

REGISTERED COMPANY NUMBER: 06063084 (England and Wales)
REGISTERED CHARITY NUMBER: 1141793

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 July 2023
for
ASSOCIATION FOR COGNITIVE
ANALYTIC THERAPY

**ASSOCIATION FOR COGNITIVE
ANALYTIC THERAPY**

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FOR THE YEAR ENDED 31 JULY 2023**

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ASSOCIATION FOR COGNITIVE ANALYTIC THERAPY

Report of the Trustees FOR THE YEAR ENDED 31 JULY 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 July 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

In order to ensure our work delivers our aims the Board of Trustees sets out and monitors ACAT's Annual Strategic Plan. The strategic aims for each year reflect the charity's aims and objectives and are monitored as a standing item at the Board of Trustees.

The overarching aim is to educate and promote increased awareness and understanding of Cognitive Analytic Therapy ('CAT') amongst health professionals, service providers and the public.

Public benefit and main achievements

The trustees confirm that they have considered the Charity Commission's guidance on public benefit.

Who used and benefitted from our services?

CAT is available to thousands of people with mental health problems in many NHS Trusts and privately. By setting standards for ethical practice (including a complaints procedure available to those receiving CAT), regulating training in CAT and monitoring standards of supervision and continuing professional development, ACAT ensures that clients receive high quality therapies delivered by appropriately trained and updated ACAT members and trainees. At the year end, ACAT had 835 Practitioner and Psychotherapist members, 253 Trainee Members, 12 Non Practising and 6 Retired. There are also 20 Friends of ACAT. ACAT currently provides 1 Foundation Training Course, 10 Accredited Practitioner Training Courses, 1 Psychotherapy Training Course and 6 DClinPsych embedded Foundation Courses.

The Board of Trustees has established a User/Public Involvement strategy from 2012-2013. The focus goes beyond the maintenance of standards in the practice of CAT to clients receiving therapy by seeking to promote CAT's relational and humanistic understanding of distress and conflict by looking to collaborate with other charitable ventures that target vulnerable, socially excluded or disadvantaged groups. It also aims to establish a User/Carer Focus Group to provide Consultation on ACAT strategy and policies.

ACAT also seeks to broaden the experience base of the Board of Trustees with the aim that it more closely reflects the make-up of UK society. The strategy also sets out plans to sponsor both CAT therapies and CAT training for those who may otherwise be excluded from these opportunities.

The Trustees continue with their policy of providing bursaries, in certain circumstances, towards the costs of training courses and conference attendance.

FINANCIAL REVIEW

Financial position

Total reserves held at the year ended 31 July 2023 were £351,418 (2022: £329,051).

ASSOCIATION FOR COGNITIVE ANALYTIC THERAPY

Report of the Trustees FOR THE YEAR ENDED 31 JULY 2023

FINANCIAL REVIEW

Reserves policy

The Trustees have examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby a prudent amount of the unrestricted funds should be invested in short term deposits as available reserves to meet the working capital requirements of the charity, enabling both current activities and future plans for growth to continue in the event of any significant drop in funding.

The formal reserves policy is reviewed by the Trustees annually and, to the end of the prior year, the accumulated reserves have been retained to ensure that the charity is well placed to cope with any unforeseen financial demands.

During the year, the Trustees formed a Strategic Financial Management Group and proposed that 33% of the unrestricted funds as shown on the finalised Balance Sheet at 31 July 2022 be set aside as a designated fund for the purpose of providing sufficient funds to cover liabilities in the event that the activities of the Charity should cease. This will ensure that any future strategies for investment will be limited to the remaining unrestricted funds. The calculation was made on the reserves value at 31 July 2022 of £329,051, resulting in a transfer between funds of £108,587.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is governed by its Memorandum and Articles of Association.

Recruitment and appointment of new trustees

New trustees are recruited, as necessary, such that their particular skill sets complement the requirements of the charity.

Organisational structure

The ACAT Board of Trustees has eleven trustees at the year end. The Board meets three times a year and sets the strategic direction and policy of the charity.

Decision making

Operational management rests with the Council of Management which, in addition to meeting with the Board of Trustees three times a year, holds an additional four meetings a year by teleconference. The Chair of ACAT is responsible for the operational management of the organisation and is supported by a vice-chair and treasurer who are also trustees. The chair of ACAT manages and supports the ACAT administration manager, administrators and the Project and Liaison Officer.

Induction and training of new and continuing trustees

Trustees attend an annual Trustees away day for the purposes of induction, continuing professional development and strategic planning. Personal development plans for trustees are discussed at additional meetings for trustees preceding the board meetings which are held three times a year.

