoing administrative, HR and building upkeep costs in value for money terms; and the plan to increase the number of trainees on the four-year Psychoanalytic Psychotherapy training. In addition, the Supervision Course and the Psychoanalytic Psychotherapy Introductory Course have been added as part of the plan to increase the number of trainees.

Objective 2:

To maintain and improve where possible the Guild's control of its finances

Council's ability to monitor expenditure and cash flow remains central to the Guild's efficient governance of its budget. The Chair, the Treasurer and the Senior Administrator have continued to ensure that up to date financial information is available and this has helped to better facilitate the day-to-day management of the Guild's finances. The Finance Committee: Treasurer, Senior Administrator, Chair of Clinic and Chair of Training are meeting regularly to monitor finances.

Objective 3:

To increase the Guild's income

The Guild relies on a mixture of self-generated income (membership fees, renting out rooms for psychotherapy, and training fees) along with grants and donations.

During this year the room rental has slowly begun to increase. Grants and donations are significantly reduced putting more pressure on our income generating ability. Events are planned with the hope of generating income.

As ever we are grateful to our past funders who have all reported that competition for available funding has been very intense affecting our ability to raise funds in this current year. The Head of Fundraising and Development resigned. Due to the pressure on finances we decided to not recruit this post for the time being as it was not generating enough income to justify its cost. Currently the Treasurer and other individuals are looking at potential funders and hope to be able to make some applications.

The impact on our income of the effectively two years of building closure combined with the reduced availability of grant funding have led to a major review of our fundraising strategy with an intention to target private sector sponsorship and other kinds of individual giving with perhaps less focus on grants and trusts.

The Guild's Training Committee continues to review its marketing of the courses in Psychoanalytic Psychotherapy in order to increase income through the recruitment of more trainees. This includes the development of blended learning which has the potential to increase the number of trainees who can attend. This has involved investment in improved infrastructure and improved broadband speeds.

Measures to increase diversity and inclusion of more black and minority ethnic trainees, have included setting up a bursary scheme which is being trialled in 2022.

THE GUILD OF PSYCHOTHERAPISTS
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30TH SEPTEMBER 2022

Objective 4:

To raise the Guild's public profile and to improve communication with the public

Various public events are in the planning as a means of increasing our external profile. These are planned for the Autumn of 2022

The Guild's representatives have continued to be actively engaged in the work of the CPJA section of UKCP.

Objective 5:

To maintain and improve communication with Guild members, students and trainees

The Guild Administrators have continued to provide news and information on courses, CPD events, lectures, other activities and job vacancies via the Office Bulletin.

The Guild's website and Members Forum continues to be developed in order to provide useful and relevant information of interest to Guild members, students and trainees via its members' section.

The Chair of the Guild sends termly letters to all members, students and trainees with the aim of keeping all areas of The Guild linked and informed.

PLANNING II

AIMS

The primary aims of the Guild are:

A. To provide a successful programme for the pluralist training of psychoanalytic psychotherapists. To provide opportunities for the further education of Guild members and students. To promote the undertaking of research.

B. To make psychoanalytic psychotherapy available to the public through the Reduced Fee Clinic, the clinical work of members and the referral service.

C. To increase access to psychological therapies in general and to the Guild's clinic and trainings in particular, from among groups under-represented in this field including BAME communities.

OBJECTIVES

A. Training, educational and research objectives, strategies and activities

The Guild's training has been established for nearly 50 years. All the major approaches to psychoanalytic theory and practice are represented in its programme. Applicants are required to have a graduate degree or equivalent previous experience, and will usually have professional experience of working with people.

The training comprises a 4 year taught programme during which time trainees develop their clinical practice. Upon graduation (generally within 5 years of completing the 4 year taught programme) trainees will have completed extensive in-depth work with patients under supervision, demonstrated sufficient knowledge of clinical theory and practice and presented a final paper which demonstrates the level, capacity and theoretical approach of their therapeutic work.

The Training Committee comprises experienced tutors drawn from the Guild membership as well as from other psychoanalytic organisations in order to ensure that a wide range of analytic theory is represented to highlight the pluralism enshrined in the Guild's ethos.

