

REGISTERED COMPANY NUMBER: 02821263 (England and Wales)
REGISTERED CHARITY NUMBER: 1093686

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30TH SEPTEMBER 2020
FOR
THE GUILD OF PSYCHOTHERAPISTS

Parkers
178-180 Church Road
Hove, East Sussex
BN3 2DJ

THE GUILD OF PSYCHOTHERAPISTS

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THE GUILD OF PSYCHOTHERAPISTS

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30TH SEPTEMBER 2020**

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 30th September 2020. 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).

THE GUILD OF PSYCHOTHERAPISTS

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30TH SEPTEMBER 2020

OBJECTIVES AND ACTIVITIES

Objectives and Achievements of the year

The aims and objectives for the year 2019-2020 were as follows:

PLANNING I

Administration Matters

Aim:

To maintain and improve where possible the Council's financial, administrative and communications infrastructure

Objectives for the year

Objective 1:

To maintain the Member's Affairs Committee (MAC) business plan

The Guild has been able to maintain the recommendations of the Members' Affairs Committee (MAC) as accepted by Council and following the 2013 AGM. These include the decision to stay at 47 Nelson Square, despite the limitations of the building; the decision to review ongoing administrative, HR and building upkeep costs in value for money terms; and the plan to increase the number of trainees on the four-year Psychoanalytic Psychotherapy training.

Objective 2:

To maintain and improve where possible the Guild's control of its finances

Council's ability to monitor expenditure and cash flow remains central to the Guild's efficient governance of its budget. The Chair, the Treasurer and the Senior Administrator have continued to ensure that up to date financial information is available and this has helped to better facilitate the day-to-day management of the Guild's finances. The Finance Committee: Treasurer, Senior Administrator, Chair of Clinic and Chair of Training and Julia Bridgmont are meeting regularly to monitor finances.

Objective 3:

To increase the Guild's income

The Guild relies on a mixture of self-generated income (membership fees, renting out rooms for psychotherapy, and training fees) along with grants and donations.

The Head of Fundraising and Development has begun implementing the new four-year fundraising and development strategy (2019-2023) focusing on growing the Guild's income through grants and donations. This strategy will be implemented with a wider Guild strategy when this is in place.

The Head of Fundraising and Development has also continued to plan and oversee general clinic activities and projects and overseen overall clinic outputs and client outcomes. This has enabled her to report to existing funders; to develop up funding bids; and to continue to secure funding.

This has been a challenging year for the Guild, in the wake of the Covid19 pandemic and we are very grateful to our funders. We have been very fortunate that the City Bridge Trust, the funding arm of the City of London Corporation's charity, made an additional one-off grant payment to the Guild to help us weather the Pandemic. The City Bridge Trust also offered the Guild the opportunity to divert the funding from the final year of our BAME Psychotherapy project to help the Guild meet its core costs during the Covid19 crisis.

During the year, we secured a further grant for the Guild psychotherapy clinic from the Hilden Fund, which has been an ongoing and generous supporter of the Guild. We also developed relationships with two new funders: securing a grant from The Mrs Smith & Mount Trust for our psychotherapy clinic and a grant from The Pixel Fund to support the start-up of a new psychotherapy project for young people.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30TH SEPTEMBER 2020

The Guild has continued to seek to make use of its assets through marketing its accommodation for rent by external organisations at times when the rooms are not in use for Guild activities or by individual Guild members and trainees.

The Guild's Training Committee continues to review its marketing of the courses in Psychoanalytic Psychotherapy in order to increase income through the recruitment of more trainees.

Measures to increase diversity and inclusion of more black and minority ethnic trainees, have included setting up a bursary scheme which it is hoped will be trialled in 2022.

Objective 4:

To raise the Guild's public profile and to improve communication with the public

The Guild Council has begun developing a new organisational strategy with an external consultant. The Guild Council and staff have had some initial meetings and the strategy will be launched and implemented in the next financial year. A key strand of this is a communications plan to raise the Guild's public profile and to improve communication with the public.

Guild groups and members have continued to promote the Guild through the provision of lectures, salons and other public events.

The Reduced Fee Clinic Committee members and representatives have maintained their liaison role with local community groups and other interested parties.

The Guild's website has been maintained in order to enhance the Guild's profile, attract trainees and advertise its psychotherapy services.

The Guild's representatives have continued to be actively engaged in the work of the CPJA section of UKCP.

Objective 5:

To maintain and improve communication with Guild members, student and trainees

The Honorary Secretary and the Senior Administrator have continued to provide news and information on courses, CPD events, lectures, other activities and job vacancies via the Office Bulletin.

The Guild's updated website continues to provide up to date information of interest to Guild members, students and trainees via its members' section.

PLANNING II

AIMS

The primary aims of the Guild are:

A. To provide a successful programme for the pluralist training of psychoanalytic psychotherapists. To provide opportunities for the further education of Guild members and students. To promote the undertaking of research.

