

Charity registration number 1122189

Company registration number 06382866 (England and Wales)

**THE FOUNDATION FOR PROFESSIONALS IN SERVICES FOR  
ADOLESCENTS**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

# THE FOUNDATION FOR PROFESSIONALS IN SERVICES FOR ADOLESCENTS

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees**

N Hemstock (Chairman)  
R E Symington (Honorary Treasurer)  
J Smith  
K R Wilshire  
A Cockett  
G Head  
P Mitchell  
C Moran

**Secretary**

R E Symington

**Charity number**

1122189

**Company number**

06382866

**Registered office**

Countrywide House  
23 West Bar  
Banbury  
Oxfordshire  
England  
OX16 9SA

**Independent examiner**

Ellacotts LLP  
Countrywide House  
23 West Bar  
Banbury  
Oxfordshire  
England  
OX16 9SA

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# THE FOUNDATION FOR PROFESSIONALS IN SERVICES FOR ADOLESCENTS

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# THE FOUNDATION FOR PROFESSIONALS IN SERVICES FOR ADOLESCENTS

## TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) FOR THE YEAR ENDED 31 DECEMBER 2021

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The Trustees, who are also the directors for the purpose of company law, present their report and financial statements for the year ended 31 December 2021.

The accounts have been prepared in accordance with the Charities Act 2011, the Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

### **Objectives and activities**

To develop the skills and knowledge base for people working in the field of adolescents with mental health needs.

To promote by all available means the study of adolescence and particularly to bring together those concerned with the mental health needs of adolescents and generally to improve the standard of knowledge and practice of the assessment, management and treatment of adolescents with mental health problems and disorders.

To initiate, encourage, support and carry out research and investigation into the mental health needs of adolescents and the management and treatment of adolescents with mental health problems.

To advise on and provide for the education and practical training on a systematic basis of the under-mentioned persons as specialists in the assessment, management and treatments of adolescents with mental health problems and disorders and to arrange facilities for mental health professionals and their trainees to improve their knowledge of such disorders and the methods of alleviation and treatment; the under-mentioned persons referred to above include any professionally qualified person who is substantially connected with the care of adolescents.

### **Strategic report**

#### **Achievements and performance**

The Foundation for Professionals in Services for Adolescents (FPSA) aims to assist individuals in improving their professional skills in working to improve the mental health of adolescents in the following ways:

The publication of the Journal of Adolescence (6 issues per year). This journal is devoted to scientific research.

FPSA have published four Practitioner Briefing papers.

The FPSA website features information on all activities and is updated on a regular basis.

FPSA are proud to have Professor Dame Susan Bailey as a Patron.

Co-ordination of suitable courses, conferences and training as well as applications from individuals for funding is administered by Katy Thorne, with all final decisions on grant allocation being made by the Trustees. In 2021 FPSA received 29 applications which was down from 36 applications in 2020. The charity initially pays out 90% of the award at the time of approval with the remaining 10% being paid out when evidence of completion is received. All grants awarded to individuals and organisations were well in keeping with the charity's aims and objectives.

After completing a retendering exercise, FPSA are happy to announce that Wiley have been approved as publisher for the Journal of Adolescence from 1 January 2022.

COVID19 has had a major impact on the Charity's ability to achieve its objectives and this has understandably lead to fewer applications compared to previous years. The trustees acknowledge the ongoing implications from COVID19 and understand that the full future impact is not yet known.

# **THE FOUNDATION FOR PROFESSIONALS IN SERVICES FOR ADOLESCENTS**

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

**FOR THE YEAR ENDED 31 DECEMBER 2021**

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FPsA also encourages the organisation of local study days by providing funding and administration. These are designed for a small number of attendees in a local area and are designed to be interactive and to encourage networking.

The above activities were successfully carried out during the year and the Foundation has achieved the objectives it had set out for itself. In December 2009 at an EGM the Foundation voted to cease being a membership association with effect from 31 December 2010. As a result of this proposal the Foundation can make its funds available to a wider group of applicants and so extend the furtherance of its objectives.

### **Financial review**

The attached financial statements show the current state of the finances which the Committee of Management consider to be sound.

The financial objective of the Foundation is to be able to support its objectives and activities. To this end it is important that the Foundation is able to run at a surplus which will augment the funds of the Foundation and so facilitate its objectives, especially those relating to the support of and training of those working with adolescents.

