

REGISTERED COMPANY NUMBER: 05120862 (England and Wales)
REGISTERED CHARITY NUMBER: 1108372

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021
FOR
B.S.C.A.H.

Wyatt, Morris, Golland Ltd
Park House
200 Drake Street
Rochdale
Lancashire
OL16 1PJ

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FOR THE YEAR ENDED 31 DECEMBER 2021**

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B.S.C.A.H.

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 DECEMBER 2021**

TRUSTEES

Dr J Boissiere
Dr L R Brann (resigned 22.4.21)
Dr P L N Naish (resigned 23.4.21)
Dr A H M Williamson (resigned 22.4.21)
Dr C Woodward (resigned 13.2.21)
Dr D Kraft (resigned 22.4.21)
Mrs J E Rogerson (resigned 22.4.21)
Dr M P Tilford
Dr M Wall
Dr G M Smith (appointed 22.4.21)

REGISTERED OFFICE

Park House
200 Drake Street
Rochdale
Lancashire
OL16 1PJ

REGISTERED COMPANY NUMBER 05120862 (England and Wales)

REGISTERED CHARITY NUMBER 1108372

INDEPENDENT EXAMINER

Wyatt, Morris, Golland Ltd
Park House
200 Drake Street
Rochdale
Lancashire
OL16 1PJ

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021**

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 31 December 2021. 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).

OBJECTIVES AND ACTIVITIES

Charitable objects

The charity's principle objective as set out in its constitution is to promote, for the public benefit, the study, teaching and use of hypnosis in the fields of medicine, dentistry and psychology. In order to meet this objective, BSCAH encourages academic research into hypnosis. In the field of clinical hypnosis in the UK, BSCAH is unique in that its membership is restricted to healthcare professionals who must be members of an approved professional body. The training enables these professionals to utilise hypnotic techniques as an adjunct to their clinical specialties.

BSCAH runs various educational pathways to encourage BSCAH accreditation. Branches throughout the UK deliver Foundation Training which consists of 3 modules along with branch meetings and workshops throughout the year. BSCAH also delivers, in conjunction with Birmingham City University, the only University Accredited level 6 & 7 AdvDip/GradCert/BSc/PgCert in Clinical hypnosis, Communication Skills and Related Techniques course in the UK which is taught entirely by healthcare professionals.

We have expanded our educational programme to include online training courses and specialist modules. Peer support groups have been set up across the UK to support our trainees and members with supervision and networking opportunities. BSCAH collaborates closely with the Royal Society of Medicine, European Society of Hypnosis and the International Society of Hypnosis. BSCAH also holds annual conferences during which lectures and workshops are delivered. BSCAH's official journal Contemporary Hypnosis & Integrative Therapy is available to all members.

Public benefit

When planning the activities for the year, the trustees have considered the commissions guidance on public benefit and in particular the trustees have considered how planned activities will contribute to the aims and objectives they have set.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021**

ACHIEVEMENT AND PERFORMANCE

Review of activities and achievements

In 2021 there were several structural changes to the charity, and we employed our first CEO. Terms of Reference were agreed with our Education Committee, and a Governance and Finance group were agreed. An Executive team was also developed. Several trustees resigned their post and are now helping BSCAH develop their educational offerings, run webinars and are on hand to give advice and help in any way they can.

Due to the Covid-19 pandemic BSCAH was forced to re-think its strategy and develop online courses in Clinical Hypnosis. Our first online course, designed to be delivered virtually was piloted in January 2021 with remarkable success to seventeen participants from the mental health teams of Cumbria Northumberland Tyne and Wear Foundation NHS Trust. This course used google classrooms for the theory and zoom for the face-to-face practical elements.

Since then, the Education Committee has continued to work diligently to further BSCAH's core business of educating healthcare professionals in clinical hypnosis. They delivered 4 online courses in 2021 in Clinical Hypnosis for Healthcare Professionals. They rolled out Specialist modules in oncology, trauma, pain, and functional bowel disorders. We intend on building on these specialist modules to help develop understanding of hypnosis in specialist areas.