In keeping with the Guild's equal opportunities policy, trainees from diverse social and cultural backgrounds are encouraged to apply. While students fund their own training, we operate a scheme to support trainees in the event of hardship and a student bursary to encourage entrants on low incomes.

Guild members, students and trainees have access to the Psychoanalytic Electronic Publishing (PEP) archive, which provides online access to many journals and other resources.

THE GUILD OF PSYCHOTHERAPISTS
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30TH SEPTEMBER 2022

Objective A1:

To provide a high standard of teaching and supervision of the trainees and students of the four-year training programme

At the beginning of the academic year 2021-2022, there were 29 trainees registered on the training course and 17 registered students. Students are those who have completed the four-year course but have yet to qualify by submitting a final paper and satisfying the Training Committee and Council as to their suitability for membership. Six trainees deferred their studies.

In the course of the year, 8 trainees successfully completed the training course and 6 students were qualified by the Training Committee and were elected to full membership of the Guild.

The feedback from trainees at the end of each term and following additional termly seminars showed high levels of satisfaction with the standards of training. An external examiner has been in place since July 2014 to ensure that standards are monitored and continue to be acceptable.

The 10-week introductory course, Introduction to Psychoanalytic Concepts ran with 10 students.

Trainee Representatives on The Guild Council were Stacey McNutt and Laurentiu Trandafir.

The Chair of the Training Committee is a Member of the Finance Committee.

Objective A2:

To provide a pluralist supervision course for Guild members open to those from other psychoanalytic psychotherapy trainings

The Guild's eight Pluralist Supervision Course ran with 6 participants.

Objective A3:

To provide a programme of continuing professional development through lectures, seminars and conferences together with a range of public events

These are planned for Autumn 2022

AIM

B. To make psychoanalytic psychotherapy available to the public through its referral service and the Reduced Fee Clinic

OBJECTIVES

Objective B1:

To maintain the high standards of the Reduced Fee Clinic by:

- The careful selection, induction and supervision of therapists;
- Reviewing the procedures for the training of therapists and assessors;
- Reviewing the procedures of the office in dealing with enquiries, placement of patients and liaising with psychotherapists

The Guild's Reduced Fee Clinic, established in 1998, provides a low-cost psychotherapy service for people living in South London (Southwark, Lambeth and Lewisham Boroughs) on incomes of less than £20,000 per annum. Patients are offered up to two years of weekly psychotherapy at a fee based on their financial circumstances.

The work of the Clinic is overseen and underpinned by the Chair of the Clinic Committee, Denis Echard who was elected as Chair in March 2017. The committee led by the Chair maintained the practice of revision and consolidation of Clinic policies and procedures to improve both clinical and administrative standards.

THE GUILD OF PSYCHOTHERAPISTS
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30TH SEPTEMBER 2022

All Guild trainees take up an honorary placement in the Clinic. It is mandatory for each trainee to see at least one Clinic patient in the course of their training, and they are encouraged to take on a second patient if possible. Sue Gibbs, Guild Clinic Committee member and Clinic Liaison Officer, together with Janet Wishart, the Guild Clinic Administrator, provide a comprehensive clinic induction to trainees at the beginning of the year. The induction sessions are now held online for group of trainees. This year we could rely on a new cohort of 6 new Year One trainees. Although two dropped out, the four others joined the Clinic with great dedication and enthusiasm.

The Clinic Committee consists of 11 members: Chair, six group supervisors, Evanthe Blandy, Kate Field, Walter Finn, Tania Glynn, Judith Roberts, Stan Roman, and five other Guild therapists: Charles Brown, Denis Echard, Sue Gibbs, Mary Mitchinson, Sangita Mulji.

The patient's preliminary consultations are provided by a Clinic Committee members or a Guild student, with the support of the Clinic Administrator. The patient's assessors present their clinical assessment to the Committee which meets fortnightly to oversee the management and functioning of the Clinic. These meetings discuss clinical issues which occur from time to time and provide a very safe basis for stimulating and thought-provoking clinical discussions. Twice this year, the Clinic committee members met for a Thinking space moderated by Frank Lowe from the Tavistock and Portman NHS trust, to reflect on their practice within the Clinic in regard race and culture aspect of their work.

