



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
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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
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Victoria Parkin Press Officer	2
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Anest Mathias Treasurer	3
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Deborah Howe Information Officer	4
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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
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

Signature

Print Name

Date of approval

DocuSigned by:

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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.	