



# Trustees' Annual Report for the period

Period start date				Period end date			
<b>From</b>	1	April	2022	<b>To</b>	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 <sup>th</sup> 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.

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

The charity publishes a journal three times per year.

**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)**

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**

21<sup>st</sup> January 2024



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>BRITISH INFERTILITY COUNSELLING ASSOCIATION</b>	Charity No (if any) <b>803743</b>
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## Receipts and payments accounts

For the period from	Period start date 01-Apr-22	To	Period end date 31-Mar-23
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### 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 £
<b>A1 Receipts</b>					
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
<b>Sub total (Gross income for AR)</b>	<b>55,094</b>	<b>-</b>	<b>-</b>	<b>55,094</b>	<b>53,059</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>55,094</b>	<b>-</b>	<b>-</b>	<b>55,094</b>	<b>53,059</b>
<b>A3 Payments</b>					
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
<b>Sub total</b>	<b>29,529</b>	<b>-</b>	<b>-</b>	<b>29,529</b>	<b>19,525</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>29,529</b>	<b>-</b>	<b>-</b>	<b>29,529</b>	<b>19,525</b>
<b>Net of receipts/(payments)</b>	<b>25,565</b>	<b>-</b>	<b>-</b>	<b>25,565</b>	<b>33,534</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>107,898</b>	<b>-</b>	<b>-</b>	<b>107,898</b>	<b>74,364</b>
<b>Cash funds this year end</b>	<b>133,463</b>	<b>-</b>	<b>-</b>	<b>133,463</b>	<b>107,898</b>

## 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 £
<b>B1 Cash funds</b>	Bank current account	130,783	-	-
	Paypal account	2,680	-	-
		-	-	-
	<b>Total cash funds</b>	<b>133,463</b>	-	-
	(agree balances with receipts and payments account(s))			
		OR	OR	OR
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	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

No (if any)

803743

## Receipts and payments accounts

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

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	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
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			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
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Section A

Independent Examiner's Report

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members of

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On accounts for the year  
ended

31 MARCH 2023

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Address:

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