Presently, the Clinic offers therapists in training at the Guild supervision in six groups of three trainees on Wednesday afternoons, one group on Tuesday and two groups on Thursday evenings.

The group setting offers a safe and stimulating learning environment and safeguards the clinical standards of the Clinic.

Alternatively, trainees unable to join one of the groups have an option to be supervised on an individual basis by one of the additional Guild Clinic supervisors who generously offer their service at no cost to the Clinic.

The experienced team of 6 group supervisors meets regularly in order to share feedback and foster supportive working practice within the Clinic. These meetings are open to all supervisors involved in the work of the Clinic.

The Chair of the Clinic Committee took part in the Induction Day for incoming Year 1 trainees in October 2021 and in the Training Open Day in the spring 2022. The Clinic Chair is also invited regularly to the Training Committee's regular meetings in order to report on the trainee situation within the Clinic. The Clinic Committee was represented at the Assessment Training Session in November 2021.

The administrative staff (Pat Blackett, The Guild Senior Administrator and Janet Wishart, Clinic Administrator) provided the invaluable support to the Clinic. They are the first port of call (by phone and email) for the general public who self-refer or/and other agencies to the Guild clinic. They also liaise with Clinic Chair for the Clinic assessments, allocations and general human resources, external organisations, and agencies. They deal effectively with administrative and financial matters and make sure that the Clinic operates smoothly on a day-to-day basis. The Chair is a member of the Finance Committee.

In the still very difficult environment of the year 2021, due to the COVID 19 pandemics, the Head of Fundraising and Development has raised funds for the clinic and helped oversee clinic activities, including budget and project planning, and overseeing outputs and patient outcomes. Regrettably, she stepped down in December 2021 and has not been replaced.

52 patients were in therapy in October 2021 and only 34 in September 2022. An average of 23 patients where in therapy over the year including 9 starters. This decrease in numbers is mainly due to reduced resources which tightened the budget. However, the Clinic could rely to the voluntarily and effective support of Guild members willing to give their time to see a Clinic patient.

There were 20 patients from ethnic minorities background (38%). Gender: 71% Female, 23% Male, 5% other.

THE GUILD OF PSYCHOTHERAPISTS
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30TH SEPTEMBER 2022

During this year 41 therapists worked at the Clinic including 32 trainees and students (some finishing their two-year placement some beginning it) including 13 trainees or/ and students who were seeing a second Clinic patient. There were 10 qualified therapists' members who saw one or more patients.

Assessments: The Guild carried out 21 assessments between October 2021 and September 2022. We keep voluntarily a small waiting list of callers to make sure that the persons assessed be seen by a therapist relatively shortly (6 weeks average).

Where we are unable to offer therapy, we endeavour to find suitable alternatives whenever possible including making referrals to our referral co-ordinators and providing list of other clinics providing reduced fee therapy.

Objective B2:

To provide a high standard of psychotherapy in the Reduced Fee Clinic, and to increase the number of treatment places

Objectives and achievements

In the context of vastly increased competition for charitable trust funding following the pandemic we are reviewing our approach to fundraising less on charitable grants and more on other ways of attracting private sponsorship and private giving.

Objective B3:

Reviews of the Guild's Reduced Fee Clinic Structure

The Clinic management is undertaken by the Chair of the Clinic Committee with administrative support from the office and clinical support from the Clinic Committee. The Chair of the Clinic Committee and the Finance Committee are continuing to review the structure of the Clinic in light of the pressure on finances this year.

Public benefit

The section of this report above entitled 'Objectives and achievements of the year' sets out the charity's objectives and reports on the activity and successes in the year to 30 September 2022 as well as explaining the plans for the current financial year of 2022-23.

The Directors have considered this matter and concluded:

1. That the aims of the organisation continue to be charitable;
2. That the aims and the work done give identifiable benefits to the charitable sector and both indirectly and directly to individuals in need;
3. That the benefits are for the public, are not unreasonably restricted in any way and certainly not by ability to pay; and
4. That there is no detriment or harm arising from the aims or activities.

