

REGISTERED COMPANY NUMBER: 04998207 (England and Wales)
REGISTERED CHARITY NUMBER: 1101961

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 DECEMBER 2017
FOR**

**COLLEGE OF SEXUAL AND RELATIONSHIP
THERAPISTS**

Dennis & Turnbull
Chartered Accountants
Swatton Barn
Badbury
Swindon
Wiltshire
SN4 0EU

**COLLEGE OF SEXUAL AND RELATIONSHIP
THERAPISTS**

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FOR THE YEAR ENDED 31 DECEMBER 2017**

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**COLLEGE OF SEXUAL AND RELATIONSHIP
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**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2017**

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 December 2017. 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 2015).

1. OBJECTIVES AND ACTIVITIES

1.1 The Purposes of COSRT

The Charity's objects as stated in the Memorandum of Association are to advance education in sexual, couple and relationship therapy for the benefit of the public, in particular but not exclusively by:

- The provision of, and assisting in the provision of training for those engaged in sexual, couple and relationship therapy;
- Formulating and monitoring standards of professional conduct and competence for those engaged in sexual, couple and relationship therapy;
- Promoting research in the fields of marriage and other intimate relationships; sexual, couple and relationship therapy and human sexuality.

1.2 The Main Activities

COSRT carries out a range of activities in accordance with its charitable objects, including membership services, accrediting therapists, managing a formal complaints procedure, informing the general public, arranging professional conferences and CPD training days, publishing an international peer-reviewed journal, approving training courses, and being the voice of sexual and relationship therapy for the profession.

At their meeting on 28 October 2016 the trustees agreed a revised three year Strategic Plan. The Strategic Plan 2016 broadly maintained the direction of the previous Strategic Plan 2013. During 2017 the organization worked towards the objectives agreed by the trustees at their meeting in January 2017.

Strategic Plan 2016

Overall Goal

The overall goal is for COSRT members to be widely recognised as the leading experts in sexual and relationship therapy amongst the public, employers and professionals. This might translate into "when a client comes in to the consulting room of a COSRT member they are coming because the therapist is a COSRT member."

To achieve this goal COSRT needs to develop in two key areas:

- It needs to develop and support its members' expertise so that membership of COSRT really is a mark of professional excellence.
- It needs to raise its public profile so that members of the public, employers and other professionals know to look for and trust COSRT members.

In order to do this, COSRT intends to organise its work around three **work streams** and has set itself five **priority objectives** set out below:

Work streams

Professional Standards – work will continue to maintain and develop professional standards alongside regulation for the profession either through the Health Care Professions Council (HCPC) or the Professional Standards Agency (PSA). Accreditation will become the gold standard and all members will be encouraged to become accredited. We will continue to support current training courses and encourage the development of new ones.

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Organisational maintenance and development – work will continue to strengthen the organisational structure and working practices of COSRT to ensure that it remains legally compliant, financially sound and can effectively support a larger membership.

Communications – a communications plan will be developed and implemented in order to improve communications to the existing members and volunteers/members of staff; raise awareness of COSRT among professionals to increase membership; raise the profile of COSRT amongst the general public so they know where to go for help.

Priority Objectives

To be recognised as the organisation which sets national standards for the profession.

To establish COSRT accredited membership as the standard for employment in the NHS and elsewhere.

To ensure that COSRT has a stable and growing financial base to support its work.

To raise our public profile nationally and internationally.

To encourage a growing membership base.

Objectives for 2017

At their meeting on 27 January 2017 the trustees agreed the following objectives for 2017:

Professional Standards

- Progress the Evaluation Project – in spite of huge amounts of work, effort and money and some progress, we currently have no clear way forward on this project. Our research tells us that others such as British Association for Counselling and Psychotherapy (BACP), UK Council for Psychotherapy (UKCP) and the British Psychological Society (BPS) are no further forward. We therefore propose taking a breather and organising a survey of the membership to see what their experience is before embarking on any further work.
- Support development of new training courses – the position on training courses changed radically for the better through 2016. We will continue to work closely with existing and new courses and encourage the development of further courses.
- Complete work on reviewing COSRT's position on surrogate sex – The COSRT Ethics Committee's paper on surrogate sex will be completed shortly and presented. We will then decide whether any further work needs to be done.
- Review Conduct Procedure requirements on publication of outcomes of complaints – work on this will begin with a trustees' discussion of the publication of the outcome of a recent complaint.