Our Birmingham City University (Accred) level 6 & 7 AdvDip /GradCert /BSc /PgCert in Clinical Hypnosis and Related Techniques has been delivered online in line with the university covid policy for 2 years. The course has run for 5 years at BCU and is due for re-validation in 2022. The process of re-validation at Birmingham City University was started in summer 2021 and is due to be finalised summer 2022. We are applying for approval for an online and a blended course. We hope that this will widen our reach and give Healthcare Professionals who live further away the opportunity to complete the course online yet give an option for those who can attend the university the opportunity to do so as we feel that face to face interaction is important.

In 2021 we researched and sourced a new developer for a new website and educational platform. We have been using Google classroom for our online courses which is a free platform and we felt that investment on our own educational platform would give us the facility to develop our online offerings as well as giving us a place to host our monthly webinars. It is hoped that a new, more intuitive website will reduce time spent on administration. Our new website developer will also be developing our social media presence.

BSCAH has been providing its members (also available to non-members for a fee) with a monthly webinar on a variety of topics. These have proved very popular as they give members the opportunity to discuss case studies and share experiences either as a named contributor or as a participant. They are recorded and made available on the member's area of the website so members can refer back to them and watch them in their own time. BSCAH has been collaborating closely with the Royal Society of Medicine over the past year sharing our webinars with each other's members and offering discounted attendance fees.

In 2021 we were approached by the Royal College of Anaesthetist to collaborate to produce some pre-operative resources. This includes a webpage and audios for pre-operative patients.

Our Scientific National Conference "Think it possible you may be mistaken? Challenging assumptions & developing new ideas" was postponed to 2022.

We held our first virtual AGM which gave us the opportunity to attract a speaker from abroad; Susanna Carolusson.

We also held our first virtual "Meeting of Members", which provided a space for the BSCAH team and members to get together to discuss BSCAH's objectives. We are planning on running 2-3 Meeting of Members annually. It is hoped that these types of events will attract members who otherwise wouldn't get the opportunity to be involved and to encourage activity with the charity. We recognise that we are stronger as a team and that by sharing and collaborating with our members we can be successful. We have so much talent and expertise within our membership which we should be utilising.

It was decided that we would increase our subscription fee by £10 for 2022. This is the first time we have increased our subscription fee.

Our peer reviewed scientific journal 'Contemporary Hypnosis and Integrated Therapies' continues to be published by Crown House. Members receive a hard copy or can elect to have electronic access and it is also the European Society of Hypnosis's official journal.

The Society has an Accreditation process for peer assessment of members' skills in the clinical uses of hypnosis and several members have become Accredited in the past year.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021**

FINANCIAL REVIEW

Financial position

BSCAH has 2 main income streams both of which produce unrestricted funds which are utilised annually to further our charitable aims and objectives. These 2 streams include membership subscriptions and training courses/events. The income produced by training courses is usually earmarked for offering free meetings, training, and events to our members in line with our charitable objectives. During the first year of covid there was no income generated by our training courses and the charity survived on the membership subscriptions and some reserves alone. Due to covid we have spent a lot of time developing our educational offerings by moving our courses online and developing new educational pathways. This is an area which we will be investing in which will make our courses more accessible for busy healthcare professionals and attracting a wider geographical audience. We have trailed delivering online courses throughout 2021 with much success, producing a new income stream. Investment will be necessary for us to maximise the financial return by providing these new educational offerings to healthcare professionals.

The opportunity to collaborate with similar organisations have been opened in recent years and is an area we wish to utilise to its maximum potential. We recognise that collaboration with other organisations that have similar aims, objectives and values will further BSCAHs charitable aims. Funds may be required in the future to invest in joint conferences, training and events.

Governance and internal control

The major risks, to which the charity is exposed, as identified by the trustees, have been reviewed and systems have been established to mitigate those risks.

