

BRITISH INFERTILITY COUNSELLING ASSOCIATION

England & Wales · Charity number 803743

Details

| | |
|-------------|---|
| Other names | B I C A, BICA |
| Status | Registered |
| Legal form | Other |
| Registered | 1990-07-19 |
| Register | View on the Charity Commission register |

Contact

| | |
|---------|--|
| Address | Rookdale Malton Road York YO31 9LT |
| Phone | 07771885443 |
| Email | chair@bica.net |
| Website | www.bica.net |

Activities

Objects: TO PROMOTE THE PRACTICE AND STUDY OF AND RESEARCH INTO INFERTILITY COUNSELLING AND THE PUBLICATION OF THE USEFUL RESULTS THEREOF

Activities: Charity to support Fertility counsellors and promote Fertility counselling

Classification

- **How:** Provides Human Resources, Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** Children/young People, Other Defined Groups, The General Public/mankind

Geography

- Northern Ireland
- Scotland
- Throughout England And Wales

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2025-03-31 | £83,029 | £55,021 | - | - |
| 2024-03-31 | £63,232 | £60,706 | - | - |
| 2023-03-31 | £55,094 | £29,529 | - | - |
| 2022-03-31 | £53,059 | £19,525 | - | - |
| 2021-03-31 | £42,803 | £12,642 | - | - |

Trustees

| Name | Role | Appointed |
|--------------------------------|-------|------------|
| Angela Pericleous-Smith | Chair | 2023-03-20 |
| Caroline Spencer | | 2020-11-30 |
| Deborah Howe | | 2017-05-10 |
| Victoria Parkin | | 2017-05-10 |

BRITISH INFERTILITY COUNSELLING ASSOCIATION

England & Wales - Charity number 803743

Accounts



Trustees' Annual Report for the period

| | | | | | | | |
|-------------|---|-------------------|------|-----------|-----------------|-------|------|
| | | Period start date | | | Period end date | | |
| From | 1 | April | 2024 | To | 31 | March | 2025 |

Section A Reference and administration details

Charity name BRITISH INFERTILITY COUNSELLING ASSOCIATION

Other names charity is known by BICA

Registered charity number (if any) 803743

Charity's principal address Rookdale

Malton Road

York

Postcode

YO31 9LT

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|-------------------------|----------------------|-----------------------------------|---|
| 1 | Angela Pericleous-Smith | Chair | | |
| 2 | Vicky Parkin | Honorary Secretary | | |
| 3 | Deborah Howe | Membership Secretary | | |
| 4 | Caroline Spencer | | | |
| 5 | Helen Rowland | Information Officer | 31.3.25 | |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |
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| 13 | | | | |
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|----------------------|------|---------|
| Independent Examiner | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

N/A

Section B Structure, governance and management

Description of the charity’s trusts

| | |
|---|---|
| Type of governing document (eg. trust deed, constitution) | CONSTITUTION ADOPTED 11 MAY 1990 AS AMENDED 10 MARCH 1990, 11 MAY 1991, 10 JUNE 1992 AND 20 MAY 1998. as amended on 27 Mar 2023 |
| How the charity is constituted (eg. trust, association, company) | The charity is an unincorporated association. |
| Trustee selection methods (eg. appointed by, elected by) | Trustees are appointed or reappointed annually at the Annual General Meeting. |

Additional governance issues (Optional information)

| | |
|--|--|
| <p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity’s organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees’ consideration of major risks and the system and procedures to manage them. | <p>All Trustees give their time voluntarily and receive no remuneration.</p> <p>Travel, stationery, and similar expenses are reimbursed to Trustees.</p> |
|--|--|

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the charity are to promote the practice, study of, and research into infertility counselling and the publication of the useful results thereof.

Our regional groups, training workshops, conferences and informal networks enable members to stay abreast of new developments, explore and reflect on current issues and access support in their work.

The website and Journal are important resources for learning and our many Practice Guides provide essential insights into the specialist requirements of infertility counselling.

The BICA accreditation scheme gives members, as well as employers and clients, assurance of their competence as specialist counsellors in the field.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The charity holds conferences, training, regional groups and accreditation events throughout the year.

The charity publishes a journal three times per year.

Practise Guidelines are developed and published by BICA and reviewed at relevant periods.

The Trustees represent BICA on the Boards and Committees of all main professional organisations related to assisted conception.

The Trustees have considered the Charity Commission's guidance on public benefit when planning the charity's activities for the year.

Additional details of objectives and activities (Optional information)

N/A

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The charity continued to hold conferences, training and accreditation events, and these are well attended.

The Trustees represent BICA on various on working groups and the charity works alongside other professional organisations.

The membership numbers remain strong and the charity continues to successfully publish a journal three times per year in the Spring, Summer and Winter.

