

# EMDR ASSOCIATION

England & Wales · Charity number 1140865

## Details

|                |                                                         |
|----------------|---------------------------------------------------------|
| Status         | Registered                                              |
| Legal form     | Charitable company                                      |
| Company number | <a href="#">07428145</a>                                |
| Registered     | 2011-03-23                                              |
| Register       | <a href="#">View on the Charity Commission register</a> |

## Contact

|         |                                                                                            |
|---------|--------------------------------------------------------------------------------------------|
| Address | Brabners C/O CHARITIES DEPARTMENT<br>Horton House<br>Exchange Flags<br>Liverpool<br>L2 3YL |
| Phone   | 00000000000                                                                                |
| Email   | <a href="mailto:treasurer@emdrassociation.org.uk">treasurer@emdrassociation.org.uk</a>     |
| Website | <a href="http://www.emdrassociation.org.uk/">http://www.emdrassociation.org.uk/</a>        |

## Activities

**Objects:** 1.1 The Objects are: 1.1.1 The relief of sickness. Without prejudice to the generality of the forgoing to advance the theory and practice of Eye Movement Desensitisation and Reprocessing (EMDR); 1.1.2 The relief of poverty and distress wherever it may arise by the provision of humanitarian aid, by supporting other like-minded charities.

**Activities:** We advance the theory and practice of Eye Movement Desensitisation and Reprocessing by providing a membership organisation for accreditation, training, regional groups, academic conferences, research, communication with the media and is a constituent member of EMDR Europe. We provide humanitarian assistance through subsidised membership to qualified persons in countries affected by war, disaster.

## Classification

- **How:** Acts As An Umbrella Or Resource Body
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty
- **Who:** The General Public/mankind

## Geography

- Throughout England And Wales

## Finances

| Period end | Income   | Expenditure | Assets   | Employees |
|------------|----------|-------------|----------|-----------|
| 2024-11-30 | £687,732 | £702,094    | £976,803 | 4         |
| 2023-11-30 | £712,732 | £579,851    | £991,165 | 3         |
| 2022-11-30 | £560,796 | £405,300    | £858,284 | 3         |
| 2021-11-30 | £510,323 | £324,220    | £702,788 | 3         |
| 2020-11-30 | £421,527 | £254,592    | -        | -         |

## Trustees

| Name                        | Role | Appointed  |
|-----------------------------|------|------------|
| ANDREW RICHARDSON WLIKINSON |      | 2024-03-16 |
| Alison Russell              |      | 2014-06-29 |
| Ashia Begum                 |      | 2025-03-19 |
| Colleen Swinden             |      | 2023-03-25 |
| EMMA MULLINS CROCKER        |      | 2024-03-16 |
| JUSTIN NEIL HAVENS          |      | 2024-03-16 |
| Jessica Woolliscroft        |      | 2025-03-22 |
| KATHLEEN JOSIE NORGATE      |      | 2011-03-23 |
| Louise Mackinney            |      | 2019-03-01 |
| Mani Mehdikhani             |      | 2026-03-19 |
| Russell Hurn                |      | 2021-03-19 |
| Susan Darker-Smith          |      | 2025-03-22 |



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# Accounts

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*EMDR Association*

*A Charity and a Company Limited by Guarantee*

*Trustees' Report and Financial Statements*

*For the year ended*

*30<sup>th</sup> November 2024*



Company number 07428145



# EMDR Association

Year Ended 30<sup>th</sup> November 2024

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# EMDR Association

## Trustees Report for the year ended 30<sup>th</sup> November 2024

The Trustees present their annual report and financial statements for the year ended 30<sup>th</sup> November 2024.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the SORP 2019 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

| Section 1                                   | Legal and Administrative Information                                                                                                                                                                                                                                                                                                                     |
|---------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Charity name                                | EMDR Association                                                                                                                                                                                                                                                                                                                                         |
| Charity Commission registered number        | 1140865                                                                                                                                                                                                                                                                                                                                                  |
| Companies House registered number           | 07428145                                                                                                                                                                                                                                                                                                                                                 |
| For the financial year ending on            | 30 <sup>th</sup> November 2024                                                                                                                                                                                                                                                                                                                           |
| Charity's principal address                 | Third Floor Horton House, Exchange Flags, Liverpool, Merseyside, L2 3YL                                                                                                                                                                                                                                                                                  |
| <b>Description of the charity's trusts:</b> |                                                                                                                                                                                                                                                                                                                                                          |
| Governing document                          | EMDR Association is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association. Members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the company in the event of the company being wound up while they are members, or within one year thereafter. |
| Objects of the charity                      | The relief of sickness without prejudice to the generality of the foregoing to Advance the theory and practice of Eye Movement Desensitisation and Reprocessing (EMDR) and the relief of poverty and distress wherever it may arise by the provision of humanitarian aid.                                                                                |
| Specific investment powers                  | None                                                                                                                                                                                                                                                                                                                                                     |
| <b>Professional advisers:</b>               |                                                                                                                                                                                                                                                                                                                                                          |
| Accountants                                 | Bradshaws Limited, Charter Court, 2 Well House Barns, Bretton, Chester CH4 0DH                                                                                                                                                                                                                                                                           |
| Bankers                                     | The Co-operative Bank, PO Box 250, Skelmersdale, England WN8 6WT<br>CAF Bank 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ<br>The Charity Bank Ltd, Fosse House, 182 High Street, Tonbridge, TN9 1BF                                                                                                                                     |
| Solicitors                                  | Brabner's, Horton House, Exchange Flags, Liverpool, L2 3YL                                                                                                                                                                                                                                                                                               |
| Company Secretary                           | Graeme Hughes, Charity Solicitor Brabner's                                                                                                                                                                                                                                                                                                               |

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2024 (continued)

| Section 2                                                                                                                                                                                                                                                                                                                                          | Trustees and Governance                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| The Trustees of the charity meet at least four times a year to administer the charity and also meet to approve the accounts.                                                                                                                                                                                                                       |                                                                         |
| <b>Name of Trustee</b>                                                                                                                                                                                                                                                                                                                             | <b>Trustee Role</b>                                                     |
| <i>Kath Norgate</i>                                                                                                                                                                                                                                                                                                                                | <i>President. Europe Representative</i>                                 |
| <i>Matthew Wesson</i>                                                                                                                                                                                                                                                                                                                              | <i>Past President (resigned on Tuesday 23<sup>rd</sup> April 2024)</i>  |
| <i>Colleen Swindon</i>                                                                                                                                                                                                                                                                                                                             | <i>Treasurer</i>                                                        |
| <i>Louise Mackinney</i>                                                                                                                                                                                                                                                                                                                            | <i>Secretary, Governance</i>                                            |
| <i>Alison Russell</i>                                                                                                                                                                                                                                                                                                                              | <i>Chair of the Accreditation Committee</i>                             |
| <i>Russell Hurn</i>                                                                                                                                                                                                                                                                                                                                | <i>President Elect, Chair of the Child and Adolescent Section</i>       |
| <i>Justin Havens</i>                                                                                                                                                                                                                                                                                                                               | <i>Chair of the Communications Committee</i>                            |
| <i>Heena Chudasama</i>                                                                                                                                                                                                                                                                                                                             | <i>Chair of the Equality, Diversity and Inclusion Committee</i>         |
| <i>Oenone Dudley</i>                                                                                                                                                                                                                                                                                                                               | <i>Regional Group and Special Interest Group Co-ordinator</i>           |
| <i>Andrew Wilkinson</i>                                                                                                                                                                                                                                                                                                                            | <i>Trustee appointed at the AGM Saturday 16<sup>th</sup> March 2024</i> |
| <i>Emma Mullins-Crocker</i>                                                                                                                                                                                                                                                                                                                        | <i>Trustee appointed at the AGM Saturday 16<sup>th</sup> March 2024</i> |
| <i>Philip Andrews</i>                                                                                                                                                                                                                                                                                                                              | <i>Trustee appointed at the AGM Saturday 16<sup>th</sup> March 2024</i> |
| <i>Maeve Crowley</i>                                                                                                                                                                                                                                                                                                                               | <i>Trustee resigned at the AGM Saturday 16<sup>th</sup> March 2024</i>  |
| <i>Richard Mitchell</i>                                                                                                                                                                                                                                                                                                                            | <i>Trustee resigned at the AGM Saturday 16<sup>th</sup> March 2024</i>  |
| <i>Michael O'Connor</i>                                                                                                                                                                                                                                                                                                                            | <i>Trustee resigned at the AGM Saturday 16<sup>th</sup> March 2024</i>  |
| <i>Marian Tobin</i>                                                                                                                                                                                                                                                                                                                                | <i>Trustee resigned at the AGM Saturday 16<sup>th</sup> March 2024</i>  |
| <b>Trustee selection method:</b><br>Election at the AGM and co-option by the board. Trustees are appointed by vote at the annual AGM. The elected Trustees can co-opt further Trustees as needed. It is the board's policy that the chairs of the Accreditation Committee and Child and Adolescent Section should always have a seat on the board. |                                                                         |

**Trustees Report for the year ended 30<sup>th</sup> November 2024 (continued)**

**Statement of Trustees responsibilities**

The trustees (who are also directors of EMDR Association for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

**Public Benefit**

Under the Charities Act 2011 the Charity is required to demonstrate that its aims are for the public benefit. The Trustees consider that the charity has met the criteria under both of the objects of the charity. The principals of public benefit are as follows:-

Principle 1 – There must be an identifiable benefit or benefits

the benefit is the advancement of the EMDR theory and practise and in so doing to assist the public to access accredited, research based, effective interventions for psychological malaise.

Principle 2 – the benefit must be to the public, or a section of the public

the benefit is to the public as stated in the second object of the charity by the relief of poverty and distress wherever it may arise by the provision of humanitarian aid.

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2024 (continued)

|                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Section 3</b> | <p><b>Activities and Achievements</b></p> <p>To date we now have nearly 7000 members and the Association is still growing. Business support, has helped us to progress our charitable aims and objectives. We are now in the process of employing our own administration team. We recruited an Operations Manager in April 2024, who has made an enormous difference to the scope and focus of our digital development, she has been responsible for driving the Single Login Membership Management System (Coalesce) forward towards its launch in 2025.</p> <p>The digitisation of the accreditation process online is now in the final stage of testing for generic practitioner accreditation. We expect this facility to sit within the Coalesce System soon. C&amp;A and Consultant Accreditation will follow close behind. Roughly 444 applications were processed this year – an increase in keeping with member numbers.</p> <p>This year the Association invested in a move away from the expensive cloud-based computer servers to physical servers, hosted and managed by a trusted partner, and cyber-security training for staff and Trustees to help ensure all our members' data is kept safe, as part of the behind the scenes activities required before the launch of the Coalesce System allowing members to record their CPD, activity towards accreditation, payment history and other important documents in a personalised, password protected folder.</p> <p>During this financial year Diversity Matters training was attended by Trustees and representatives from our Regional Groups and Special Interest Groups. With rising prices and inflation, the Association's commitment to supporting members to access appropriate good quality Training and the Equality, Diversity and Inclusion committee have been working hard within the board, to provide a pilot bursary scheme for EMDR and Child and Adolescent EMDR training in 2025/6. This supports our work to improve equality, diversity and inclusion (EDI) in the profession.</p> <p>The Association engaged a part-time Academic and Research Liaison to assist in the work of the Research and Scientific Committee.</p> <p>During this financial year the EMDR UK Association commissioned Sheffield Centre for Health and related Research (SCHARR) to undertake two independent reviews on its behalf. They were:</p> <p>The Effectiveness, safety and cost-effectiveness of Eye Movement Desensitisation and Reprocessing (EMDR) for treatment and prevention of Post-Traumatic Stress Disorder (PTSD) in adults: A systematic review and meta-analysis.</p> <p>A systematic review of RCTs and cost-effectiveness studies (within-trial or modelling-based) of EMDR (eye movement, desensitisation and reprocessing therapy), compared with trauma-focused cognitive behavioural therapy (TF-CBT) or waitlist or usual care assessing PTSD symptoms in children and adolescents, the Association anticipates these papers being available in 2025.</p> |
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## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2024 (continued)

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Section 3 (Contd)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | The Communications Committee have rolled out the Forum to members bringing the Association firmly into the 21st Century; looking outwards we now have a presence in social media and looking inwards the Forum and Communications Hub is now available to enable members to securely connect, share information and network. |
| <b>Section 4</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>Financial Review</b>                                                                                                                                                                                                                                                                                                      |
| <b>Incoming resources</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                              |
| <p>Income from subscriptions has increased by 9%. The Association still offers teg free 12-month introductory offer to new members and we are pleased to note that most of these members stay with us after their initial free period.</p> <p>The AGM and Conference in March remain very successful, the in-person places quickly sell out. For those who are unable to attend in-person, the event was Hybrid which of course incurs high overheads, it is very expensive to record and distribute the conference in real time. The Conference is organised as a benefit to members and the wider EMDR community and as such does not seek to make a profit.</p>                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                              |
| <b>Outgoing resources</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                              |
| <p>This year, expenditure is up significantly by 21% to £702,094, because of our recent research activities and our investment in the Coalesce System.</p> <p>We have invested significant funds, to bring the Coalesce System to the members. The trustees have financial responsibilities that include managing the Associations money in the best interest of it' members, and the Coalesce System provides improved services to all our members.</p> <p>Engaging more contracted staff has increased the wage bill and of course as ethical employers, the fees or wages the Association pays are above the living wage thresholds.</p> <p>Outgoing resources listed under Legal and Professional are related to fees paid to our Business Support Provider as well as to our Legal Team. The portion relating to Legal fees has risen due to the need to protect the EMDR UK trademark with the aim to of protecting the public from rogue traders.</p> |                                                                                                                                                                                                                                                                                                                              |

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2024 (continued)

| Section 5                           | Policies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Reserves policy</b>              | The Trustees previously established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets, which are the free reserves of the charity, should be approximately 50% of general (unrestricted) operating costs. This is due to the high rise in the cost of new activities and developments. The trustees are agreed that it would be prudent to set aside sufficient funds to cover management, support and administration costs to allow the charity to continue its activities in the event of a significant drop in funding or business interruption. The free reserves at the 30th of November 2024 are above this policy, however the charity is in the process of investing funds to support the financial security of the Charity alongside the development of and engagement with a research strategy beneficial to the charitable aims. |
| <b>Grant-making policy</b>          | The Trustees make grants to support research projects involving EMDR or related topics. They also make grants in support of Trauma relief and related Humanitarian projects or charities. The grants are discussed and voted on by the Trustees prior to any grant being made.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Investments Selection policy</b> | Having considered several options available, the trustees decided to take out an investment portfolio with Greenbank which has a reputation for ethical and climate change aware investment. This will also address the security issues of having large sums in a small number of banking institutions. Trustees will of course continue to review the charity's investment policy on an ongoing basis.                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Review of major risks</b>        | The Trustees have completed their review of the major risks to the charity and have annual renewal procedures in place to manage these risks. They have appointed a Charity Solicitor as Company Secretary and continue working with their Charity Legal Team to fine tune policies and develop clearer processes.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |



## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2024 (continued)

|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Plans for the future</b> | <p>We also look forward to the completion of our website and software overhaul, complete digitisation of the accreditation and membership experience. Including full online integration of the accreditation application process, bypassing the need for PDF forms. Integration of the EMDR Association UK Forums, and Find a Therapist, allowing you to network with other members and update your details directly through the member dashboard.</p> <p>Since the AGM in 2024 a working party of Trustees have been working hard to explore the feasibility of the EMDR Association having an Accredited Register approved by the Professional Standards Authority and becoming a Professional Registering body in its own right.</p> <p>Once these projects are completed there will be time for consolidation. Future planning will be guided by the continued growth of the membership and the outcome of current projects.</p> |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                                                                      |                                                                                                                                                             |
|--------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Section 6</b>                                                                                                                     | <b>Signature and Declaration</b>                                                                                                                            |
|                                                                                                                                      |                                                                                                                                                             |
| This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006. |                                                                                                                                                             |
|                                                                                                                                      |                                                                                                                                                             |
| <b>Declaration</b>                                                                                                                   | <b>I declare, in my capacity as charity trustee, that:</b>                                                                                                  |
|                                                                                                                                      | <ul style="list-style-type: none"> <li>• the trustees have approved the report above; and</li> <li>• have authorised me to sign on their behalf.</li> </ul> |
| <b>Signature</b>                                                                                                                     |                                                                                                                                                             |
| <b>Full Name</b>                                                                                                                     | Kath Norgate                                                                                                                                                |
| <b>Position</b>                                                                                                                      | <b>President</b>                                                                                                                                            |
| <b>Date</b>                                                                                                                          | 22 <sup>nd</sup> March 2025                                                                                                                                 |

# EMDR Association

## Independent Examiner's Report to the Trustees of EMDR Association

I report to the charity trustees on my examination of the accounts of the company for the year ended 30<sup>th</sup> November 2024 which are set out on pages 9 to 16.

### Responsibilities and basis of report

As the charity 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 company'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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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 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.