Risk management

The Board of Trustees have established a Risk Register and Risk Matrix in order to prioritise the major risks facing ACAT in the pursuance of its charitable objectives. The Risk Register is a standing item at meetings of the Board of Trustees and details controls and actions taken to mitigate risk.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

06063084 (England and Wales)

Registered Charity number

1141793

**ASSOCIATION FOR COGNITIVE
ANALYTIC THERAPY**

**Report of the Trustees
FOR THE YEAR ENDED 31 JULY 2023**

Registered office

PO Box 6793
Dorchester
DT1 9DL

Trustees

J M C Emilion Chair (appointed 21.4.23)
P J Dudley (Chair to 21.4.23)
K L Shannon
E W McCormick (resigned 21.4.23)
S A Yabsley
H J Batchelor (resigned 21.4.23)
A Coshland
R Dewshi
M R Payne
L Harrison
K Portman
E J Walton
H S Stothard (appointed 21.4.23)

Company Secretary

S H White

Independent Examiner

Andrew Jordan FCA
Haines Watts
Chartered Accountants
Bath House
6 - 8 Bath Street
Bristol
BS1 6HL

Bankers

National Westminster Bank plc
Lambeth North Branch
91 Westminster Bridge Road
London
SE1 7HW

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 2 March 2024 and signed on its behalf by:

J M C Emilion - Trustee

Independent examiner's report to the trustees of Association for Cognitive Analytic Therapy ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Andrew Jordan FCA
The Institute of Chartered Accountants in England and Wales

Haines Watts
Chartered Accountants
Bath House
6 - 8 Bath Street
Bristol
BS1 6HL

4 March 2024

**ASSOCIATION FOR COGNITIVE
ANALYTIC THERAPY**

**Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
FOR THE YEAR ENDED 31 JULY 2023**

		Unrestricted funds £	Restricted fund £	2023 Total funds £	2022 Total funds £
	Notes				
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	137,143	-	137,143	127,767
Charitable activities	4				
CAT activities		149,855	-	149,855	225,858
Investment income	3	213	-	213	10
Other income		15,109	-	15,109	-
Total		302,320	-	302,320	353,635
EXPENDITURE ON					
Charitable activities	5				
CAT activities		279,953	-	279,953	279,736
NET INCOME		22,367	-	22,367	73,899
RECONCILIATION OF FUNDS					
Total funds brought forward		329,051	-	329,051	255,152
TOTAL FUNDS CARRIED FORWARD		351,418	-	351,418	329,051

The notes form part of these financial statements

**ASSOCIATION FOR COGNITIVE
ANALYTIC THERAPY**

**Balance Sheet
31 JULY 2023**

	Notes	Unrestricted funds £	Restricted fund £	2023 Total funds £	2022 Total funds £
CURRENT ASSETS					
Stocks	11	1,083	-	1,083	1,010
Debtors	12	38,708	-	38,708	48,079
Cash at bank and in hand		387,927	-	387,927	368,008
		427,718	-	427,718	417,097
CREDITORS					
Amounts falling due within one year	13	(76,300)	-	(76,300)	(88,046)
NET CURRENT ASSETS		351,418	-	351,418	329,051
TOTAL ASSETS LESS CURRENT LIABILITIES		351,418	-	351,418	329,051
NET ASSETS		351,418	-	351,418	329,051
FUNDS	14				
Unrestricted funds				351,418	329,051
TOTAL FUNDS				351,418	329,051

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 July 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 July 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

**ASSOCIATION FOR COGNITIVE
ANALYTIC THERAPY**

**Balance Sheet - continued
31 JULY 2023**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 2 March 2024 and were signed on its behalf by:

J M C Emilion - Trustee

The notes form part of these financial statements

**Notes to the Financial Statements
FOR THE YEAR ENDED 31 JULY 2023**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The company is a private company limited by guarantee, incorporated in England and Wales.

The financial statements are prepared in sterling, which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

Going concern

The trustees consider that the charity has sufficient cash reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income from membership subscriptions, training and other courses, workshops, conferences, book sales and other income is accounted for in the period to which it relates.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**ASSOCIATION FOR COGNITIVE
ANALYTIC THERAPY**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 JULY 2023**

1. ACCOUNTING POLICIES - continued

Financial instruments

The charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value. The liquid funds of bank balances are shown at their realisable values.

Debtors

Debtors comprise trade debtors and recoverable gift aid.

Creditors

Creditors comprise trade creditors, accruals and deferred income.

