

**THE PERSON CENTRED ASSOCIATION
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2024**

Charity Number 1044077

THE PERSON CENTRED ASSOCIATION
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2024

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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
5 Windsor Lodge,
39a Windsor Avenue,
Surrey, KT3 5HS

Trustees Teresa Dowson
Alison Drury
Sonia Hall
Toral Patel
Oliver Thompson
Louise Wilson

Bankers Unity Bank
P O Box 7093
Planetary Road
Willenhall
WV1 9DG

THE PERSON CENTRED ASSOCIATION TRUSTEES ANNUAL REPORT YEAR ENDED 31 MARCH 2024

The trustees present their annual report, together with the financial statements of the charity for the year ended 31 March 2024.

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:

Teresa Dowson		
Toral Patel		
L J Potter		
Alison Drury	from 21 May 2023	
Louise Wilson	from 21 May 2023	
Oliver Thompson	from 13 August 2023	
Mark Williams	from 13 August 2023	until 31 March 2024
Sonia Hall	from 7 January 2024	
Jane Peacock		until 12 April 2023
Jonno Ward		until 11 June 2023
L J Potter		until 31 March 2024
Sarah Aref		until 4 August 2024
Julie Elliott		until 4 August 2024

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.

THE PERSON CENTRED ASSOCIATION

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2024

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.

Organising and running national conferences in support of practitioners and trainers of the Person-Centred Approach.

Initiating new, and supporting existing Person-Centred Communities of Practice that engage with specialisms within broader Person-Centred theory and practice (neurodivergence, research, GSRD, non-pathologising approach, trauma informed).

Governance

The Charity is administered by a Board of Trustees (known as “the Trustees’ Group”), who are supported by an administrator. She is self-employed and charges the Association for her work on an hourly basis.

Trustees Recruitment and Training

Trustees are elected for a term of two years and can serve for a maximum of three consecutive terms. 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 needed by the association.

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

- maintaining a website which provides information about the Person-Centred Approach, person-centred events, local groups, communities of practice and a national directory of person-centred trained practitioners
- publishing a quarterly magazine (Person-Centred Quarterly)
- facilitating distribution of Person-Centred and Experiential Psychotherapy (PCEP)
- dissemination of monthly newsletter
- maintaining and developing international links
- Campaigning to highlight the impact of SCoPEd on the Person Centred Approach

THE PERSON CENTRED ASSOCIATION TRUSTEES ANNUAL REPORT YEAR ENDED 31 MARCH 2024

Activities for 23-24 included

- Hosting of tPCA Trainers' Conference (July 2023) which was attended by 36 delegates.
- Hosting of a GSRD Conference (November 2023), attended by 45 delegates
- Distribution of Keynote presentation from GSRD conference
- Developing and producing a series of podcasts (Project Encounter)
- Development of new CoPs (research and neurodivergence)
- Review of local groups and the way tPCA engages with them.
- Development of a strategic plan for tPCA

Principal Activities (continued)

- Developing and producing a series of podcasts (Project Encounter)
- Development of new CoPs (research and neurodivergence)
- Review of local groups and the way tPCA engages with them.
- Development of a strategic plan for tPCA

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 magazine "Person-Centred Quarterly"
- the distribution of the international journal "Person-Centered and Experiential Psychotherapy"
- the organisation of conferences and workshops
- the publication of podcasts
- the organisation of Special Interest Groups

Financial review

Income exceeded expenditure by £4,597, increasing the association's cash funds to £53,554 from £48,957.

At the end of the financial year, unrestricted reserves stood at £48,723 and restricted at reserves at £4,831.

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. The association's membership has increased over the last year.

Signed on behalf of the Trustees



Oliver Thompson

13 August 2024

**THE PERSON CENTRED ASSOCIATION
REPORT AND FINANCIAL STATEMENTS
STATEMENT OF RECEIPTS AND PAYMENTS
YEAR ENDED 31 MARCH 2024**

	Note	Unrestricted funds £	Restricted funds £	2024 £	2023 £
INCOME	1				
INCOME FROM CHARITABLE ACTIVITIES					
Members' subscriptions and sundries		15,279	-	15,279	16,059
Conference fees		<u>20,337</u>	<u>30</u>	<u>20,367</u>	<u>8,076</u>
TOTAL INCOME		<u>35,616</u>	<u>30</u>	<u>35,646</u>	<u>24,135</u>
EXPENDITURE	1				
EXPENDITURE ON CHARITABLE ACTIVITIES					
Conference costs		11,775	528	12,303	12,949
Bank charges		72	-	72	72
PayPal/GoCardless fees		646	-	646	389
Administrative support		4,936	-	4,936	3,492
Travel expenses		-	-	-	344
Stationery and IT		144	-	144	48
Project Encounter		264	-	264	-
PCE Europe		313	-	313	332
PCCS books		175	-	175	-
Professional services		-	-	-	-
NEAPCEPC		-	-	-	-
P-CEP journals		4,158	-	4,158	3,855
Insurance		-	-	-	-
Website maintenance and development		<u>5,758</u>	<u>-</u>	<u>5,758</u>	<u>3,223</u>
		<u>28,241</u>	<u>528</u>	<u>28,769</u>	<u>24,074</u>
EXPENDITURE ON GOVERNANCE					
Independent examination		<u>2,280</u>	<u>-</u>	<u>2,280</u>	<u>780</u>
		<u>30,521</u>	<u>528</u>	<u>31,049</u>	<u>25,484</u>
TOTAL EXPENDITURE		<u>30,521</u>	<u>528</u>	<u>31,049</u>	<u>25,484</u>
NET INCREASE/DECREASE IN CASH		5,095	(498)	4,597	(1,349)
RECONCILIATION OF FUNDS	2				
Cash balance brought forward		<u>43,628</u>	<u>5,329</u>	<u>48,957</u>	<u>50,306</u>
Cash balances carried forward		<u>48,723</u>	<u>4,831</u>	<u>53,554</u>	<u>48,957</u>

