

**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 2021**  
**for**  
**ASSOCIATION FOR COGNITIVE**  
**ANALYTIC THERAPY**

**ASSOCIATION FOR COGNITIVE  
ANALYTIC THERAPY**

**Contents of the Financial Statements  
FOR THE YEAR ENDED 31 JULY 2021**

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# **ASSOCIATION FOR COGNITIVE ANALYTIC THERAPY**

## **Report of the Trustees FOR THE YEAR ENDED 31 JULY 2021**

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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 2021. 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 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 Therapy), 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. ACAT currently has 818 Practitioner and Psychotherapist members, 232 Trainee Members, 3 Non Practising and 6 Retired. There are also 25 Friends of ACAT. ACAT currently provides no Foundation Training Course, 7 Accredited Practitioner Training Courses, 1 Psychotherapy Training Course, no skills course and 5 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.

### **FINANCIAL REVIEW**

#### **Financial position**

Total reserves held at the year ended 31 July 2021 were £255,152 (2020: £239,503).

**Report of the Trustees  
FOR THE YEAR ENDED 31 JULY 2021**

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**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 date the accumulated reserves of £255,152 have been retained to ensure that the charity is well placed to cope with any unforeseen financial demands.

**Covid 19**

The trustees have considered the impact that the Covid 19 pandemic will have on the charity's current and future financial position. The charity is taking the following steps to mitigate the threats that Covid 19 may pose to the organisation:

- Employees working remotely
- training and meetings held remotely
- Annual conference postponed

The trustees consider that the charity will continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved as the charity holds sufficient free reserves as detailed above.

The trustees therefore consider it appropriate to adopt the going concern basis of preparation of the accounts, as detailed in note 1 to the financial statements.

**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.

**ASSOCIATION FOR COGNITIVE  
ANALYTIC THERAPY**

**Report of the Trustees  
FOR THE YEAR ENDED 31 JULY 2021**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

06063084 (England and Wales)

**Registered Charity number**

1141793

**Registered office**

PO Box 6793

Dorchester

DT1 9DL

**Trustees**

R Carson

K L Shannon

E W McCormick

S A Yabsley (appointed 14.1.22)

R J D Watson (resigned 8.10.20)

H J Batchelor

A Jenaway

S J C Dickinson (resigned 8.10.20)

A Coshland

R Dewshi

M R Payne

L Harrison

P J Dudley Chair (appointed 8.10.20)

**Company Secretary**

S H White

**Independent Examiner**

Geoffrey Speirs FCA

ICAEW

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

**ASSOCIATION FOR COGNITIVE  
ANALYTIC THERAPY**

**Report of the Trustees  
FOR THE YEAR ENDED 31 JULY 2021**

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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 26 April 2022 and signed on its behalf by:

P J Dudley - Trustee

**Independent Examiner's Report to the Trustees of  
Association for Cognitive  
Analytic Therapy**

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**Independent examiner's report to the trustees of The 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 December 2021.

**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**

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, other than the matter set out below, 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.

**Matter of concern identified**

The Trustees' view on the impact of Covid-19 is disclosed in the Trustees' Report and in the accounting policies note. However, not all future events or conditions can be predicted. The Covid-19 viral pandemic is one of the most significant economic events for the UK with unprecedented levels of uncertainty of outcomes. It is therefore difficult to evaluate all of the potential implications on the charity.

Geoffrey Speirs FCA  
ICAEW  
Haines Watts  
Chartered Accountants  
Bath House  
6-8 Bath Street  
Bristol  
BS1 6HL

27 April 2022

**ASSOCIATION FOR COGNITIVE  
ANALYTIC THERAPY**

**Statement of Financial Activities  
(Incorporating an Income and Expenditure Account)  
FOR THE YEAR ENDED 31 JULY 2021**

		<b>2021 Unrestricted fund £</b>	<b>2020 Total funds £</b>
<b>INCOME AND ENDOWMENTS FROM</b>	Notes		
Donations and legacies	2	<b>133,950</b>	122,956
<b>Charitable activities</b>	3		
CAT activities		<b>80,144</b>	125,928
<b>Total</b>		<b>214,094</b>	248,884
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>	4		
CAT activities		<b>198,445</b>	262,815
<b>NET INCOME/(EXPENDITURE)</b>		<b>15,649</b>	(13,931)
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		<b>239,503</b>	253,434
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>255,152</b>	239,503