Organisational Strengthening

- Overhaul membership categories – We will look again at our membership categories to ensure they are fit for purpose and not misleading to the public, with particular emphasis on the general membership category.
- Complete volunteers review – We will introduce the new system for recruitment of trustees, review the committee structure and terms of reference and update the recruitment and management of volunteers.
- Review members' use of titles and descriptors on their own website and other materials – We need to update the previous advertising guidelines and introduce monitoring arrangements.
- Prepare for the UK Council for Psychotherapy (UKCP) Quinquennial Review – we need to ensure that our paperwork is in order for the UKCP Quinquennial Review which is due in 2018.

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- Review of Insurance Requirements – we need to undertake a review of our insurance cover which has not been done for many years.

Communications

- Continue work to raise the profile of COSRT and the profession through new external projects – There are a number of external training projects in the pipeline. We will continue to push these forward and seek others.
- Continue to develop the media team – the media team has done excellent work over the past year. We hope this will continue in the coming year and will organise some media training to take COSRT to the next level.
- Build our relationships with other related organisations – we had a successful meeting with British Association for Counselling and Psychotherapy (BACP) in 2016 and this should be an annual event. We will organise a series of meetings with others with a view to developing some joint working.

1.3 Public Benefit

COSRT trustees ensure that all activities carried out by the charity are in support of its charitable objects and thus are to support the advancement of education in sexual, couple and relationship therapy for the benefit of the public.

In setting the overall strategic direction for the charity and its shorter term annual objectives, the trustees have kept in mind the Charity Commission's guidance on public benefit.

Many activities carried out by the charity in 2017 are mentioned in this report but of particular importance are work to develop more training courses to ensure a continuing flow of therapists, the project to develop a robust evaluation tool to ensure we are providing the best possible service to the public and the work with the media to raise our profile so that the public and professionals know we are here.

2. ACHIEVEMENTS AND PERFORMANCE

We have made considerable progress on our Objectives for 2017 with many completed. Details are given below:

Professional Standards

Progress the Evaluation Project – The survey of the membership was successfully carried out. The draft survey was approved by the Trustees at their April meeting and circulated to the membership in May. 33% of the membership responded (a very high response rate) and useful information was gathered. The results showed a growing interest in and acceptance of evaluation as part of therapy work. It seems to be a much better climate for taking this work forward which we hope to do in 2018. We are currently in discussion with a member who wishes to do a PhD on this topic.

Support development of new training courses – We now list eight training courses on our website, a huge growth from the two or three we had a couple of years ago. We are working closely with the courses as they establish themselves. Six courses are due to go through the full course approval process in the coming year or two. We now have a Training Representative in place on the Professional Standards Board and she is developing relationships with the course directors. All the students are joining COSRT resulting in an increased membership and better protection for the public.

Complete work on reviewing COSRT's position on surrogate sex – The report was received but did not prove to be a useful document for a number of reasons. After taking legal advice and reaching an impasse with the author of the paper it was agreed that we would take no further action with it.

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Review Conduct Procedure requirements on publication of outcomes of complaints – The outcome of one complaint was published during 2017. We will continue to deal with publications issues as they arise, taking legal advice where necessary and discussing with the trustees as appropriate.

Organisational Strengthening

- Overhaul membership categories – This work was delayed pending the establishment of the restructured Professional Standards Board (PSB). Work is now going ahead. A draft paper was brought to the last trustees meeting. This draft has since been discussed at PSB and Management Board. As a result of all these discussions we now plan to survey the membership and the public in 2018.
- Complete volunteers review – The new system for the recruitment of trustees is in place and was used for the last AGM.
The Professional Standards Board (PSB) has been completely restructured to reflect current demands and a growing organization. This was a major undertaking but is now complete. Alongside appointing new members of PSB we have a new volunteer agreement and volunteer handbook in place. The last piece of work is to review the payment of fees for some pieces of work such as carrying out course approvals, marking assignments and sitting on complaint panels and to introduce consultancy contracts where appropriate. This work is underway.
- Review members' use of titles and descriptors on their own website and other materials – This is part of the work on reviewing membership categories and is ongoing.
- Prepare for the UK Council for Psychotherapy (UKCP) Quinquennial Review - We have been notified by UKCP that our Quinquennial Review will take place in 2018
- Review of Insurance Requirements – The review has taken place and we now have one insurance policy with Oxygen Insurance which will save us money and increase our cover.