**A J Bradshaw FCA**  
**Independent Examiner**  
**Bradshaws Limited**  
**Chartered Accountants**

Charter Court  
Well House Barns  
Chester Road  
Bretton, Chester  
CH4 0DH

22<sup>nd</sup> March 2025



# EMDR Association

## STATEMENT OF FINANCIAL ACTIVITIES YEAR ENDED 30<sup>th</sup> NOVEMBER 2024 (including income and expenditure account)

|                                                          | Notes | Unrestricted<br>Funds<br>£ | Total<br>2024<br>£ | Unrestricted<br>Funds<br>£ | Total<br>2023<br>£ |
|----------------------------------------------------------|-------|----------------------------|--------------------|----------------------------|--------------------|
| <b>Income:</b>                                           |       |                            |                    |                            |                    |
| Incoming from charitable activities:                     |       |                            |                    |                            |                    |
| Membership subscriptions                                 |       | 423,488                    | 423,488            | 387,679                    | 387,679            |
| Accreditation fees                                       |       | 31,505                     | 31,505             | 26,210                     | 26,210             |
| Consultants training                                     |       | 28,735                     | 28,735             | 26,620                     | 26,620             |
| Other income                                             |       | 1,000                      | 1,000              | 14,061                     | 14,061             |
| Regional group income                                    | 16    | 63,742                     | 63,742             | 72,272                     | 72,272             |
| Investment Income                                        |       | 23,145                     | 23,145             | 3,811                      | 3,811              |
| AGM and conference surplus                               |       | 116,117                    | 116,117            | 182,079                    | 182,079            |
| <b>Total income</b>                                      |       | <u>687,732</u>             | <u>687,732</u>     | <u>712,732</u>             | <u>712,732</u>     |
| <b>Expenditure:</b>                                      |       |                            |                    |                            |                    |
| Expenditure on charitable activities                     | 3     | 644,425                    | 644,425            | 501,479                    | 501,479            |
| Regional group expenditure                               | 16    | 57,669                     | 57,669             | 78,372                     | 78,372             |
| <b>Total expenditure</b>                                 |       | <u>702,094</u>             | <u>702,094</u>     | <u>579,851</u>             | <u>579,851</u>     |
| <b>Net income and net movement in funds for the year</b> |       | (14,362)                   | (14,362)           | 132,881                    | 132,881            |
| <b>Reconciliation of funds</b>                           |       |                            |                    |                            |                    |
| Total funds brought forward                              |       | 991,165                    | 991,165            | 858,284                    | 858,284            |
| <b>Total funds carried forward</b>                       |       | <u>976,803</u>             | <u>976,803</u>     | <u>991,165</u>             | <u>991,165</u>     |

There are no restricted funds for the current or comparative year.

The notes on pages 12 to 16 form part of these financial statements

# EMDR Association

## BALANCE SHEET AS AT 30<sup>th</sup> NOVEMBER 2024

|                                               |       | 2024             |                | 2023             |                |
|-----------------------------------------------|-------|------------------|----------------|------------------|----------------|
|                                               | Notes | £                | £              | £                | £              |
| <b>Fixed assets</b>                           |       |                  |                |                  |                |
| Tangible assets                               | 8     |                  | 1,742          |                  | 1,100          |
| <b>Current assets</b>                         |       |                  |                |                  |                |
| Debtors                                       | 9     | 19,334           |                | 78,689           |                |
| Cash at bank and in hand                      | 10    | 1,008,713        |                | 952,785          |                |
|                                               |       | <u>1,028,047</u> |                | <u>1,031,474</u> |                |
| <b>Current liabilities</b>                    |       |                  |                |                  |                |
| Creditors amounts falling due within one year | 11    | (52,986)         |                | (41,409)         |                |
|                                               |       | <u></u>          |                | <u></u>          |                |
| <b>Net current assets</b>                     |       |                  | 975,061        |                  | 990,065        |
| <b>Total assets less current liabilities</b>  |       |                  | <u>976,803</u> |                  | <u>991,165</u> |
| <b>Net assets</b>                             |       |                  | <u>976,803</u> |                  | <u>991,165</u> |
| <b>The funds of the charity:</b>              |       |                  |                |                  |                |
| Unrestricted income funds                     | 12    | 426,803          |                | 441,165          |                |
| Designated funds                              | 16    | 550,000          |                | 550,000          |                |
| <b>Total charity funds</b>                    |       |                  | <u>976,803</u> |                  | <u>991,165</u> |

The trustees' statements required by Section 475(2) and (3) are shown on the following page which forms part of this Balance Sheet

## **EMDR Association**

### **BALANCE SHEET (Continued) FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2024**

For the year ended 30<sup>th</sup> November 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

#### **Trustees' responsibilities**

- 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; and
- The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements were approved by the board on 22<sup>nd</sup> March 2025 and signed on its behalf by

**Kathleen Norgate**  
**President**

**Colleen Swindon**  
**Trustee / Treasurer**

**Company Registration Number:- 07428145**

The notes on pages 12 to 16 form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2024**

**1 Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

**1.1 Basis of accounting**

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland published on 16th July 2014.

The trust constitutes a public benefit entity as defined by FRS 102. The Trustees consider that there are no uncertainties about the Trust's ability to continue as a going concern over the next twelve months.

**1.2 Fund accounting**

Funds held by the Charity are:

Unrestricted general funds – General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted fund – these are funds set aside by the Trustees out of restricted general funds for specific future purposes or projects.

**1.3 Incoming resources**

All incoming resources are included in the SOFA when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**1.4 Grants payable and receivable**

All grants are accounted for gross when receivable. Grants payable are recognised as expenditure when the commitment is entered into.

**1.5 Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

# EMDR Association

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2024 (Continued)

### 1.6 Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the costs less residual value of each asset over its expected useful life as follows:-

Fixtures, fittings and expenditure - 20% straight line

### 1.7 Foreign currency

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange prevailing at the accounting date. Transactions in foreign currencies are recorded at the date of the transactions. All differences are taken to the Statement of Financial Activities.

### 2. Cashflow statement

The Charity is exempt from the requirement to prepare a cashflow statement because it is a small Charity.

| 3 | Costs of charitable activities         | Unrestricted<br>Funds<br>£ | Total<br>2024<br>£ | Unrestricted<br>Funds<br>£ | Total<br>2023<br>£ |
|---|----------------------------------------|----------------------------|--------------------|----------------------------|--------------------|
|   | Wages                                  | 77,453                     | 77,453             | 39,511                     | 39,511             |
|   | Employee Pension                       | 911                        | 911                | 500                        | 500                |
|   | Consultant training                    | 25,412                     | 25,412             | 15,642                     | 15,642             |
|   | Europe capitation and certificates     | 31,862                     | 31,862             | 28,785                     | 28,785             |
|   | Insurance                              | 2,195                      | 2,195              | 2,151                      | 2,151              |
|   | Office costs                           | 20,192                     | 20,192             | 29,703                     | 29,703             |
|   | Newsletter                             | 6,263                      | 6,263              | 6,150                      | 6,150              |
|   | Press officer                          | 29,079                     | 29,079             | 22,133                     | 22,133             |
|   | Website costs                          | 144,405                    | 144,405            | 64,341                     | 64,341             |
|   | Software                               | 17,341                     | 17,341             | 5,823                      | 5,823              |
|   | Travel                                 | 9,938                      | 9,938              | 16,252                     | 16,252             |
|   | Accommodation                          | 10,570                     | 10,570             | 9,397                      | 9,397              |
|   | Venue and catering                     | 13,749                     | 13,749             | 18,149                     | 18,149             |
|   | Legal and professional                 | 144,071                    | 144,071            | 142,737                    | 142,737            |
|   | Springer journal subscription          | 21,855                     | 21,855             | 18,369                     | 18,369             |
|   | Eco Carbon Offset                      | (607)                      | (607)              | 1,840                      | 1,840              |
|   | Research                               | 85,684                     | 85,684             | 76,546                     | 76,546             |
|   | Accountancy                            | 2,334                      | 2,334              | 2,169                      | 2,169              |
|   | Depreciation of fixtures and equipment | 799                        | 799                | 529                        | 529                |
|   | Bank Charges                           | 919                        | 919                | 750                        | 750                |
|   | Interest on Overdue Taxation           | -                          | -                  | 2                          | 2                  |
|   | Total Expenditure                      | <u>644,425</u>             | <u>644,425</u>     | <u>501,479</u>             | <u>501,479</u>     |

# EMDR Association

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2024 (Continued)

### 4 Net incoming resources for the year

|                                                                  | Total<br>2024<br>£ | Total<br>2023<br>£ |
|------------------------------------------------------------------|--------------------|--------------------|
| Net incoming resources is stating after charging:                |                    |                    |
| Depreciation and other amounts written off tangible fixed assets | 799                | 529                |
| Accountancy fees for independent examination                     | <u>2,334</u>       | <u>2,169</u>       |

### 5 Staff numbers and costs

There are 4 permanent part-time administrators employed by the charity working a combined total of 74 hours a week. The total employee benefits of the key personnel of the Trust were £77,453 (2023: £39,511).

No employee of the Charity received emoluments of more than £60,000 (2023: none). During the year the average monthly head count was 4 employees (2023: 3). The cost to the Charity were:

|                  | Total<br>2024<br>£ | Total<br>2023<br>£ |
|------------------|--------------------|--------------------|
| Wages & Salaries | 56,661             | 39,511             |
| Pension costs    | 911                | 500                |
| Support costs    | 20,792             | -                  |
|                  | <u>78,364</u>      | <u>40,011</u>      |

### 6 Trustees' remuneration and expenses

In the annual year ending 30 November 2024, Ms M Crowley received £1,200 for assisting with Consultant's Training in accordance with the Associations policy of remunerating trustees for services outside their portfolio. This year the Association's payment to Ecoligi for activities to offset our carbon footprint was £3,642. 15 trustees claimed £8,464 in Travel and subsistence and the cost of sending 2 trustees as Europe representatives to the Europe board and committee meetings was £2,671 including accommodation.

### 7 Taxation

The company was a charity during the year therefore had no taxable income and hence no corporation tax to pay.



# EMDR Association

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2024 (Continued)

|                                           | Fixtures,<br>fittings and<br>equipment<br>£ | Total<br>£                  |
|-------------------------------------------|---------------------------------------------|-----------------------------|
| <b>8 Tangible fixed assets</b>            |                                             |                             |
| <b>Cost</b>                               |                                             |                             |
| At 1 <sup>st</sup> December 2023          | 2,555                                       | 2,555                       |
| Additions                                 | 1,441                                       | 1,441                       |
| Disposals                                 | -                                           | -                           |
|                                           | <hr/>                                       | <hr/>                       |
| At 30 <sup>th</sup> November 2024         | 3,996                                       | 3,996                       |
| <b>Depreciation</b>                       |                                             |                             |
| At 1st December 2023                      | 1,455                                       | 1,455                       |
| Charge for the year                       | 799                                         | 799                         |
| Disposals                                 | -                                           | -                           |
|                                           | <hr/>                                       | <hr/>                       |
| At 30 <sup>th</sup> November 2024         | 2,254                                       | 2,254                       |
| <b>Net book Values</b>                    |                                             |                             |
| At 30 <sup>th</sup> November 2024         | 1,742                                       | 1,742                       |
|                                           | <hr/>                                       | <hr/>                       |
| At 30 <sup>th</sup> November 2023         | <u>1,100</u>                                | <u>1,100</u>                |
| <b>9 Debtors</b>                          | <b>Total<br/>2024<br/>£</b>                 | <b>Total<br/>2023<br/>£</b> |
| Trade debtors                             | 5,332                                       | 66,598                      |
| Prepayments                               | 14,002                                      | 12,091                      |
|                                           | <hr/>                                       | <hr/>                       |
|                                           | <u>19,334</u>                               | <u>78,689</u>               |
| <b>10 Bank</b>                            | <b>Total<br/>2024<br/>£</b>                 | <b>Total<br/>2023<br/>£</b> |
| Cash at bank and in hand                  | 843,525                                     | 808,515                     |
| Regional group - cash at bank and in hand | 165,188                                     | 144,270                     |
|                                           | <hr/>                                       | <hr/>                       |
|                                           | <u>1,008,713</u>                            | <u>952,785</u>              |

# EMDR Association

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2024 (Continued)

| 11 | Creditors – amounts falling due within one year | Total<br>2024<br>£ | Total<br>2023<br>£ |
|----|-------------------------------------------------|--------------------|--------------------|
|    | Trade Creditors                                 | 50,483             | 41,079             |
|    | Accruals                                        | 522                | 522                |
|    | Taxation and social security                    | 1,981              | (303)              |
|    | Other creditors                                 | -                  | 111                |
|    |                                                 | <u>52,986</u>      | <u>41,409</u>      |

| 12 | Analysis of net assets between funds            | Unrestricted<br>Funds<br>£ | Designated<br>Funds<br>£ | Total<br>Funds<br>£ |
|----|-------------------------------------------------|----------------------------|--------------------------|---------------------|
|    | Fund balances at 30 <sup>th</sup> November 2023 |                            |                          |                     |
|    | Are represented by:                             |                            |                          |                     |
|    | Tangible fixed assets                           | 1,742                      | -                        | 1,742               |
|    | Current assets                                  | 478,047                    | 550,000                  | 1,028,047           |
|    | Less : Current liabilities                      | (52,986)                   | -                        | (52,986)            |
|    |                                                 | <u>426,803</u>             | <u>550,000</u>           | <u>976,803</u>      |

### 13 Capital commitments

There were no capital commitments authorised or contracted for at the year-end.

### 14 Control

The Charity is under the control of the Trustees.

### 15 Company limited by guarantee

EMDR Association is a company limited by guarantee and accordingly does not have a share capital. Every member of the company undertakes to contribute such amount as may be required not exceeding £10 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

### 16 Charity funds

|                              | .....General Fund..... |                         |                |                         |                     |
|------------------------------|------------------------|-------------------------|----------------|-------------------------|---------------------|
|                              | EMDR<br>£              | Regional<br>Groups<br>£ | Total<br>£     | Designated<br>Fund<br>£ | Total<br>Funds<br>£ |
| At the beginning of the year | 296,895                | 144,270                 | 441,165        | 550,000                 | 991,165             |
| Income                       | 623,990                | 63,742                  | 687,732        | -                       | 687,732             |
| Expenditure                  | (644,425)              | (57,669)                | (702,094)      | -                       | (702,094)           |
| Transfer                     | <u>(14,845)</u>        | <u>14,845</u>           | <u>-</u>       | <u>-</u>                | <u>-</u>            |
|                              | <u>261,615</u>         | <u>165,188</u>          | <u>426,803</u> | <u>550,000</u>          | <u>976,803</u>      |

The Association is keen to promote EMDR and possibly support research projects involving EMDR. A large, gold standard research project is phenomenally expensive thus the trustees continue to set aside funds for any potential future projects in the Designated Fund.

**EMDR ASSOCIATION**

England & Wales - Charity number 1140865

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# Accounts

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*EMDR Association*

*A Charity and a Company Limited by Guarantee*

*Trustees' Report and Financial Statements*

*For the year ended*

*30<sup>th</sup> November 2023*



Company number 07428145



**EMDR Association**

**Year Ended 30<sup>th</sup> November 2023**

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| Notes to the Financial Statements | 12 - 16     |

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2023

The Trustees present their annual report and financial statements for the year ended 30<sup>th</sup> November 2023.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the SORP 2019 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

| Section 1                                   | Legal and Administrative Information                                                                                                                                                                                                                                                                                                                     |
|---------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Charity name                                | EMDR Association                                                                                                                                                                                                                                                                                                                                         |
| Charity Commission registered number        | 1140865                                                                                                                                                                                                                                                                                                                                                  |
| Companies House registered number           | 07428145                                                                                                                                                                                                                                                                                                                                                 |
| For the financial year ending on            | 30 <sup>th</sup> November 2023                                                                                                                                                                                                                                                                                                                           |
| Charity's principal address                 | Third Floor Horton House, Exchange Flags, Liverpool, Merseyside, L2 3YL                                                                                                                                                                                                                                                                                  |
| <b>Description of the charity's trusts:</b> |                                                                                                                                                                                                                                                                                                                                                          |
| Governing document                          | EMDR Association is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association. Members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the company in the event of the company being wound up while they are members, or within one year thereafter. |
| Objects of the charity                      | The relief of sickness without prejudice to the generality of the foregoing to Advance the theory and practice of Eye Movement Desensitisation and Reprocessing (EMDR) and the relief of poverty and distress wherever it may arise by the provision of humanitarian aid.                                                                                |
| Specific investment powers                  | None                                                                                                                                                                                                                                                                                                                                                     |
| <b>Professional advisers:</b>               |                                                                                                                                                                                                                                                                                                                                                          |
| Accountants                                 | Bradshaws Limited, Charter Court, 2 Well House Barns, Bretton, Chester CH4 0DH                                                                                                                                                                                                                                                                           |
| Bankers                                     | The Co-operative Bank, PO Box 250, Skelmersdale, England WN8 6WT<br>CAF Bank 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ<br>The Charity Bank Ltd, Fosse House, 182 High Street, Tonbridge, TN9 1BF                                                                                                                                     |
| Solicitors                                  | Brabner's, Horton House, Exchange Flags, Liverpool, L2 3YL                                                                                                                                                                                                                                                                                               |
| Company Secretary                           | Graeme Hughes, Charity Solicitor Brabner's                                                                                                                                                                                                                                                                                                               |