B. To make psychoanalytic psychotherapy available to the public through the Reduced Fee Clinic, the clinical work of members and the referral service.

C. To increase access to psychological therapies in general and to the Guild's clinic and trainings in particular, from among groups under-represented in this field including BAME communities.

THE GUILD OF PSYCHOTHERAPISTS
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30TH SEPTEMBER 2020

OBJECTIVES

A. Training, educational and research objectives, strategies and activities

The Guild's training has been established for over 40 years. All the major approaches to psychoanalytic theory and practice are represented in its programme. Applicants are required to have a graduate degree or equivalent previous experience, and will usually have professional experience of working with people.

The training comprises a 4 year taught programme during which time trainees develop their clinical practice. Upon graduation (generally within 5 years of completing the 4 year taught programme) trainees will have completed extensive in-depth work with patients under supervision, demonstrated sufficient knowledge of clinical theory and practice and presented a final paper which demonstrates the level, capacity and theoretical approach of their therapeutic work.

The Training Committee comprises experienced tutors drawn from the Guild membership as well as from other psychoanalytic organisations in order to ensure that a wide range of analytic theory is represented to highlight the pluralism enshrined in the Guild's ethos.

In keeping with the Guild's equal opportunities policy, trainees from diverse social and cultural backgrounds are encouraged to apply. While students fund their own training, we operate a scheme to support trainees in the event of hardship and a student bursary to encourage entrants on low incomes.

Guild members, students and trainees have access to the Psychoanalytic Electronic Publishing (PEP) archive, which provides online access to many journals and other resources.

Objective A1:

To provide a high standard of teaching and supervision of the trainees and students of the four-year training programme

At the beginning of the academic year 2019-20, there were 31 trainees registered on the training course and 12 registered students. Students are those who have completed the four-year course but have yet to qualify by submitting a final paper and satisfying the Training Committee and Council as to their suitability for membership.

In the course of the year, 6 trainees successfully completed the training course and 4 students were qualified by the Training Committee and were elected to full membership of the Guild.

The feedback from trainees at the end of each term and following additional termly seminars showed high levels of satisfaction with the standards of training. An external examiner has been in place since July 2014 to ensure that standards are monitored and continue to be acceptable.

The 10-week introductory course, Introduction to Psychoanalytic Concepts, ran in the Summer term 2020 via Zoom with 10 students.

Objective A2:

To provide a pluralist supervision course for Guild members open to those from other psychoanalytic psychotherapy trainings

The Guild's seventh Pluralist Supervision Course will run over eight Saturdays from October 2019 to November 2020. The course dates had to be extended due to the Covid-19 situation and the final sessions were provided via Zoom..

Objective A3:

To provide a programme of continuing professional development through lectures, seminars and conferences together with a range of public events

This aspect of our work has been on hold during the pandemic.

THE GUILD OF PSYCHOTHERAPISTS

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30TH SEPTEMBER 2020

Events during the year

On 30 November 2019 the Annual Lecture was given by Joy Schaverien on the subject of The Dying Patient in Psychotherapy: Desire, Dreams and the Erotic Transference. This was attended by 35 people.

The Guild's Summer Conference, scheduled for June 2020 had to be cancelled due to the Covid- 19 situation.

The Guild's programme of events had to be cancelled due to the Covid-19 situation.

AIM

B. To make psychoanalytic psychotherapy available to the public through its referral service and the Reduced Fee Clinic

OBJECTIVES

Objective B1:

To maintain the high standards of the Reduced Fee Clinic by:

- The careful selection, induction and supervision of therapists;
- Reviewing the procedures for the training of therapists and assessors;
- Reviewing the procedures of the office in dealing with enquiries, placement of patients and liaising with psychotherapists

The Guild's Reduced Fee Clinic, established in 1998, provides a low-cost psychotherapy service for people living in Southwark, Lambeth and Lewisham on incomes of less than £19,000 per annum. Patients are offered up to two years of weekly psychotherapy at a fee based on their financial circumstances.

The work of the Clinic is overseen and underpinned by the Chair of the Clinic Committee, Denis Echard who was elected as Chair in March 2017. The committee led by the Chair maintained the practice of revision and consolidation of Clinic policies and procedures to improve both administrative and clinical standards.

All Guild trainees take up an honorary placement in the Clinic. It is mandatory for each trainee to see at least one Clinic patient in the course of their training, and they are encouraged to take on a second patient if possible. The Student Liaison Officer and the Clinic Committee provide a comprehensive clinic induction for each trainee. This year we were fortunate to have a very keen set of first year trainees who joined the Clinic with great dedication and enthusiasm.

The Clinic Committee consists of 10 people: Chair, 6 group supervisors, 8 assessors and qualified and student therapists with the support of the Guild Administrative Secretary. This year the committee has been strengthened by a new fully qualified member and two experienced Guild Clinic supervisors. The committee meets fortnightly to oversee the management and functioning of the Clinic. Clinical presentations of assessed patients and other clinical issues which occur from time to time provide a very safe basis for stimulating and thought-provoking clinical discussions. Once term the Clinic committee members meet for a thinking space where they reflect on their practice within the Clinic in regard race and culture aspect of their work

At present the Clinic offers clinic trainee therapists supervision in five groups on Wednesday afternoons, one group on Tuesday and two groups on Thursday evenings.