Investment powers, policy and performance

The charity's powers of investment are governed by the Charities Act 2011. The trustees have considered the most appropriate policy for investing funds, and have found that a building society or bank deposit account meets their requirements.

Reserves policy

BSCAH has gone through some substantial changes since Covid hit (2020). We have taken on our first full time employee, and we have completed a society wide organisational re-structure. We are laying the foundations to support BSCAHs future growth and development. The funds kept in reserve will be used where and when necessary, to financially support our development as a charity.

BSCAHs reserves are set at £150,000 which are unrestricted funds that are freely available to spend on any of the charity's purposes. BSCAH maintains free unrestricted reserves:

- to provide a level of working capital that protects the continuity of our core work
- to provide a level of funding for unexpected opportunities
- to develop the charity and its aims and objectives
- to provide cover for risks such as unforeseen expenditure or unanticipated loss of income

The board of trustees will review the above criteria with reference to BSCAH's strategy and annual plan and determine the target level of free reserves to meet these on an annual basis.

The board of trustees will at times designate funds from free reserves for significant project costs, future employees, or replacement of major assets.

Currently BSCAH is not reliant on our charitable objectives to produce income to support our operational costs as proven when Covid hit. We are currently reliant on our membership subscriptions to pay for our annual operational costs. Further investment for increasing our membership by offering further membership benefits will be required to attract new members. We envisage that our operational costs are going to increase significantly over the next few years to support our growth so a good amount of reserves will be necessary to reduce risk in the future.

Free reserves at 31 December 2021 were £209,927.

Incorporation of Branches

During 2020 it was decided to rationalise activities and include branch income, expenses and bank accounts within the accounts of B.S.C.A.H. as the branches were utilising the charity registration status. Opening bank balances have been included within income as donations from branches.

FUTURE DEVELOPMENTS

BSCAH will be reviewing its Articles of Association. By Summer 2022 we hope the website and educational platform will be completed. By Summer 2022 we hope to have had our level 6 & 7 AdvDip /GradCert /BSc /PgCert in Clinical Hypnosis and Related Techniques approved by Birmingham City University. Our social media plan will be completed which we hope will increase our online presence. The trustees will be working on BSCAHs strategy and resource management and the development of our educational offerings.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is a company limited by guarantee, as defined by the companies Act 2006, and is governed by its Memorandum and Articles of Association.

Organisational structure

The charity is managed by its trustees, who meet on a regular basis to promote the activities of the charity.

Approved by order of the board of trustees on 18 July 2022 and signed on its behalf by:

Dr M Wall - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
B.S.C.A.H.**

Independent examiner's report to the trustees of B.S.C.A.H. ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2021.

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.

Miss P. A. Richards F.C.A., D Ch.A
Chartered Accountant
Wyatt, Morris, Golland Ltd
Park House
200 Drake Street
Rochdale
Lancashire
OL16 1PJ

18 July 2022

B.S.C.A.H.**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021**

		2021 Unrestricted funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies	2	31,184	132,465
Charitable activities	4		
Charitable Activity		79,256	27,076
Investment income	3	624	1,588
Total		111,064	161,129
EXPENDITURE ON			
Charitable activities	5		
Charitable Activity		135,201	81,125
NET INCOME/(EXPENDITURE)		(24,137)	80,004
RECONCILIATION OF FUNDS			
Total funds brought forward		234,907	154,903
TOTAL FUNDS CARRIED FORWARD		210,770	234,907

The notes form part of these financial statements

BALANCE SHEET
31 DECEMBER 2021

	Notes	2021 Unrestricted funds £	2020 Total funds £
FIXED ASSETS			
Tangible assets	9	843	-
CURRENT ASSETS			
Debtors	10	6,282	4,810
Cash at bank		<u>220,710</u>	<u>238,705</u>
		226,992	243,515
CREDITORS			
Amounts falling due within one year	11	(17,065)	(8,608)
NET CURRENT ASSETS		<u>209,927</u>	<u>234,907</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		210,770	234,907
NET ASSETS		<u>210,770</u>	<u>234,907</u>
FUNDS	12		
Unrestricted funds		<u>210,770</u>	<u>234,907</u>
TOTAL FUNDS		<u>210,770</u>	<u>234,907</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2021 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.