Section E

Financial review

Brief statement of the charity's policy on reserves

BICA holds reserves equivalent to 6–12 months of operating costs to ensure financial stability. Funds are held in current, savings and fixed-term accounts.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

N/A

Section F

Other optional information

Future plans

The charity plans to continue holding conferences, training and accreditation events, and publishing a quarterly journal in order to meet the charitable objects.

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Angela Pericleous-Smith

Position (eg Secretary, Chair, etc)

Chair

Date

5th December 2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

| | |
|--|------------------------------|
| Charity Name British Infertility Counselling Association | No (if any) 803743 |
|--|------------------------------|

CC16a

Receipts and payments accounts

| | | | |
|------------------------|-------------------------------|----|------------------------------|
| For the period from | Period start date 1-Apr-24 | To | Period end date 31-Mar-25 |
|------------------------|-------------------------------|----|------------------------------|

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|---|--|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Memberships | 19,495 | - | - | 19,495 | 16,740 |
| Conferences, Training and Accrediation | 58,486 | - | - | 58,486 | 44,713 |
| Publications | 779 | - | - | 779 | 814 |
| Other income | 4,269 | - | - | 4,269 | 965 |
| Sub total (Gross income for AR) | 83,029 | - | - | 83,029 | 63,232 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 83,029 | - | - | 83,029 | 63,232 |
| A3 Payments | | | | | |
| Conferences, Training and Accrediation | 36,041 | - | - | 36,041 | 44,093 |
| Publications | 6,584 | - | - | 6,584 | 5,950 |
| Committee and treasurer expenses | 1,244 | - | - | 1,244 | 1,961 |
| Website and Social Media | 7,287 | - | - | 7,287 | 5,504 |
| Independent Examination Fees | 684 | - | - | 684 | 660 |
| PayPal Fees | 1,263 | - | - | 1,263 | 972 |
| Miscellaneous Expenses | 1,017 | - | - | 1,017 | 787 |
| Subscriptions | 902 | - | - | 902 | 779 |
| Sub total | 55,021 | - | - | 55,021 | 60,706 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 55,021 | - | - | 55,021 | 60,706 |
| Net of receipts/(payments) | 28,008 | - | - | 28,008 | 2,526 |
| A5 Transfers between funds | | - | - | - | - |
| A6 Cash funds last year end | 135,989 | - | - | 135,989 | 133,463 |
| Cash funds this year end | 163,997 | - | - | 163,997 | 135,989 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---|--|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | Bank Current Account | 20,995 | - | - |
| | PayPal Account | 502 | - | - |
| | Bank Deposits | 142,500 | - | - |
| | Total cash funds | 163,997 | - | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |
| B2 Other monetary assets | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval | |
| | | | | |



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
BRITISH INFERTILITY COUNSELLING ASSOCIATION

On accounts for the year ended

31 MARCH 2025
Charity no (if any) 803743

Set out on pages

RECEIPTS & PAYMENTS ACCOUNT
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date: 7 NOVEMBER 2025

Name: KIM MARIE KNOWLES

Relevant professional qualification(s) or body

FCCA

(if any):

Address: WALKER THOMPSON ACCOUNTANTS
EMPRESS HOUSE 43a BINLEY ROAD
COVENTRY CV3 1HU

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

THERE ARE NO MATTERS WHICH HAVE COME TO MY ATTENTION WHICH NEED TO BE DISCLOSED IN THIS REPORT

BRITISH INFERTILITY COUNSELLING ASSOCIATION

England & Wales - Charity number 803743

Accounts



Trustees' Annual Report for the period

| | | | | | | | |
|-------------|---|-------------------|------|-----------|-----------------|-------|------|
| | | Period start date | | | Period end date | | |
| From | 1 | April | 2023 | To | 31 | March | 2024 |

Section A Reference and administration details

Charity name BRITISH INFERTILITY COUNSELLING ASSOCIATION

Other names charity is known by BICA

Registered charity number (if any) 803743

Charity's principal address

Rookdale
 Malton Road
 York
Postcode YO31 9LT

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|-------------------------|----------------------|-----------------------------------|---|
| 1 | Angela Pericleous-Smith | Chair | | |
| 2 | Vicky Parkin | Honorary Secretary | | |
| 3 | Deborah Howe | Information Officer | | |
| 4 | Caroline Spencer | | | |
| 5 | Jamie Forster | Membership Secretary | Until 31.3.2024 | |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |

Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|----------------------|------|---------|
| Independent Examiner | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