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2023 (continued)

| Section 2                                                                                                                                                                                                                                                                                                                                          | Trustees and Governance                                   |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
| The Trustees of the charity meet at least four times a year to administer the charity and also meet to approve the accounts.                                                                                                                                                                                                                       |                                                           |
| Name of Trustee                                                                                                                                                                                                                                                                                                                                    | Trustee Role                                              |
| Matthew Wesson                                                                                                                                                                                                                                                                                                                                     | President. Europe Representative                          |
| Michael O'Connor                                                                                                                                                                                                                                                                                                                                   | Past President                                            |
| Kath Norgate                                                                                                                                                                                                                                                                                                                                       | President Elect, Treasurer, Europe Representative         |
| Louise Mackinney                                                                                                                                                                                                                                                                                                                                   | Secretary, Governance                                     |
| Maeve Crowley                                                                                                                                                                                                                                                                                                                                      | Europe Executive Representative                           |
| Sandi Richman                                                                                                                                                                                                                                                                                                                                      | Consultant's Training                                     |
| Marian Tobin                                                                                                                                                                                                                                                                                                                                       | Conference Organiser                                      |
| Alison Russell                                                                                                                                                                                                                                                                                                                                     | Chair of the Accreditation Committee                      |
| Russell Hurn                                                                                                                                                                                                                                                                                                                                       | Chair of the Child and Adolescent Section,                |
| Richard Mitchell                                                                                                                                                                                                                                                                                                                                   | Chair of EMDR Europe Standards Committee                  |
| Ben Wright                                                                                                                                                                                                                                                                                                                                         | Chair of the Research & Scientific Committee              |
| Justin Havens                                                                                                                                                                                                                                                                                                                                      | Chair of the Communications Committee                     |
| Heena Chudasama                                                                                                                                                                                                                                                                                                                                    | Chair of the Equality, Diversity and Inclusion Committee* |
| Oenone Dudley                                                                                                                                                                                                                                                                                                                                      | Regional Group and Special Interest Group Co-ordinator*   |
| Colleen Swinden                                                                                                                                                                                                                                                                                                                                    | Deputy Treasurer*                                         |
| * Appointed at the 2023 AGM                                                                                                                                                                                                                                                                                                                        |                                                           |
| <b>Trustee selection method:</b><br>Election at the AGM and co-option by the board. Trustees are appointed by vote at the annual AGM. The elected Trustees can co-opt further Trustees as needed. It is the board's policy that the chairs of the Accreditation Committee and Child and Adolescent Section should always have a seat on the board. |                                                           |

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2023 (continued)

#### Statement of Trustees responsibilities

The trustees (who are also directors of EMDR Association for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

#### Public Benefit

Under the Charities Act 2011 the Charity is required to demonstrate that its aims are for the public benefit. The Trustees consider that the charity has met the criteria under both of the objects of the charity. The principals of public benefit are as follows:-

Principle 1 – There must be an identifiable benefit or benefits

the benefit is the advancement of the EMDR theory and practise and in so doing to assist the public to access accredited, research based, effective interventions for psychological malaise.

Principle 2 – the benefit must be to the public, or a section of the public

the benefit is to the public as stated in the second object of the charity by the relief of poverty and distress wherever it may arise by the provision of humanitarian aid.



## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2023 (continued)

|                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Section 3</b> | <p><b>Activities and Achievements</b></p> <p>To date we now have over 6000 members, and still growing. Business support, with a dedicated workforce, has made it possible to vastly increase member benefits and enabled us to progress our charitable aims and objectives much more efficiently.</p> <p>The digitisation of the accreditation process online is now in the final stage of testing for generic practitioner accreditation. C&amp;A and Consultant Accreditation will follow close behind. Roughly 400 applications were processed this year – an increase in keeping with member numbers.</p> <p>This year the Association invested in a massive update and consolidation of our website with a member profile management system that will allow members to record their CPD, activity towards accreditation, payment history and other important documents in a personalised, password protected folder.</p> <p>With rising prices and inflation, the Association’s commitment to supporting members to access appropriate good quality CPD has been developed further, it was decided to price all association CPD online webinars to no more than £10 per hour of CPD or less.</p> <p>The engagement of a Research Officer to assist in the work of the Research and Scientific Committee has been instrumental in facilitating the addition of a searchable database of EMDR scientific papers and research, hosted by Sheffield University – being available to all our members free of charge. We have now commissioned a systematic review of all EMDR research globally to evaluate the evidence base for EMDR in PTSD Treatment and Prevention: Addressing NICE guidance caveats for the use of EMDR in the treatment and prevention of PTSD in Children, Adolescents, and Adults.</p> <p>A very committed and active Equality, Diversity and Inclusion committee have been working hard within the board, wider membership and our community to instigate changes in policies including the access and availability of our journal EDQ &amp; conference, training, website and CPD.</p> <p>The Communications Committee have rolled out the Forum to members bringing the Association firmly into the 21st Century; looking outwards we now have a presence in social media and looking inwards the Forum and Communications Hub is now available to enable members to securely connect, share information and network.</p> |
|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2023 (continued)

| Section 4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Financial Review |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| <b>Incoming resources</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                  |
| <p>Income from subscriptions has increased by 12% . Membership numbers have increased substantially but much of this will be due to the free introductory offer and therefore the true financial benefit will not be clear for a couple of years.</p> <p>Our income from charitable activity has generally increased however, so have our costs, for example surplus from consultant training has reduced despite increasing trainings delivered due to the demand for places – this is due to the decision to pay trainers and facilitators the standard fee as previously Trustees provided this service free of charge.</p> <p>The AGM and Conference in March was very successful; indeed, it was a sell-out. Many members are keen to meet and learn in person again but for those who are unable to do this – the event was Hybrid which of course incurs high overheads.</p>    |                  |
| <b>Outgoing resources</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                  |
| <p>This year, expenditure is up by 43% to £579,871. However, this overspend includes research spending.</p> <p>Also of particular note is the significant increase to website costs which have tripled with the massive overhaul of our website to accommodate digitised accreditation and improved services to members. This will settle once the infrastructure is completed.</p> <p>Engaging more contracted staff has increased the wage bill and of course as ethical employers, fees or wages increase with the cost of living. As indeed do all our costs.</p> <p>Outgoing resources listed under Legal and Professional are related to fees paid to our Business Support Provider as well as to our Legal Team. The portion relating to Legal fees has risen due to the need to protect the EMDR UK trademark with the aim to of protecting the public from rogue traders.</p> |                  |

## EMDR Association

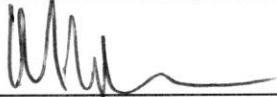
### Trustees Report for the year ended 30<sup>th</sup> November 2023 (continued)

| Section 5                           | Policies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Reserves policy</b>              | The Trustees previously established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets, which are the free reserves of the charity, should be approximately 50% of general (unrestricted) operating costs. This is due to the high rise in the cost of new activities and developments. The trustees are agreed that it would be prudent to set aside sufficient funds to cover management, support and administration costs to allow the charity to continue its activities in the event of a significant drop in funding or business interruption. The free reserves at the 30th November 2023 are above this policy, however the charity is in the process of investing funds to support the financial security of the Charity alongside the development of and engagement with a research strategy beneficial to the charitable aims. |
| <b>Grant-making policy</b>          | The Trustees make grants to support research projects involving EMDR or related topics. They also make grants in support of Trauma relief and related Humanitarian projects or charities. The grants are discussed and voted on by the Trustees prior to any grant being made.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Investments Selection policy</b> | Having considered several options available, the trustees have decided to look at investing funds not required short term in an investment portfolio with Greenbank which has a reputation for ethical and climate change aware investment. This will also address the security issues of having large sums in a small number of banking institutions. Trustees will of course continue to review the charity's investment policy on an ongoing basis.                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Review of major risks</b>        | The Trustees have completed their review of the major risks to the charity and have annual renewal procedures in place to manage these risks. They have appointed a Charity Solicitor as Company Secretary and continue working with their Charity Legal Team to fine tune policies and develop clearer processes.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2023 (continued)

|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Plans for the future</b> | <p>The Association's engagement of a research officer to work with the SRC and assist with the Association's aim of advancing the theory and practice of EMDR, has already enabled the development of an EMDR research database with free access. We now look forward to the findings of the Systematic Review which we hope will encourage a positive review of guidance for EMDR clinicians.</p> <p>We also look forward to the completion of our website and software overhaul, complete digitisation of the accreditation and membership experience.</p> <p>Once these projects are completed there will be time for consolidation. Future planning will be guided by the continued growth of the membership and the outcome of current projects. Could the EMDR Association UK become a professional body in its own right?</p> |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                                                                      |                                                                                                                                                         |
|--------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Section 6</b>                                                                                                                     | <b>Signature and Declaration</b>                                                                                                                        |
| This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006. |                                                                                                                                                         |
| <b>Declaration</b>                                                                                                                   | <b>I declare, in my capacity as charity trustee, that:</b>                                                                                              |
|                                                                                                                                      | <ul style="list-style-type: none"> <li>the trustees have approved the report above; and</li> <li>have authorised me to sign on their behalf.</li> </ul> |
| <b>Signature</b>                                                                                                                     |                                                                      |
| <b>Full Name</b>                                                                                                                     | Matthew Wesson                                                                                                                                          |
| <b>Position</b>                                                                                                                      | President                                                                                                                                               |
| <b>Date</b>                                                                                                                          | 15 <sup>th</sup> March 2024                                                                                                                             |

## **EMDR Association**

### **Independent Examiner's Report to the Trustees of EMDR Association**

I report to the charity trustees on my examination of the accounts of the company for the year ended 30<sup>th</sup> November 2023 which are set out on pages 9 to 16.

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

As the charity 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 company'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**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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 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.

**A J Bradshaw FCA  
Independent Examiner  
Bradshaws Limited  
Chartered Accountants**

15<sup>th</sup> March 2024

Charter Court  
Well House Barns  
Chester Road  
Bretton, Chester  
CH4 0DH



# EMDR Association

## STATEMENT OF FINANCIAL ACTIVITIES YEAR ENDED 30<sup>th</sup> NOVEMBER 2023 (including income and expenditure account)

|                                                          | Notes | Unrestricted<br>Funds<br>£ | Total<br>2023<br>£ | Unrestricted<br>Funds<br>£ | Total<br>2022<br>£ |
|----------------------------------------------------------|-------|----------------------------|--------------------|----------------------------|--------------------|
| <b>Income:</b>                                           |       |                            |                    |                            |                    |
| Incoming from charitable activities:                     |       |                            |                    |                            |                    |
| Membership subscriptions                                 |       | 387,679                    | 387,679            | 346,076                    | 346,076            |
| Accreditation fees                                       |       | 26,210                     | 26,210             | 24,710                     | 24,710             |
| Consultants training                                     |       | 26,620                     | 26,620             | 24,905                     | 24,905             |
| Other income                                             |       | 14,061                     | 14,061             | 33,490                     | 33,490             |
| Advertising                                              |       | -                          | -                  | 250                        | 250                |
| Regional group income                                    | 16    | 72,272                     | 72,272             | 52,636                     | 52,636             |
| Investment Income                                        |       | 3,811                      | 3,811              | 389                        | 389                |
| AGM and conference surplus                               |       | 182,079                    | 182,079            | 78,340                     | 78,340             |
| <b>Total income</b>                                      |       | <u>712,732</u>             | <u>712,732</u>     | <u>560,796</u>             | <u>560,796</u>     |
| <b>Expenditure:</b>                                      |       |                            |                    |                            |                    |
| Expenditure on charitable activities                     | 3     | 501,479                    | 501,479            | 333,568                    | 333,568            |
| Regional group expenditure                               | 16    | 78,372                     | 78,372             | 71,732                     | 71,732             |
| <b>Total expenditure</b>                                 |       | <u>579,851</u>             | <u>579,851</u>     | <u>405,300</u>             | <u>405,300</u>     |
| <b>Net income and net movement in funds for the year</b> |       | 132,881                    | 132,881            | 155,496                    | 155,496            |
| <b>Reconciliation of funds</b>                           |       |                            |                    |                            |                    |
| Total funds brought forward                              |       | 858,284                    | 858,284            | 702,788                    | 702,788            |
| <b>Total funds carried forward</b>                       |       | <u>991,165</u>             | <u>991,165</u>     | <u>858,284</u>             | <u>858,284</u>     |

There are no restricted funds for the current or comparative year.

# EMDR Association

## BALANCE SHEET AS AT 30<sup>th</sup> NOVEMBER 2023

|                                               |       | 2023             |                | 2022           |                |
|-----------------------------------------------|-------|------------------|----------------|----------------|----------------|
|                                               | Notes | £                | £              | £              | £              |
| <b>Fixed assets</b>                           |       |                  |                |                |                |
| Tangible assets                               | 8     |                  | 1,100          |                | 1,628          |
| <b>Current assets</b>                         |       |                  |                |                |                |
| Debtors                                       | 9     | 78,689           |                | 30,686         |                |
| Cash at bank and in hand                      | 10    | 952,785          |                | 832,617        |                |
|                                               |       | <u>1,031,474</u> |                | <u>863,303</u> |                |
| <b>Current liabilities</b>                    |       |                  |                |                |                |
| Creditors amounts falling due within one year | 11    | (41,409)         |                | (6,647)        |                |
|                                               |       | <u></u>          |                | <u></u>        |                |
| <b>Net current assets</b>                     |       |                  | 990,065        |                | 856,656        |
| <b>Total assets less current liabilities</b>  |       |                  | <u>991,165</u> |                | <u>858,284</u> |
| <b>Net assets</b>                             |       |                  | <u>991,165</u> |                | <u>858,284</u> |
| <b>The funds of the charity:</b>              |       |                  |                |                |                |
| Unrestricted income funds                     | 12    | 441,165          |                | 308,284        |                |
| Designated funds                              | 16    | 550,000          |                | 550,000        |                |
| <b>Total charity funds</b>                    |       |                  | <u>991,165</u> |                | <u>858,284</u> |

The trustees' statements required by Section 475(2) and (3) are shown on the following page which forms part of this Balance Sheet

## EMDR Association

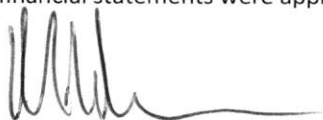
### BALANCE SHEET (Continued) FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2023

For the year ended 30<sup>th</sup> November 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities

- 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; and
- The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements were approved by the board on 15<sup>th</sup> March 2024 and signed on its behalf by



**Matthew Wesson**  
President



**Kathleen Norgate**  
Trustee / Treasurer

**Company Registration Number:- 07428145**

The notes on pages 12 to 16 form part of these financial statements



**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2023**

**1 Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

**1.1 Basis of accounting**

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland published on 16th July 2014.

The trust constitutes a public benefit entity as defined by FRS 102. The Trustees consider that there are no uncertainties about the Trust's ability to continue as a going concern over the next twelve months.

**1.2 Fund accounting**

Funds held by the Charity are:

Unrestricted general funds – General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted fund – these are funds set aside by the Trustees out of restricted general funds for specific future purposes or projects.

**1.3 Incoming resources**

All incoming resources are included in the SOFA when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**1.4 Grants payable and receivable**

All grants are accounted for gross when receivable. Grants payable are recognised as expenditure when the commitment is entered into.

**1.5 Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

## EMDR Association

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2023 (Continued)

#### 1.6 Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the costs less residual value of each asset over its expected useful life as follows:-

Fixtures, fittings and expenditure - 20% straight line

#### 1.7 Foreign currency

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange prevailing at the accounting date. Transactions in foreign currencies are recorded at the date of the transactions. All differences are taken to the Statement of Financial Activities.

#### 2. Cashflow statement

The Charity is exempt from the requirement to prepare a cashflow statement because it is a small Charity.

| 3 | Costs of charitable activities         | Unrestricted<br>Funds<br>£ | Total<br>2023<br>£ | Unrestricted<br>Funds<br>£ | Total<br>2022<br>£ |
|---|----------------------------------------|----------------------------|--------------------|----------------------------|--------------------|
|   | Wages                                  | 39,511                     | 39,511             | 36,610                     | 36,610             |
|   | Employee Pension                       | 500                        | 500                | 513                        | 513                |
|   | Consultant training                    | 15,642                     | 15,642             | 7,444                      | 7,444              |
|   | Europe capitation and certificates     | 28,785                     | 28,785             | 24,983                     | 24,983             |
|   | Insurance                              | 2,151                      | 2,151              | 1,735                      | 1,735              |
|   | Office costs                           | 29,703                     | 29,703             | 19,138                     | 19,138             |
|   | Newsletter                             | 6,150                      | 6,150              | 3,180                      | 3,180              |
|   | Press officer                          | 22,133                     | 22,133             | 25,379                     | 25,379             |
|   | Website costs                          | 64,341                     | 64,341             | 21,892                     | 21,892             |
|   | Software                               | 5,823                      | 5,823              | 12,598                     | 12,598             |
|   | Travel                                 | 16,252                     | 16,252             | 3,864                      | 3,864              |
|   | Accommodation                          | 9,397                      | 9,397              | 11,101                     | 11,101             |
|   | Venue and catering                     | 18,149                     | 18,149             | 10,359                     | 10,359             |
|   | Legal and professional                 | 142,737                    | 142,737            | 91,722                     | 91,722             |
|   | Springer journal subscription          | 18,369                     | 18,369             | 17,512                     | 17,512             |
|   | Eco Carbon Offset                      | 1,840                      | 1,840              | 428                        | 428                |
|   | Research                               | 76,546                     | 76,546             | 16,130                     | 16,130             |
|   | Accountancy                            | 2,169                      | 2,169              | 1,980                      | 1,980              |
|   | Donations to EMDR Charities            | -                          | -                  | 25,010                     | 25,010             |
|   | Depreciation of fixtures and equipment | 529                        | 529                | 1,291                      | 1,291              |
|   | Bank Charges                           | 750                        | 750                | 699                        | 699                |
|   | Interest on Overdue Taxation           | 2                          | 2                  | -                          | -                  |
|   | Total Expenditure                      | <u>501,479</u>             | <u>501,479</u>     | <u>333,568</u>             | <u>333,568</u>     |

## EMDR Association

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2023 (Continued)

#### 4 Net incoming resources for the year

|                                                                  | Total<br>2023<br>£ | Total<br>2022<br>£ |
|------------------------------------------------------------------|--------------------|--------------------|
| Net incoming resources is stating after charging:                |                    |                    |
| Depreciation and other amounts written off tangible fixed assets | 528                | 1,291              |
| Accountancy fees for independent examination                     | <u>2,200</u>       | <u>1,800</u>       |

#### 5 Staff numbers and costs

There are 3 permanent part-time administrators employed by the charity working a combined total of 37 hours a week.