The group environment offers a safe and stimulating learning environment and safeguards the clinical standards of the Clinic.

Alternatively, trainees unable to join one of the groups have an option to be supervised on an individual basis by one of the additional Guild Clinic supervisors who generously offer their service at no cost to the Clinic.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30TH SEPTEMBER 2020

The experienced team of 6 group supervisors meets regularly in order to share feedback and foster supportive working practice within the Clinic. These meetings are open to all supervisors involved in the work of the Clinic.

The Chair of the Clinic Committee took part in the Induction Day for incoming Year 1 trainees in September and the Training Open Day in the spring and met regularly with the Training Committee. The Clinic Committee was represented at the Assessment Training Session in November 2019.

The administrative staff (Pat Blackett, Senior Administrator and Janet Wishart, Administrative Assistant) have provided invaluable support to the Clinic. They are the first port of call for patients and anyone wanting to use the Guild clinic. They also liaise with Clinic Chair for the Clinic management, external organisations and agencies. They deal effectively with administrative and financial matters and make sure that the Clinic operates smoothly on a day to day basis. The Chair is a member of the Finance Committee.

In the increasingly difficult environment of the year 2020, the Head of Fundraising and Development has raised funds for the clinic and helped oversee clinic activities, including budget and project planning, and overseeing outputs and patient outcomes.

During this year there were 34 therapists working at the clinic: 24 trainees and students and 9 qualified therapists. Nine trainees/ students have been seeing a second Clinic patient.

Assessments: The Guild carried out 42 assessments between October 2019 and September 2020. Where we are unable to offer therapy, we endeavour to find suitable alternatives whenever possible including making referrals to our referral co-ordinators.

Patients: A total of 77 people were seen at the Guild clinic, between October 2019 and September 2020.

Objective B2:

To provide a high standard of psychotherapy in the Reduced Fee Clinic, and to increase the number of treatment places

Objectives and achievements

The Head of Fundraising and Development has worked closely with the Guild's existing funders to ensure good reporting and to ensure clear project objectives moving forwards. We are seeking to increase the number of patient numbers through additional funding. We are moving towards a more project-based approach in the clinic, allowing funders to direct their money to specific client groups where possible. As noted above, we received funding from the Hilden Fund and Mrs Smith & Mount Charitable Trust for our Psychotherapy clinic.

We continued to benefit from the support of City Bridge Trust who, last year, awarded the Guild a further grant of over two years (from June 2019 to May 2021) enabling us to ensure our clinic continues to be fully accessible to people from Black and Asian communities and from other ethnic minorities. This project builds on our previous three-year BAME psychotherapy project, also funded by the City Bridge Trust. The project is providing psychotherapy to BAME communities and providing seminars for psychotherapists specifically around issues concerning constructions of race, and the impact of racism, and how this relates to the psychotherapeutic encounter.

With a grant from The Pixel Fund we have also begun to set up a project for young people (18-24) which we hope to build on in the coming three years.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30TH SEPTEMBER 2020

Objective B3:

Restructure of the Guild's Reduced Fee Clinic.

The Clinic management is undertaken by the Chair of the Clinic Committee with administrative support from the office and clinical support from the Clinic Committee. The Head of Fundraising and Development has overseen project planning and assessing outputs and outcomes. This arrangement is still being reviewed in the ongoing strategic planning process.

Public benefit

The section of this report above entitled 'Objectives and achievements of the year' sets out the charity's objectives and reports on the activity and successes in the year to 30 September 2020 as well as explaining the plans for the current financial year of 2020-21.

The Directors have considered this matter and concluded:

1. That the aims of the organisation continue to be charitable;
2. That the aims and the work done give identifiable benefits to the charitable sector and both indirectly and directly to individuals in need;
3. That the benefits are for the public, are not unreasonably restricted in any way and certainly not by ability to pay; and
4. That there is no detriment or harm arising from the aims or activities.

The Trustees confirm that they have complied with the duty in Section 4 of the Charities' Act 2006 to have due regard to the guidance published by the Charities' Commission on public benefit when reviewing the Charities' main aims and objectives and in planning future activities.

STRATEGIC REPORT

Financial review

Assets policy

The principal asset of the Guild is our Grade II listed Georgian building which we hold on long lease.

Reserves policy

It is normally the policy of the Guild that the level of reserves (those not tied up in fixed assets and designated and restricted funds) should be maintained at a level at least equivalent to three months' expenditure, which averages £50,000. We have maintained at least this level of reserves over the year. In light of the long term nature of the psychotherapy offered by the Clinic, it is viewed that 6 months expenditure in the reserves is more prudent. The Trustees consider that reserves at that level would ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

As at 30 September 2020, our reserves fund stood at a surplus of £154,965 (as of 30 September 2019: £172,977).