The Trustees confirm that they have complied with the duty in Section 4 of the Charities' Act 2006 to have due regard to the guidance published by the Charities' Commission on public benefit when reviewing the Charities' main aims and objectives and in planning future activities.

STRATEGIC REPORT

Financial review

Assets policy

The principal asset of the Guild is our Grade II listed Georgian building which we hold on long lease.

THE GUILD OF PSYCHOTHERAPISTS
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30TH SEPTEMBER 2022

STRATEGIC REPORT

Financial review

Reserves policy

It is normally the policy of the Guild that the level of reserves (those not tied up in fixed assets) should be maintained at a level at least equivalent to three months' expenditure, which averages £50,000. In light of the long term nature of the psychotherapy offered by the Clinic, it is now viewed that 6 months expenditure in the reserves is more prudent, ie an average of £100,000. The Trustees consider that reserves at that level would 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.

As at 30 September 2022, our reserves fund stood at a surplus of £125, 557 (and £40,000 surplus was transferred from current in October), (as of 30 September 2021: £ £94,181).

The last two years have put pressure on the reserves as we have stated due to lost income. Between our two reserve accounts, we have maintained a level of at least 6 months of expenditure. We remain determined to achieve the reserves policy of six months running costs through our revised fundraising and income generating strategy currently under review.

Our annual accounts show a deficit of -£12,326, current income vs current expenditure in 2022-23, met from our reserves which still remain above our recommended level of 6 months. The Guild's expenditure in general is predictable and low and so our reserves have again helped weather the income shortfall. We remain committed to maintaining the level of reserves of six months running costs.

The training intake in the autumn 2021 had 10 new trainees which we considered good given the difficulties throughout the year and the fact that the Training had to run online. As training fees make such an important contribution to revenue, we are grateful to the Training Committee for all their hard work attracting trainees, publicising the training and maintaining the Guild's reputation by offering such a high standard of training.

The Guild's membership provides around one-fifth of the Guild's income through their membership fees. These fees are greatly appreciated in making the Guild's existence as an institution possible and promoting the aims of the Guild in providing support for its members, and in offering the pluralist training and psychoanalytic psychotherapy to the public.

Thanks go to all Guild members, trainees, students and staff who have worked to keep expenditures within the Guild's budget.

Finally, special thanks are due to the Guild's Senior Administrator, Pat Blackett, Clinic Administrator and Administrative Assistant Janet Wishart and Training Administrator, Mary-Ann Crumplin for their help and support.

THE GUILD OF PSYCHOTHERAPISTS
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30TH SEPTEMBER 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance and organisational structure

The Guild of Psychotherapists (the Guild) was founded in 1974. The ambition of the founding members was to offer a pluralist training in psychoanalytic psychotherapy.

Today, the Guild provides a well-established training programme and runs a reduced fee psychotherapy clinic serving the local community in southeast London. It also comprises a nationwide network of almost 200 psychotherapists who participate in both the private and public sector provision of mental health services.

The therapeutic relationship offers an opportunity for people to bring to a skilled practitioner the psychological issues with which they are struggling. This process offers the individual the opportunity to tackle at depth the causes of their distress and conflict. Therapy can bring about a deeper understanding leading to new perspectives, enabling an individual to lead a richer and more satisfying life. The psychotherapeutic approach of the Guild is psychoanalytically based.

During this current year the structure, governance and management of the Guild have been the subject of an organisational review which will feed into the revised organisational strategy of the Guild.

Governing Document

The Guild was first registered as a charity on 13 July 1987, then widened its objectives and was registered again on 3 September 2002 and is a charitable limited company by a Memorandum and Articles of Association incorporated on 25 May 1993. A Special Resolution was passed on 29 April 2002 updating the company's Memorandum and Articles of Association to take on the Aims and Constitution of the Guild of Psychotherapists. The new objectives of the company are to promote through psychotherapy the relief of psychological disorders in members of the public by education, training, research and by clinical practice. A principal activity of the company since its incorporation has been the ownership and management of the property in Southwark, 47 Nelson Square, which is the headquarters of the Guild.