#### 6 Trustees' remuneration and expenses

In the annual year ending 30 November 2023, Ms M Crowley received £1,200 for assisting with Consultant's Training in accordance with the Associations policy of remunerating trustees for services outside their portfolio. This year the Association's payment to Ecoligi for activities to offset our carbon footprint was £1,842. 15 trustees claimed £7,081 in Travel and subsistence and the cost of sending 2 trustees as Europe representatives to the Europe board and committee meetings was £2,387 including accommodation.

#### 7 Taxation

The company was a charity during the year therefore had no taxable income and hence no corporation tax to pay.

# EMDR Association

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2023 (Continued)

|                                           | Fixtures,<br>fittings and<br>equipment<br>£ | Total<br>£                  |
|-------------------------------------------|---------------------------------------------|-----------------------------|
| <b>8 Tangible fixed assets</b>            |                                             |                             |
| <b>Cost</b>                               |                                             |                             |
| At 1 <sup>st</sup> December 2022          | 13,247                                      | 13,247                      |
| Additions                                 | -                                           | -                           |
| Disposals                                 | -                                           | -                           |
|                                           | <hr/>                                       | <hr/>                       |
| At 30 <sup>th</sup> November 2023         | 13,247                                      | 13,247                      |
| <b>Depreciation</b>                       |                                             |                             |
| At 1st December 2022                      | 11,619                                      | 11,619                      |
| Charge for the year                       | 528                                         | 528                         |
| Disposals                                 | -                                           | -                           |
|                                           | <hr/>                                       | <hr/>                       |
| At 30 <sup>th</sup> November 2023         | 12,147                                      | 12,147                      |
| <b>Net book Values</b>                    |                                             |                             |
| At 30 <sup>th</sup> November 2023         | 1,100                                       | 1,100                       |
| At 30 <sup>th</sup> November 2022         | <u>1,628</u>                                | <u>1,628</u>                |
| <b>9 Debtors</b>                          | <b>Total<br/>2023<br/>£</b>                 | <b>Total<br/>2022<br/>£</b> |
| Trade debtors                             | 66,598                                      | 12,517                      |
| Prepayments                               | 12,091                                      | 18,169                      |
|                                           | <u>78,689</u>                               | <u>30,686</u>               |
| <b>10 Bank</b>                            | <b>Total<br/>2023<br/>£</b>                 | <b>Total<br/>2022<br/>£</b> |
| Cash at bank and in hand                  | 808,515                                     | 682,247                     |
| Regional group - cash at bank and in hand | 144,270                                     | 150,370                     |
|                                           | <u>952,785</u>                              | <u>832,617</u>              |

# EMDR Association

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2023 (Continued)

|           |                                                        |                             |                             |
|-----------|--------------------------------------------------------|-----------------------------|-----------------------------|
| <b>11</b> | <b>Creditors – amounts falling due within one year</b> | <b>Total<br/>2023<br/>£</b> | <b>Total<br/>2022<br/>£</b> |
|           | Trade Creditors                                        | 41,079                      | 5,676                       |
|           | Accruals                                               | 522                         | 522                         |
|           | Regional Group                                         | -                           | -                           |
|           | Taxation and social security                           | (303)                       | 359                         |
|           | Other creditors                                        | <u>111</u>                  | <u>90</u>                   |
|           |                                                        | <u>41,409</u>               | <u>6,647</u>                |

|           |                                                 |                                     |                                   |                              |
|-----------|-------------------------------------------------|-------------------------------------|-----------------------------------|------------------------------|
| <b>12</b> | <b>Analysis of net assets between funds</b>     | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>£</b> |
|           | Fund balances at 30 <sup>th</sup> November 2022 |                                     |                                   |                              |
|           | Are represented by:                             |                                     |                                   |                              |
|           | Tangible fixed assets                           | 1,100                               | -                                 | 1,100                        |
|           | Current assets                                  | 481,474                             | 550,000                           | 1,031,474                    |
|           | Less : Current liabilities                      | (41,409)                            | -                                 | (41,409)                     |
|           |                                                 | <u>441,165</u>                      | <u>550,000</u>                    | <u>991,165</u>               |

### 13 Capital commitments

There were no capital commitments authorised or contracted for at the year-end.

### 14 Control

The Charity is under the control of the Trustees.

### 15 Company limited by guarantee

EMDR Association is a company limited by guarantee and accordingly does not have a share capital. Every member of the company undertakes to contribute such amount as may be required not exceeding £10 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

### 16 Charity funds

|                              | .....General Fund..... |                         |                | Designated<br>Fund<br>£ | Total<br>Funds<br>£ |
|------------------------------|------------------------|-------------------------|----------------|-------------------------|---------------------|
|                              | EMDR<br>£              | Regional<br>Groups<br>£ | Total<br>£     |                         |                     |
| At the beginning of the year | 157,914                | 150,370                 | 308,284        | 550,000                 | 858,284             |
| Income                       | 640,460                | 72,272                  | 712,732        | -                       | 712,732             |
| Expenditure                  | (501,479)              | (78,372)                | (579,851)      | -                       | (579,851)           |
| Transfer                     | -                      | -                       | -              | -                       | -                   |
|                              | <u>296,895</u>         | <u>144,270</u>          | <u>441,165</u> | <u>550,000</u>          | <u>991,165</u>      |

The Association is keen to promote EMDR and possibly support research projects involving EMDR. A large, gold standard research project is phenomenally expensive thus the trustees continue to set aside funds for any potential future projects in the Designated Fund.

**EMDR ASSOCIATION**

England & Wales - Charity number 1140865

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# Accounts

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*EMDR Association*

*A Charity and a Company Limited by Guarantee*

*Trustees' Report and Financial Statements*

*For the year ended*

*30<sup>th</sup> November 2022*



Company number 07428145



# EMDR Association

Year Ended 30<sup>th</sup> November 2022

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| Notes to the Financial Statements | 12 - 16 |



## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2022

The Trustees present their annual report and financial statements for the year ended 30<sup>th</sup> November 2022.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the SORP 2019 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

| Section 1                                   | Legal and Administrative Information                                                                                                                                                                                                                                                                                                                     |
|---------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Charity name                                | EMDR Association                                                                                                                                                                                                                                                                                                                                         |
| Charity Commission registered number        | 1140865                                                                                                                                                                                                                                                                                                                                                  |
| Companies House registered number           | 07428145                                                                                                                                                                                                                                                                                                                                                 |
| For the financial year ending on            | 30 <sup>th</sup> November 2022                                                                                                                                                                                                                                                                                                                           |
| Charity's principal address                 | Third Floor Horton House, Exchange Flags, Liverpool, Merseyside, L2 3YL                                                                                                                                                                                                                                                                                  |
| <b>Description of the charity's trusts:</b> |                                                                                                                                                                                                                                                                                                                                                          |
| Governing document                          | EMDR Association is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association. Members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the company in the event of the company being wound up while they are members, or within one year thereafter. |
| Objects of the charity                      | The relief of sickness without prejudice to the generality of the foregoing to Advance the theory and practice of Eye Movement Desensitisation and Reprocessing (EMDR) and the relief of poverty and distress wherever it may arise by the provision of humanitarian aid.                                                                                |
| Specific investment powers                  | None                                                                                                                                                                                                                                                                                                                                                     |
| <b>Professional advisers:</b>               |                                                                                                                                                                                                                                                                                                                                                          |
| Accountants                                 | Bradshaws Limited, Charter Court, 2 Well House Barns, Bretton, Chester CH4 0DH                                                                                                                                                                                                                                                                           |
| Bankers                                     | The Co-operative Bank, PO Box 250, Skelmersdale, England WN8 6WT<br>CAF Bank 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ                                                                                                                                                                                                               |
| Solicitors                                  | Brabner's, Horton House, Exchange Flags, Liverpool, L2 3YL                                                                                                                                                                                                                                                                                               |
| Company Secretary                           | Graeme Hughes, Charity Solicitor Brabner's                                                                                                                                                                                                                                                                                                               |

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2022 (continued)

| Section 2                                                                                                                                                                                                                                                                                                                                          | Trustees and Governance                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
| The Trustees of the charity meet at least four times a year to administer the charity and also meet to approve the accounts.                                                                                                                                                                                                                       |                                                                                    |
| Name of Trustee                                                                                                                                                                                                                                                                                                                                    | Trustee Role                                                                       |
| Matthew Wesson                                                                                                                                                                                                                                                                                                                                     | <i>President. Europe Representative</i>                                            |
| Michael O'Connor                                                                                                                                                                                                                                                                                                                                   | <i>Past President.</i>                                                             |
| Kath Norgate                                                                                                                                                                                                                                                                                                                                       | <i>President Elect, Treasurer, Europe Representative, Accreditation Committee,</i> |
| Louise Mackinney                                                                                                                                                                                                                                                                                                                                   | <i>Secretary, Governance</i>                                                       |
| Maeve Crowley                                                                                                                                                                                                                                                                                                                                      | <i>Europe Executive Representative</i>                                             |
| Sandi Richman                                                                                                                                                                                                                                                                                                                                      | <i>Elected Trustee, Consultant's Training</i>                                      |
| Marian Tobin                                                                                                                                                                                                                                                                                                                                       | <i>Conference Organiser</i>                                                        |
| Alison Russell                                                                                                                                                                                                                                                                                                                                     | <i>Chair of the Accreditation Committee</i>                                        |
| Russell Hurn                                                                                                                                                                                                                                                                                                                                       | <i>Chair of the Child and Adolescent Section,</i>                                  |
| Richard Mitchell                                                                                                                                                                                                                                                                                                                                   | <i>Chair of EMDR Europe Standards Committee</i>                                    |
| Ben Wright                                                                                                                                                                                                                                                                                                                                         | <i>Chair of the Research &amp; Scientific Committee</i>                            |
| Justin Havens                                                                                                                                                                                                                                                                                                                                      | <i>Chair of the Communications Committee</i>                                       |
| Heena Chudasama                                                                                                                                                                                                                                                                                                                                    | <i>Chair of the Equality, Diversity and Inclusion Committee*</i>                   |
|                                                                                                                                                                                                                                                                                                                                                    |                                                                                    |
|                                                                                                                                                                                                                                                                                                                                                    |                                                                                    |
|                                                                                                                                                                                                                                                                                                                                                    |                                                                                    |
| * Appointed at the 2022 AGM                                                                                                                                                                                                                                                                                                                        |                                                                                    |
| <b>Trustee selection method:</b><br>Election at the AGM and co-option by the board. Trustees are appointed by vote at the annual AGM. The elected Trustees can co-opt further Trustees as needed. It is the board's policy that the chairs of the Accreditation Committee and Child and Adolescent Section should always have a seat on the board. |                                                                                    |

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2022 (continued)

#### Statement of Trustees responsibilities

The trustees (who are also directors of EMDR Association for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

#### Public Benefit

Under the Charities Act 2011 the Charity is required to demonstrate that its aims are for the public benefit. The Trustees consider that the charity has met the criteria under both of the objects of the charity. The principals of public benefit are as follows:-

Principle 1 – There must be an identifiable benefit or benefits

the benefit is the advancement of the EMDR theory and practise and in so doing to assist the public to access accredited, research based, effective interventions for psychological malaise.

Principle 2 – the benefit must be to the public, or a section of the public

the benefit is to the public as stated in the second object of the charity by the relief of poverty and distress wherever it may arise by the provision of humanitarian aid.

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2022 (continued)

|                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Section 3</b> | <p><b>Activities and Achievements</b></p> <p>Our membership increases year on year. We have over 5,500 members, which incurs a significant increase to all our charitable activities. To cope with this, last year we engaged business support which, with a dedicated workforce, has made it possible to vastly increase member benefits and enabled us to progress our charitable aims and objectives much more efficiently.</p> <p>Work on streamlining the accreditation process to enable online applications linked to each member's personal password protected log in has taken much longer than anticipated due to a number of issues related to increasing the capacity and functionality of our website. Currently, the digital accreditation process is being tested by volunteer members. We expect the digitisation of the accreditation process to be rolled out before the end of our accountancy year November 2023.</p> <p>Activity advancing the theory and practise of EMDR continues apace – regular low-cost educational webinars on various topics for the members are very popular and several new special interest groups (SIGs) have been formed by members who have created and delivered webinars related to their speciality. Any surplus generated is used to support the activities of the Scientific and Research Committee (SRC).</p> <p>The SRC has engaged a Research Officer to assist in their work. In collaboration with Sheffield University, we now have a searchable database of EMDR scientific papers and research available to all our members free of charge.</p> <p>The work of the communications committee has brought the Association firmly into the 21<sup>st</sup> Century; looking outwards we now have a presence in social media and looking inwards the Forum and Communications Hub is now available to enable members to securely connect.</p> |
|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|



## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2022 (continued)

| Section 4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Financial Review |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| <b>Incoming resources</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                  |
| <p>For the first time, since the Association became a charity, we have increased the membership subscription fee. This alongside an increase in membership numbers resulted in a substantial increase of £104,000 to income from subscriptions.</p> <p>Our income from charitable activity has generally increased although, the 2022 AGM and Conference was a hybrid conference, so the overheads were much higher and therefore the surplus was lower than that from the 2021 AGM and Conference which was entirely online. The Trustees have noted that in person events provide a richer learning experience for our members, however, in the interests of inclusion, we now expect to continue delivering hybrid conferences in the coming years.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                  |
| <b>Outgoing resources</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                  |
| <p>Travel, accommodation, and venue expenses are increasing, not only due to the Trustees and other officers of the board and its committees meeting in vivo occasionally now that it is safe to do so, but also due to the massive increase of travel, venue and hotel costs.</p> <p>As predicted, website and software costs have increased in keeping with the website and virtual developments the association is making but were not as high as anticipated.</p> <p>Capitation to Europe increases with membership numbers, we have to pay for our non-fee-paying trainee members as well. The Springer Journal subscription is linked to our membership of EMDR Europe, and also increases with membership numbers.</p> <p>The outgoing resources listed under Legal and professional are related to fees paid to our Business Support Provider as well as to our Legal Team. Business support are doing an enormous amount of work on our behalf – this year the cost of it amounted to £69,000 but is offset by the significant increase to our charitable activity they have facilitated. Legal expenses are rising as we try to protect out registered logo and the reputation of EMDR Therapy from those who would use something very close to our logo and are not even licenced therapists let alone properly trained to deliver EMDR.</p> |                  |

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2022 (continued)

| Section 5                           | Policies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Reserves policy</b>              | The Trustees previously established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets, which are the free reserves of the charity, should be approximately 50% of general (unrestricted) operating costs. This is due to the high rise in the cost of new activities and developments. The trustees are agreed that it would be prudent to set aside sufficient funds to cover management, support and administration costs to allow the charity to continue its activities in the event of a significant drop in funding or business interruption. The free reserves at the 30 <sup>th</sup> November 2022 of £139,872 (2021: £295,450) are above this policy, however the charity is in the process of allocating these funds to supporting the development of and engagement with a research strategy beneficial to the charitable aims of the charity. |
| <b>Grant-making policy</b>          | The Trustees make grants to support research projects involving EMDR or related topics. They also make grants in support of Trauma relief and related Humanitarian projects or charities. The grants are discussed and voted on by the Trustees prior to any grant being made.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Investments Selection policy</b> | Having considered several options available, it was decided to invest any funds not required short term in a low-risk commercial bank deposit account. The Trustees continue to review the charity's investment policy on an ongoing basis, some reserve funds have been placed in a higher interest accounts with CAF. The Association is aware of the security issues generated by having large sums held in accounts with just a couple of banking institutions and has opened a new account with the Charity Bank to that end. We continue to explore the possibility of spreading the free reserves in an investment account, but the Trustees and members are keen that Association funds should be placed with ethical establishments.                                                                                                                                                       |
| <b>Review of major risks</b>        | The Trustees have completed their review of the major risks to the charity and have annual renewal procedures in place to manage these risks. They have appointed a Charity Solicitor as Company Secretary and continue working with their Charity Legal Team to fine tune policies and develop clearer processes.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2022 (continued)

|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Plans for the future</b> | <p>The Association has engaged a research officer to work with the SRC and assist with the Association's aim of advancing the theory and practice of EMDR, initially by having a greater awareness of ongoing EMDR and related research projects but with the intention of strategic application of our resources to promote or contribute to high quality research.</p> <p>In the coming year we expect the Accreditation system will be fully digitised.</p> <p>Over the past 3 years the Association has been very active in developing services for members and in increasing the profile of EMDR Therapy. In the coming years it is hoped there will be time for consolidation.</p> |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                                                                      |                                                                                                                                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Section 6</b>                                                                                                                     | <b>Signature and Declaration</b>                                                                                                                                                                                   |
| This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006. |                                                                                                                                                                                                                    |
| <b>Declaration</b>                                                                                                                   | <b>I declare, in my capacity as charity trustee, that:</b> <ul style="list-style-type: none"> <li>the trustees have approved the report above; and</li> <li>have authorised me to sign on their behalf.</li> </ul> |
| <b>Signature</b>                                                                                                                     |                                                                                                                                 |
| <b>Full Name</b>                                                                                                                     | Matthew Wesson                                                                                                                                                                                                     |
| <b>Position</b>                                                                                                                      | President                                                                                                                                                                                                          |
| <b>Date</b>                                                                                                                          | 24 <sup>th</sup> March 2023                                                                                                                                                                                        |

## EMDR Association

### Independent Examiner's Report to the Trustees of EMDR Association

I report to the charity trustees on my examination of the accounts of the company for the year ended 30<sup>th</sup> November 2022 which are set out on pages 9 to 17.

