

CHARITY NUMBER: 1202586

THE SCHOOL OF HERBAL MEDICINE

ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

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FOR THE YEAR ENDED 31 MARCH 2025

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FOR THE YEAR ENDED 31 MARCH 2025

THE SCHOOL OF HERBAL MEDICINE
ANNUAL REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

OUR AIMS

The objectives of the School are:

- (1) The objects of the CIO are to advance the education of the public in the subject of herbal medicine in such ways as the charity trustees think fit, and in particular (but not exclusively) by:
 - (a) the provision of a training course leading to an Advanced Diploma in Herbal Medicine; and
 - (b) the operation of a training herbal clinic open to the public in which students undertaking training in Herbal Medicine can gain relevant practical experience, the establishment of which is a necessary part of the students' education.
- (2) Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable in accordance with section 7 of the Charities and Trustee Investment (Scotland) Act 2005 and section 2 of the Charities Act (Northern Ireland) 2008.

OUR OBJECTIVES

In setting our objectives we continue to develop the academic standards towards the training of effective and competent herbalists.

Key objectives for the year included:

- To continue to broaden the academic curriculum by providing a comprehensive public health module which addresses the importance of soil, air and water quality on the health of patients, and the effect that climate change can have on health.
- To increase student applications
- To provide continuing support of the students who have graduated by providing a follow on post graduate support group
- To ring fence £500 every year for student support
- To develop and expand the herbal training clinic on site so that students can gain relevant practical experience, and to provide herbal treatment for their local community at reduced fees

REVIEW OF ACTIVITIES

- Student applications were up, and we started the school year at near capacity
- Students continue to have the option to pay by monthly instalments, which has particularly allowed students on lower incomes to join the school
- The Annual Review for our ongoing re-accreditation with the National Institute of Medical Herbalists was late due to the death of Maggie Pope's mother and Susan Vassar's move to a new county. In view of this the NIMH suspended our accreditation
- The school is pursuing accreditation with the European Herbal and Traditional Practitioners Association, which is progressing well
- The school hosted a Guest Speaker Day, which was attended by the whole school and invitees, and our graduating students were presented with their Advanced Diplomas in Herbal Medicine

- This has been a challenging year for the school financially, and we are reviewing the cost/benefit of using tutors who have to travel long distances to teach for us as we cover their travel and accommodation costs. Despite this, the school has managed to keep up to date with all bills without recourse to a loan or overdraft. This has been achieved by weekly meetings checking income and expenditure
- The school has continued to increase equipment, mainly microscopes, pharmacy equipment and books for the library
- In the period concerned, money was given to Debbie Davies in year 5 to take her FREC 3 course, as part of our student support
- Susan Vassar and Maggie Pope who are trustees for the school and are teaching for the school have as planned reduced their teaching modules, and will continue to do so as new tutors are engaged
- A postgraduate group is held regularly by Halina Przydatek
- The training clinic has continued to be a success, and patient numbers are continuing to increase as we become known in the local area. This is an extremely important addition to the effective training of our students
- The student pass rate of yearly exams continues to be excellent
- Both students who sat their Final Clinical Exam in September passed with Distinction
- In March 2025 one of our students were nominated for the Peter Bradley Award due to her excellent knowledge of phytochemistry, and another student was nominated for the Frank Power Award for her commitment to study and consistently submitting excellent coursework and gaining high marks in examinations. Both awards were provided by the British Herbal Medicine Association [BHMA]

FUTURE PLANS

- To develop a group of volunteers to organise fundraising
- To replace Susan Vassar and Maggie Pope as trustees
- To increase the number of trustees
- To use social media to advertise the school and clinic
- Our next trustees meeting is 17.10.25

FINANCES

- The only real source of income at present for the school is fee paying students
- The income from the clinic covers clinic costs and supervisor fees
- We do have a reserve fund
- There is a weekly cash flow analysis as part of the effective stewardship of the school
- We are reviewing ways to cut costs

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Trustees:

Signed

Susan Vassar

Date

24 Jan 2026

S. Andrews
SALLY ANDREWS

26/1/26

E. J. J.

Elizabeth Saunders-Singer

26/1/26.

Maggie App

26/1/26

TSHM Trustees Report: year ending March 2025

26-1-26

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE SCHOOL OF HERBAL MEDICINE
FOR THE YEAR ENDED 31 MARCH 2025

I report on the financial statements of the company for the year ended 31 March 2025, which are set out on pages 5 to 10.

Respective Responsibilities of Trustees and Examiner

The Trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under Section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no material matters have come to our attention which gives me reasonable cause to believe that, in any material respect:

- a) the accounting records were not kept in accordance with Section 130 of the Charities Act; or
- b) the accounts did not accord with the accounting records.