N/A

Section B Structure, governance and management

Description of the charity's trusts

| | |
|---|---|
| Type of governing document (eg. trust deed, constitution) | CONSTITUTION ADOPTED 11 MAY 1990 AS AMENDED 10 MARCH 1990, 11 MAY 1991, 10 JUNE 1992 AND 20 MAY 1998. as amended on 27 Mar 2023 |
| How the charity is constituted (eg. trust, association, company) | The charity is an unincorporated association. |
| Trustee selection methods (eg. appointed by, elected by) | Trustees are appointed or reappointed annually at the Annual General Meeting. |

Additional governance issues (Optional information)

| | |
|--|--|
| <p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity's organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees' consideration of major risks and the system and procedures to manage them. | <p>All Trustees give their time voluntarily and receive no remuneration.</p> <p>Travel, stationery, and similar expenses are reimbursed to Trustees.</p> |
|--|--|

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the charity are to promote the practice, study of, and research into infertility counselling and the publication of the useful results thereof.

Our regional groups, training workshops, conferences and informal networks enable members to stay abreast of new developments, explore and reflect on current issues and access support in their work.

The website and Journal are important resources for learning and our many Practice Guides provide essential insights into the specialist requirements of infertility counselling.

The BICA accreditation scheme gives members, as well as employers and clients, assurance of their competence as specialist counsellors in the field.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The charity holds conferences, training, regional groups and accreditation events throughout the year.

The charity publishes a journal three times per year.

Practise Guidelines are developed and published by BICA and reviewed at relevant periods.

The Trustees represent BICA on the Boards and Committees of all main professional organisations related to assisted conception.

The Trustees have considered the Charity Commission's guidance on public benefit when planning the charity's activities for the year.

Additional details of objectives and activities (Optional information)

N/A

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The charity continued to hold conferences, training and accreditation events, and these are well attended.

The Trustees represent BICA on various on working groups and the charity works alongside other professional organisations.

The membership numbers remain strong and the charity continues to successfully publish a journal three times per year in the Spring, Summer and Winter.

Section E Financial review

Brief statement of the charity's policy on reserves

All funds are unrestricted. Reserves are in a bank current account and are held to meet expenses of the charity as they are incurred.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

N/A

Section F Other optional information

Future plans


The charity plans to continue holding conferences, training and accreditation events, and publishing a quarterly journal in order to meet the charitable objects.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Angela Pericleous-Smith

Position (eg Secretary, Chair, etc)

Chair

Date

27th January 2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

| | |
|--|------------------------------|
| Charity Name BRITISH INFERTILITY COUNSELLING ASSOCIATION | No (if any) 803743 |
|--|------------------------------|

CC16a

Receipts and payments accounts

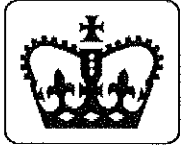
| | | | |
|---------------------|--------------------------------|----|------------------------------|
| For the period from | Period start date 01-Apr-23 | To | Period end date 31-Mar-24 |
|---------------------|--------------------------------|----|------------------------------|

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Membership subscriptions | 16,740 | - | - | 16,740 | 14,423 |
| Conferences, training and accreditation | 44,713 | - | - | 44,713 | 39,070 |
| Publications | 814 | - | - | 814 | 626 |
| Other income | 965 | - | - | 965 | 975 |
| Sub total (Gross income for AR) | 63,232 | - | - | 63,232 | 55,094 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 63,232 | - | - | 63,232 | 55,094 |
| A3 Payments | | | | | |
| Conferences, training and accreditation | 44,093 | - | - | 44,093 | 18,629 |
| Publications | 5,950 | - | - | 5,950 | 1,442 |
| Committee and treasurer expenses | 1,961 | - | - | 1,961 | 2,164 |
| Website and Social Media | 5,504 | - | - | 5,504 | 3,804 |
| Independent Examination Fees | 660 | - | - | 660 | 600 |
| Paypal fees | 972 | - | - | 972 | 781 |
| Miscellaneous expenses | 787 | - | - | 787 | 1,012 |
| Subscriptions | 779 | - | - | 779 | 1,097 |
| Sub total | 60,706 | - | - | 60,706 | 29,529 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 60,706 | - | - | 60,706 | 29,529 |
| Net of receipts/(payments) | 2,526 | - | - | 2,526 | 25,565 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 133,463 | - | - | 133,463 | 107,898 |
| Cash funds this year end | 135,989 | - | - | 135,989 | 133,463 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---|--|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | Bank current account | 135,989 | - | - |
| | Paypal account | - | - | - |
| | | - | - | - |
| | Total cash funds | 135,989 | - | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |
| B2 Other monetary assets | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval | |
| | | | | |



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
BRITISH INFERTILITY COUNSELLING ASSOCIATION

**On accounts for the year
ended**

31 MARCH 2024

**Charity no
(if any)**

803743

Set out on pages

Receipts and Payments Accounts

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 03 / 2024**.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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

Signed:

Date:

27 January 2025

Name:

CHRISTOPHER JOHN IRVINE

**Relevant professional
qualification(s) or body
(if any):**

FCCA

Address:

WALKER THOMPSON, EMPRESS HOUSE, 43A BINLEY ROAD
COVENTRY, WEST MIDLANDS
CV3 1HU

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

There are no matters which have come to my attention which need to be disclosed.