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30TH SEPTEMBER 2020

STRATEGIC REPORT

Financial review

This year the Guild's financial situation has proved challenging as the Guild's self-generated income has been hit badly by the Covid-19 situation. Our annual accounts show a deficit of £5,431 in 2019-20. The funds at bank decreased due to the current financial climate. The Guild's finances in general are fairly stable, and our reserves have helped weather the economic downturn.

The training intake in the autumn had a very good number of new trainees considering the difficulties throughout the year and the fact that the Training had to start in October online. The training fees of course make an important contribution to revenue. Thanks as always go to the Training Committee for all their hard work attracting trainees, publicising the training and maintaining the Guild's reputation by offering such a high standard training.

The Guild's membership provides around one fifth of the Guild's income through their membership fees. These fees are greatly appreciated in making the Guild's existence as an institution possible and promoting the aims of the Guild in providing support for its members, and in offering the pluralist training and psychoanalytic psychotherapy to the public.

Thanks go to all Guild members, trainees, students and staff who have worked to keep expenditures within the Guild's budget.

On behalf of Guild members, staff, trainees and particularly on behalf of the patients who benefit from the low-cost psychotherapy services provided by the Clinic, we would like to thank the following charitable trusts and foundations for their grants and donations. These donations and grants are invaluable in helping the Guild to deliver this important service: We received in total £25,900 from City Bridge Trust, the funding arm of The City of London's Corporation charity, Bridge House Estates. £10,000 from the Hilden Fund, £4,750 from the Mrs Smith & Mount Trust, and £2,500 from the Pixel Fund.

Finally, special thanks are due to the Guild's current Senior Administrator, Pat Blackett and all other staff for their help and support.

THE GUILD OF PSYCHOTHERAPISTS

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30TH SEPTEMBER 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance and organisational structure

The Guild of Psychotherapists (the Guild) was founded in 1974. The ambition of the founding members was to offer a pluralist training in psychoanalytic psychotherapy.

Today, the Guild provides a well-established training programme and runs a reduced fee psychotherapy clinic serving the local community in southeast London. It also comprises a nationwide network of almost 200 psychotherapists who participate in both the private and public sector provision of mental health services.

The therapeutic relationship offers an opportunity for people to bring to a skilled practitioner the psychological issues with which they are struggling. This process offers the individual the opportunity to tackle at depth the causes of their distress and conflict. Therapy can bring about a deeper understanding leading to new perspectives, enabling an individual to lead a richer and more satisfying life. The psychotherapeutic approach of the Guild is psychoanalytically based.

Governing Document

The Guild was first registered as a charity on 13 July 1987, then widened its objectives and was registered again on 3 September 2002 and is a charitable limited company by a Memorandum and Articles of Association incorporated on 25 May 1993. A Special Resolution was passed on 29 April 2002 updating the company's Memorandum and Articles of Association to take on the Aims and Constitution of the Guild of Psychotherapists. The new objectives of the company are to promote through psychotherapy the relief of psychological disorders in members of the public by education, training, research and by clinical practice. A principal activity of the company since its incorporation has been the ownership and management of the property in Southwark, 47 Nelson Square, which is the headquarters of the Guild.

Governance of the Guild, recruitment and appointment of Trustees

The Guild is governed by a Council, the members of which are the Trustees who are elected by the Guild members at the Annual General Meeting. They comprise the Chair, the Honorary Secretary, the Treasurer, the Chairs of key committees and five Members' Representatives. In addition two Trainee/Student Representatives are elected by the Trainee Affairs Committee of the Guild. Collectively they form the Council of the Guild. Appointments are for a period of three years and are eligible for re-election for three years. The Council is empowered to co-opt members to fill any vacancies and also to appoint an additional two Trustees, who will serve until the next AGM.

The Chair, Honorary Secretary and Honorary Treasurer (Guild Officers) are responsible for the administration and management of the charity. The day-to-day management and administration is the responsibility of the Senior Administrator who liaises closely with the Guild Officers.

The training programme is managed by the Training Committee and the Guild's Reduced Fee Psychotherapy Clinic is managed by the Clinic Committee.

The Guild has a number of standing committees (Clinic, Training, Finance, Ethics, Members' Affairs and Student & Trainee Affairs Committees) and several other committees (Race and Culture Group, Premises and Library).

The Council members, who are also trustees of the charity and directors for the purpose of company law, who served during the financial year 2019-20, are as follows:

Stan Roman (Chair from 7 September 2018)
Elizabeth Bennett
Annie Dillon
Denis Echard
Tania Glynn
Nicola Godwin
Miranda Seymour Smith
Lucas Siorvanes

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30TH SEPTEMBER 2020

Kate Trench

Regular budgetary control and review is exercised by the Honorary Treasurer and the Finance Committee. Committees submit regular reports on their activities to the Council and to the Annual General Meeting.