Governance of the Guild, recruitment and appointment of Trustees

The Guild is governed by a Council, the members of which are the Trustees who are elected by the Guild members at the Annual General Meeting. They comprise the Chair, the Honorary Secretary, the Treasurer, the Chairs of key committees and five Members' Representatives. In addition two Trainee/Student Representatives are elected by the Trainee Affairs Committee of the Guild. Collectively they form the Council of the Guild. Appointments are for a period of three years and are eligible for re-election for three years. The Council is empowered to co-opt members to fill any vacancies and also to appoint an additional two Trustees, who will serve until the next AGM.

The Chair, Honorary Secretary and Honorary Treasurer (Guild Officers) are responsible for the administration and management of the charity. The day-to-day management and administration is the responsibility of the Senior Administrator who liaises closely with the Guild Officers. During this year a new Chair, Honorary Secretary and Treasurer were appointed at the AGM.

The training programme is managed by the Training Committee and the Guild's Reduced Fee Psychotherapy Clinic is managed by the Clinic Committee.

The Guild has a number of standing committees (Clinic, Training, Finance, Ethics, Race and Culture, Members' Affairs and Student & Trainee Affairs Committees) as well as an Events Group and Library Committee.

The Guild is thankful to all Council Members for their contribution and support for the organisation over the year without which the Guild could not function.

The Council members, who are also trustees of the charity and directors for the purpose of company law, who served during the financial year 2021-22, are as follows:

Laura Chernaik (Treasurer from June 2022)
Annie Dillon
Denis Echard
Fiona Yaron-Field (Company Secretary from June 2022)
Tania Glynn (Chair from June 2022)

THE GUILD OF PSYCHOTHERAPISTS
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30TH SEPTEMBER 2022

Nicola Godwin
Sian Morgan-Hutt
Mary Mitchinson
Gill Popple (until January 2022)
Miranda Seymour-Smith (Chair until June 2022)

Margery Craig and Mary Mitchinson were the UKCP Representatives for The Guild. We would like to thank Stacey Mc Nutt and Laurentiu Trandafir who acted as Student Representatives during the year.

Regular budgetary control and review is exercised by the Honorary Treasurer and the Finance Committee. Committees submit regular reports on their activities to the Council and to the Annual General Meeting.

Training and induction provided for Trustees

Because trustees are appointed from the membership, and from the current group of trainees and students, they all come to the Council with some considerable knowledge of the work of the Guild. Trustees are provided additionally with:

- Copies of recent minutes and Council documents
- The Memorandum and Articles of Association and other key Guild documents

Related parties and organisations

The Guild is an Organisational Member of the United Kingdom Council for Psychotherapy (UKCP). Guild representatives play an active part in UKCP affairs, representing the Guild and the interests of its Members at a national level. The Guild adheres to the ethical guidelines and policies of UKCP.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02821263 (England and Wales)

Registered Charity number

1093686

Registered office

47 Nelson Square
Blackfriars Road
London
SE1 0QA

Trustees

D J B Echard
Ms T M Glynn
Annie Dillon (resigned 14/5/22)
Ms N J Godwin
Miranda Seymour-Smith (resigned 9/7/22)
Dr L R Chernaik Psychoanalyst (appointed 14/5/22)
Ms M R Mitchinson Psychotherapist (appointed 14/5/22)
Mrs F J Yaron-Field Psychoanalytic (appointed 14/5/22)

Company Secretary

Mrs F J Yaron-Field

Independent Examiner

Parkers
178-180 Church Road
Hove, East Sussex
BN3 2DJ

THE GUILD OF PSYCHOTHERAPISTS
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30TH SEPTEMBER 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Bankers

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on and signed on the board's behalf by:

.....
Ms T M Glynn - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE GUILD OF PSYCHOTHERAPISTS**

Independent examiner's report to the trustees of The Guild of Psychotherapists ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30th September 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company 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 your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the 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:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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 accounts to be reached.