#### Responsibilities and basis of report

As the charity 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 company'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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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 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.

**A J Bradshaw FCA**  
**Independent Examiner**  
**Bradshaws Limited**  
**Chartered Accountants**

24<sup>th</sup> March 2023

Charter Court  
Well House Barns  
Chester Road  
Bretton, Chester  
CH4 0DH





# EMDR Association

## STATEMENT OF FINANCIAL ACTIVITIES YEAR ENDED 30<sup>th</sup> NOVEMBER 2022 (including income and expenditure account)

|                                                          | Notes | Unrestricted<br>Funds<br>£ | Total<br>2022<br>£ | Unrestricted<br>Funds<br>£ | Total<br>2021<br>£ |
|----------------------------------------------------------|-------|----------------------------|--------------------|----------------------------|--------------------|
| <b>Income:</b>                                           |       |                            |                    |                            |                    |
| Incoming from charitable activities:                     |       |                            |                    |                            |                    |
| Membership subscriptions                                 |       | 346,076                    | 346,076            | 241,609                    | 241,609            |
| Accreditation fees                                       |       | 24,710                     | 24,710             | 22,190                     | 22,190             |
| Consultants training                                     |       | 24,905                     | 24,905             | 19,350                     | 19,350             |
| Other income                                             |       | 33,490                     | 33,490             | -                          | -                  |
| Advertising                                              |       | 250                        | 250                | 950                        | 950                |
| Regional group income                                    | 16    | 52,636                     | 52,636             | 143,184                    | 143,184            |
| Investment Income                                        |       | 389                        | 389                | 15                         | 15                 |
| AGM and conference surplus                               |       | 78,340                     | 78,340             | 83,025                     | 83,025             |
| <b>Total income</b>                                      |       | <u>560,796</u>             | <u>560,796</u>     | <u>510,323</u>             | <u>510,323</u>     |
| <b>Expenditure:</b>                                      |       |                            |                    |                            |                    |
| Expenditure on charitable activities                     | 3     | 333,568                    | 333,568            | 228,281                    | 228,281            |
| Regional group expenditure                               | 16    | 71,732                     | 71,732             | 95,939                     | 95,939             |
| <b>Total expenditure</b>                                 |       | <u>405,300</u>             | <u>405,300</u>     | <u>324,220</u>             | <u>324,220</u>     |
| <b>Net income and net movement in funds for the year</b> |       | 155,496                    | 155,496            | 186,103                    | 186,103            |
| <b>Reconciliation of funds</b>                           |       |                            |                    |                            |                    |
| Total funds brought forward                              |       | 702,788                    | 702,788            | 516,685                    | 516,685            |
| <b>Total funds carried forward</b>                       |       | <u>858,284</u>             | <u>858,284</u>     | <u>702,788</u>             | <u>702,788</u>     |

There are no restricted funds for the current or comparative year.

The notes on pages 12 to 17 form part of these financial statements



# EMDR Association

## BALANCE SHEET AS AT 30<sup>th</sup> NOVEMBER 2022

|                                               |       | 2022           |                | 2021           |                |
|-----------------------------------------------|-------|----------------|----------------|----------------|----------------|
|                                               | Notes | £              | £              | £              | £              |
| <b>Fixed assets</b>                           |       |                |                |                |                |
| Tangible assets                               | 8     |                | 1,628          |                | 1,690          |
| <b>Current assets</b>                         |       |                |                |                |                |
| Debtors                                       | 9     | 30,686         |                | 14,309         |                |
| Cash at bank and in hand                      | 10    | 832,617        |                | 708,697        |                |
|                                               |       | <u>863,303</u> |                | <u>723,006</u> |                |
| <b>Current liabilities</b>                    |       |                |                |                |                |
| Creditors amounts falling due within one year | 11    | (6,647)        |                | (21,908)       |                |
| <b>Net current assets</b>                     |       |                | 856,656        |                | 701,098        |
| <b>Total assets less current liabilities</b>  |       |                | <u>858,284</u> |                | <u>702,788</u> |
| <b>Net assets</b>                             |       |                | <u>858,284</u> |                | <u>702,788</u> |
| <b>The funds of the charity:</b>              |       |                |                |                |                |
| Unrestricted income funds                     | 12    | 308,284        |                | 411,283        |                |
| Designated funds                              | 16    | 550,000        |                | 291,505        |                |
| <b>Total charity funds</b>                    |       | <u>858,284</u> |                | <u>702,788</u> |                |

The trustees' statements required by Section 475(2) and (3) are shown on the following page which forms part of this Balance Sheet

## EMDR Association

### BALANCE SHEET (Continued) FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2022

For the year ended 30<sup>th</sup> November 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

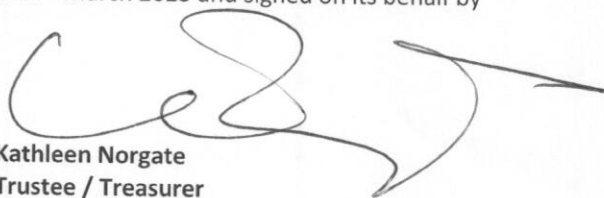
Trustees' responsibilities

- 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; and
- The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements were approved by the board on 24<sup>th</sup> March 2023 and signed on its behalf by



**Matthew Wesson**  
President



**Kathleen Norgate**  
Trustee / Treasurer

Company Registration Number:- 07428145

The notes on pages 12 to 17 form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2022**

**1 Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

**1.1 Basis of accounting**

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland published on 16th July 2014.

The trust constitutes a public benefit entity as defined by FRS 102. The Trustees consider that there are no uncertainties about the Trust's ability to continue as a going concern over the next twelve months.

**1.2 Fund accounting**

Funds held by the Charity are:

Unrestricted general funds – General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted fund – these are funds set aside by the Trustees out of restricted general funds for specific future purposes or projects.

**1.3 Incoming resources**

All incoming resources are included in the SOFA when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**1.4 Grants payable and receivable**

All grants are accounted for gross when receivable. Grants payable are recognised as expenditure when the commitment is entered into.

**1.5 Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

# EMDR Association

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2022 (Continued)

### 1.6 Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the costs less residual value of each asset over its expected useful life as follows:-

Fixtures, fittings and expenditure - 20% straight line

### 1.7 Foreign currency

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange prevailing at the accounting date. Transactions in foreign currencies are recorded at the date of the transactions. All differences are taken to the Statement of Financial Activities.

### 2. Cashflow statement

The Charity is exempt from the requirement to prepare a cashflow statement because it is a small Charity.

| 3 | Costs of charitable activities         | Unrestricted<br>Funds<br>£ | Total<br>2022<br>£ | Unrestricted<br>Funds<br>£ | Total<br>2021<br>£ |
|---|----------------------------------------|----------------------------|--------------------|----------------------------|--------------------|
|   | Wages                                  | 36,610                     | 36,610             | 32,224                     | 32,224             |
|   | Employee Pension                       | 513                        | 513                | 369                        | 369                |
|   | Consultant training                    | 7,444                      | 7,444              | 6,259                      | 6,259              |
|   | Europe capitation and certificates     | 24,983                     | 24,983             | 29,373                     | 29,373             |
|   | Insurance                              | 1,735                      | 1,735              | 1,630                      | 1,630              |
|   | Office costs                           | 19,138                     | 19,138             | 22,778                     | 22,778             |
|   | Newsletter                             | 3,180                      | 3,180              | 6,524                      | 6,524              |
|   | Press officer                          | 25,379                     | 25,379             | 15,354                     | 15,354             |
|   | Website costs                          | 21,892                     | 21,892             | 21,914                     | 21,914             |
|   | Software                               | 12,598                     | 12,598             | 4,660                      | 4,660              |
|   | Travel                                 | 3,864                      | 3,864              | 4,598                      | 4,598              |
|   | Accommodation                          | 11,101                     | 11,101             | 1,999                      | 1,999              |
|   | Venue and catering                     | 10,359                     | 10,359             | 8,646                      | 8,646              |
|   | Legal and professional                 | 91,722                     | 91,722             | 34,281                     | 34,281             |
|   | Springer journal subscription          | 17,512                     | 17,512             | 14,761                     | 14,761             |
|   | Eco Carbon Offset                      | 428                        | 428                | -                          | -                  |
|   | Research                               | 16,130                     | 16,130             | 19,625                     | 19,625             |
|   | Accountancy                            | 1,980                      | 1,980              | 1,800                      | 1,800              |
|   | Donations to EMDR Charities            | 25,010                     | 25,010             | -                          | -                  |
|   | Depreciation of fixtures and equipment | 1,291                      | 1,291              | 1,123                      | 1,123              |
|   | Bank Charges                           | 699                        | 699                | 363                        | 363                |
|   | Total Expenditure                      | <u>333,568</u>             | <u>333,568</u>     | <u>228,281</u>             | <u>228,281</u>     |

# EMDR Association

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2022 (Continued)

### 4 Net incoming resources for the year

|                                                                  | Total<br>2022<br>£ | Total<br>2021<br>£ |
|------------------------------------------------------------------|--------------------|--------------------|
| Net incoming resources is stating after charging:                |                    |                    |
| Depreciation and other amounts written off tangible fixed assets | 1,123              | 1,123              |
| Accountancy fees for independent examination                     | <u>1,800</u>       | <u>1,800</u>       |

### 5 Staff numbers and costs

There are 3 permanent part-time administrators employed by the charity working a combined total of 37 hours a week.

### 6 Trustees' remuneration and expenses

In keeping with the payments made to facilitators for the additional Consultant's Training this year, it was agreed that a Trustee who has been carrying out this task previously without remuneration should also be paid, therefore this year £1,200 has been paid to Ms M Crowley for her service to the Association. 13 Trustees, and a further 15 committee and non-committee members assisting in the work of the Association claimed a total of £3,831 in travel and incidental expenses last year. However, this year the Association has begun making payments to offset our carbon footprint and so far, has paid £428 to Ecoligi to this end.

### 7 Taxation

The company was a charity during the year therefore had no taxable income and hence no corporation tax to pay.



# EMDR Association

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2022 (Continued)

|                                           | Fixtures,<br>fittings and<br>equipment<br>£ | Total<br>£                  |
|-------------------------------------------|---------------------------------------------|-----------------------------|
| <b>8 Tangible fixed assets</b>            |                                             |                             |
| <b>Cost</b>                               |                                             |                             |
| At 1 <sup>st</sup> December 2021          | 12,018                                      | 12,018                      |
| Additions                                 | 1,229                                       | 1,229                       |
| Disposals                                 | -                                           | -                           |
|                                           | <u>          </u>                           | <u>          </u>           |
| At 30 <sup>th</sup> November 2022         | 13,247                                      | 13,247                      |
| <b>Depreciation</b>                       |                                             |                             |
| At 1st December 2021                      | 10,328                                      | 10,328                      |
| Charge for the year                       | 1,291                                       | 1,291                       |
| Disposals                                 | -                                           | -                           |
|                                           | <u>          </u>                           | <u>          </u>           |
| At 30 <sup>th</sup> November 2022         | 11,619                                      | 11,619                      |
| <b>Net book Values</b>                    |                                             |                             |
| At 30 <sup>th</sup> November 2022         | 1,628                                       | 1,628                       |
| At 30 <sup>th</sup> November 2021         | <u>1,690</u>                                | <u>1,690</u>                |
| <b>9 Debtors</b>                          | <b>Total<br/>2022<br/>£</b>                 | <b>Total<br/>2021<br/>£</b> |
| Trade debtors                             | 12,517                                      | 6,885                       |
| Prepayments                               | 18,169                                      | 7,424                       |
|                                           | <u>30,686</u>                               | <u>14,309</u>               |
| <b>10 Bank</b>                            | <b>Total<br/>2022<br/>£</b>                 | <b>Total<br/>2021<br/>£</b> |
| Cash at bank and in hand                  | 682,247                                     | 552,093                     |
| Regional group - cash at bank and in hand | 150,370                                     | 156,604                     |
|                                           | <u>832,617</u>                              | <u>708,697</u>              |

# EMDR Association

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2022 (Continued)

| 11 | Creditors – amounts falling due within one year | Total<br>2022<br>£ | Total<br>2021<br>£ |
|----|-------------------------------------------------|--------------------|--------------------|
|    | Trade Creditors                                 | 5,676              | 11,386             |
|    | Accruals                                        | 522                | 522                |
|    | Regional Group                                  | -                  | 10,000             |
|    | Taxation and social security                    | 359                | -                  |
|    | Other creditors                                 | 90                 | -                  |
|    |                                                 | <u>6,647</u>       | <u>21,908</u>      |

| 12 | Analysis of net assets between funds            | Unrestricted<br>Funds<br>£ | Designated<br>Funds<br>£ | Total<br>Funds<br>£ |
|----|-------------------------------------------------|----------------------------|--------------------------|---------------------|
|    | Fund balances at 30 <sup>th</sup> November 2022 |                            |                          |                     |
|    | Are represented by:                             |                            |                          |                     |
|    | Tangible fixed assets                           | 1,628                      | -                        | 1,628               |
|    | Current assets                                  | 313,303                    | 550,000                  | 863,303             |
|    | Less : Current liabilities                      | (6,647)                    | -                        | (6,647)             |
|    |                                                 | <u>308,284</u>             | <u>550,000</u>           | <u>858,284</u>      |

### 13 Capital commitments

There were no capital commitments authorised or contracted for at the year-end.

### 14 Control

The Charity is under the control of the Trustees.

### 15 Company limited by guarantee

EMDR Association is a company limited by guarantee and accordingly does not have a share capital. Every member of the company undertakes to contribute such amount as may be required not exceeding £10 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

### 16 Charity funds

|                              | .....General Fund..... |                         |                |                         |                     |
|------------------------------|------------------------|-------------------------|----------------|-------------------------|---------------------|
|                              | EMDR<br>£              | Regional<br>Groups<br>£ | Total<br>£     | Designated<br>Fund<br>£ | Total<br>Funds<br>£ |
| At the beginning of the year | 264,678                | 146,605                 | 411,283        | 291,505                 | 702,788             |
| Income                       | 508,160                | 52,636                  | 560,796        | -                       | 560,796             |
| Expenditure                  | (333,568)              | (71,732)                | (405,300)      | -                       | (405,300)           |
| Transfer                     | -                      | -                       | (258,495)      | 258,495                 | -                   |
|                              | <u>439,270</u>         | <u>127,509</u>          | <u>308,284</u> | <u>550,000</u>          | <u>858,284</u>      |

The Association is keen to promote EMDR and possibly support research projects involving EMDR. A large, gold standard research project is phenomenally expensive thus the trustees continue to set aside funds for any potential future projects in the Designated Fund.



**EMDR ASSOCIATION**

England & Wales - Charity number 1140865

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# Accounts

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*EMDR Association*

*A Charity and a Company Limited by Guarantee*

*Trustees' Report and Financial Statements*

*For the year ended*

*30<sup>th</sup> November 2021*



Company number 07428145



# EMDR Association

Year Ended 30<sup>th</sup> November 2021

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# EMDR Association

## Trustees Report for the year ended 30<sup>th</sup> November 2021

The Trustees present their annual report and financial statements for the year ended 30<sup>th</sup> November 2021.

