

**THE PERSON CENTRED ASSOCIATION
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2022**

Charity Number 1044077

**THE PERSON CENTRED ASSOCIATION
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2022**

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THE PERSON CENTRED ASSOCIATION

Officers and professional advisers

Registered charity name The British Association for the Person-Centred Approach

Charity number 1044077

Registered office TPCA, PO Box 143, Ross-on-Wye. HR9 9AH

Trustees

Michelle Harwood
Seb Heid
Janet Tolan
Saffiyah Patel
Jayne Beetham-Hatto
Dr L J Potter

Bankers

NatWest
102 High Road
Loughton
Essex
IG10 4AS

THE PERSON CENTRED ASSOCIATION

TRUSTEES ANNUAL REPORT YEAR ENDED 31 MARCH 2022

The trustees present their annual report, together with the financial statements of the charity for the year ended 31 March 2022.

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of officers and provisional advisers on page 1 of the unaudited return.

The Trustees

The trustees who served the charity throughout the year and up to the date of this report (unless stated otherwise) were as follows:

Janet Tolan	
Seb Heid	
Michelle Harwood	
Sara Callen	until 25 September 2021
Rhianna Broadway	until 25 September 2021
Shirl Hicks	until 25 September 2021
Dr L J Potter	from 25 September 2021
Jayne Beetham-Hatto	from 25 September 2021
Safiyah Patel	from 19 March 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Trust Deed and Objectives

The Association is an unincorporated charity whose constitution was first approved at the first Annual General Meeting of the Association on 30 June 1990. It is a Registered Charity number 1044077.

The principal objective of the Charity is to advance education in Person-Centred Psychology and the Person-Centred Approach (PCA).

Principal Activities

Promote and disseminate knowledge and practical application, study and public debate.

Establish contact with practitioners, researchers, organisations and individuals in whatever areas they consider the Person-Centred Approach (PCA) may have an appropriate application. Also promoting and carrying out, research, surveys and investigations and publishing the results.

Develop, maintain and disseminate, as appropriate, registers and listings of practitioners, trainers, researchers, courses, service providers, service users, organisations, individuals and the like.

Contribute to the publishing of magazines, books and articles and/or through any other appropriate media.

Affiliate or co-operate with national and/or international organisations which either have similar goals or which are structured to promote the realisation of the objectives of the Association.

Initiate and support scientific, philosophical, cultural and other projects that are considered to be aimed at the realisation of the Association's objectives.

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TRUSTEES ANNUAL REPORT

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Principal Activities (continued)

Recognise professional training for Client-Centred Psychotherapy/Counselling and applications of the PCA.

Support Local Groups set up to encourage interest in the PCA.

Organise events to promote or facilitate any of the above.

Governance

The Charity is administered by a Board of Trustees (known as “the Trustees’ Group”), who are supported by an administrator. She is employed by PCCS books Ltd, who charge the Association for her work on an hourly basis. During the period this report refers to there were ten Trustees. There are no employees.

Trustees Recruitment and Training

Trustees are required to stand for re-election each year and there is no current maximum of their period of service. The constitution permits Trustees to be co-opted from the membership and the co-opt system will sometimes be employed to recruit people with particular skills the association needs.

Risk management

Very few of the association’s activities expose members, or the public, to physical risk. The main risk the charity is exposed to is one of financial fidelity and this is kept under periodic review by the trustees. Bank account, PayPal and Worldpay payments can be authorized solely by the Treasurer. The risk of income misappropriation is low because nearly all of the income is received via bank transfer and there are no cash takings.

The Trustees are mindful of the financial position of the association have put measures in place to address the decline in membership numbers that appear to bearing fruit. However, caution is required to ensure the association remains viable over the longer term.

Investment policy

Surplus funds are held in bank deposit accounts that are covered by the Financial Services Compensation Scheme.

Achievements and performance

The normal activities of the Association continued this year including

- publishing a quarterly magazine (Person-Centred Quarterly)
- facilitating distribution of a respected international journal
- maintaining a website which provides information about the Person-Centred Approach, person-centred events, local groups, special interest groups and a national directory of person-centred trained practitioners
- dissemination of monthly newsletter
- Delivery of tPCA Trainers’ Conference: Sharing Experiences. 1-3 July, 2021

- Collaboration with Onlinevents to offer online workshops on the PCA and a 50% discount for members of tPCA to the online resource library.
-
- Maintaining and developing international links, which include organisational membership of PCE Europe, member of the World Association for the Person Centred Psychotherapy and Counselling
-
- Campaigning to highlight the impact of SCoPEd on the Person Centred Approach.
-
- Recruitment of a paid Administrator - the new post holder will start in April 2022.

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Public benefit

In setting out their objectives and planning their activities, the trustees have complied with the duty under the Charities Act 2011, to have due regard to the public benefit guidance published by the Charities Commission.

The Association's primary focus is educational, and this objective is met through:
the publication of the quarterly newsletter
the distribution of the international journal "Person-Centered and Experiential Psychotherapy"

Financial review

There was a significantly higher level of activity compared with 2020-21, which was blighted by the pandemic, with a surplus of income over expenditure of £11,338.

At the end of the financial year, unrestricted reserves stood at £32,796 and restricted at reserves at £5,228.

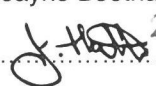
Reserves policy

The Trustees adopt the advice of the Charity Commission in seeking to maintain an adequate level of unrestricted funds to support the association's ongoing work. They are particularly mindful that the biannual conference exposes the funds to greater financial risk and, in addition, the Association's membership has been gradually reducing over the last few years.