**THE PERSON CENTRED ASSOCIATION
REPORT AND FINANCIAL STATEMENTS
STATEMENT OF RECEIPTS AND PAYMENTS
YEAR ENDED 31 MARCH 2023**

	Note	Unrestricted funds £	Restricted funds £	2023 £
INCOME	1			
INCOME FROM CHARITABLE ACTIVITIES				
Members' subscriptions and sundries		15,958	101	16,059
Conference fees		<u>8,076</u>	<u>-</u>	<u>8,076</u>
TOTAL INCOME		<u>24,034</u>	<u>101</u>	<u>24,135</u>
EXPENDITURE	1			
EXPENDITURE ON CHARITABLE ACTIVITIES				
Conference costs		12,949	-	12,949
Bank charges		72	-	72
PayPal/GoCardless fees		389	-	389
Administrative support		3,492	-	3,492
Travel expenses		344	-	344
Stationery and IT		48	-	48
Charity Commission		-	-	-
PCE Europe		332	-	332
PCCS books		-	-	-
Professional services		-	-	-
NEAPCEPC		-	-	-
P-CEP journals		3,855	-	3,855
Insurance		-	-	-
Website maintenance and development		<u>3,223</u>	<u>-</u>	<u>3,223</u>
		<u>24,704</u>	<u>-</u>	<u>24,704</u>
EXPENDITURE ON GOVERNANCE				
Independent examination		<u>780</u>	<u>-</u>	<u>780</u>
		<u>25,484</u>	<u>-</u>	<u>25,484</u>
TOTAL EXPENDITURE		<u>25,484</u>	<u>-</u>	<u>25,484</u>
NET INCREASE/DECREASE IN CASH		(1,450)	101	(1,349)
RECONCILIATION OF FUNDS	2			
Cash balance brought forward		<u>45,078</u>	<u>5,228</u>	<u>50,306</u>
Cash balances carried forward		<u>43,628</u>	<u>5,329</u>	<u>48,957</u>

There were no movements in restricted funds in the previous accounting period.

**THE PERSON CENTRED ASSOCIATION
REPORT AND FINANCIAL STATEMENTS
STATEMENT OF ASSETS AND LIABILITIES AS AT 31 MARCH 2024**

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Assets				
Cash funds				
Unity/NatWest	46,788	4,831	51,619	46,464
PayPal	1,935	-	1,935	2,493
GoCardless	-	-	-	-
Total cash funds	<u>48,723</u>	<u>4,831</u>	<u>53,554</u>	<u>48,957</u>
Known liabilities				
	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Accrued costs				
Accountancy/independent examination	<u>1,020</u>	-	<u>1,020</u>	<u>1,527</u>

The unaudited financial statements were approved by the Trustees on...13 August 2024 and were signed on their behalf by:



Oliver Thompson

STATEMENT OF ASSETS AS AT 31 MARCH 2023

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Assets			
Cash funds			
Unity/NatWest	41,135	5,329	46,464
PayPal	2,493	-	2,493
Go Cardless	-	-	-
	<u>43,628</u>	<u>5,329</u>	<u>48,957</u>
 Known liabilities			
	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Accrued costs			
Independent examination/accountancy	<u>1,572</u>	<u>-</u>	<u>1,572</u>

The unaudited financial statements were approved by the Trustees on 31 August 2023 and were signed on their behalf by:

L J Potter

**THE PERSON CENTRED ASSOCIATION
REPORT AND FINANCIAL STATEMENTS
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2024**

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

	2024 Bursary £	2024 Seeding £	2024 Total £	2023 Bursary £	2023 Seeding £	2023 Total £
At 1 April	1,768	3,561	5,329	1,667	3,561	5,228
Donations	-	-	-	101	-	101
Conference fees	30	-	30	-	-	-
Conference costs	<u>(528)</u>	<u>-</u>	<u>(528)</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March	<u>1,270</u>	<u>3,561</u>	<u>4,831</u>	<u>1,768</u>	<u>3,561</u>	<u>5,329</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.

3.DESIGNATED FUNDS

During the year the trustees earmarked £1,000 of funding towards Project Encounter. The aim of this project is to create and disseminate podcasts about the person-centred approach through interviews with tPCA members. The funding will be used to purchase recording equipment and cover expenses. As at 31 March 2024, this fund had incurred expenditure of £264, leaving an unspent balance on this fund of £736 included within in total unrestricted funds of £48,723.

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 2024.

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 the accounting records; or
3. the accounts did not comply with the applicable accounting 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 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**

14 August 2024