The financial statements have been prepared to give a "true and fair" view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on the 16th July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1st April 2005 which has been withdrawn.

| Section 1                                   | Legal and Administrative Information                                                                                                                                                                                                                                                                                                                     |
|---------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Charity name                                | EMDR Association                                                                                                                                                                                                                                                                                                                                         |
| Charity Commission registered number        | 1140865                                                                                                                                                                                                                                                                                                                                                  |
| Companies House registered number           | 07428145                                                                                                                                                                                                                                                                                                                                                 |
| For the financial year ending on            | 30 <sup>th</sup> November 2021                                                                                                                                                                                                                                                                                                                           |
| Charity's principal address                 | Third Floor Horton House, Exchange Flags, Liverpool, Merseyside, L2 3YL                                                                                                                                                                                                                                                                                  |
| <b>Description of the charity's trusts:</b> |                                                                                                                                                                                                                                                                                                                                                          |
| Governing document                          | EMDR Association is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association. Members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the company in the event of the company being wound up while they are members, or within one year thereafter. |
| Objects of the charity                      | The relief of sickness without prejudice to the generality of the foregoing to Advance the theory and practice of Eye Movement Desensitisation and Reprocessing (EMDR) and the relief of poverty and distress wherever it may arise by the provision of humanitarian aid.                                                                                |
| Specific investment powers                  | None                                                                                                                                                                                                                                                                                                                                                     |
| <b>Professional advisers:</b>               |                                                                                                                                                                                                                                                                                                                                                          |
| Accountants                                 | Bradshaws Limited, Charter Court, 2 Well House Barns, Bretton, Chester CH4 0DH                                                                                                                                                                                                                                                                           |
| Bankers                                     | The Co-operative Bank, PO Box 250, Skelmersdale, England WN8 6WT<br>CAF Bank 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ                                                                                                                                                                                                               |
| Solicitors                                  | Brabner's, Horton House, Exchange Flags, Liverpool, L2 3YL                                                                                                                                                                                                                                                                                               |
| Company Secretary                           | Graeme Hughes, Charity Solicitor Brabner's                                                                                                                                                                                                                                                                                                               |

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2021 (continued)

| Section 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Trustees and Governance                                                                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| The Trustees of the charity meet at least four times a year to administer the charity and also meet to approve the accounts.                                                                                                                                                                                                                                                                                                                                                           |                                                                                              |
| <b>Name of Trustee</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>Trustee Role</b>                                                                          |
| Michael O'Connor                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | President. Europe representative                                                             |
| Matthew Wesson                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | President Elect, Website development                                                         |
| Lorraine Knibbs                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Past President – stood down 19 March 2021                                                    |
| Kath Norgate                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Elected Trustee, Treasurer, Accreditation Committee, Treasurer to Child & Adolescent Section |
| Louise Mackinney                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Secretary, Governance                                                                        |
| Maeve Crowley                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Europe Executive Representative                                                              |
| Paul Keenan                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Elected Trustee, Regional Groups - stood down 19 March 2021                                  |
| Sandi Richman                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Elected Trustee, Consultant's Training                                                       |
| Marian Tobin                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Conference Organiser                                                                         |
| Alison Russell                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Chair of the Accreditation Committee                                                         |
| Russell Hurn                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Chair of the Child and Adolescent Section,                                                   |
| Jane Ware                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Accreditation Committee – CPD lead                                                           |
| Richard Mitchell                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Chair of EMDR Europe Standards Committee                                                     |
| Ben Wright                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Chair of the Research & Scientific Committee*                                                |
| Justin Havens                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Chair of the Communications Committee                                                        |
| Ericka Johanson                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Deceased 31 <sup>st</sup> October 2021                                                       |
| * Appointed at the 2021 AGM                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                              |
| <b>Trustee selection method:</b><br>Election at the AGM and co-option by the board. Trustees are appointed by vote at the annual AGM. The elected Trustees can co-opt further Trustees as needed. It is the board's policy that the chairs of the Accreditation Committee and Child and Adolescent Section should always have a seat on the board, this year the Child and Adolescent Committee has been represented by the appointed chair who will be taking post following the AGM. |                                                                                              |

**Trustees Report for the year ended 30<sup>th</sup> November 2021 (continued)**

**Statement of Trustees responsibilities**

The trustees (who are also directors of EMDR Association for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

**Public Benefit**

Under the Charities Act 2011 the Charity is required to demonstrate that its aims are for the public benefit. The Trustees consider that the charity has met the criteria under both of the objects of the charity. The principals of public benefit are as follows:-

Principle 1 – There must be an identifiable benefit or benefits

the benefit is the advancement of the EMDR theory and practise and in so doing to assist the public to access accredited, research based, effective interventions for psychological malaise.

Principle 2 – the benefit must be to the public, or a section of the public

the benefit is to the public as stated in the second object of the charity by the relief of poverty and distress wherever it may arise by the provision of humanitarian aid.

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2021 (continued)

|                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Section 3</b> | <p><b>Activities and Achievements</b></p> <p>We now have in excess of 5000 members, a 25% increase on last year, which has led to significant increases in all our charitable activities. The workload has increased so much, we are no longer able to rely on unpaid trustees and 3 part time administrative staff to manage everything. In order to deal with this the board made the decision to engage Business Support at the beginning of the financial year. This has been an extremely successful venture and we are delighted to report this has enabled us to progress our charitable aims and objectives much more efficiently.</p> <p>Having successfully installed a membership management system to facilitate paperless renewals last year, we are now in the process of streamlining the accreditation process to enable online applications linked to each member's personal password protected log in. We expect this to be installed and working before the March 2023 AGM.</p> <p>The Association has continued to provide educational webinars for members, some of which remain available to access free of charge, not only to the membership but to other mental health professionals. Building on this, the association has continued to provide regular low-cost educational webinars on various topics for the members, funds raised are being used to support the activities of the Scientific and Research Committee (SRC).</p> <p>The SRC are making great strides forward on our charitable objective of advancing the theory and practice of Eye Movement Desensitisation and Reprocessing (EMDR). They have bought in the services of a research officer and in association with the University of Sheffield have set in motion activities aimed at developing a searchable data base of EMDR literature.</p> <p>The new communications committee has also been hard at work developing a bespoke communications hub and bringing The Association into the 21<sup>st</sup> Century by developing a presence within social media.</p> |
|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2021 (continued)

| Section 4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Financial Review |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| <p data-bbox="129 367 384 400"><b>Incoming resources</b></p> <p data-bbox="129 434 1493 546">Income from membership subscriptions rose by a very substantial £37,000 which reflects a growing commitment of those trained to be affiliated with the Association; and both supporting and benefitting from its educational objectives.</p> <p data-bbox="129 580 1493 692">Of particular note is the substantial surplus from the 2021 virtual Annual Conference and AGM which replicated a similar surplus in 2020. The overheads for a virtual event are insignificant compared to an in person event and a larger number of delegates possible.</p> <p data-bbox="129 725 384 759"><b>Outgoing resources</b></p> <p data-bbox="129 792 1493 904">Travel, accommodation, and venue expenses remain low although the Trustees and other officers of the board and its committees have been able to meet in vivo on two occasions this year and therefore there is an increase on last year's expenditure.</p> <p data-bbox="129 938 1493 1005">Website costs have increased by £10,000 and will continue to rise over the coming year in keeping with the website and virtual developments the association is making.</p> <p data-bbox="129 1039 1493 1151">Outgoing resources for research have increased by £20,000 this year but will increase further once our Research Officer takes up her duties and further again as funds are spent on the searchable literature database.</p> <p data-bbox="129 1184 1493 1296">Capitation to Europe increases with membership numbers, we have to pay for our non fee paying trainee members as well. The Springer Journal subscription is linked to our membership of EMDR Europe, and also increases with membership numbers.</p> |                  |



## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2021 (continued)

| Section 5                           | Policies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Reserves policy</b>              | The Trustees previously established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets, which are the free reserves of the charity, should be approximately 20% of general (unrestricted) operating costs. However, given the cost of new activities and developments the Trustees decided to increase this to 50% in order to provide sufficient funds to cover management, support and administration costs to be able to continue the activities of the charity in the event of a significant drop in funding, or business interruption. The free reserves at the 30 <sup>th</sup> November 2021 of £295,450 (2020: £378,991) are above this policy, however the charity is in the process of allocating these funds to supporting the development of and engagement with a research strategy beneficial to the charitable aims of the charity. |
| <b>Grant-making policy</b>          | The Trustees make grants to support research projects involving EMDR or related topics. They also make grants in support of Trauma relief and related Humanitarian projects or charities. The grants are discussed and voted on by the Trustees prior to any grant being made.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Investments Selection policy</b> | Having considered several options available, it was decided to invest any funds not required short term in a low-risk commercial bank deposit account. The Trustees continue to review the charity's investment policy on an ongoing basis, some reserve funds have been placed in a higher interest accounts with CAF. The Association is aware of the security issues generated by having large sums held in accounts with just a couple of banking institutions and are currently in the process of opening a new bank account – this is not a quick or simple endeavour for charities such as ours that have a large number of Trustees. Under consideration at the moment is the possibility of spreading the free reserves in an investment account.                                                                                                                                 |
| <b>Review of major risks</b>        | The Trustees have completed their review of the major risks to the charity and have annual renewal procedures in place to manage these risks. They have appointed a Charity Solicitor as Company Secretary and continue working with their Charity Legal Team to fine tune policies and develop clearer processes.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2021 (continued)

|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Plans for the future</b> | <p>The Association has engaged a research officer to work with the SRC and assist with the Association's aim of advancing the theory and practice of EMDR, initially by having a greater awareness of ongoing EMDR and related research projects but with the intention of strategic application of our resources to promote or contribute to high quality research.</p> <p>With Sheffield University, the process of creating a searchable data base of EMDR Literature is underway and we expect it to be in place by the AGM in 2023.</p> <p>The Accreditation system will be digitised and in this coming year we expect our dedicated EMDR communication hub to be up and running to facilitate communication between members. We are also looking at developing a stronger social media presence and have made a start on the linked in platform.</p> |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                                                                      |                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| <b>Section 6</b>                                                                                                                     | <b>Signature and Declaration</b>                                                                   |
|                                                                                                                                      |                                                                                                    |
| This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006. |                                                                                                    |
|                                                                                                                                      |                                                                                                    |
| <b>Declaration</b>                                                                                                                   | <b>I declare, in my capacity as charity trustee, that:</b>                                         |
|                                                                                                                                      | <ul style="list-style-type: none"> <li>the trustees have approved the report above; and</li> </ul> |
|                                                                                                                                      | <ul style="list-style-type: none"> <li>have authorised me to sign on their behalf.</li> </ul>      |
| <b>Signature</b>                                                                                                                     |                                                                                                    |
| <b>Full Name</b>                                                                                                                     | Michael O'Connor                                                                                   |
| <b>Position</b>                                                                                                                      | <b>President</b>                                                                                   |
| <b>Date</b>                                                                                                                          | 26 <sup>th</sup> March 2022                                                                        |

# EMDR Association

## Independent Examiner's Report to the Trustees of EMDR Association

I report to the charity trustees on my examination of the accounts of the company for the year ended 30<sup>th</sup> November 2021 which are set out on pages 9 to 17.

### Responsibilities and basis of report

As the charity 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 company'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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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 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.

**A J Bradshaw FCA**  
**Independent Examiner**  
**Bradshaws Limited**  
**Chartered Accountants**

Charter Court  
Well House Barns  
Chester Road  
Bretton, Chester  
CH4 0DH

26<sup>th</sup> March 2022



# EMDR Association

## STATEMENT OF FINANCIAL ACTIVITIES YEAR ENDED 30<sup>th</sup> NOVEMBER 2021 (including income and expenditure account)

|                                                          | Notes | Unrestricted<br>Funds<br>£ | Total<br>2021<br>£ | Unrestricted<br>Funds<br>£ | Total<br>2020<br>£ |
|----------------------------------------------------------|-------|----------------------------|--------------------|----------------------------|--------------------|
| <b>Income:</b>                                           |       |                            |                    |                            |                    |
| Incoming from charitable activities:                     |       |                            |                    |                            |                    |
| Membership subscriptions                                 |       | 241,609                    | 241,609            | 204,094                    | 204,094            |
| Accreditation fees                                       |       | 22,190                     | 22,190             | 20,363                     | 20,363             |
| Consultants training                                     |       | 19,350                     | 19,350             | 13,735                     | 13,735             |
| Other income                                             |       | -                          | -                  | 391                        | 391                |
| Advertising                                              |       | 950                        | 950                | 5,176                      | 5,176              |
| Regional group income                                    | 16    | 143,184                    | 143,184            | 97,306                     | 97,306             |
| Investment Income                                        |       | 15                         | 15                 | 205                        | 205                |
| AGM and conference surplus                               |       | 83,025                     | 83,025             | 80,257                     | 80,257             |
| <b>Total income</b>                                      |       | <u>510,323</u>             | <u>510,323</u>     | <u>421,527</u>             | <u>421,527</u>     |
| <b>Expenditure:</b>                                      |       |                            |                    |                            |                    |
| Expenditure on charitable activities                     | 3     | 228,281                    | 228,281            | 177,605                    | 177,605            |
| Regional group expenditure                               | 16    | 95,939                     | 95,939             | 76,987                     | 76,987             |
| <b>Total expenditure</b>                                 |       | <u>324,220</u>             | <u>324,220</u>     | <u>254,592</u>             | <u>254,592</u>     |
| <b>Net income and net movement in funds for the year</b> |       | 186,103                    | 186,103            | 166,935                    | 166,935            |
| <b>Reconciliation of funds</b>                           |       |                            |                    |                            |                    |
| Total funds brought forward                              |       | 516,685                    | 516,685            | 349,750                    | 349,750            |
| <b>Total funds carried forward</b>                       |       | <u>702,788</u>             | <u>702,788</u>     | <u>516,685</u>             | <u>516,685</u>     |

There are no restricted funds for the current or comparative year.

The notes on pages 12 to 17 form part of these financial statements

# EMDR Association

## BALANCE SHEET AS AT 30<sup>th</sup> NOVEMBER 2021

|                                               |       | 2021           |                | 2020           |                |
|-----------------------------------------------|-------|----------------|----------------|----------------|----------------|
|                                               | Notes | £              | £              | £              | £              |
| <b>Fixed assets</b>                           |       |                |                |                |                |
| Tangible assets                               | 8     |                | 1,690          |                | 2,813          |
| <b>Current assets</b>                         |       |                |                |                |                |
| Debtors                                       | 9     | 14,309         |                | 20,246         |                |
| Cash at bank and in hand                      | 10    | 708,697        |                | 496,268        |                |
|                                               |       | <u>723,006</u> |                | <u>516,514</u> |                |
| <b>Current liabilities</b>                    |       |                |                |                |                |
| Creditors amounts falling due within one year | 11    | (21,908)       |                | (2,642)        |                |
|                                               |       | <u></u>        |                | <u></u>        |                |
| <b>Net current assets</b>                     |       |                | 701,098        |                | 513,872        |
| <b>Total assets less current liabilities</b>  |       |                | <u>702,788</u> |                | <u>516,685</u> |
| <b>Net assets</b>                             |       |                | <u>702,788</u> |                | <u>516,685</u> |
| <b>The funds of the charity:</b>              |       |                |                |                |                |
| Unrestricted income funds                     | 12    | 411,283        |                | 345,180        |                |
| Designated funds                              | 16    | 291,505        |                | 171,505        |                |
| <b>Total charity funds</b>                    |       |                | <u>702,788</u> |                | <u>516,685</u> |

The trustees' statements required by Section 475(2) and (3) are shown on the following page which forms part of this Balance Sheet

## **EMDR Association**

### **BALANCE SHEET (Continued) FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2021**

For the year ended 30<sup>th</sup> November 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

#### **Trustees' responsibilities**

- 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; and
- The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements were approved by the board on 26<sup>th</sup> March 2022 and signed on its behalf by

**Michael O'Connor**  
**President**

**Kathleen Norgate**  
**Trustee / Treasurer**

**Company Registration Number:- 07428145**

The notes on pages 12 to 17 form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2021**

**1 Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

**1.1 Basis of accounting**

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The trust constitutes a public benefit entity as defined by FRS 102. The Trustees consider that there are no uncertainties about the Trust's ability to continue as a going concern over the next twelve months.

**1.2 Fund accounting**

Funds held by the Charity are:

Unrestricted general funds – General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted fund – these are funds set aside by the Trustees out of restricted general funds for specific future purposes or projects.

**1.3 Incoming resources**

All incoming resources are included in the SOFA when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**1.4 Grants payable and receivable**

All grants are accounted for gross when receivable. Grants payable are recognised as expenditure when the commitment is entered into.

**1.5 Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

# EMDR Association

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2021 (Continued)

### 1.6 Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the costs less residual value of each asset over its expected useful life as follows:-

Fixtures, fittings and expenditure - 20% straight line

### 1.7 Foreign currency

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange prevailing at the accounting date. Transactions in foreign currencies are recorded at the date of the transactions. All differences are taken to the Statement of Financial Activities.