Training and induction provided for Trustees

Because trustees are appointed from the membership, and from the current group of trainees and students, they all come to the Council with some considerable knowledge of the work of the Guild. Trustees are provided additionally with:

- Copies of recent minutes and Council documents
- The Memorandum and Articles of Association and other key Guild documents

Related parties and organisations

The Guild is an Organisational Member of the United Kingdom Council for Psychotherapy (UKCP). Guild representatives play an active part in UKCP affairs, representing the Guild and the interests of its Members at a national level. The Guild adheres to the ethical guidelines and policies of UKCP.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02821263 (England and Wales)

Registered Charity number

1093686

Registered office

47 Nelson Square
Blackfriars Road
London
SE1 0QA

Trustees

Elizabeth Bennett
Charles Brown
Annie Dillon
Denis Echard
Tania Glynn
Nicola Godwin
Gill Popple
Kate Trench
Miranda Seymour-Smith

Company Secretary

Stan Roman

Independent Examiner

Parkers
178-180 Church Road
Hove, East Sussex
BN3 2DJ

THE GUILD OF PSYCHOTHERAPISTS

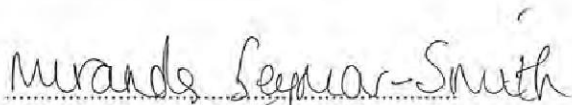
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30TH SEPTEMBER 2020

REFERENCE AND ADMINISTRATIVE DETAILS

Bankers

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 24.4.2021 and signed on the board's behalf by:



Miranda Seymour-Smith Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE GUILD OF PSYCHOTHERAPISTS**

Independent examiner's report to the trustees of The Guild of Psychotherapists ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30th September 2020.

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 registered member of FCA 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.

Annette Watson

Annette Watson
FCA
Parkers
178-180 Church Road
Hove, East Sussex
BN3 2DJ

Date: 27th April 2021

THE GUILD OF PSYCHOTHERAPISTS

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 30TH SEPTEMBER 2020**

| | Notes | Unrestricted funds £ | Restricted funds £ | 2020 Total funds £ | 2019 Total funds £ |
|---|-------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| INCOME AND ENDOWMENTS FROM | | | | | |
| Donations and legacies | 2 | 55,140 | 38,850 | 93,990 | 93,783 |
| Charitable activities | | | | | |
| Provision of facilities to psychotherapists | | 30,331 | - | 30,331 | 74,160 |
| Professional training | | 109,968 | - | 109,968 | 111,443 |
| Guild clinic | | 15,880 | - | 15,880 | 394 |
| Investment income | 3 | 242 | - | 242 | 282 |
| Total | | 211,561 | 38,850 | 250,411 | 280,062 |
| EXPENDITURE ON | | | | | |
| Raising funds | | 10,499 | - | 10,499 | 24,688 |
| Charitable activities | | | | | |
| Professional Development | 4 | 47,546 | - | 47,546 | 39,741 |
| Provision of facilities to psychotherapists | | 51,920 | - | 51,920 | 60,103 |
| Professional training | | 81,730 | - | 81,730 | 69,388 |
| Guild clinic | | 37,798 | 26,349 | 64,147 | 69,644 |
| Total | | 229,493 | 26,349 | 255,842 | 263,564 |
| NET INCOME/(EXPENDITURE) | | (17,932) | 12,501 | (5,431) | 16,498 |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | 674,097 | 48,364 | 722,461 | 705,963 |
| TOTAL FUNDS CARRIED FORWARD | | 656,165 | 60,865 | 717,030 | 722,461 |

The notes form part of these financial statements

THE GUILD OF PSYCHOTHERAPISTS

BALANCE SHEET 30TH SEPTEMBER 2020

| | Notes | 2020 £ | 2019 £ |
|--|-------|----------------|----------------|
| FIXED ASSETS | | | |
| Tangible assets | 9 | 501,200 | 502,744 |
| CURRENT ASSETS | | | |
| Debtors | 10 | 32,725 | 26,636 |
| Cash at bank and in hand | | 209,250 | 232,297 |
| | | 241,975 | 258,933 |
| CREDITORS | | | |
| Amounts falling due within one year | 11 | (26,145) | (39,216) |
| NET CURRENT ASSETS | | 215,830 | 219,717 |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | 717,030 | 722,461 |
| NET ASSETS | | 717,030 | 722,461 |
| FUNDS | 13 | | |
| Unrestricted funds: | | | |
| General fund | | 154,965 | 172,977 |
| Designated fund - fixed asset fund | | 411,998 | 411,918 |
| Revaluation reserve | | 89,202 | 89,202 |
| | | 656,165 | 674,097 |
| Restricted funds | | 60,865 | 48,364 |
| TOTAL FUNDS | | 717,030 | 722,461 |

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30th September 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 30th September 2020 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

THE GUILD OF PSYCHOTHERAPISTS

BALANCE SHEET - continued
30TH SEPTEMBER 2020

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 24.4.2021 and were signed on its behalf by:

Miranda Seymour-Smith
Miranda Seymour-Smith - Trustee

The notes form part of these financial statements

THE GUILD OF PSYCHOTHERAPISTS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30TH SEPTEMBER 2020

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, as modified by the revaluation of certain assets.