62 High Street
Stony Stratford
Milton Keynes
MK11 1AQ

Signed on behalf of the Trustees

Jayne Beetham-Hatto

 29/5
.....2023

**THE PERSON CENTRED ASSOCIATION
REPORT AND FINANCIAL STATEMENTS
STATEMENT OF RECEIPTS AND PAYMENTS
YEAR ENDED 31 MARCH 2022**

	Note	Unrestricted funds £	Restricted funds £	2022 £	2021 £
INCOME	1				
INCOME FROM CHARITABLE ACTIVITIES					
Members' subscriptions and sundries		13,414	-	13,414	6,574
Conference fees		<u>19,392</u>	<u>-</u>	<u>19,392</u>	<u>(1,219)</u>
		<u>32,806</u>	<u>-</u>	<u>32,806</u>	<u>5,355</u>
INVESTMENT INCOME					
Bank interest		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL INCOME		<u>32,806</u>	<u>-</u>	<u>32,806</u>	<u>5,355</u>
EXPENDITURE					
EXPENDITURE ON CHARITABLE ACTIVITIES					
Conference costs		10,799	-	10,799	-
Bank charges		54	-	54	18
PayPal/GoCardless fees		286	-	286	-
Administrative support		2,792	-	2,792	954
Charity Commission		224	-	224	-
PCCS books		1,067	-	1,067	-
Professional services		2,045	-	2,045	-
NEAPCEPC		435	-	435	227
P-CEP journals		2,189	-	2,189	-
Insurance		278	-	278	135
Website maintenance and development		<u>355</u>	<u>-</u>	<u>355</u>	<u>6,565</u>
		<u>20,524</u>	<u>-</u>	<u>20,524</u>	<u>7,899</u>
EXPENDITURE ON GOVERNANCE					
Independent examination		<u>-</u>	<u>-</u>	<u>-</u>	<u>708</u>
		<u>-</u>	<u>-</u>	<u>-</u>	<u>708</u>
TOTAL EXPENDITURE		<u>20,524</u>	<u>-</u>	<u>20,524</u>	<u>8,607</u>
NET INCREASE/DECREASE IN CASH		<u>12,282</u>	<u>-</u>	<u>12,282</u>	<u>(3,252)</u>
RECONCILIATION OF FUNDS					
Cash balance brought forward	2	<u>32,796</u>	<u>5,228</u>	<u>38,024</u>	<u>41,276</u>
Cash balances carried forward		<u>45,078</u>	<u>5,228</u>	<u>50,306</u>	<u>38,024</u>

**THE PERSON CENTRED ASSOCIATION
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STATEMENT OF ASSETS AND LIABILITIES AS AT 31 MARCH 2022**

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Assets				
Cash funds				
Unity/NatWest	29,761	5,228	34,989	37,298
PayPal	12,391	-	12,391	726
GoCardless	<u>2,926</u>	<u>-</u>	<u>2,926</u>	<u>-</u>
Total cash funds	<u>45,078</u>	<u>5,228</u>	<u>50,306</u>	<u>38,024</u>

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Liabilities				
Accrued costs				
Independent examiner	<u>852</u>	<u>-</u>	<u>852</u>	<u>-</u>

The unaudited financial statements were approved by the Trustees on 29 May 2023 and were signed on their behalf by:


.....
Jayne Beetham-Hatto

**THE PERSON CENTRED ASSOCIATION
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STATEMENT OF ASSETS AS AT 31 MARCH 2021

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Current assets				
Bank balances				
Unity/NatWest	32,070	5,228	37,298	10,937
NatWest deposit	-	-	-	21,548
PayPal	<u>726</u>	<u>-</u>	<u>726</u>	<u>8,791</u>
	<u>32,796</u>	<u>5,228</u>	<u>38,024</u>	<u>41,276</u>
Net assets	<u>32,796</u>	<u>5,228</u>	<u>38,024</u>	<u>41,276</u>
Represented by:				
Association funds	<u>32,796</u>	<u>5,228</u>	<u>38,024</u>	<u>41,276</u>

The unaudited financial statements were approved by the Trustees on 19 March 2022 and were signed on their behalf by:

Michelle Harwood

**THE PERSON CENTRED ASSOCIATION
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NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022**

1.ACCOUNTING POLICIES

(i) Reporting framework

The financial statements have been prepared under the historical cost convention.

(ii) Receipts

Income is recognised at the point of receipt.

(iii) Payments

Expenditure is recognised at the point of payment.

2.RESTRICTED FUNDS

	2022 Bursary £	2022 Seeding £	2022 Total £	2021 Bursary £	2021 Seeding £	2021 Total £
At 1 April	1,667	3,561	5,228	1,667	3,661	5,328
Awards in year	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March	<u>1,667</u>	<u>3,561</u>	<u>5,228</u>	<u>1,667</u>	<u>3,561</u>	<u>5,228</u>

Restricted funds can only be used for their specified purpose. The bursary fund is available for help with educational costs and the seeding fund, which originated from funds passed over to us on the closure of the Chiltern and Thames local group, may be used only to support other local groups.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PERSON CENTRED ASSOCIATION

I report to the trustees on my examination of the accounts of The Person Centred Association for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity trustees of The Person Centred Association you are responsible for the preparation of accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of The Person Centred Association'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 giving me cause to believe in any material respect:

1. accounting records were not kept in respect of The Person Centred Association as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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 obtain a proper understanding of the accounts to be reached.



Melvin Bailey FCCA DChA

**Rogers Spencer
Chartered Certified Accountants
Newstead House
Pelham Road
Nottingham
NG5 1AP**

30 May 2023