Annette Watson
FCA
Parkers
178-180 Church Road
Hove, East Sussex
BN3 2DJ

Date:

THE GUILD OF PSYCHOTHERAPISTS

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 30TH SEPTEMBER 2022**

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	63,315	-	63,315	68,543
Charitable activities					
Provision of facilities to psychotherapists		41,729	-	41,729	9,367
Professional training		110,088	-	110,088	94,987
Guild clinic		14,769	-	14,769	20,809
Investment income	3	233	-	233	17
Total		230,134	-	230,134	193,723
EXPENDITURE ON					
Raising funds		21,173	-	21,173	10,664
Charitable activities	4				
Professional Development		31,235	-	31,235	33,225
Provision of facilities to psychotherapists		54,859	-	54,859	49,586
Professional training		87,652	-	87,652	84,174
Guild clinic		44,831	2,710	47,541	70,473
Total		239,750	2,710	242,460	248,122
NET INCOME/(EXPENDITURE)		(9,616)	(2,710)	(12,326)	(54,399)
RECONCILIATION OF FUNDS					
Total funds brought forward		594,846	67,785	662,631	717,030
TOTAL FUNDS CARRIED FORWARD		585,230	65,075	650,305	662,631

The notes form part of these financial statements

THE GUILD OF PSYCHOTHERAPISTS

BALANCE SHEET 30TH SEPTEMBER 2022

	Notes	2022 £	2021 £
FIXED ASSETS			
Tangible assets	9	500,130	500,665
CURRENT ASSETS			
Debtors	10	16,844	12,888
Cash at bank and in hand		165,297	184,459
		182,141	197,347
CREDITORS			
Amounts falling due within one year	11	(31,966)	(35,381)
NET CURRENT ASSETS		150,175	161,966
TOTAL ASSETS LESS CURRENT LIABILITIES		650,305	662,631
NET ASSETS		650,305	662,631
FUNDS	13		
Unrestricted funds:			
General fund		85,100	94,181
Designated fund - fixed asset fund		410,928	411,463
Revaluation reserve		89,202	89,202
		585,230	594,846
Restricted funds		65,075	67,785
TOTAL FUNDS		650,305	662,631

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30th September 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 30th September 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that 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 charitable 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 charitable company.

The notes form part of these financial statements

THE GUILD OF PSYCHOTHERAPISTS

**BALANCE SHEET - continued
30TH SEPTEMBER 2022**

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

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

.....
T M Glynn - Trustee

THE GUILD OF PSYCHOTHERAPISTS
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH SEPTEMBER 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Tangible fixed assets are measured at cost. Upon transition to FRS102, 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' the previous GAAP revaluation of the leasehold buildings was used as deemed cost.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Fixtures and fittings - 25% on cost

Long leasehold property - the residual value of the property is considered to be equal to, or in excess of its current carrying value and depreciation is therefore not provided.

Taxation

The company is a registered charity and as such its income and gains falling within section 471 to 489 of the Corporation Tax Act 2010 or section 256 of the Taxation and Chargeable Gains Act 1992 are exempt from corporation tax to the extent that they are applied to its charitable activities.

Fund accounting

Unrestricted funds are general funds that are available for the use at the trustees' discretion in furtherance of the objectives of the charity.

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 accounts.

Designated funds comprise funds which have been set aside at the discretion of the Council members for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

THE GUILD OF PSYCHOTHERAPISTS

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30TH SEPTEMBER 2022

2. DONATIONS AND LEGACIES

	2022	2021
	£	£
Donations and gifts	5,761	17,419
Professional membership income	57,554	39,724
Grants	-	11,400
	<u>63,315</u>	<u>68,543</u>

The following grants made up our 2021 grant total:
City Bridge Trust - £11,400 for the BAME psychotherapy project

3. INVESTMENT INCOME

	2022	2021
	£	£
Deposit account interest	233	17
	<u>233</u>	<u>17</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 5) £	Totals £
Professional Development	19,863	11,372	31,235
Provision of facilities to psychotherapists	54,859	-	54,859
Professional training	80,787	6,865	87,652
Guild clinic	44,324	3,217	47,541
	<u>199,833</u>	<u>21,454</u>	<u>221,287</u>