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.

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.

Tangible fixed assets

Tangible fixed assets are measured at cost. Upon transition to FRS102, 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' the previous GAAP revaluation of the leasehold buildings was used as deemed cost.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Fixtures and fittings - 25% on cost

Long leasehold property - the residual value of the property is considered to be equal to, or in excess of its current carrying value and depreciation is therefore not provided.

Taxation

The company is a registered charity and as such its income and gains falling within section 471 to 489 of the Corporation Tax Act 2010 or section 256 of the Taxation and Chargeable Gains Act 1992 are exempt from corporation tax to the extent that they are applied to its charitable activities.

Fund accounting

Unrestricted funds are general funds that are available for the use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Designated funds comprise funds which have been set aside at the discretion of the Council members for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

THE GUILD OF PSYCHOTHERAPISTS

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30TH SEPTEMBER 2020

2. DONATIONS AND LEGACIES

| | 2020 | 2019 |
|--------------------------------|---------------|---------------|
| | £ | £ |
| Donations and gifts | 6,139 | 9,254 |
| Professional membership income | 49,001 | 48,629 |
| Legacies | - | 10,000 |
| Grants | 38,850 | 25,900 |
| | <u>93,990</u> | <u>93,783</u> |

The following grants made up our grant total:

City Bridge Trust - £19,833 for the BAME psychotherapy project

City Bridge Trust - £5,300 additional support in the form of unrestricted funds to support the Guild during the Covid-19 pandemic

The Hilden Charitable Fund - £10,000

Mrs Smith & Mount Trust - £4,750

The Pixel Fund - £2,500

3. INVESTMENT INCOME

| | 2020 | 2019 |
|--------------------------|------------|------------|
| | £ | £ |
| Deposit account interest | <u>242</u> | <u>282</u> |

4. CHARITABLE ACTIVITIES COSTS

| | Direct Costs | Support costs (see note 5) | Totals |
|---|----------------|----------------------------|----------------|
| | £ | £ | £ |
| Professional Development | 33,915 | 13,631 | 47,546 |
| Provision of facilities to psychotherapists | 51,920 | - | 51,920 |
| Professional training | 73,499 | 8,231 | 81,730 |
| Guild clinic | 60,288 | 3,859 | 64,147 |
| | <u>219,622</u> | <u>25,721</u> | <u>245,343</u> |

THE GUILD OF PSYCHOTHERAPISTS

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30TH SEPTEMBER 2020**

5. SUPPORT COSTS

| | Management £ | Finance £ | Information technology £ | Governance costs £ | Totals £ |
|--------------------------|-----------------|--------------|--------------------------------|--------------------------|---------------|
| Professional Development | 7,837 | 471 | 1,744 | 3,579 | 13,631 |
| Professional training | 4,732 | 284 | 1,054 | 2,161 | 8,231 |
| Guild clinic | 2,218 | 133 | 494 | 1,014 | 3,859 |
| | <u>14,787</u> | <u>888</u> | <u>3,292</u> | <u>6,754</u> | <u>25,721</u> |

6. NET INCOME/(EXPENDITURE)

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

| | 2020 £ | 2019 £ |
|-----------------------------|--------------|--------------|
| Depreciation - owned assets | <u>2,062</u> | <u>2,153</u> |

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30th September 2020 nor for the year ended 30th September 2019.

None of the Council members (or any persons connected with them) received any remuneration during the year. Council members are not required to pay standard membership fees during their period in office.

Trustees' expenses

None of the Council members (or any persons connected with them) were reimbursed any expenses during the year.

8. STAFF COSTS

| | 2020 £ | 2019 £ |
|--------------------|----------------|----------------|
| Wages and salaries | <u>103,845</u> | <u>102,184</u> |
| | <u>103,845</u> | <u>102,184</u> |

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

| | 2020 | 2019 |
|----------------------------|----------|----------|
| Support and administration | <u>5</u> | <u>5</u> |

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

THE GUILD OF PSYCHOTHERAPISTS

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30TH SEPTEMBER 2020

9. TANGIBLE FIXED ASSETS

| | Long leasehold £ | Fixtures and fittings £ | Totals £ |
|------------------------|------------------------|----------------------------------|-------------|
| COST | | | |
| At 1st October 2019 | 500,000 | 27,866 | 527,866 |
| Additions | - | 518 | 518 |
| At 30th September 2020 | 500,000 | 28,384 | 528,384 |
| DEPRECIATION | | | |
| At 1st October 2019 | - | 25,122 | 25,122 |
| Charge for year | - | 2,062 | 2,062 |
| At 30th September 2020 | - | 27,184 | 27,184 |
| NET BOOK VALUE | | | |
| At 30th September 2020 | 500,000 | 1,200 | 501,200 |
| At 30th September 2019 | 500,000 | 2,744 | 502,744 |

Upon transition to FRS102, 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' the previous GAAP revaluation of the leasehold buildings was used as deemed cost. The leasehold property was re-valued at £500,000 by Tuckerman, an independent firm of Chartered Surveyors, on 23 November 2011. The basis for valuation was open market value. The property is assessed annually by the trustees, who consider that the current market value is not materially different from its net book value. The historical cost of the property is £431,614.