The principle funding source is the journal published by the Foundation and the expenditure of the Foundation is all incurred to support the objectives and activities carried out to implement its objectives.

There will be no significant changes in the activities of the Foundation in the coming year and its key objectives are as last year, that is to facilitate the publication of the journal, and other information and to promote the study of adolescence. In addition to this another key objective is the provision of grant funding for training and research.

It is FPsA's policy to hold reasonable reserves which is considered to be approximately one year's expenditure to cover both administration expenditure and a normal level of grants. At the end of 2021 the reserves stood at £384,020 (2020: £334,010); annual expenditure was £133,181 (2020: £117,899). Reserves are held because FPsA's main aim is to assist individuals in improving their skills for working with young people with mental health needs. This is done, in the main, by providing full or part funding for approved courses and study days. A reserves policy, written by the honorary treasurer, was agreed and approved by the Trustees in 2021.

The Trustees, who served during the year and up to the date of signature of the financial statements were:

N Hemstock (Chairman)  
R E Symington (Honorary Treasurer)  
J Smith  
K R Wilshire  
A Cockett  
G Head  
P Mitchell  
C Moran

### **Secretary**

R E Symington

# THE FOUNDATION FOR PROFESSIONALS IN SERVICES FOR ADOLESCENTS

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

FOR THE YEAR ENDED 31 DECEMBER 2021

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### Structure, governance and management

The Foundation was established in 1977 as The Association for the Psychiatric Study of Adolescence. The name was changed to The Association for Professionals in Services for Adolescents in 1992 to reflect the changes in services for young people.

The Foundation for Professionals in Services for Adolescents became incorporated as a Company Limited by Guarantee on 26 September 2007 (Registered Number 0638266). Registered Charity Number 1122189 was entered in the Central Register of Charities on 7th January 2008.

The name was changed to The Foundation for Professionals in Services for Adolescents in July 2011 when the charity ceased being a membership organisation.

FPSA's reserves are monitored by the Honorary Treasurer. Any decisions regarding investment policy are taken by the Committee of Management.

### Organisation

The Foundation is overseen and controlled by the Committee of Management which meets three or four times a year. All decisions are made by the Committee of Management. The administration of the Foundation is contracted to Katy Thorne who also manages the co-ordination of applications for grants for research and training. The contract runs for a year and is reviewed annually.

All members of the Committee of Management serve on a voluntary basis.

### Appointment of Trustees

The term of office is open-ended. New Trustees are given the relevant information on appointment to enable them to be able to contribute to the governance and direction of the Foundation and they are able to consult existing members. The officers are elected from the Committee of Management.

When recruiting trustees, a role description was created giving all the necessary information to interested applicants. This was shared by email to the FPSA database and posted to the Guardian Newspaper Charity job section. A shortlist was created and interviews took place with a sub-committee.

### Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error

The major risks to which FPSA is exposed have been reviewed and systems have been established to mitigate these. A risk register has been compiled and is due for agreement and approval in 2022.

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

.....  
**N Hemstock (Chairman)**

Trustee

Dated: .....

# THE FOUNDATION FOR PROFESSIONALS IN SERVICES FOR ADOLESCENTS

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF THE FOUNDATION FOR PROFESSIONALS IN SERVICES FOR ADOLESCENTS

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I report to the Trustees on my examination of the financial statements of The Foundation For Professionals In Services For Adolescents (the charity) which are set out on pages 5 to 12 for the year ended 31 December 2021.

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

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

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed 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 that in any material respect:

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

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

**Charlotte Toemaes BSc FCA**  
**Ellacotts LLP**

Countrywide House  
23 West Bar  
Banbury  
Oxfordshire  
OX16 9SA  
England

Dated: .....