5. SUPPORT COSTS

	Management £	Finance £	Information technology £	Governance costs £	Totals £
Professional Development	6,556	424	2,583	1,809	11,372
Professional training	3,957	256	1,560	1,092	6,865
Guild clinic	1,854	120	731	512	3,217
	<u>12,367</u>	<u>800</u>	<u>4,874</u>	<u>3,413</u>	<u>21,454</u>

THE GUILD OF PSYCHOTHERAPISTS

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30TH SEPTEMBER 2022

6. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2022 £	2021 £
Depreciation - owned assets	<u>535</u>	<u>535</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30th September 2022 nor for the year ended 30th September 2021.

None of the Council members (or any persons connected with them) received any remuneration during the year. Council members are not required to pay standard membership fees during their period in office.

Trustees' expenses

None of the Council members (or any persons connected with them) were reimbursed any expenses during the year.

8. STAFF COSTS

	2022 £	2021 £
Wages and salaries	<u>87,766</u>	<u>103,159</u>
	<u>87,766</u>	<u>103,159</u>

The average monthly number of employees during the year was as follows:

	2022	2021
Support and administration	<u>4</u>	<u>5</u>

No employees received emoluments in excess of £60,000.

9. TANGIBLE FIXED ASSETS

	Long leasehold £	Fixtures and fittings £	Totals £
COST			
At 1st October 2021 and 30th September 2022	<u>500,000</u>	<u>28,384</u>	<u>528,384</u>
DEPRECIATION			
At 1st October 2021	-	<u>27,719</u>	<u>27,719</u>
Charge for year	-	<u>535</u>	<u>535</u>
At 30th September 2022	-	<u>28,254</u>	<u>28,254</u>
NET BOOK VALUE			
At 30th September 2022	<u>500,000</u>	<u>130</u>	<u>500,130</u>
At 30th September 2021	<u>500,000</u>	<u>665</u>	<u>500,665</u>

THE GUILD OF PSYCHOTHERAPISTS

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30TH SEPTEMBER 2022

9. TANGIBLE FIXED ASSETS - continued

Upon transition to FRS102, 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' the previous GAAP revaluation of the leasehold buildings was used as deemed cost. The leasehold property was re-valued at £500,000 by Tuckerman, an independent firm of Chartered Surveyors, on 23 November 2011. The basis for valuation was open market value. The property is assessed annually by the trustees, who consider that the current market value is not materially different from its net book value. The historical cost of the property is £431,614.

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Other debtors	16,053	12,215
Prepayments and accrued income	791	673
	<u>16,844</u>	<u>12,888</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	3,042	6,825
Social security and other taxes	1,152	1,436
Accruals	296	774
Deferred income	27,476	26,346
	<u>31,966</u>	<u>35,381</u>

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	2022 Total funds	2021 Total funds
	£	£	£	£
Fixed assets	500,130	-	500,130	500,665
Current assets	117,066	65,075	182,141	197,347
Current liabilities	(31,966)	-	(31,966)	(35,381)
	<u>585,230</u>	<u>65,075</u>	<u>650,305</u>	<u>662,631</u>

THE GUILD OF PSYCHOTHERAPISTS

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30TH SEPTEMBER 2022

13. MOVEMENT IN FUNDS

	At 1/10/21 £	Net movement in funds £	At 30/9/22 £
Unrestricted funds			
General fund	94,181	(9,081)	85,100
Designated fund - fixed asset fund	411,463	(535)	410,928
Revaluation reserve	89,202	-	89,202
	<u>594,846</u>	<u>(9,616)</u>	<u>585,230</u>
Restricted funds			
Studentship Fund	9,296	-	9,296
Clinic Development Fund	5,845	-	5,845
City Bridge Fund	52,644	(2,710)	49,934
	<u>67,785</u>	<u>(2,710)</u>	<u>65,075</u>
TOTAL FUNDS	<u><u>662,631</u></u>	<u><u>(12,326)</u></u>	<u><u>650,305</u></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	230,134	(239,215)	(9,081)
Designated fund - fixed asset fund	-	(535)	(535)
	<u>230,134</u>	<u>(239,750)</u>	<u>(9,616)</u>
Restricted funds			
City Bridge Fund	-	(2,710)	(2,710)
	<u>-</u>	<u>(2,710)</u>	<u>(2,710)</u>
TOTAL FUNDS	<u><u>230,134</u></u>	<u><u>(242,460)</u></u>	<u><u>(12,326)</u></u>