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2020 £ | 2019 £ |
|--------------------------------|---------------|---------------|
| Other debtors | 26,352 | 25,981 |
| Prepayments and accrued income | 6,373 | 655 |
| | <u>32,725</u> | <u>26,636</u> |

THE GUILD OF PSYCHOTHERAPISTS

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30TH SEPTEMBER 2020

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2020 | 2019 |
|---------------------------------|---------------|---------------|
| | £ | £ |
| Trade creditors | 5,191 | 7,236 |
| Social security and other taxes | 1,191 | 3,918 |
| Accruals | 378 | 1,164 |
| Deferred income | 19,385 | 26,898 |
| | <u>26,145</u> | <u>39,216</u> |

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS

| | Unrestricted funds | Restricted funds | 2020 Total funds | 2019 Total funds |
|---------------------|--------------------|------------------|------------------|------------------|
| | £ | £ | £ | £ |
| Fixed assets | 501,200 | - | 501,200 | 502,744 |
| Current assets | 181,110 | 60,865 | 241,975 | 258,933 |
| Current liabilities | (26,145) | - | (26,145) | (39,216) |
| | <u>656,165</u> | <u>60,865</u> | <u>717,030</u> | <u>722,461</u> |

13. MOVEMENT IN FUNDS

| | At 1/10/19 | Net movement in funds | Transfers between funds | At 30/9/20 |
|------------------------------------|----------------|-----------------------|-------------------------|----------------|
| | £ | £ | £ | £ |
| Unrestricted funds | | | | |
| General fund | 172,977 | (16,388) | (1,624) | 154,965 |
| Designated fund - fixed asset fund | 411,918 | (1,544) | 1,624 | 411,998 |
| Revaluation reserve | 89,202 | - | - | 89,202 |
| | <u>674,097</u> | <u>(17,932)</u> | <u>-</u> | <u>656,165</u> |
| Restricted funds | | | | |
| Studentship Fund | 9,296 | - | - | 9,296 |
| Clinic Development Fund | 5,845 | - | - | 5,845 |
| City Bridge Fund | 33,223 | 12,501 | - | 45,724 |
| | <u>48,364</u> | <u>12,501</u> | <u>-</u> | <u>60,865</u> |
| TOTAL FUNDS | <u>722,461</u> | <u>(5,431)</u> | <u>-</u> | <u>717,030</u> |

THE GUILD OF PSYCHOTHERAPISTS

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30TH SEPTEMBER 2020

13. MOVEMENT IN FUNDS - continued

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

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|------------------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 211,561 | (227,949) | (16,388) |
| Designated fund - fixed asset fund | - | (1,544) | (1,544) |
| | 211,561 | (229,493) | (17,932) |
| Restricted funds | | | |
| Clinic Fund | 17,250 | (17,250) | - |
| City Bridge Fund | 21,600 | (9,099) | 12,501 |
| | 38,850 | (26,349) | 12,501 |
| TOTAL FUNDS | 250,411 | (255,842) | (5,431) |

Comparatives for movement in funds

| | At 1/10/18 £ | Net movement in funds £ | At 30/9/19 £ |
|------------------------------------|--------------------|----------------------------------|--------------------|
| Unrestricted funds | | | |
| General fund | 158,968 | 14,009 | 172,977 |
| Designated fund - fixed asset fund | 414,071 | (2,153) | 411,918 |
| Revaluation reserve | 89,202 | - | 89,202 |
| | 662,241 | 11,856 | 674,097 |
| Restricted funds | | | |
| Clinic Fund | 2,358 | (2,358) | - |
| Studentship Fund | 9,296 | - | 9,296 |
| Clinic Development Fund | 6,720 | (875) | 5,845 |
| City Bridge Fund | 25,348 | 7,875 | 33,223 |
| | 43,722 | 4,642 | 48,364 |
| TOTAL FUNDS | 705,963 | 16,498 | 722,461 |

THE GUILD OF PSYCHOTHERAPISTS

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 30TH SEPTEMBER 2020

13. 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 | 250,692 | (236,683) | 14,009 |
| Designated fund - fixed asset fund | - | (2,153) | (2,153) |
| | 250,692 | (238,836) | 11,856 |
| Restricted funds | | | |
| Clinic Fund | 3,470 | (5,828) | (2,358) |
| Clinic Development Fund | - | (875) | (875) |
| City Bridge Fund | 25,900 | (18,025) | 7,875 |
| | 29,370 | (24,728) | 4,642 |
| TOTAL FUNDS | 280,062 | (263,564) | 16,498 |

