



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period								
From	Period start date			To	Period end date			
	Day	Month	Year		Day	Month	Year	
	1	July	2020		30	June	2021	

Reference and administration details

Charity name
Other names charity is known by

Registered charity number

Charity's principal address

The Scottish Hypnotherapy Foundation

SC044083

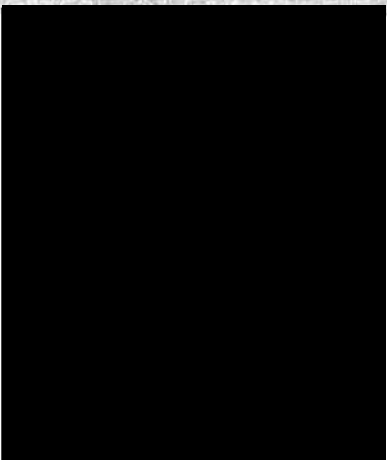
First Floor

264 Bath Street

Glasgow

Postcode G2 4JP

Names of the charity trustees on date of approval of Trustees' Annual Report

Trustee name		Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1		Chair		
2		Director/Vice Chair		
3		Treasurer		
4		Director		
5		Medical Advisor		
6		IT / Projects Director	To September 2020	
7		Secretary		
8		Membership Director	From September 2020	
9		Director	From September 2020	
10				
11				
12				
13				

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year

Structure, governance and management

Type of governing document

The Scottish Hypnotherapy Foundation (SHF) was set up by John D Lawrence, and was recognised as a Scottish Charitable Incorporated Organisation with effect from 17th June 2013. The SHF is administered in accordance with the Constitution. It has a twin-tier structure.

Trustee recruitment and appointment

The minimum number of Trustees is four, and the maximum is ten. Trustees are appointed by the Board from Professional Members, who are registered with the Complementary and Natural Healthcare Council (CNHC). However, there may be a maximum of three Co-opted Trustees, who need not be members of the SHF. They are co-opted by the Board where they consider the person has the knowledge, skills or experience that would assist in the performance of their duties. Trustees are elected/re-elected each year at the AGM.

Objectives and activities

Charitable purposes

The purposes of the charity are: (a) the relief of those in need through the provision of free or assisted hypnotherapy sessions to those members of society who would benefit from Professional Hypnotherapy but would otherwise be prevented from receiving any services for financial reasons; (b) the advancement of physical, mental and emotional health in conjunction with other health care professionals through the provision of clinical hypnotherapy; (c) the advancement of education, training and research into the development and promotion of excellence in regulated practice in order to enhance public confidence and accessibility to hypnotherapy services; (d) the provision of information via a web site.

Summary of the main activities in relation to these objects

During the year the charity received total income of £355 from membership subscriptions and other donations. The charity incurred total expenses of £1607, leaving a deficit for the year of £1252.

Achievements and performance

Summary of the main achievements of the charity during the financial period

This year our Professional Members have been able to offer subsidised therapy and pro bono therapy although opportunities have been restricted by the COVID pandemic. Individuals for whom this has been open to include:

- Senior Citizens
- Unemployed/disabled
- Low income
- Asylum seekers/refugees
- Under 16s/Students
- NHS employees
- Long term sick/incapacity benefit
- Recovering addicts
- Carers
- Fraud victims

To increase this activity the Foundation had introduced a Therapist Reimbursement Scheme, to enable members to offer these services more widely. This has had to be temporarily suspended due to restricted income opportunities during the COVID pandemic.

Continuous Professional Development Opportunities were also limited due to suspension of the annual SHF Conference. A programme of short online workshops is proposed which includes:

- IBS
- Resilience
- Advanced Hypnotherapeutic Procedures and Methods
- PTSD
- Stress Management.

Two Board Members are now enrolled in training to allow the roll out of the PVG Registration Scheme with Disclosure Scotland.

Financial review

Brief statement of the charity's policy on reserves

At 30th June 2021 the sum of £2,909 was held in our bank account. These funds are distributed as follows:

1. Unrestricted funds total £2,808.
2. The restricted funds held in our account contains £101, to be used specifically for subsidising therapy to those in need in accordance with our objectives.

Details of any deficit

The charity incurred a deficit of £1252 mainly because the COVID pandemic reduced the charity's ability to generate funds from training and an annual conference.