# THE FOUNDATION FOR PROFESSIONALS IN SERVICES FOR ADOLESCENTS

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2021

		Unrestricted funds 2021 £	Unrestricted funds 2020 £
	Notes		
<b><u>Income from:</u></b>			
Charitable activities	3	183,167	198,981
Investments	4	24	83
<b>Total income</b>		<u>183,191</u>	<u>199,064</u>
<b><u>Expenditure on:</u></b>			
Charitable activities	5	<u>133,181</u>	<u>117,899</u>
<b>Net income for the year/ Net movement in funds</b>		50,010	81,165
Fund balances at 1 January 2021		<u>334,010</u>	<u>252,845</u>
<b>Fund balances at 31 December 2021</b>		<u><u>384,020</u></u>	<u><u>334,010</u></u>



# THE FOUNDATION FOR PROFESSIONALS IN SERVICES FOR ADOLESCENTS

## BALANCE SHEET AS AT 31 DECEMBER 2021

	Notes	2021 £	£	2020 £	£
<b>Current assets</b>					
Debtors	12	64,330		117,410	
Cash at bank and in hand		321,532		218,772	
		<u>385,862</u>		<u>336,182</u>	
<b>Creditors: amounts falling due within one year</b>	13	(1,842)		(2,172)	
Net current assets			384,020		334,010
<b>Income funds</b>					
Unrestricted funds			384,020		334,010
			<u>384,020</u>		<u>334,010</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2021.

The Trustees responsibilities for ensuring that the charity keeps accounting records which comply with sections 386 and 387 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

The Members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The financial statements were approved by the Trustees on .....

.....  
N Hemstock (Chairman)  
**Trustee**

.....  
R E Symington (Honorary Treasurer)  
**Trustee**

**Company registration number 06382866**

# THE FOUNDATION FOR PROFESSIONALS IN SERVICES FOR ADOLESCENTS

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

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### 1 Accounting policies

#### Charity information

The Foundation For Professionals In Services For Adolescents is a private company limited by guarantee incorporated in England and Wales. The registered office is Countrywide House, 23 West Bar, Banbury, Oxfordshire, OX16 9SA, England.

#### 1.1 Accounting convention

These accounts have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The FPSA 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 £.

#### 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 Incoming resources

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

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

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

#### 1.5 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, fittings & equipment	- 25% on reducing balance
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# THE FOUNDATION FOR PROFESSIONALS IN SERVICES FOR ADOLESCENTS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 1 Accounting policies (Continued)

#### 1.6 Cash at bank and in hand

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

#### 1.7 Taxation

The charity is exempt from corporation tax on its charitable activities. HM Revenue & Customs have confirmed that the charity is exempt from VAT registration on its current activities.

### 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.

The Trustees do not believe there to be any estimates or judgements which have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities.

### 3 Charitable activities

	Journal Income 2021 £	Journal Expenses 2021 £	Total 2021 £	Total 2020 £
Sponsorship	-	-	-	4,000
Journals	104,330	78,837	183,167	194,981
	<u>104,330</u>	<u>78,837</u>	<u>183,167</u>	<u>198,981</u>

### 4 Investments

	2021 £	2020 £
Interest on cash deposits	<u>24</u>	<u>83</u>

# THE FOUNDATION FOR PROFESSIONALS IN SERVICES FOR ADOLESCENTS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 5 Charitable activities

	Activities undertaken directly £	Grant funding of activities £	Support costs £	Total 2021 £	Total 2020 £
Legal and professional fees	13,797	-	9,198	22,995	23,379
Bank charges	551	-	-	551	450
Editorial team fees	62,461	-	-	62,461	67,447
	<u>76,809</u>	<u>-</u>	<u>9,198</u>	<u>86,007</u>	<u>91,276</u>
Grant funding of activities (note 6)	-	36,061	-	36,061	21,631
Share of support costs (note 7)	-	-	9,878	9,878	3,757
Share of governance costs (note 7)	-	-	1,235	1,235	1,235
	<u>76,809</u>	<u>36,061</u>	<u>20,311</u>	<u>133,181</u>	<u>117,899</u>

### 6 Grants payable

	2021 £	2020 £
Grants to individuals	36,061	21,631
	<u>36,061</u>	<u>21,631</u>

# THE FOUNDATION FOR PROFESSIONALS IN SERVICES FOR ADOLESCENTS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 7 Support costs

	Support costs	Governance costs	2021	2020	Basis of allocation
	£	£	£	£	
Legal and professional fees	9,198	-	9,198	9,351	Support
Committee expenses	3,076	-	3,076	(753)	Support
Event costs and website	3,496	-	3,496	2,046	Support
Printing, postage & stationery	633	-	633	123	Support
Accountancy fees	2,107	-	2,107	1,981	Support
Phone	446	-	446	360	Support
Independent examination fees	-	1,355	1,355	1,235	Governance
	<u>18,956</u>	<u>1,355</u>	<u>20,311</u>	<u>14,343</u>	
Analysed between					
Charitable activities	<u>18,956</u>	<u>1,355</u>	<u>20,311</u>	<u>14,343</u>	

Governance costs includes payments to the accountants of £1,355 (2020: £1,235) for independent examination.