THE GUILD OF PSYCHOTHERAPISTS

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30TH SEPTEMBER 2022

13. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/10/20 £	Net movement in funds £	At 30/9/21 £
Unrestricted funds			
General fund	154,965	(60,784)	94,181
Designated fund - fixed asset fund	411,998	(535)	411,463
Revaluation reserve	89,202	-	89,202
	<u>656,165</u>	<u>(61,319)</u>	<u>594,846</u>
Restricted funds			
Studentship Fund	9,296	-	9,296
Clinic Development Fund	5,845	-	5,845
City Bridge Fund	45,724	6,920	52,644
	<u>60,865</u>	<u>6,920</u>	<u>67,785</u>
TOTAL FUNDS	<u>717,030</u>	<u>(54,399)</u>	<u>662,631</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	170,323	(231,107)	(60,784)
Designated fund - fixed asset fund	-	(535)	(535)
	<u>170,323</u>	<u>(231,642)</u>	<u>(61,319)</u>
Restricted funds			
Clinic Fund	12,000	(12,000)	-
City Bridge Fund	11,400	(4,480)	6,920
	<u>23,400</u>	<u>(16,480)</u>	<u>6,920</u>
TOTAL FUNDS	<u>193,723</u>	<u>(248,122)</u>	<u>(54,399)</u>

The fixed asset fund is the net book value of the fixed assets in the balance sheet.

The Clinic fund represents funds which have been received to be used exclusively for the provision of psychotherapy for local people through The Guild of Psychotherapy Clinic.

The Studentship fund represents funds which have been received to be used exclusively for student bursaries.

The Clinic Development fund represents funds which have been received to be used exclusively for the funding of additional assessments and therapy sessions under Project 30.

The City Bridge fund represents funds which have been received to be used exclusively for the provision of psychotherapy for ethnic minorities through The Guild of Psychotherapy Clinic.

THE GUILD OF PSYCHOTHERAPISTS

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30TH SEPTEMBER 2022**

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30th September 2022.

THE GUILD OF PSYCHOTHERAPISTS

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30TH SEPTEMBER 2022**

	2022 £	2021 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations and gifts	5,761	17,419
Professional membership income	57,554	39,724
Grants	-	11,400
	63,315	68,543
Investment income		
Deposit account interest	233	17
Charitable activities		
Professional training	110,088	94,987
Facilities provision for psychotherapists	41,729	9,367
Guild clinic	14,769	20,809
	166,586	125,163
Total incoming resources	230,134	193,723
EXPENDITURE		
Raising donations and legacies		
Wages	2,743	10,202
Other costs	-	462
	2,743	10,664
Other trading activities		
Bad debts	18,430	-
Charitable activities		
Wages	85,023	92,957
Other costs	114,275	122,090
Fixtures and fittings	535	535
	199,833	215,582
Support costs		
Management		
Insurance	7,043	5,159
Telephone	2,503	3,390
Postage and stationery	1,842	1,784
Sundries	-	(200)
Bank interest	979	1,003
	12,367	11,136
Finance		
Bank charges	800	709

This page does not form part of the statutory financial statements

THE GUILD OF PSYCHOTHERAPISTS

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30TH SEPTEMBER 2022

	2022 £	2021 £
Finance		
Information technology		
Sundries	4,874	4,848
Governance costs		
Meetings and Officers expenses	-	1,524
Accountancy and legal fees	3,413	3,346
Legal fees	-	313
	<u>3,413</u>	<u>5,183</u>
Total resources expended	<u>242,460</u>	<u>248,122</u>
Net expenditure	<u><u>(12,326)</u></u>	<u><u>(54,399)</u></u>

This page does not form part of the statutory financial statements