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

Michael J. Dodden & Co.
Chartered Certified Accountants
34 North Street
Bridgwater

Ben Cleaveley FCCA ATT

Date: 28th January 2026

THE SCHOOL OF HERBAL MEDICINE
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025

| | Unrestricted Funds £ | Restricted Funds £ | Total 2025 £ | Total 2024 £ |
|-------------------------------------|----------------------------|--------------------------|--------------------|--------------------|
| Note | | | | |
| <u>INCOMING RESOURCES</u> | | | | |
| Income from fees | 70,153 | | 70,153 | 95,693 |
| Bank interest | 44 | | 44 | 61 |
| Total incoming resources | 70,197 | | 70,197 | 95,754 |
| <u>RESOURCES EXPENDED</u> | | | | |
| Costs of generating funds: | | | | |
| Wages, salaries and meeting costs | 30,579 | | 30,579 | 38,808 |
| Rental expenditure | 14,538 | | 14,538 | 13,041 |
| Direct costs and bookkeeping | 2,460 | | 2,460 | 14,517 |
| Computer costs and subscriptions | 2,217 | | 2,217 | 2,220 |
| Sundry expenses | 216 | | 216 | 53 |
| Printing, postage and stationary | 4,274 | | 4,274 | 3,645 |
| Advertising | - | | - | 500 |
| Rates, insurance and utilities | 2,127 | | 2,127 | 2,070 |
| Repairs and maintenance and hire | 60 | | 60 | 5,787 |
| Accommodation and meals | 10,145 | | 10,145 | 12,256 |
| Pharmacy costs | 643 | | 643 | 1,956 |
| Legal fees | 0 | | 0 | 1,380 |
| Accountancy | 996 | | 996 | 963 |
| Bank charges | 248 | | 248 | 216 |
| Total resources expended | 68,503 | | 68,503 | 97,412 |
| Net in/(out) resources for the year | 1,694 | | 1,694 | (1,658) |
| Total funds brought forward | (11,586) | | (11,586) | (9,928) |
| Total funds carried forward | (9,892) | | (9,892) | (11,586) |

All activities of the charity are continuing operations.

THE SCHOOL OF HERBAL MEDICINE
BALANCE SHEET
AS AT 31 MARCH 2025

| | | <u>2025</u> | <u>2024</u> |
|---|------|-----------------------|------------------------|
| | Note | £ | £ |
| FIXED ASSETS | | | |
| Tangible fixed assets | 3 | - | - |
| CURRENT ASSETS | | | |
| Stock | | - | - |
| Accrued income | | 2,507 | 2,195 |
| Debtors and prepayments | | 1,205 | - |
| Cash at bank and in hand | | 2,255 | 7,794 |
| | | <u>5,967</u> | <u>9,989</u> |
| CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR | | | |
| Trade creditors | | 3,183 | - |
| Other creditors | | - | - |
| Accruals and deferred income | | 12,676 | 21,575 |
| | | <u>15,859</u> | <u>21,575</u> |
| NET CURRENT ASSETS | | <u>(9,892)</u> | <u>(11,586)</u> |
| NET ASSETS | | <u><u>(9,892)</u></u> | <u><u>(11,586)</u></u> |
| REPRESENTED BY:. | | | |
| Unrestricted funds | | <u>(9,892)</u> | <u>(11,586)</u> |
| TOTAL FUNDS | | <u><u>(9,892)</u></u> | <u><u>(11,586)</u></u> |

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

THE SCHOOL OF HERBAL MEDICINE
ANNUAL REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

In approving these financial statements as directors of the company we hereby confirm:

- a) that for the year stated above the company was entitled to the exemption conferred by Section 477 of the Companies Act 2006;
- b) that no notice has been deposited at the registered office of the company pursuant to Section 476 requesting that an audit be conducted for the year ended 31 March 2025; and
- c) that we acknowledge our responsibilities for:
 - 1) ensuring that the company keeps accounting records which comply with Section 386; and
 - 2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of Section 393 and which otherwise comply with the provisions of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

These accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board on 28th January 2026 and signed on its behalf by

Margaret A. Pope
Chairperson

THE SCHOOL OF HERBAL MEDICINE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

1. ACCOUNTING POLICIES

Basis of Accounting

The Financial Statements have been prepared in accordance with the historical cost convention, applicable accounting standards, the Statement of Recommended Practice: "Accounting and Reporting by Charities" (FRS 102) and the Charities Act 2011. The principal accounting policies which have been adopted on a consistent basis within that convention are set out below.

Incoming Resources

Income is recognised in the year in which the Charity is entitled to receipt and the amount can be measured with reasonable certainty.

Grants and donations are recognised on a receivable basis. Grants and donations received for the general purposes of the Charity are credited to unrestricted funds. Grants and donations subject to specific wishes of the donors are carried to relevant restricted funds.

Resources Expended

Resources expended are accounted for in the year in which they are incurred. The Charity is not registered for VAT and consequently input VAT payable on expenses is included within the item of expense to which it relates.

Where an item of expenditure falls directly within one cost category it is attributed to that category only. Where expenditure involves more than one category it is apportioned on a reasonable and justifiable basis.

Restricted Funds

Restricted funds arise where donors place restrictions on how the money can be spent. Both the income and capital of the funds may be applied for the charitable purposes.

Unrestricted Funds

These are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

2. STAFF COSTS AND EMOLUMENTS

There were no employees with emoluments above £60,000 in either the current or previous year.

None of the Trustees received any remuneration or reimbursement of expenses from the Charity during either the current or previous year.