2. DONATIONS AND LEGACIES

	2023	2022
	£	£
Donations	1,270	1,120
Gift aid	20,259	20,393
Membership subscriptions	115,614	106,254
	<u>137,143</u>	<u>127,767</u>

3. INVESTMENT INCOME

	2023	2022
	£	£
Bank interest received	213	10
	<u>213</u>	<u>10</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	2023	2022
	£	£
ACAT training and other courses	91,602	133,972
Conference income	16,790	31,620
Workshops	41,388	59,191
Book sales and other income	75	1,075
	<u>149,855</u>	<u>225,858</u>

**ASSOCIATION FOR COGNITIVE
ANALYTIC THERAPY**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 JULY 2023**

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 6) £	Support costs (see note 7) £	Totals £
CAT activities	116,781	163,172	279,953

6. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2023 £	2022 £
ACAT supervisor training	-	6,441
ACAT training courses	69,395	70,590
Conferences	9,485	28,833
Introductory courses	-	9,600
ACAT training division	-	27,641
Workshops	36,706	29,150
Bursaries	1,195	8,080
	116,781	180,335

7. SUPPORT COSTS

	Management £	Governance costs £	Totals £
CAT activities	149,915	13,257	163,172

Support costs, included in the above, are as follows:

Management

	2023 CAT activities £	2022 Total activities £
Salaries	63,977	61,134
Social security	134	518
Pensions	1,358	1,272
Sundries	683	1,860
Consultancy and other staff costs	7,340	683
Council and committee expenses	2,181	865
Rent, rates, service charges and utilities	19,789	3,439
Insurance	1,410	506
Printing, postage and stationery	817	2,303
Marketing	4,049	3,360
Telephone	542	780
Computer costs	42,363	1,507
Carried forward	144,643	78,227

**ASSOCIATION FOR COGNITIVE
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**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 JULY 2023**

7. SUPPORT COSTS - continued

Management - continued

	2023	2022
	CAT	Total
	activities	activities
	£	£
Brought forward	144,643	78,227
Online library costs	-	560
Legal and professional	792	2,177
Subscriptions	1,463	2,740
Interest and charges	3,017	2,930
	149,915	86,634

Governance costs

	2023	2022
	CAT	Total
	activities	activities
	£	£
Consultancy	7,440	8,640
Accountancy and legal fees	5,817	4,127
	13,257	12,767

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2023	2022
	£	£
Accountants' fees - Haines Watts, independent examination	1,380	1,300
Accountants' fees - Haines Watts, other services	2,695	2,814

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 July 2023 nor for the year ended 31 July 2022.

**ASSOCIATION FOR COGNITIVE
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**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 JULY 2023**

9. TRUSTEES' REMUNERATION AND BENEFITS - continued

Trustees' expenses

Two trustees (2022 - one trustee) were reimbursed during the year for travelling expenses of £282 -(2022 - £132).

10. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	63,977	61,134
Social security costs	134	518
Other pension costs	1,358	1,272
	<u>65,469</u>	<u>62,924</u>

The average monthly number of employees during the year was as follows:

	2023	2022
Administration staff	<u>3</u>	<u>3</u>

No employees received emoluments in excess of £60,000.

11. STOCKS

	2023	2022
	£	£
Stocks	<u>1,083</u>	<u>1,010</u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade debtors	12,318	3,715
Other debtors - gift aid	19,915	41,393
Prepayments	6,475	2,971
	<u>38,708</u>	<u>48,079</u>

**ASSOCIATION FOR COGNITIVE
ANALYTIC THERAPY**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 JULY 2023**

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade creditors	21,273	1,839
Social security and other taxes	917	762
Other creditors	310	270
Accruals and deferred income	53,800	85,175
	<u>76,300</u>	<u>88,046</u>

14. MOVEMENT IN FUNDS

	At 1.8.22	Net movement in funds	Transfers between funds	At 31.7.23
	£	£	£	£
Unrestricted funds				
General fund	329,051	22,367	(108,587)	242,831
Unforeseen costs reserve	-	-	108,587	108,587
	<u>329,051</u>	<u>22,367</u>	<u>-</u>	<u>351,418</u>
TOTAL FUNDS	<u>329,051</u>	<u>22,367</u>	<u>-</u>	<u>351,418</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	302,320	(279,953)	22,367
	<u>302,320</u>	<u>(279,953)</u>	<u>22,367</u>
TOTAL FUNDS	<u>302,320</u>	<u>(279,953)</u>	<u>22,367</u>

Comparatives for movement in funds

	At 1.8.21	Net movement in funds	At 31.7.22
	£	£	£
Unrestricted funds			
General fund	255,152	73,899	329,051
	<u>255,152</u>	<u>73,899</u>	<u>329,051</u>
TOTAL FUNDS	<u>255,152</u>	<u>73,899</u>	<u>329,051</u>

Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 JULY 2023

14. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	353,635	(279,736)	73,899
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>353,635</u>	<u>(279,736)</u>	<u>73,899</u>

Transfers between funds

During the year £108,587 was transferred from the General Fund to a designated fund, Unforeseen Costs Reserve for the purpose of providing sufficient funds to cover liabilities in the event that the activities of the Charity should cease.

15. EMPLOYEE BENEFIT OBLIGATIONS

During the year, the charity paid into a defined contribution pension scheme. The total for the year of £1,358 (2022: £1,272) is included within expenditure in the Statement of Financial Activities.

There was £310 outstanding pension contributions at the year end (2022: £270)

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 July 2023.