The notes form part of these financial statements



**ASSOCIATION FOR COGNITIVE  
ANALYTIC THERAPY**

**Balance Sheet  
31 JULY 2021**

		<b>2021 Unrestricted fund £</b>	<b>2020 Total funds £</b>
<b>CURRENT ASSETS</b>	Notes		
Stocks	10	<b>1,105</b>	1,120
Debtors	11	<b>32,838</b>	23,994
Cash in hand		<b>338,207</b>	260,308
		<b>372,150</b>	285,422
<b>CREDITORS</b>			
Amounts falling due within one year	12	<b>(116,998)</b>	(45,919)
<b>NET CURRENT ASSETS</b>		<b>255,152</b>	239,503
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>255,152</b>	239,503
<b>NET ASSETS</b>		<b>255,152</b>	239,503
<b>FUNDS</b>	13		
Unrestricted funds		<b>255,152</b>	239,503
<b>TOTAL FUNDS</b>		<b>255,152</b>	239,503

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 July 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 July 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) 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 2021**

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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 26 April 2022 and were signed on its behalf by:

P J Dudley - Trustee

The notes form part of these financial statements

**Notes to the Financial Statements  
FOR THE YEAR ENDED 31 JULY 2021**

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**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 accounts have been prepared on the assumption that the charity is able to continue as a going concern. However, the Covid-19 pandemic is likely to have a profound impact on the global economy, and may in turn affect the charity. The trustees have considered the impact of this issue on the charitable company's current and future financial position as explained in the Trustees' Report Reserves Policy section. 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.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

**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.

Notes to the Financial Statements - continued  
FOR THE YEAR ENDED 31 JULY 2021

1. ACCOUNTING POLICIES - continued

**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.

**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

	2021	2020
	£	£
Donations	722	2,879
Gift aid	23,050	19,044
Membership subscriptions	110,178	101,033
	<u>133,950</u>	<u>122,956</u>

3. INCOME FROM CHARITABLE ACTIVITIES

		2021	2020
	Activity	£	£
ACAT training and other courses	CAT activities	30,803	70,466
Conference income	CAT activities	12,495	28,619
Workshops	CAT activities	35,920	26,631
Book sales and other income	CAT activities	926	212
		<u>80,144</u>	<u>125,928</u>

**ASSOCIATION FOR COGNITIVE  
ANALYTIC THERAPY**

**Notes to the Financial Statements - continued  
FOR THE YEAR ENDED 31 JULY 2021**

**4. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 5) £	Grant funding of activities £	Support costs (see note 6) £	Totals £
CAT activities	<u>77,451</u>	<u>3,600</u>	<u>117,394</u>	<u>198,445</u>

**5. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	2021 £	2020 £
Newsletters and publications	3,549	7,681
ACAT supervisor training	4,388	10,981
ACAT training courses	36,757	45,702
Conferences	3,056	13,334
Introductory courses	1,600	5,614
ACAT training division	23,187	23,463
Workshops	4,914	10,126
	<u>77,451</u>	<u>116,901</u>

**6. SUPPORT COSTS**

	Management £	Governance costs £	Totals £
CAT activities	<u>101,292</u>	<u>16,102</u>	<u>117,394</u>

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

**Management**

	2021 CAT activities £	2020 Total activities £
Salaries	58,942	57,640
Social security	371	1,241
Pensions	1,179	1,173
Consultancy and other staff costs	1,080	6,758
Council and committee expenses	5,364	7,123
Rent, rates, service charges and utilities	6,981	6,699
Insurance	1,226	1,171
Printing, postage and stationery	926	5,260
Marketing	6,336	5,480
Telephone	1,266	1,389
Computer costs	12,292	11,099
Travelling	-	3,055
Carried forward	<u>95,963</u>	<u>108,088</u>

**ASSOCIATION FOR COGNITIVE  
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**Notes to the Financial Statements - continued  
FOR THE YEAR ENDED 31 JULY 2021**