BRITISH INFERTILITY COUNSELLING ASSOCIATION

England & Wales - Charity number 803743

Accounts



Trustees' Annual Report for the period

| | | | | | | | |
|-------------|---|-------------------|------|-----------|-----------------|-------|------|
| | | Period start date | | | Period end date | | |
| From | 1 | April | 2022 | To | 31 | March | 2023 |

Section A Reference and administration details

Charity name BRITISH INFERTILITY COUNSELLING ASSOCIATION

Other names charity is known by BICA

Registered charity number (if any) 803743

Charity's principal address

Rookdale
 Malton Road
 York
Postcode YO31 9LT

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|-------------------------|----------------------|-----------------------------------|---|
| 1 | Angela Pericleous-Smith | Chair | | |
| | Vicky Parkin | Honorary Secretary | | |
| 3 | Anest Mathias | Treasurer | To 24.02.2023 | |
| 4 | Deborah Howe | Information Officer | | |
| 5 | Jamie Forster | Membership Secretary | | |
| 6 | Bev Loftus | Publications Officer | To 6.02.2023 | |
| 7 | Caroline Spencer | | | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |

Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|----------------------|------|---------|
| Independent Examiner | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

N/A

Section B Structure, governance and management

Description of the charity's trusts

| | |
|---|---|
| Type of governing document (eg. trust deed, constitution) | Constitution, adopted 20 th May 1998. |
| How the charity is constituted (eg. trust, association, company) | The charity is an unincorporated association. |
| Trustee selection methods (eg. appointed by, elected by) | Trustees are appointed or reappointed annually at the Annual General Meeting. |

Additional governance issues (Optional information)

| | |
|--|--|
| <p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity's organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees' consideration of major risks and the system and procedures to manage them. | <p>All Trustees give their time voluntarily and receive no remuneration.</p> <p>Travel, stationery, and similar expenses are reimbursed to Trustees.</p> |
|--|--|

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the charity are to promote the practice, study of, and research into infertility counselling and the publication of the useful results thereof.

Our regional groups, training workshops, conferences and informal networks enable members to stay abreast of new developments, explore and reflect on current issues and access support in their work.

The website and Journal are important resources for learning and our many Practice Guides provide essential insights into the specialist requirements of infertility counselling. The BICA accreditation scheme gives members, as well as employers and clients, assurance of their competence as specialist counsellors in the field.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The charity holds conferences, training, regional groups and accreditation events throughout the year.

The charity publishes a journal three times per year.

Practise Guidelines are developed and published by BICA and reviewed at relevant periods.

The Trustees represent BICA on the Boards and Committees of all main professional organisations related to assisted conception.

The Trustees have considered the Charity Commission's guidance on public benefit when planning the charity's activities for the year.

Additional details of objectives and activities (Optional information)

N/A

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

The charity continued to hold conferences, training and accreditation events, and these are well attended.

The Trustees represent BICA on various on working groups and the charity works alongside other professional organisations.

The membership numbers remain strong and the charity continues to successfully publish a journal three times per year in the Spring, Summer and Winter.

Section E Financial review

Brief statement of the charity's policy on reserves

All funds are unrestricted. Reserves are in a bank current account and are held to meet expenses of the charity as they are incurred.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

N/A

Section F Other optional information

Future plans

The charity plans to continue holding conferences, training and accreditation events, and publishing a quarterly journal in order to meet the charitable objects.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Angela Pericleous-Smith

Position (eg Secretary, Chair, etc)

Chair

Date

21st January 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

| | |
|--|-------------------------------|
| Charity Name BRITISH INFERTILITY COUNSELLING ASSOCIATION | Pin (if any) 803743 |
|--|-------------------------------|

CC16a

Receipts and payments accounts

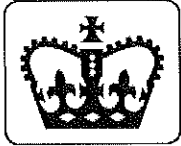
| | | | |
|---------------------|--------------------------------|----|------------------------------|
| For the period from | Period start date 01-Apr-22 | To | Period end date 31-Mar-23 |
|---------------------|--------------------------------|----|------------------------------|