Donated facilities and services (if any)

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 (e.g. Chair)

Chair

Treasurer

Date

24/8/2021

23/8/21

The Scottish Hypnotherapy Foundation

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Receipts and payments accounts

For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	July	2020		30	June	2021

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations	355	-	-	-	355	270
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	1,755
A1 Sub total	355	-	-	-	355	2,025
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	355	-	-	-	355	2,025
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	486				486	2,176
Grants and donations					-	
Governance costs:					-	
Audit / independent examination	394				394	394
Preparation of annual accounts					-	
Legal costs					-	
Other	727				727	667
A3 Sub total	1,607	-	-	-	1,607	3,237
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	1,607	-	-	-	1,607	3,237
Net receipts / (payments)	(1,252)	-	-	-	(1,252)	(1,212)
A5 Transfers to / (from) funds					-	
Surplus / (deficit) for year	(1,252)	-	-	-	(1,252)	(1,212)

Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	4,059	101			4,160	5,372
	Surplus / (deficit) shown on receipts and payments account	(1,252)	-			(1,252)	(1,212)
						-	
						-	
	Cash and bank balances at end of year	2,807	101	-	-	2,908	4,160

	Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
B2 Investments	None			
		Total	-	-

	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets					
		Total	-	-	-

	Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
B4 Liabilities	None			
		Total	-	-

	Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities	None			
		Total	-	-

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

Signature

Print Name

Date of approval

24/8/21
23/8/21

Section C Notes to the Accounts

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

C2 Grants

Type of activity or project supported	Individual / institution	Number of grants made	£
Total			-

C3a Trustee remuneration

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	X
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C3b Trustee remuneration - details

Authority under which paid	£

C4a Trustee expenses

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	
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C4b Trustee expenses - details

	Number of trustees	£

C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

C6 Other information

The Scottish Hypnotherapy Foundation

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Additional analysis (1)

Analysis of receipts and payments

1 Donations

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Membership Fees	350				350	270
Other donations	5				5	-
Gift Aid	-				-	-
					-	-
Total	355	-	-	-	355	270

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2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £			Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
					-	
Total	-	-			-	-

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3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Conference / Workshop	-				-	1,755
					-	
					-	
					-	
					-	
					-	
Total	-	-	-	-	-	1,755

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4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Membership of UKCHO	150				150	150
Membership of VH Scotland					-	12
Web Site	336				336	545
Annual Conference					-	1,469
General Admin					-	-
					-	-
					-	-
Total	486	-	-	-	486	2,176

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Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	355				355	270
Legacies					-	-
Grants					-	-
Receipts from fundraising activities					-	-
Gross trading receipts					-	-
Income from investments other than land and buildings					-	-
Rents from land & buildings					-	-
Gross receipts from other charitable activities	-				-	1,755
Sub total	355	-	-	-	355	2,025
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	-
Proceeds from sale of investments					-	-
Sub total	-	-	-	-	-	-
Total receipts	355	-	-	-	355	2,025
Payments						
Expenses for fundraising activities					-	-
Gross trading payments					-	-
Investment management costs					-	-
Payments relating directly to charitable activities	486				486	2,176
Grants and donations					-	-
Governance costs:					-	-
Audit / independent examination	394				394	394
Preparation of annual accounts					-	-
Legal costs	-				-	-
Other	727				727	667
Sub total	1,607	-	-	-	1,607	3,237
Payments relating to asset and investment movements						
Purchases of fixed assets					-	-
Purchase of investments					-	-
Sub total	-	-	-	-	-	-
Total payments	1,607	-	-	-	1,607	3,237
Net receipts / (payments)	(1,252)	-	-	-	(1,252)	(1,212)
Transfers to / (from) funds					-	
Surplus / (deficit) for year	(1,252)	-	-	-	(1,252)	(1,212)
Nature and purpose of funds						

The Scottish Hypnotherapy Foundation

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Additional analysis (3)

6 Breakdown of restricted funds

	1 - enter name of fund (column)	2 - enter name of fund (row)	3 - enter name of fund (column)	4 - enter name of fund (row)	Total restricted funds	Total restricted funds last period
Receipts						
Donations					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total					-	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total					-	-
Total receipts					-	-
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
Sub total					-	-
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total					-	-
Total payments					-	-
Net receipts / (payments)					-	-
Transfers to / (from) funds					-	
Surplus / (deficit) for year					-	-
Nature and purpose of funds						



Office of the Scottish Charity Regulator

Independent examiner's report on the accounts

v2

Report to the
trustees/members of

Charity name

Scottish Hypnotherapy Foundation

Registered charity
number

SC044983

On the accounts of the
charity for the period

Period start date

Day

Month

Year

1

July

2020

to

Period end date

Day

Month

Year

30

June

2021

Set out on pages

1 TO 10

(remember to include the page
numbers of additional sheets)

Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent
examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

Independent examiner's
statement

In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper

Signed:

Name:

Date:

20.08.21

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

ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS

Address:

The Long Partnership Chartered Accountants & Chartered Tax Advisers
Park House Centre
South Street
Elgin IV30 1JB

Disclosure section

Only complete if the examiner needs to highlight material problems.

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