### 8 Trustees

There were no Trustees (or any persons connected with them) remuneration or benefits from the charity during the year ended 31 December 2021 (2020: none)

#### Trustees Expenses

The following reimbursements were for travel, accommodation and incidental expenses incurred in attending meetings.

During the year ended 31 December 2021 £500 of committee expenses were reimbursed to five individuals.

During the year ended 31 December 2020 (£2,119) of committee expenses were reimbursed to six individuals. Refunds were received in the year relating to a cancelled event, the costs of which was included in 2019's accounts. No such refunds occurred during the year ended 31 December 2021.

### 9 Employees

The charitable company did not make any salary payments in the year ended 31 December 2021 or in the year to 31 December 2020.

# THE FOUNDATION FOR PROFESSIONALS IN SERVICES FOR ADOLESCENTS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 10 Intangible fixed assets

	Other intangible assets £
<b>Cost</b>	
At 1 January 2021 and 31 December 2021	9,207
<b>Amortisation and impairment</b>	
At 1 January 2021 and 31 December 2021	9,207
<b>Carrying amount</b>	
At 31 December 2021	-
At 31 December 2020	-

### 11 Tangible fixed assets

	Fixtures, fittings & equipment £
<b>Cost</b>	
At 1 January 2021	8,125
At 31 December 2021	8,125
<b>Depreciation and impairment</b>	
At 1 January 2021	8,125
At 31 December 2021	8,125
<b>Carrying amount</b>	
At 31 December 2021	-
At 31 December 2020	-

### 12 Debtors

	2021 £	2020 £
<b>Amounts falling due within one year:</b>		
Trade debtors	64,330	117,410

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

	2021 £	2020 £
Accruals and deferred income	1,842	2,172

# THE FOUNDATION FOR PROFESSIONALS IN SERVICES FOR ADOLESCENTS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 14 Ultimate Controlling Party

The charity is under the control of the Trustees.

15 Movement in funds	At 1 January 2021 £	Net movement in funds £	At 31 December 2021 £
<b>Unrestricted funds</b>			
General fund	334,010	50,010	384,020
<b>Total funds</b>	<u>334,010</u>	<u>50,010</u>	<u>384,020</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	183,191	(133,181)	50,010
<b>Total funds</b>	<u>183,191</u>	<u>(133,181)</u>	<u>50,010</u>

### 16 Company Liability

The charity is a private company limited by guarantee and consequently does not have share capital.

### 17 Related party transactions

Other than reimbursement of expenses to Trustees disclosed in note 8, there were no related party transactions that need to be disclosed during the year ended 31 December 2021 (2020: none).

**THE FOUNDATION FOR PROFESSIONALS IN SERVICES FOR  
ADOLESCENTS**

**MANAGEMENT INFORMATION**

**YEAR ENDED 31 DECEMBER 2021**



# THE FOUNDATION FOR PROFESSIONALS IN SERVICES FOR ADOLESCENTS

## DETAILED INCOME AND EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2021

	2021 £	2020 £
<b>INCOMING RESOURCES</b>		
<b>Investment income</b>		
Interest on cash deposits	24	83
<b>Incoming resources from charitable activities</b>		
Share of journal profit	104,330	117,411
Journal expense income	78,837	77,570
Sponsorship	-	4,000
<b>Total incoming resources</b>	<b>183,191</b>	<b>199,064</b>
<b>RESOURCES EXPENDED</b>		
Journal expenses	62,461	67,447
Legal and professional fees	13,797	14,028
Bank charges	551	450
Grants to individuals	36,061	21,631
<b>Governance costs</b>		
Independent examiners fees	1,355	1,235
<b>Support costs</b>		
Committee expenses	3,076	1,326
Society for Research in Adolescence biennial meeting costs	-	(2,924)
Venue expenses	-	845
Printing, postage and stationery	633	123
Accountancy fees	2,107	1,981
Legal and professional fees	9,198	9,351
Telephone	446	360
Events costs and website	3,496	2,046
<b>Total resources expended</b>	<b>133,181</b>	<b>117,899</b>
<b>Net Income</b>	<b>50,010</b>	<b>81,165</b>