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Membership subscriptions | 14,423 | - | - | 14,423 | 14,693 |
| Conferences, training and accreditation | 39,070 | - | - | 39,070 | 36,515 |
| Publications | 626 | - | - | 626 | 997 |
| Other income | 975 | - | - | 975 | 854 |
| Sub total (Gross income for AR) | 55,094 | - | - | 55,094 | 53,059 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 55,094 | - | - | 55,094 | 53,059 |
| A3 Payments | | | | | |
| Conferences, training and accreditation | 18,629 | - | - | 18,629 | 12,247 |
| Publications | 1,442 | - | - | 1,442 | 2,575 |
| Committee and treasurer expenses | 2,164 | - | - | 2,164 | 435 |
| Website | 3,804 | - | - | 3,804 | 424 |
| Independent Examination Fees | 600 | - | - | 600 | 378 |
| Paypal fees | 781 | - | - | 781 | 842 |
| Miscellaneous expenses | 1,012 | - | - | 1,012 | 1,304 |
| Subscriptions | 1,097 | - | - | 1,097 | 1,320 |
| Sub total | 29,529 | - | - | 29,529 | 19,525 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 29,529 | - | - | 29,529 | 19,525 |
| Net of receipts/(payments) | 25,565 | - | - | 25,565 | 33,534 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 107,898 | - | - | 107,898 | 74,364 |
| Cash funds this year end | 133,463 | - | - | 133,463 | 107,898 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---|---|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | Bank current account | 130,783 | - | - |
| | Paypal account | 2,680 | - | - |
| | | - | - | - |
| | Total cash funds | 133,463 | - | - |
| | <small>(agree balances with receipts and payments account(s))</small> | <small>OR</small> | <small>OR</small> | <small>OR</small> |
| | | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| B2 Other monetary assets | Details | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval | |
| | | | | |



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
BRITISH INFERTILITY COUNSELLING ASSOCIATION

**On accounts for the year
ended**

31 MARCH 2023

**Charity no
(if any)**

803743

Set out on pages

Receipts and Payments Accounts

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 03 / 2023**.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below*~~) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

25 January 2024

Name:

DEAN AIERS

**Relevant professional
qualification(s) or body
(if any):**

ACCA ACCOUNTANT

Address:

EMPRESS HOUSE, 43A BINLEY ROAD

COVENTRY, WEST MIDLANDS

CV3 1HU



CHARITY COMMISSION
FOR ENGLAND AND WALES

| | |
|--|-------------------------------|
| Charity Name BRITISH INFERTILITY COUNSELLING ASSOCIATION | Pin (if any) 803743 |
|--|-------------------------------|

CC16a

Receipts and payments accounts

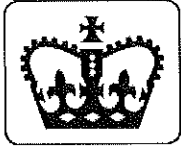
| | | | |
|---------------------|--------------------------------|----|------------------------------|
| For the period from | Period start date 01-Apr-22 | To | Period end date 31-Mar-23 |
|---------------------|--------------------------------|----|------------------------------|

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Membership subscriptions | 14,423 | - | - | 14,423 | 14,693 |
| Conferences, training and accreditation | 39,070 | - | - | 39,070 | 36,515 |
| Publications | 626 | - | - | 626 | 997 |
| Other income | 975 | - | - | 975 | 854 |
| Sub total (Gross income for AR) | 55,094 | - | - | 55,094 | 53,059 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 55,094 | - | - | 55,094 | 53,059 |
| A3 Payments | | | | | |
| Conferences, training and accreditation | 18,629 | - | - | 18,629 | 12,247 |
| Publications | 1,442 | - | - | 1,442 | 2,575 |
| Committee and treasurer expenses | 2,164 | - | - | 2,164 | 435 |
| Website | 3,804 | - | - | 3,804 | 424 |
| Independent Examination Fees | 600 | - | - | 600 | 378 |
| Paypal fees | 781 | - | - | 781 | 842 |
| Miscellaneous expenses | 1,012 | - | - | 1,012 | 1,304 |
| Subscriptions | 1,097 | - | - | 1,097 | 1,320 |
| Sub total | 29,529 | - | - | 29,529 | 19,525 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 29,529 | - | - | 29,529 | 19,525 |
| Net of receipts/(payments) | 25,565 | - | - | 25,565 | 33,534 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 107,898 | - | - | 107,898 | 74,364 |
| Cash funds this year end | 133,463 | - | - | 133,463 | 107,898 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---|---|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | Bank current account | 130,783 | - | - |
| | Paypal account | 2,680 | - | - |
| | | - | - | - |
| | Total cash funds | 133,463 | - | - |
| | <small>(agree balances with receipts and payments account(s))</small> | <small>OR</small> | <small>OR</small> | <small>OR</small> |
| | | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| B2 Other monetary assets | Details | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval | |
| | | | | |