### 2. Cashflow statement

The Charity is exempt from the requirement to prepare a cashflow statement because it is a small Charity.

| 3 | Costs of charitable activities         | Unrestricted Funds | Total 2021     | Unrestricted Funds | Total 2020     |
|---|----------------------------------------|--------------------|----------------|--------------------|----------------|
|   |                                        | £                  | £              | £                  | £              |
|   | Wages                                  | 32,224             | 32,224         | 26,894             | 26,894         |
|   | Employee Pension                       | 369                | 369            | 434                | 434            |
|   | Consultant training                    | 6,259              | 6,259          | 5,255              | 5,255          |
|   | Europe capitation and certificates     | 29,373             | 29,373         | 23,303             | 23,303         |
|   | Insurance                              | 1,630              | 1,630          | 1,630              | 1,630          |
|   | Office costs                           | 22,778             | 22,778         | 21,679             | 21,679         |
|   | Newsletter                             | 6,524              | 6,524          | 4,167              | 4,167          |
|   | Press officer                          | 15,354             | 15,354         | 16,450             | 16,450         |
|   | Website costs                          | 21,914             | 21,914         | 12,342             | 12,342         |
|   | Software                               | 4,660              | 4,660          | 11,881             | 11,881         |
|   | Travel                                 | 4,598              | 4,598          | 2,188              | 2,188          |
|   | Accommodation                          | 1,999              | 1,999          | 1,129              | 1,129          |
|   | Venue and catering                     | 8,646              | 8,646          | 5,416              | 5,416          |
|   | Legal and professional                 | 34,281             | 34,281         | 23,968             | 23,968         |
|   | Springer journal subscription          | 14,761             | 14,761         | 16,970             | 16,970         |
|   | Grants                                 | -                  | -              | -                  | -              |
|   | Research                               | 19,625             | 19,625         | (1,065)            | (1,065)        |
|   | Accountancy                            | 1,800              | 1,800          | 1,674              | 1,674          |
|   | Donations                              | -                  | -              | -                  | -              |
|   | Depreciation of fixtures and equipment | 1,123              | 1,123          | 1,123              | 1,123          |
|   | Bank Charges                           | 363                | 363            | 1,619              | 1,619          |
|   | Interest                               | -                  | -              | -                  | -              |
|   | General Expenses                       | -                  | -              | 548                | 548            |
|   | Total Expenditure                      | <u>228,281</u>     | <u>228,281</u> | <u>177,605</u>     | <u>177,605</u> |



## EMDR Association

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2021 (Continued)

#### 4 Net incoming resources for the year

|                                                                  | <b>Total<br/>2021<br/>£</b> | <b>Total<br/>2020<br/>£</b> |
|------------------------------------------------------------------|-----------------------------|-----------------------------|
| Net incoming resources is stating after charging:                |                             |                             |
| Depreciation and other amounts written off tangible fixed assets | 1,123                       | 1,123                       |
| Accountancy fees for independent examination                     | 1,800                       | 1,700                       |

#### 5 Staff numbers and costs

There are 3 permanent part-time administrators employed by the charity working a combined total of 37 hours a week.

#### 6 Trustees' remuneration and expenses

None of the Trustees has received any remuneration for services to the Association. 16 Trustees, and a further 15 committee and non-committee members assisting in the work of the Association claimed a total of £2,241 in travel and incidental expenses last year before the country was locked down in March.

#### 7 Taxation

The company was a charity during the year therefore had no taxable income and hence no corporation tax to pay.

# EMDR Association

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2021 (Continued)

|                                   | Fixtures,<br>fittings and<br>equipment<br>£ | Total<br>£   |
|-----------------------------------|---------------------------------------------|--------------|
| <b>8 Tangible fixed assets</b>    |                                             |              |
| <b>Cost</b>                       |                                             |              |
| At 1 <sup>st</sup> December 2020  | 12,018                                      | 12,018       |
| Additions                         |                                             |              |
| Disposals                         | -                                           | -            |
|                                   | <hr/>                                       | <hr/>        |
| At 30 <sup>th</sup> November 2021 | 12,018                                      | 12,018       |
| <b>Depreciation</b>               |                                             |              |
| At 1st December 2020              | 9,205                                       | 9,205        |
| Charge for the year               | 1,123                                       | 1,123        |
| Disposals                         | -                                           | -            |
|                                   | <hr/>                                       | <hr/>        |
| At 30 <sup>th</sup> November 2021 | 10,328                                      | 10,328       |
| <b>Net book Values</b>            |                                             |              |
| At 30 <sup>th</sup> November 2021 | 1,690                                       | 1,690        |
|                                   | <hr/>                                       | <hr/>        |
| At 30 <sup>th</sup> November 2020 | <u>2,813</u>                                | <u>2,813</u> |

|                  | Total<br>2021<br>£ | Total<br>2020<br>£ |
|------------------|--------------------|--------------------|
| <b>9 Debtors</b> |                    |                    |
| Trade debtors    | 6,885              | 12,840             |
| Prepayments      | 7,424              | 7,406              |
|                  | <hr/>              | <hr/>              |
|                  | <u>14,309</u>      | <u>20,246</u>      |

The Charity is owed £5,000 by Trauma Response Network Limited, for the purpose of securing registration as a charity with the Charity Commission for England and Wales for charitable purposes that are consistent with EMDR Association.

|                                           | Total<br>2021<br>£ | Total<br>2020<br>£ |
|-------------------------------------------|--------------------|--------------------|
| <b>10 Bank</b>                            |                    |                    |
| Cash at bank and in hand                  | 552,093            | 404,748            |
| Regional group - cash at bank and in hand | 156,604            | 91,520             |
|                                           | <hr/>              | <hr/>              |
|                                           | <u>708,697</u>     | <u>496,268</u>     |

# EMDR Association

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2021 (Continued)

|           |                                                        |                             |                             |
|-----------|--------------------------------------------------------|-----------------------------|-----------------------------|
| <b>11</b> | <b>Creditors – amounts falling due within one year</b> | <b>Total<br/>2021<br/>£</b> | <b>Total<br/>2020<br/>£</b> |
|           | Trade Creditors                                        | 11,386                      | 833                         |
|           | Accruals                                               | 522                         | 522                         |
|           | Regional Group                                         | 10,000                      |                             |
|           | Taxation and social security                           | -                           | 171                         |
|           | Other creditors                                        | -                           | <u>1,116</u>                |
|           |                                                        | <u>21,908</u>               | <u>2,642</u>                |

|           |                                                 |                                     |                                   |                              |
|-----------|-------------------------------------------------|-------------------------------------|-----------------------------------|------------------------------|
| <b>12</b> | <b>Analysis of net assets between funds</b>     | <b>Unrestricted<br/>Funds<br/>£</b> | <b>Designated<br/>Funds<br/>£</b> | <b>Total<br/>Funds<br/>£</b> |
|           | Fund balances at 30 <sup>th</sup> November 2021 |                                     |                                   |                              |
|           | Are represented by:                             |                                     |                                   |                              |
|           | Tangible fixed assets                           | 1,690                               | -                                 | 1,690                        |
|           | Current assets                                  | 431,501                             | 291,505                           | 723,006                      |
|           | Less : Current liabilities                      | (21,908)                            | -                                 | (21,908)                     |
|           |                                                 | <u>411,283</u>                      | <u>291,505</u>                    | <u>702,788</u>               |

### 13 Capital commitments

There were no capital commitments authorised or contracted for at the year-end.

### 14 Control

The Charity is under the control of the Trustees.

### 15 Company limited by guarantee

EMDR Association is a company limited by guarantee and accordingly does not have a share capital. Every member of the company undertakes to contribute such amount as may be required not exceeding £10 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

|           |                              |                               |                                  |                    |                |
|-----------|------------------------------|-------------------------------|----------------------------------|--------------------|----------------|
| <b>16</b> | <b>Charity funds</b>         | <b>.....General Fund.....</b> |                                  |                    |                |
|           |                              | <b>EMDR<br/>£</b>             | <b>Regional<br/>Groups<br/>£</b> | <b>Total<br/>£</b> |                |
|           | At the beginning of the year | 245,820                       | 99,360                           | 345,180            | 171,505        |
|           | Income                       | 247,139                       | 143,184                          | 390,323            | 120,000        |
|           | Expenditure                  | (228,281)                     | (95,939)                         | (324,220)          | -              |
|           |                              | <u>264,678</u>                | <u>146,605</u>                   | <u>411,283</u>     | <u>291,505</u> |
|           |                              |                               |                                  |                    | <u>702,788</u> |

The Association is keen to promote EMDR and possibly support research projects involving EMDR. A large, gold standard research project is phenomenally expensive thus the trustees continue to set aside funds for any potential future projects.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2021 (Continued)**

**17 Related Party Transactions**

During the year, the Association paid £1,290.00 to a Trustee's daughter to carry out administrative services.

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# Accounts

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*EMDR Association*

*A Charity and a Company Limited by Guarantee*

*Trustees' Report and Financial Statements*

*For the year ended*

*30<sup>th</sup> November 2020*



Company number 07428145



# EMDR Association

Year Ended 30<sup>th</sup> November 2020

## Contents

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| Notes to the Financial Statements | 11 - 16 |

# EMDR Association

## Trustees Report for the year ended 30<sup>th</sup> November 2020

The Trustees present their annual report and financial statements for the year ended 30<sup>th</sup> November 2020.

The financial statements have been prepared to give a "true and fair" view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on the 16th July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1st April 2005 which has been withdrawn.

| Section 1                                   | Legal and Administrative Information                                                                                                                                                                                                                                                                                                                     |
|---------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Charity name                                | EMDR Association                                                                                                                                                                                                                                                                                                                                         |
| Charity Commission registered number        | 1140865                                                                                                                                                                                                                                                                                                                                                  |
| Companies House registered number           | 07428145                                                                                                                                                                                                                                                                                                                                                 |
| For the financial year ending on            | 30 <sup>th</sup> November 2020                                                                                                                                                                                                                                                                                                                           |
| Charity's principal address                 | Third Floor Horton House, Exchange Flags, Liverpool, Merseyside, L2 3YL                                                                                                                                                                                                                                                                                  |
| <b>Description of the charity's trusts:</b> |                                                                                                                                                                                                                                                                                                                                                          |
| Governing document                          | EMDR Association is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association. Members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the company in the event of the company being wound up while they are members, or within one year thereafter. |
| Objects of the charity                      | The relief of sickness without prejudice to the generality of the foregoing to Advance the theory and practice of Eye Movement Desensitisation and Reprocessing (EMDR) and the relief of poverty and distress wherever it may arise by the provision of humanitarian aid.                                                                                |
| Specific investment powers                  | None                                                                                                                                                                                                                                                                                                                                                     |
| <b>Professional advisers:</b>               |                                                                                                                                                                                                                                                                                                                                                          |
| Accountants                                 | Bradshaws Limited, Charter Court, 2 Well House Barns, Bretton, Chester CH4 0DH                                                                                                                                                                                                                                                                           |
| Bankers                                     | The Co-operative Bank, PO Box 250, Skelmersdale, England WN8 6WT<br>CAF Bank 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ                                                                                                                                                                                                               |
| Solicitors                                  | Brabner's, Horton House, Exchange Flags, Liverpool, L2 3YL                                                                                                                                                                                                                                                                                               |
| Company Secretary                           | Graeme Hughes, Charity Solicitor Brabner's                                                                                                                                                                                                                                                                                                               |



## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2020 (continued)

| Section 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Trustees and Governance                                                                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| The Trustees of the charity meet at least four times a year to administer the charity and also meet to approve the accounts.                                                                                                                                                                                                                                                                                                                                                           |                                                                                              |
| Name of Trustee                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Trustee Role                                                                                 |
| Michael O'Connor                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | President. Europe representative                                                             |
| Matthew Wesson                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | President Elect, Website development                                                         |
| Lorraine Knibbs                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Past President – standing down 19 March 2021                                                 |
| Kath Norgate                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Elected Trustee, Treasurer, Accreditation Committee, Treasurer to Child & Adolescent Section |
| Louise Mackinney                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Secretary, Governance                                                                        |
| Maeve Crowley                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Europe Representative                                                                        |
| Paul Keenan                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Elected Trustee, Regional Groups - standing down 19 March 2021                               |
| Sandi Richman                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Elected Trustee, Consultant's Training                                                       |
| Marian Tobin                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Conference Organiser                                                                         |
| Alison Russell                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Chair of the Accreditation Committee                                                         |
| Russell Hurn                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Chair of the Child and Adolescent Section,                                                   |
| Maxine Sherrell                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Assistance to the secretariat                                                                |
| Jane Ware                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Accreditation Committee – CPD lead                                                           |
| Richard Mitchell                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Ex-officio, Executive member of the EMDR Europe                                              |
| Ben Wright                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Chair of the Research & Scientific Committee*                                                |
| Justin Havens                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Chair of the Communication Committee*                                                        |
| Ericka Johanson                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Governance, Regional Groups*                                                                 |
| * Appointed at the 2020 AGM                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                              |
| <b>Trustee selection method:</b><br>Election at the AGM and co-option by the board. Trustees are appointed by vote at the annual AGM. The elected Trustees can co-opt further Trustees as needed. It is the board's policy that the chairs of the Accreditation Committee and Child and Adolescent Section should always have a seat on the board, this year the Child and Adolescent Committee has been represented by the appointed chair who will be taking post following the AGM. |                                                                                              |

**Trustees Report for the year ended 30<sup>th</sup> November 2020 (continued)**

**Statement of Trustees responsibilities**

The trustees (who are also directors of EMDR Association for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

**Public Benefit**

Under the Charities Act 2011 the Charity is required to demonstrate that its aims are for the public benefit. The Trustees consider that the charity has met the criteria under both of the objects of the charity. The principals of public benefit are as follows:-

Principle 1 – There must be an identifiable benefit or benefits

- the benefit is the advancement of the EMDR theory and practise and in so doing to assist the public to access accredited, research based, effective interventions for psychological malaise.

Principle 2 – the benefit must be to the public, or a section of the public

the benefit is to the public as stated in the second object of the charity by the relief of poverty and distress wherever it may arise by the provision of humanitarian aid.

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2020 (continued)

|                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Section 3</b> | <p><b>Activities and Achievements</b></p> <p>Our membership continues to increase year on year and we currently have over 4,000 members. We have successfully installed a membership management system that has enabled us to take paperless applications and renewals. Accreditation applications also continue to increase, appointment of additional committee members and additional dedicated admin has streamlined the process.</p> <p>Due to restrictions generated by the Global Pandemic over the past year, continuing professional development events have been delivered virtually. The Association has purchased a licence for a virtual platform to enable all its board and committee meetings to go ahead online. This virtual platform has been made available to the members, Special Interest Groups or Regional Groups to use for their meetings or CPD events, free of charge.</p> <p>The interface between our website and the Membership Management System now enables our members passworded access to their own records, the next step will be to incorporate applications for accreditation. This year the Association commissioned a number of short educational webinars for members to assist them with developing skills in working virtually during the pandemic, working with pandemic related trauma as well as a number of other relevant topics. They remain available to access free of charge, not only to the membership but to other mental health professionals.</p> |
|------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2020 (continued)

| Section 4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Financial Review |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| <p><b>Incoming resources</b></p> <p>Income from membership subscriptions rose by £17,369. This is in keeping with the increase in members but is also a testament to the numbers of free trainee members that have opted to continue with their membership and pay an annual subscription.</p> <p>Of particular note is the substantial surplus from the 2020 virtual Annual Conference and AGM. Due to the pandemic the conference was compelled to move to a virtual platform and thus a much larger number of delegates were able to participate. The overall surplus, after expenses and losses incurred from the last-minute cancellation of the original conference has been designated to support EMDR and other charities conducting research into the consequences of the COVID-19 pandemic.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                  |
| <p><b>Outgoing resources</b></p> <p>As the Trustees and other officers of the board and its committees have been unable to meet in vivo or engage in any live outreach meetings from March onwards due to the pandemic, this year travel, venue and accommodation expenses have dropped significantly.</p> <p>Website costs increased due to the activity needed to plug in the new membership management database. Also, the association funded the cloning of our website for our All Ireland members in support of All Ireland becoming an EMDR Europe National Organisation in its own right. In addition, a great deal of work has been done to make the website more useful and user friendly including the use of animations and the availability of webinars.</p> <p>The outgoing resources recorded in the accountancy year to legal and professional services have more than doubled. This is partially due to an ongoing review and update on the articles carried over from the previous year but also due to the expensive process of changing and re-registering our Logo.</p> <p>Also of note is the substantial rise in the use of our Press officer over the year. Some Press Officer activity has been due to donations of our own Press Officer's time in support of other charities but, in addition, our Press Officer now communicates regularly with our newly formed communications committee and advises on our web presence.</p> <p>Capitation to Europe increases with membership numbers, we have to pay for our non fee paying trainee members as well. The outgoing resource for certificates highlights the increase in members choosing to seek accreditation. This will no longer be logged in the coming year as Europe has increased the membership fee by 1€ per member and waived the charge for accreditation certificates. The Springer Journal subscription is linked to our membership of EMDR Europe, and also increases with membership numbers.</p> <p>Overall, our total expenditure on charitable activities has actually dropped very slightly.</p> |                  |