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 18 July 2022 and were signed on its behalf by:

Dr M Wall - Trustee

Basis of preparing the financial statements

Income

Expenditure

Website design and development

The website design and development costs are being amortised over 4 years on a straight line basis.

Tangible fixed assets

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

Fixtures and fittings - 15% on reducing balance

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds are funds set aside by the trustees out of unrestricted funds for specific future purposes or projects.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Donations from branches	-	102,749
Gift aid	3,691	3,311
Subscriptions	27,493	26,405
	<u>31,184</u>	<u>132,465</u>

During 2020 it was decided to include branch income, expenses and bank accounts within the accounts of B.S.C.A.H. Opening bank balances have been included within income as donations from branches.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021

3. INVESTMENT INCOME

	2021	2020
	£	£
Investment income	624	1,588
	<u> </u>	<u> </u>

4. INCOME FROM CHARITABLE ACTIVITIES

		2021	2020
	Activity	£	£
Training income	Charitable Activity	78,761	25,535
Royalties received	Charitable Activity	229	251
Other income	Charitable Activity	266	1,290
		<u> </u>	<u> </u>
		79,256	27,076
		<u> </u>	<u> </u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs £	Totals £
Charitable Activity	128,184	7,017	135,201
	<u> </u>	<u> </u>	<u> </u>

6. NET INCOME/(EXPENDITURE)

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

	2021	2020
	£	£
Depreciation - owned assets	149	-
	<u> </u>	<u> </u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

Trustees' expenses

A total of £60 was reimbursed to trustees for attendance at council and other meetings, and for general expenses.

A total of £400 was reimbursed to trustees for other services, not relating to trustee duties.

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	132,465
Charitable activities	
Charitable Activity	27,076
Investment income	1,588
Total	<u> </u> 161,129
EXPENDITURE ON	
Charitable activities	
Charitable Activity	81,125
NET INCOME	<u> </u> 80,004

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

Unrestricted
funds
£

RECONCILIATION OF FUNDS

Total funds brought forward

154,903

TOTAL FUNDS CARRIED FORWARD

234,907

9. TANGIBLE FIXED ASSETS

Fixtures
and
fittings
£

COST

Additions

992

DEPRECIATION

Charge for year

149

NET BOOK VALUE

At 31 December 2021

843

At 31 December 2020

-

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

2021

2020

£

£

Trade debtors

550

-

Prepayments and accrued income

5,732

4,810

6,282

4,810

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

2021

2020

£

£

Accruals and deferred income

17,065

8,608

12. MOVEMENT IN FUNDS

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	87,317	(24,137)	63,180
Marcia Degun-Mather Fund	147,590	-	147,590
	<u>234,907</u>	<u>(24,137)</u>	<u>210,770</u>
TOTAL FUNDS	<u>234,907</u>	<u>(24,137)</u>	<u>210,770</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	111,064	(135,201)	(24,137)
TOTAL FUNDS	<u>111,064</u>	<u>(135,201)</u>	<u>(24,137)</u>

Comparatives for movement in funds

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	7,313	80,004	87,317
Marcia Degun-Mather Fund	147,590	-	147,590
	<u>154,903</u>	<u>80,004</u>	<u>234,907</u>
TOTAL FUNDS	<u>154,903</u>	<u>80,004</u>	<u>234,907</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	161,129	(81,125)	80,004
TOTAL FUNDS	<u>161,129</u>	<u>(81,125)</u>	<u>80,004</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2021.

14. DESIGNATED FUNDS

The trustees have allocated the monies left to the society by Marcia Degun-Mather to further training and research into hypnosis. The interest earned on investments is included as general funds.