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
BRITISH INFERTILITY COUNSELLING ASSOCIATION

**On accounts for the year
ended**

31 MARCH 2023

**Charity no
(if any)**

803743

Set out on pages

Receipts and Payments Accounts

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 03 / 2023**.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below*~~) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

25 January 2024

Name:

DEAN AIERS

**Relevant professional
qualification(s) or body
(if any):**

ACCA ACCOUNTANT

Address:

EMPRESS HOUSE, 43A BINLEY ROAD

COVENTRY, WEST MIDLANDS

CV3 1HU

BRITISH INFERTILITY COUNSELLING ASSOCIATION

England & Wales - Charity number 803743

Accounts



Trustees' Annual Report for the period

Period start date

From

Period end date

To

1

April

2021

31

March

2022

Section A

Reference and administration details

Charity name

BRITISH INFERTILITY COUNSELLING ASSOCIATION

Other names charity is known by

BICA

Registered charity number (if any)

803743

Charity's principal address

Rookdale

Malton Road

York

Postcode

YO31 9LT

Names of the charity trustees who manage the charity

Trustee name
Office (if any)
Dates acted if not for whole year

TAR

Name of person (or body) entitled to appoint trustee (if any)

Angela Pericleous-Smith
Chair 1

Victoria Parkin
Press Officer 2

Anest Mathias
Treasurer 3

Deborah Howe
Information Officer 4

Jamie Forster
Membership Secretary
14 May 2021-31 March 2022

Beverley Loftus
Publications Officer

Suzanne Dark

Ann Curley

10

11

12

13

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name
Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser

Name

Address

Independent Examiner

Karen Henderson CA

41 Dundee Road West, Stannergate House, DD5 1NB

Name of chief executive or names of senior staff members (Optional information)

N/A

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution, adopted 20th May 1998.

How the charity is constituted
(eg. trust, association, company)

The charity is an unincorporated association.

Trustee selection methods
(eg. appointed by, elected by)

Trustees are appointed or reappointed annually at the Annual General Meeting.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

All Trustees give their time voluntarily and receive no remuneration.

Travel, stationery, and similar expenses are reimbursed to Trustees.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the charity are to promote the practice, study of, and research into infertility counselling and the publication of the useful results thereof.

Our regional groups, training workshops, conferences and informal networks enable members to stay abreast of new developments, explore and reflect on current issues and access support in their work.

The website and Journal are important resources for learning and our many Practice Guides provide essential insights into the specialist requirements of infertility counselling. The BICA accreditation scheme gives members, as well as employers and clients, assurance of their competence as specialist counsellors in the field.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The charity holds conferences, training, regional groups and accreditation events throughout the year.

The charity publishes a journal three times per year.

Practise Guidelines are developed and published by BICA and reviewed at relevant periods.

The Trustees represent BICA on the Boards and Committees of all main professional organisations related to assisted conception.

The Trustees have considered the Charity Commission's guidance on public benefit when planning the charity's activities for the year.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

N/A

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The charity continued to hold conferences, training and accreditation events, and these are well attended.

The Trustees represent BICA on various on working groups and the charity works alongside other professional organisations.

The membership numbers remain strong and the charity continues to successfully publish a journal three times per year in the Spring, Summer and Winter.

Section E

Financial review

Brief statement of the charity’s policy on reserves

All funds are unrestricted. Reserves are in a bank current account and are held to meet expenses of the charity as they are incurred.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity’s principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

N/A

Future plans

The charity plans to continue holding conferences, training and accreditation events, and publishing a quarterly journal in order to meet the charitable objects.

Section G Declaration

The trustees declare that they have approved the trustees’ report above.

Signed on behalf of the charity’s trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date



CHARITY COMMISSION
FOR ENGLAND AND WALES

BRITISH INFERTILITY COUNSELLING ASSOCIATION

803743

Receipts and payments accounts

| | | | |
|---------------------|-----------|----|-----------|
| For the period from | 01-Apr-21 | To | 31-Mar-22 |
|---------------------|-----------|----|-----------|