Communications

- Continue work to raise the profile of COSRT and the profession through new external projects – The greatest achievement over the past year was the very successful four day training for the Velindre Cancer Centre in Cardiff which ran in June 2017. We are now planning so do a small mail-out to other cancer centres who might be interested in something similar. A close relationship has been developed between COSRT and Young Women with Breast Cancer which we hope will continue to grow.
- Continue to develop the media team – The media training took place on 21 April 2017 and was a very useful day. We have appointed a new media representative on PSB and she will lead the media team and take forward the ideas from the media seminar.
- Build our relationships with other related organisations – The meeting with BACP organised for Friday 3 November 2017 was cancelled by BACP as their lead representative, the Deputy CEO, unexpectedly retired. The meeting has been reorganised for 8 March 2018. We have had discussions with the Association of Family Therapy about doing some possible training for them. No further meetings have been arranged as yet.

Other Activities

In addition to the Objectives COSRT carried out the following activities in furtherance of its charitable objects:

The provision of and assisting in the provision of training for those engaged in sexual, couple and relationship therapy.

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COSRT's training team organized one summer conference in 2017. For the third year running it was decided not to run a second conference in the autumn because members expressed interest in having smaller workshops. The one day conference, "Clinical Skills working with Trauma- Its Impact upon the Client, the Relationship and the Therapist", ran in Friends' House in London. The conference was well subscribed with over 210 members attending. This compared to a total of 200 attendees in 2016 and 120 attendees in 2015. The popularity of this conference was possibly due to several factors including the topic area, quality of the speakers, registration at under £100, good transport links and members adjusting to one conference a year rather than two.

COSRT organised eleven CPD training days in 2017, one more than in 2016 and 2015. Six days were held in London, three days were held in York and one day in Birmingham. We also ran a CPD day in Brighton for the first time.

Topics included: The impact of trauma on intimacy and contact (Birmingham); Sensate Focus: Creative Tool or Cadaver Sex (York and Brighton); Trans and Non-Binary Training Day (London), Fertility Matters (London), Psychosexual Therapy from Object Relations Standpoint (London and York), Asexuality, Bisexuality and Heterosexuality (York); Difficult Questions, Difficult Relationships in Supervision (London); Sex, Drugs and Rock'n' Roll/ Families and Law (London); Infidelity and Couple Relationship (London). The level of bookings varied, with the legal day being most popular and supervision the least booked up event. Overall 225 attended in 2017 compared to 256 in 2016 and 180 in 2015.

The revised documents for COSRT approval of external CPD were introduced at the beginning of 2016. In 2017 COSRT approved 20 applications covering 85 days while in 2016 seven applications were approved covering 26 days in all.

Formulating and monitoring standards of professional conduct and competence for those engaged in sexual, couple and relationship therapy.

There were three complaints in 2017 considered under the Conduct Procedure. One proceeded to a full hearing and was upheld. One was stopped due to criminal proceedings and one is currently being considered. COSRT takes complaints very seriously. Upholding its codes of ethics and the maintenance of professional standards thereby ensuring protection of the public are central tenets of COSRT.

The Professional Standards Board (PSB) works to uphold professional standards both of individual therapists and of psychosexual training courses. 25 members achieved accreditation during the year (27 in 2016) and two members achieved supervisor accreditation (1 in 2016). We have done work to strengthen the committee that manages accreditation of our members and will be reviewing our paperwork for accreditation to ensure it is as inclusive as possible whilst maintaining professional standards. We have also increased the hours needed to achieve accreditation from 320 to 450 hours for those who do not hold another accreditation. Training is now compulsory for all supervisors though a grand-parenting route will be available until 2018. From 2018 onwards any Accredited Member who is audited who is also supervisor will have this category of their work audited as well to ensure that they complete the mandatory CPD training every three years. At the Annual Audit, the Assessors will now also be looking at client and supervisor agreements and members' websites.