A current year 12 months and prior year 12 months combined position is as follows:

| | At 1/10/18 £ | Net movement in funds £ | Transfers between funds £ | At 30/9/20 £ |
|------------------------------------|--------------------|----------------------------------|------------------------------------|--------------------|
| Unrestricted funds | | | | |
| General fund | 158,968 | (2,379) | (1,624) | 154,965 |
| Designated fund - fixed asset fund | 414,071 | (3,697) | 1,624 | 411,998 |
| Revaluation reserve | 89,202 | - | - | 89,202 |
| | 662,241 | (6,076) | - | 656,165 |
| Restricted funds | | | | |
| Clinic Fund | 2,358 | (2,358) | - | - |
| Studentship Fund | 9,296 | - | - | 9,296 |
| Clinic Development Fund | 6,720 | (875) | - | 5,845 |
| City Bridge Fund | 25,348 | 20,376 | - | 45,724 |
| | 43,722 | 17,143 | - | 60,865 |
| TOTAL FUNDS | 705,963 | 11,067 | - | 717,030 |

THE GUILD OF PSYCHOTHERAPISTS

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30TH SEPTEMBER 2020

13. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|------------------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 462,253 | (464,632) | (2,379) |
| Designated fund - fixed asset fund | - | (3,697) | (3,697) |
| | 462,253 | (468,329) | (6,076) |
| Restricted funds | | | |
| Clinic Fund | 20,720 | (23,078) | (2,358) |
| Clinic Development Fund | - | (875) | (875) |
| City Bridge Fund | 47,500 | (27,124) | 20,376 |
| | 68,220 | (51,077) | 17,143 |
| TOTAL FUNDS | 530,473 | (519,406) | 11,067 |

The fixed asset fund is the net book value of the fixed assets in the balance sheet.

The Clinic fund represents funds which have been received to be used exclusively for the provision of psychotherapy for local people through The Guild of Psychotherapy Clinic.

The Studentship fund represents funds which have been received to be used exclusively for student bursaries.

The Clinic Development fund represents funds which have been received to be used exclusively for the funding of additional assessments and therapy sessions under Project 30.

The City Bridge fund represents funds which have been received to be used exclusively for the provision of psychotherapy for ethnic minorities through The Guild of Psychotherapy Clinic.

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30th September 2020.

THE GUILD OF PSYCHOTHERAPISTS

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30TH SEPTEMBER 2020**

| | 2020 £ | 2019 £ |
|---|----------------|----------------|
| INCOME AND ENDOWMENTS | | |
| Donations and legacies | | |
| Donations and gifts | 6,139 | 9,254 |
| Professional membership income | 49,001 | 48,629 |
| Legacies | - | 10,000 |
| Grants | 38,850 | 25,900 |
| | <u>93,990</u> | <u>93,783</u> |
| Investment income | | |
| Deposit account interest | 242 | 282 |
| Charitable activities | | |
| Professional training | 106,684 | 83,282 |
| Facilities provision for psychotherapists | 30,331 | 74,160 |
| Guild clinic | 19,164 | 28,555 |
| | <u>156,179</u> | <u>185,997</u> |
| Total incoming resources | <u>250,411</u> | <u>280,062</u> |
| EXPENDITURE | | |
| Raising donations and legacies | | |
| Wages | 10,067 | 17,686 |
| Other costs | 432 | 420 |
| | <u>10,499</u> | <u>18,106</u> |
| Other trading activities | | |
| Bad debts | - | 6,582 |
| Charitable activities | | |
| Wages | 93,778 | 84,498 |
| Other costs | 123,782 | 124,540 |
| Fixtures and fittings | 2,062 | 2,153 |
| | <u>219,622</u> | <u>211,191</u> |
| Support costs | | |
| Management | | |
| Insurance | 4,815 | 4,506 |
| Telephone | 3,470 | 3,364 |
| Postage and stationery | 3,731 | 4,324 |
| Advertising | - | 1,330 |
| Carried forward | 12,016 | 13,524 |

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THE GUILD OF PSYCHOTHERAPISTS

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30TH SEPTEMBER 2020**

| | 2020 £ | 2019 £ |
|--------------------------------|----------------|----------------|
| Management | | |
| Brought forward | 12,016 | 13,524 |
| Sundries | 1,889 | 1,970 |
| Bank interest | 882 | 970 |
| | <u>14,787</u> | <u>16,464</u> |
| Finance | | |
| Bank charges | 888 | 849 |
| Information technology | | |
| Sundries | 3,292 | 2,912 |
| Governance costs | | |
| Meetings and Officers expenses | 3,064 | 3,750 |
| Accountancy and legal fees | 3,377 | 3,139 |
| Legal fees | 313 | 571 |
| | <u>6,754</u> | <u>7,460</u> |
| Total resources expended | <u>255,842</u> | <u>263,564</u> |
| Net (expenditure)/income | <u>(5,431)</u> | <u>16,498</u> |

This page does not form part of the statutory financial statements