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Membership subscriptions | 14,693 | - | - | 14,693 | 13,198 |
| Conferences, training and accreditation | 36,515 | - | - | 36,515 | 27,595 |
| Publications | 997 | - | - | 997 | 728 |
| Other income | 854 | - | - | 854 | 1,282 |
| Sub total (Gross income for AR) | 53,059 | - | - | 53,059 | 42,803 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 53,059 | - | - | 53,059 | 42,803 |
| A3 Payments | | | | | |
| Conferences, training and accreditation | 12,247 | - | - | 12,247 | 5,150 |
| Publications | 2,575 | - | - | 2,575 | 2,187 |
| Committee and treasurer expenses | 435 | - | - | 435 | 1,015 |
| Website | 424 | - | - | 424 | 1,584 |
| Independent Examination Fees | 378 | - | - | 378 | 727 |
| Paypal fees | 842 | - | - | 842 | 669 |
| Miscellaneous expenses | 1,304 | - | - | 1,304 | 1,310 |
| Subscriptions | 1,320 | - | - | 1,320 | - |
| Sub total | 19,525 | - | - | 19,525 | 12,642 |
| A4 Asset and investment purchases. (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 19,525 | - | - | 19,525 | 12,642 |
| Net of receipts/(payments) | 33,534 | - | - | 33,534 | 30,161 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 74,364 | - | - | 74,364 | 44,203 |
| Cash funds this year end | 107,898 | - | - | 107,898 | 74,364 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|----------------------|--|---------------------------------|-------------------------------|------------------------------|
| B1 Cash funds | Bank current account | 107,731 | - | - |
| | Paypal account | 167 | - | - |
| | | - | - | - |
| | Total cash funds | 107,898 | - | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |

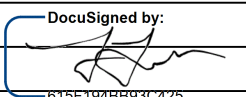
| | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---------------------------------|---------|---------------------------------|-------------------------------|------------------------------|
| B2 Other monetary assets | None | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|-----------------------------|-----------------|--------------------------|
| B3 Investment assets | None | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|---------|-----------------------------|-----------------|--------------------------|
| B4 Assets retained for the charity's own use | None | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

| | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|---------------------|
| B5 Liabilities | None | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

Signed by one or two trustees on behalf of all the trustees

| Signature | Print Name | Date of approval |
|---|---------------------------|------------------|
|  DocuSigned by: 615F194BB93C425... | Jamie Forster (Treasurer) | 26/01/2023 |



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

BRITISH INFERTILITY COUNSELLING ASSOCIATION

**On accounts for the year
ended**

31 March 2022

**Charity no
(if any)**

803743

Set out on pages

Trustees Annual Report, Receipts and Payments Account and Statement of Balances on pages 1 to 7.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022.

**Responsibilities and
basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed:

DocuSigned by:

Karen Henderson

Date:

26 January 2023

Name:

Karen Henderson CA

**Relevant professional
qualification(s) or body
(if any):**

Chartered Accountant

Stannergate House

41 Dundee Road West, Broughty Ferry

Dundee, DD5 1NB

Section B

Disclosure

Give here brief details of any items that the examiner wishes to disclose.

BRITISH INFERTILITY COUNSELLING ASSOCIATION

England & Wales - Charity number 803743

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

BRITISH INFERTILITY COUNSELLING ASSOCIATION

803743

Receipts and payments accounts

| | | | |
|------------------------|----------|----|-----------|
| For the period from | 1-Apr-20 | To | 31-Mar-21 |
|------------------------|----------|----|-----------|

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|---|--|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Membership subscriptions | 13,198 | - | - | 13,198 | 12,115 |
| Conferences, training and accreditation | 27,595 | - | - | 27,595 | 29,083 |
| Publications | 728 | - | - | 728 | 837 |
| Other income | 1,282 | - | - | 1,282 | 832 |
| Sub total (Gross income for AR) | 42,803 | - | - | 42,803 | 42,867 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 42,803 | - | - | 42,803 | 42,867 |
| A3 Payments | | | | | |
| Conferences, training and accreditation | 5,150 | - | - | 5,150 | 21,162 |
| Publications | 2,187 | - | - | 2,187 | 2,516 |
| Committee and treasurer expenses | 1,015 | - | - | 1,015 | 5,721 |
| Website | 1,584 | - | - | 1,584 | 2,207 |
| Independent Examination Fees | 727 | - | - | 727 | - |
| Paypal fees | 669 | - | - | 669 | 563 |
| Miscellaneous expenses | 1,310 | - | - | 1,310 | 4,325 |
| Sub total | 12,642 | - | - | 12,642 | 36,494 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 12,642 | - | - | 12,642 | 36,494 |
| Net of receipts/(payments) | 30,161 | - | - | 30,161 | 6,373 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 44,203 | - | - | 44,203 | 37,830 |
| Cash funds this year end | 74,364 | - | - | 74,364 | 44,203 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|----------------------|--|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | Bank current account | 73,319 | - | - |
| | Paypal account | 1,046 | - | - |
| | | - | - | - |
| | Total cash funds | 74,364 | - | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |

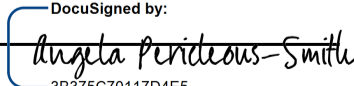
| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
| B2 Other monetary assets | None | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

| Categories | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|-----------------------------|-----------------|--------------------------|
| B3 Investment assets | None | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

| Categories | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|---------|-----------------------------|-----------------|--------------------------|
| B4 Assets retained for the charity's own use | None | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

| Categories | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|---------------------|
| B5 Liabilities | None | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