**6. SUPPORT COSTS - continued**

**Management - continued**

	<b>2021</b>	<b>2020</b>
	<b>CAT</b>	<b>Total</b>
	<b>activities</b>	<b>activities</b>
	<b>£</b>	<b>£</b>
Brought forward	<b>95,963</b>	<b>108,088</b>
Legal and professional	<b>178</b>	<b>1,778</b>
Subscriptions	<b>1,770</b>	<b>1,600</b>
Interest and charges	<b>3,381</b>	<b>6,956</b>
	<b>101,292</b>	<b>118,422</b>

**Governance costs**

	<b>2021</b>	<b>2020</b>
	<b>CAT</b>	<b>Total</b>
	<b>activities</b>	<b>activities</b>
	<b>£</b>	<b>£</b>
Examiner's remuneration	<b>3,476</b>	<b>2,976</b>
Consultancy	<b>12,050</b>	<b>5,940</b>
Accountancy and legal fees	<b>576</b>	<b>576</b>
	<b>16,102</b>	<b>9,492</b>

**7. NET INCOME/(EXPENDITURE)**

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

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Independent examination	<b>1,200</b>	<b>1,200</b>
Accounting services	<b>2,276</b>	<b>1,776</b>

**8. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 July 2021 nor for the year ended 31 July 2020.

**ASSOCIATION FOR COGNITIVE  
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**Notes to the Financial Statements - continued  
FOR THE YEAR ENDED 31 JULY 2021**

**8. TRUSTEES' REMUNERATION AND BENEFITS - continued**

**Trustees' expenses**

No trustees (2020: 11) were reimbursed during the year for travelling expenses (2020: £1,986).

**9. STAFF COSTS**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Wages and salaries	<b>58,942</b>	57,640
Social security costs	<b>371</b>	1,241
Other pension costs	<b>1,179</b>	1,173
	<b><u>60,492</u></b>	<b><u>60,054</u></b>

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

	<b>2021</b>	<b>2020</b>
	<b>3</b>	<b>3</b>
Administration staff	<b><u>3</u></b>	<b><u>3</u></b>

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

**10. STOCKS**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Stocks	<b><u>1,105</u></b>	<b><u>1,120</u></b>

**11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade debtors	<b>8,833</b>	862
Other debtors - gift aid	<b>21,000</b>	19,044
Prepayments	<b>3,005</b>	4,088
	<b><u>32,838</u></b>	<b><u>23,994</u></b>

**ASSOCIATION FOR COGNITIVE  
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**Notes to the Financial Statements - continued  
FOR THE YEAR ENDED 31 JULY 2021**

**12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade creditors	<b>10,632</b>	5,296
Social security and other taxes	<b>652</b>	-
Other creditors	<b>229</b>	-
Accruals and deferred income	<b>105,485</b>	40,623
	<b>116,998</b>	<b>45,919</b>

**13. MOVEMENT IN FUNDS**

	<b>At 1.8.20</b>	<b>Net movement in funds</b>	<b>At 31.7.21</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>			
General fund	<b>239,503</b>	<b>15,649</b>	<b>255,152</b>
<b>TOTAL FUNDS</b>	<b>239,503</b>	<b>15,649</b>	<b>255,152</b>

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

	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Movement in funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>			
General fund	<b>214,094</b>	<b>(198,445)</b>	<b>15,649</b>
<b>TOTAL FUNDS</b>	<b>214,094</b>	<b>(198,445)</b>	<b>15,649</b>

**Comparatives for movement in funds**

	<b>At 1.8.19</b>	<b>Net movement in funds</b>	<b>At 31.7.20</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>			
General fund	253,434	(13,931)	239,503
<b>TOTAL FUNDS</b>	<b>253,434</b>	<b>(13,931)</b>	<b>239,503</b>



Notes to the Financial Statements - continued  
FOR THE YEAR ENDED 31 JULY 2021

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**13. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	248,884	(262,815)	(13,931)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>248,884</u>	<u>(262,815)</u>	<u>(13,931)</u>

**14. EMPLOYEE BENEFIT OBLIGATIONS**

During the year, the charity paid into a defined contribution pension scheme. The total for the year of £1,179 (2020: £1,173) is included within expenditure in the Statement of Financial Activities.

There was £229 outstanding pension contributions at the year end (2020: £nil)

**15. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 July 2021.