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2020 (continued)

| Section 5                           | Policies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Reserves policy</b>              | The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets, which are the free reserves of the charity, should be approximately 20% of general (unrestricted) operating costs and the Trustees consider that this policy provides sufficient funds to cover management, support and administration costs to be able to continue the activities of the charity in the event of a significant drop in funding, or business interruption. The free reserves at the 30 <sup>th</sup> November 2020 of £378,991 (2019: £236,871) are above this policy, however the charity is in the process of allocating these funds to supporting the development of and engagement with a research strategy beneficial to the charitable aims of the charity. |
| <b>Grant-making policy</b>          | The Trustees make grants to support research projects involving EMDR or related topics. They also make grants in support of Trauma relief and related Humanitarian projects or charities. The grants are discussed and voted on by the Trustees prior to any grant being made.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Investments Selection policy</b> | Having considered several options available, it was decided to invest any funds not required short term in a low-risk commercial bank deposit account. The Trustees continue to review the charity's investment policy on an ongoing basis, some reserve funds have been placed in a higher interest accounts with CAF. At the moment, as a security measure. the Association is looking at spreading their free reserves in accounts with other banks.                                                                                                                                                                                                                                                                                                                                                     |
| <b>Review of major risks</b>        | The Trustees have completed their review of the major risks to the charity and have annual renewal procedures in place to manage these risks. They have appointed a Charity Solicitor as Company Secretary and continue working with their Charity Legal Team to fine tune policies and develop clearer processes.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

## EMDR Association

### Trustees Report for the year ended 30<sup>th</sup> November 2020 (continued)

|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Plans for the future</b> | <p>Now that the Association has established a sound financial footing and has a membership of over 4000, increasing year on year, the Trustees have decided that we are too big to continue running almost entirely on the good will of unpaid trustees and committee members. It was decided to engage a business support company to enable the Trustees to concentrate fully on the Association's charitable aims. At the end of the Accountancy Year, November 2020, the Association was in the process of selecting a suitable provider and one has now been engaged so going forwards members will see higher outgoings under administration.</p> <p>The Association is currently reviewing its Research &amp; Scientific strategy. In the months ahead we hope that EMDR Association UK will be able to have a role in the development of a UK arm of the EDEN project – a multi-centre research project looking at the efficacy of EMDR with depression.</p> <p>Future plans include embedding an Accreditation application facility into each Members' personal log in area on the website. Now that we have adopted a Membership Management system this is a realistic possibility.</p> |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                                                                      |                                                                                                                                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Section 6</b>                                                                                                                     | <b>Signature and Declaration</b>                                                                                                                                                                                   |
| This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006. |                                                                                                                                                                                                                    |
| <b>Declaration</b>                                                                                                                   | <b>I declare, in my capacity as charity trustee, that:</b> <ul style="list-style-type: none"> <li>the trustees have approved the report above; and</li> <li>have authorised me to sign on their behalf.</li> </ul> |
| <b>Signature</b>                                                                                                                     |                                                                                                                                                                                                                    |
| <b>Full Name</b>                                                                                                                     | Michael O'Connor                                                                                                                                                                                                   |
| <b>Position</b>                                                                                                                      | President                                                                                                                                                                                                          |
| <b>Date</b>                                                                                                                          | 19 <sup>th</sup> March 2021                                                                                                                                                                                        |

# EMDR Association

## Independent Examiner's Report to the Trustees of EMDR Association

I report to the charity trustees on my examination of the accounts of the company for the year ended 30<sup>th</sup> November 2020 which are set out on pages 8 to 16.

### Responsibilities and basis of report

As the charity 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 company'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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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 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.

**A J Bradshaw FCA**  
**Independent Examiner**  
**Bradshaws Limited**  
**Chartered Accountants**

Charter Court  
Well House Barns  
Chester Road  
Bretton, Chester  
CH4 0DH

Date: 19<sup>th</sup> March 2021



# EMDR Association

## STATEMENT OF FINANCIAL ACTIVITIES YEAR ENDED 30<sup>th</sup> NOVEMBER 2020 (including income and expenditure account)

|                                                          | Notes | Unrestricted<br>Funds<br>£ | Total<br>2020<br>£ | Unrestricted<br>Funds<br>£ | Total<br>2019<br>£ |
|----------------------------------------------------------|-------|----------------------------|--------------------|----------------------------|--------------------|
| <b>Income:</b>                                           |       |                            |                    |                            |                    |
| Incoming from charitable activities:                     |       |                            |                    |                            |                    |
| Membership subscriptions                                 |       | 204,094                    | 204,094            | 186,725                    | 186,725            |
| Accreditation fees                                       |       | 20,363                     | 20,363             | 18,419                     | 18,419             |
| Consultants training                                     |       | 13,735                     | 13,735             | 13,250                     | 13,250             |
| Other income                                             |       | 391                        | 391                | 778                        | 778                |
| Advertising                                              |       | 5,176                      | 5,176              | 5,893                      | 5,893              |
| Regional group income                                    | 16    | 97,306                     | 97,306             | 81,770                     | 81,770             |
| Investment Income                                        |       | 205                        | 205                | 123                        | 123                |
| AGM and conference surplus                               |       | 80,257                     | 80,257             | 36,379                     | 36,379             |
| <b>Total income</b>                                      |       | <u>421,527</u>             | <u>421,527</u>     | <u>343,337</u>             | <u>343,337</u>     |
| <b>Expenditure:</b>                                      |       |                            |                    |                            |                    |
| Expenditure on charitable activities                     | 3     | 177,605                    | 177,605            | 179,370                    | 179,370            |
| Regional group expenditure                               | 16    | 76,987                     | 76,987             | 69,596                     | 69,596             |
| <b>Total expenditure</b>                                 |       | <u>254,592</u>             | <u>254,592</u>     | <u>248,966</u>             | <u>248,966</u>     |
| <b>Net income and net movement in funds for the year</b> |       | 166,935                    | 166,935            | 94,371                     | 94,371             |
| <b>Reconciliation of funds</b>                           |       |                            |                    |                            |                    |
| Total funds brought forward                              |       | 349,750                    | 349,750            | 255,379                    | 255,379            |
| <b>Total funds carried forward</b>                       |       | <u>516,685</u>             | <u>516,685</u>     | <u>349,750</u>             | <u>349,750</u>     |

There are no restricted funds for the current or comparative year.

The notes on pages 11 to 16 form part of these financial statements



# EMDR Association

## BALANCE SHEET AS AT 30<sup>th</sup> NOVEMBER 2020

|                                               |       | 2020           |                | 2019           |                |
|-----------------------------------------------|-------|----------------|----------------|----------------|----------------|
|                                               | Notes | £              | £              | £              | £              |
| <b>Fixed assets</b>                           |       |                |                |                |                |
| Tangible assets                               | 8     |                | 2,813          |                | 2,612          |
| <b>Current assets</b>                         |       |                |                |                |                |
| Debtors                                       | 9     | 20,246         |                | 11,936         |                |
| Cash at bank and in hand                      | 10    | 496,268        |                | 344,306        |                |
|                                               |       | <u>516,214</u> |                | <u>356,242</u> |                |
| <b>Current liabilities</b>                    |       |                |                |                |                |
| Creditors amounts falling due within one year | 11    | (2,642)        |                | (9,104)        |                |
|                                               |       | <u></u>        |                | <u></u>        |                |
| <b>Net current assets</b>                     |       |                | 513,572        |                | 347,138        |
| <b>Total assets less current liabilities</b>  |       |                | <u>516,385</u> |                | <u>349,750</u> |
| <b>Net assets</b>                             |       |                | <u>516,385</u> |                | <u>349,750</u> |
| <b>The funds of the charity:</b>              |       |                |                |                |                |
| Unrestricted income funds                     | 12    | 345,180        |                | 299,310        |                |
| Designated funds                              | 16    | 171,505        |                | 50,440         |                |
| <b>Total charity funds</b>                    |       |                | <u>516,685</u> |                | <u>349,750</u> |

The trustees' statements required by Section 475(2) and (3) are shown on the following page which forms part of this Balance Sheet

## **EMDR Association**

### **BALANCE SHEET (Continued) FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2020**

For the year ended 30<sup>th</sup> November 2019 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

#### **Trustees' responsibilities**

- 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; and
- The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements were approved by the board on 19<sup>th</sup> March 2021 and signed on its behalf by

**Michael O'Connor**  
**President**

**Kathleen Norgate**  
**Trustee / Treasurer**

**Company Registration Number:- 07428145**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2020**

**1 Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

**1.1 Basis of accounting**

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The trust constitutes a public benefit entity as defined by FRS 102. The Trustees consider that there are no uncertainties about the Trust's ability to continue as a going concern over the next twelve months.

**1.2 Fund accounting**

Funds held by the Charity are:

Unrestricted general funds – General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted fund – these are funds set aside by the Trustees out of restricted general funds for specific future purposes or projects.

**1.3 Incoming resources**

All incoming resources are included in the SOFA when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**1.4 Grants payable and receivable**

All grants are accounted for gross when receivable. Grants payable are recognised as expenditure when the commitment is entered into.

**1.5 Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

# EMDR Association

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2020 (Continued)

### 1.6 Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the costs less residual value of each asset over its expected useful life as follows:-

Fixtures, fittings and expenditure - 20% straight line

### 1.7 Foreign currency

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange prevailing at the accounting date. Transactions in foreign currencies are recorded at the date of the transactions. All differences are taken to the Statement of Financial Activities.

### 2. Cashflow statement

The Charity is exempt from the requirement to prepare a cashflow statement because it is a small Charity.

| 3 | Costs of charitable activities         | Unrestricted<br>Funds<br>£ | Total<br>2020<br>£ | Unrestricted<br>Funds<br>£ | Total<br>2019<br>£ |
|---|----------------------------------------|----------------------------|--------------------|----------------------------|--------------------|
|   | Wages                                  | 26,894                     | 26,894             | 24,414                     | 24,414             |
|   | Employee Pension                       | 434                        | 434                | 327                        | 327                |
|   | Consultant training                    | 5,255                      | 5,255              | 6,724                      | 6,724              |
|   | Europe capitation and certificates     | 23,303                     | 23,303             | 19,322                     | 19,322             |
|   | Insurance                              | 1,630                      | 1,630              | 1,564                      | 1,564              |
|   | Office costs                           | 21,679                     | 21,679             | 18,838                     | 18,838             |
|   | Newsletter                             | 4,167                      | 4,167              | 3,596                      | 3,596              |
|   | Press officer                          | 16,450                     | 16,450             | 9,162                      | 9,162              |
|   | Website costs                          | 12,342                     | 12,342             | 3,341                      | 3,341              |
|   | Software                               | 11,881                     | 11,881             | 9,084                      | 9,084              |
|   | Travel                                 | 2,188                      | 2,188              | 17,629                     | 17,629             |
|   | Accommodation                          | 1,129                      | 1,129              | 11,921                     | 11,921             |
|   | Venue and catering                     | 5,416                      | 5,416              | 11,726                     | 11,726             |
|   | Legal and professional                 | 23,968                     | 23,968             | 10,770                     | 10,770             |
|   | Springer journal subscription          | 16,970                     | 16,970             | 7,265                      | 7,265              |
|   | Grants                                 | -                          | -                  | -                          | -                  |
|   | Research                               | (1,065)                    | (1,065)            | 10,000                     | 10,000             |
|   | Accountancy                            | 1,674                      | 1,674              | 2,034                      | 2,034              |
|   | Donations                              | -                          | -                  | 8,664                      | 8,664              |
|   | Depreciation of fixtures and equipment | 1,123                      | 1,123              | 1,110                      | 1,110              |
|   | Bank Charges                           | 1,619                      | 1,619              | 1,829                      | 1,829              |
|   | Interest                               | -                          | -                  | 50                         | 50                 |
|   | General Expenses                       | 548                        | 548                | -                          | -                  |
|   | Total Expenditure                      | <u>177,605</u>             | <u>177,605</u>     | <u>179,370</u>             | <u>179,370</u>     |

## EMDR Association

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2020 (Continued)

#### 4 Net incoming resources for the year

|                                                                  | Total<br>2020<br>£ | Total<br>2019<br>£ |
|------------------------------------------------------------------|--------------------|--------------------|
| Net incoming resources is stating after charging:                |                    |                    |
| Depreciation and other amounts written off tangible fixed assets | 1,123              | 1,110              |
| Accountancy fees for independent examination                     | 1,700              | 1,746              |

#### 5 Staff numbers and costs

There are 2 permanent part-time administrators employed by the charity working a combined total of 37 hours a week.

#### 6 Trustees' remuneration and expenses

None of the Trustees has received any remuneration for services to the Association. 17 Trustees, and a further 12 committee and non-committee members assisting in the work of the Association claimed a total of £1,509.10 in travel and incidental expenses last year before the country was locked down in March.

#### 7 Taxation

The company was a charity during the year therefore had no taxable income and hence no corporation tax to pay.

# EMDR Association

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2020 (Continued)

|                                   | Fixtures,<br>fittings and<br>equipment<br>£ | Total<br>£                  |
|-----------------------------------|---------------------------------------------|-----------------------------|
| <b>8 Tangible fixed assets</b>    |                                             |                             |
| <b>Cost</b>                       |                                             |                             |
| At 1 <sup>st</sup> December 2019  | 10,694                                      | 10,694                      |
| Additions                         |                                             |                             |
| Disposals                         | 1,324                                       | 1,324                       |
|                                   | <hr/>                                       | <hr/>                       |
| At 30 <sup>th</sup> November 2020 | 12,018                                      | 12,018                      |
| <b>Depreciation</b>               |                                             |                             |
| At 1st December 2019              | 8,082                                       | 8,082                       |
| Charge for the year               | 1,123                                       | 1,123                       |
| Disposals                         | -                                           | -                           |
|                                   | <hr/>                                       | <hr/>                       |
| At 30 <sup>th</sup> November 2020 | 9,205                                       | 9,205                       |
| <b>Net book Values</b>            |                                             |                             |
| At 30 <sup>th</sup> November 2020 | 2,813                                       | 2,813                       |
| At 30 <sup>th</sup> November 2019 | <u>2,612</u>                                | <u>2,612</u>                |
| <b>9 Debtors</b>                  | <b>Total<br/>2020<br/>£</b>                 | <b>Total<br/>2019<br/>£</b> |
| Trade debtors                     | 12,840                                      | 5,876                       |
| Prepayments                       | 7,406                                       | 6,060                       |
|                                   | <hr/>                                       | <hr/>                       |
|                                   | <u>20,246</u>                               | <u>11,936</u>               |

The Charity is owed £5,000 by Trauma Response Network Limited, for the purpose of securing registration as a charity with the Charity Commission for England and Wales for charitable purposes that are consistent with EMDR Association.

|                                           | Total<br>2020<br>£ | Total<br>2019<br>£ |
|-------------------------------------------|--------------------|--------------------|
| <b>10 Bank</b>                            |                    |                    |
| Cash at bank and in hand                  | 404,748            | 265,265            |
| Regional group - cash at bank and in hand | 91,520             | 79,041             |
|                                           | <hr/>              | <hr/>              |
|                                           | <u>496,268</u>     | <u>344,306</u>     |

# EMDR Association

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2020 (Continued)

| 11 | Creditors – amounts falling due within one year | Total<br>2020<br>£ | Total<br>2019<br>£ |
|----|-------------------------------------------------|--------------------|--------------------|
|    | Trade Creditors                                 | 833                | 8,086              |
|    | Accruals                                        | 522                | 522                |
|    | Taxation and social security                    | 171                | 496                |
|    | Other creditors                                 | <u>1,116</u>       | <u>-</u>           |
|    |                                                 | <u>2,642</u>       | <u>9,104</u>       |

| 12 | Analysis of net assets between funds            | Unrestricted<br>Funds<br>£ | Designated<br>Funds<br>£ | Total<br>Funds<br>£ |
|----|-------------------------------------------------|----------------------------|--------------------------|---------------------|
|    | Fund balances at 30 <sup>th</sup> November 2020 |                            |                          |                     |
|    | Are represented by:                             |                            |                          |                     |
|    | Tangible fixed assets                           | 2,813                      | -                        | 2,813               |
|    | Current assets                                  | 345,009                    | 171,505                  | 516,514             |
|    | Less : Current liabilities                      | (2,642)                    | -                        | (2,642)             |
|    |                                                 | <u>345,180</u>             | <u>171,505</u>           | <u>516,685</u>      |

### 13 Capital commitments

There were no capital commitments authorised or contracted for at the year-end.

### 14 Control

The Charity is under the control of the Trustees.

### 15 Company limited by guarantee

EMDR Association is a company limited by guarantee and accordingly does not have a share capital. Every member of the company undertakes to contribute such amount as may be required not exceeding £10 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

| 16 | Charity funds                | .....General Fund..... |                         |                |                         |                     |
|----|------------------------------|------------------------|-------------------------|----------------|-------------------------|---------------------|
|    |                              | EMDR<br>£              | Regional<br>Groups<br>£ | Total<br>£     | Designated<br>Fund<br>£ | Total<br>Funds<br>£ |
|    | At the beginning of the year | 224,917                | 74,393                  | 299,310        | 50,440                  | 349,750             |
|    | Income                       | 199,573                | 101,954                 | 301,527        | 120,000                 | 421,527             |
|    | Expenditure                  | (178,670)              | (76,987)                | (255,657)      | 1,065                   | (254,592)           |
|    |                              | <u>245,820</u>         | <u>99,360</u>           | <u>345,180</u> | <u>171,505</u>          | <u>516,685</u>      |

The Association is keen to promote EMDR and possibly support research projects involving EMDR. A large, gold standard research project is phenomenally expensive thus the trustees continue to set aside funds for any potential future projects.

## EMDR Association

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> NOVEMBER 2020 (Continued)

#### 17 Related Party Transactions

During the year, the Association paid £4,890 to a Trustee's daughter to carry out administrative services.