Signed by one or two trustees on behalf of all the trustees

| Signature | Print Name | Date of approval |
|---|----------------------------------|------------------|
|  <small>3B375C70117D4E5...</small> | Angela Pericleous -Smith (Chair) | 13.1.22 |



Trustees' Annual Report for the period

| | | | | | | | |
|-------------|---|-------------------|------|-----------|-----------------|-------|------|
| | | Period start date | | | Period end date | | |
| From | 1 | April | 2020 | To | 31 | March | 2021 |

Section A Reference and administration details

Charity name BRITISH INFERTILITY COUNSELLING ASSOCIATION

Other names charity is known by BICA

Registered charity number (if any) 803743

Charity's principal address Rookdale

Malton Road

York

Postcode

YO31 9LT

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|-------------------------|------------------------|-----------------------------------|---|
| 1 | Angela Pericleous-Smith | Chair & Membership Sec | | |
| | Vicky Parkin | Press Officer | | |
| 3 | Suzanne Dark | Treasurer | To 11/11/2020 | |
| 4 | Deborah Howe | Information Officer | | |
| 5 | Ann Curley | Membership Secretary | To 11/11/2020 | |
| 6 | Mary-Ann Singh | Honorary Secretary | | |
| 7 | Bev Loftus | Publications Officer | | |
| 8 | Anest Mathias | Treasurer | 11/11/2020 to Present | |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |

Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|----------------------|--------------------|---|
| Independent Examiner | Karen Henderson CA | 41 Dundee Road West, Stannergate House, DD5 1NB |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

N/A

Section B Structure, governance and management**Description of the charity's trusts**

| | |
|---|---|
| Type of governing document (eg. trust deed, constitution) | Constitution, adopted 20 th May 1998. |
| How the charity is constituted (eg. trust, association, company) | The charity is an unincorporated association. |
| Trustee selection methods (eg. appointed by, elected by) | Trustees are appointed or reappointed annually at the Annual General Meeting. |

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

All Trustees give their time voluntarily and receive no remuneration.
Travel, stationery, and similar expenses are reimbursed to Trustees.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the charity are to promote the practice, study of, and research into infertility counselling and the publication of the useful results thereof.

Our regional groups, training workshops, conferences and informal networks enable members to stay abreast of new developments, explore and reflect on current issues and access support in their work.

The website and Journal are important resources for learning and our many Practice Guides provide essential insights into the specialist requirements of infertility counselling. The BICA accreditation scheme gives members, as well as employers and clients, assurance of their competence as specialist counsellors in the field.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The charity holds conferences, training, regional groups and accreditation events throughout the year.

The charity publishes a journal three times per year.

Practise Guidelines are developed and published by BICA and reviewed at relevant periods.

The Trustees represent BICA on the Boards and Committees of all main professional organisations related to assisted conception.

The Trustees have considered the Charity Commission's guidance on public benefit when planning the charity's activities for the year.

Additional details of objectives and activities (Optional information)

N/A

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The charity continued to hold conferences, training and accreditation events, and these are well attended.

The Trustees represent BICA on various on working groups and the charity works alongside other professional organisations.

The membership numbers remain strong and the charity continues to successfully publish a journal three times per year in the Spring, Summer and Winter.

Section E Financial review

Brief statement of the charity's policy on reserves

All funds are unrestricted. Reserves are in a bank current account and are held to meet expenses of the charity as they are incurred.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

N/A

Section F Other optional information

Future plans

The charity plans to continue holding conferences, training and accreditation events, and publishing a quarterly journal in order to meet the charitable objects.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|---|--|
| Signature(s) | <small>DocuSigned by:</small> <i>Angela Pericleous-Smith</i> | |
| Full name(s) | <small>3B375C70117D4E5...</small> Angela Pericleous-Smith | |
| Position (eg Secretary, Chair, etc) | Chair | |
| Date | 13 January 2022 | |



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

BRITISH INFERTILITY COUNSELLING ASSOCIATION

**On accounts for the year
ended**

31 March 2021

**Charity no
(if any)**

803743

Set out on pages

Trustees Annual Report, Receipts and Payments Account and Statement of Balances on pages 1 to 7.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

**Responsibilities and
basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed:

DocuSigned by:

BAC062C2761B436...

Date:

13 January 2022

Name:

Karen Henderson CA

**Relevant professional
qualification(s) or body
(if any):**

Chartered Accountant

Stannergate House

41 Dundee Road West, Broughty Ferry

Dundee, DD5 1NB

Section B

Disclosure

Give here brief details of any items that the examiner wishes to disclose.

| |
|--|
| |
|--|