COSRT is a member organisation of both the British Association for Counselling and Psychotherapy (BACP) and the United Kingdom Council for Psychotherapy (UKCP) – two major professional bodies in the field of counselling and psychotherapy.

Promoting research in the fields of marriage and other intimate relationships; sexual, couple and relationship therapy and human sexuality.

As mentioned above work has continued on the project to research and develop an evaluation tool for sexual and relationship therapy.

The COSRT journal "Sexual and Relationship Therapy" continues to publish up to four editions a year providing our members and other subscribers with up to date and original research papers. Last year there was a special double issue on Sex and Technology, so there were three issues. As the last issue was double issue, it arrived later than anticipated. The journal received its sixth Impact Factor for 2016 which is 1.188, up from 2015 when

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it was 1.109. There has been a steady rise from 0.508 in 2011, 0.525 in 2012, 0.692 in 2013 and 0.714 in 2014, (Thomson Reuters Journal Citation Reports). This is a very positive development, but it was not enough to get the journal approved for Medline. Our application was turned down yet again which was disappointing news. We will review the situation when the new Editor in Chief takes over in summer 2018.

Alex Iantaffi, the long standing Editor in Chief for SRT will stand down in summer 2018. The post was advertised in the Journal and SRT website as well as in COSRT Member Update and by emails from Taylor and Francis to their mailing list. The applicants will be shortlisted and interviewed in early 2018

3. FINANCIAL REVIEW

COSRT is predominantly funded through membership subscriptions. The trustees set a budget for 2017 with a projected underspend of £18,850. In the event we had higher than expected membership income due to a rise in membership, an excellent turnout for our conference and CPD events and other small sums which resulted in higher than expected income. On the expenditure side we dealt with a number of complaints and complaint issues which were costly. In the event we achieved an underspend overall of £23,508 which has improved our financial position and increased our reserves.

The trustees have a reserves policy in place to ensure that the charity maintains sufficient reserves to be able to deal with unforeseen crises and to be able to wind up in good order if necessary. They believe that the charity should normally have enough reserves to maintain itself for six months, which are estimated to be £60,000. This policy is reviewed by the trustees on an annual basis. The reserves are at this level which the trustees believe to be prudent to maintain in the uncertain financial climate.

The charity currently makes no specific investments.

General funds of £86,766 represent available free funds.

4. STRUCTURE, GOVERNANCE AND MANAGEMENT

The College of Sexual and Relationship Therapists (COSRT) is a company limited by guarantee registered in England and Wales (number 4998207) and a registered charity (number 1101961). Its governing document was updated and agreed by the membership at their AGM on 12 July 2014 to reflect recent changes in the law and internal policies.

COSRT exists to maintain professional standards in the field of sexual and relationship therapy for the protection of the public. It is primarily a membership organisation with over 800 members from a wide range of disciplines, including psychosexual and relationship therapy, medicine, psychotherapy, nursing, social work and psychiatry.

The trustees of COSRT are elected by the membership at the Annual General Meeting for an initial term of three years which may be extended by two further terms of three years each. Trustees may come from the membership or from outside the organisation. Trustees are provided with informal induction from the Chair and CEO. Training days for the Board are arranged from time to time.

The trustees are all unpaid volunteers and may claim reasonable out of pocket expenses. Any trustee providing professional services beyond their normal work as a trustee may receive reasonable and proper remuneration for those services. No trustees received such a payment during 2017.

Trustees are required to declare any potential conflict of interest, financial or otherwise and may be required to withdraw from relevant proceedings.

The trustees are responsible for the governance of COSRT. They set the strategic direction for the Charity and its major areas of work and help resolve competing demands which may be placed on the organisation. The Board holds four face to face meetings each year. Additional meetings are held as required.

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The Board appoints the Chair, Vice-chair and Treasurer. The Board delegates the day to day management of the Charity to the CEO and the Management Board and has agreed limits of authority, particularly with regard to financial authority.

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The Board appoints the Chair, Vice-chair and Treasurer. The Board delegates the day to day management of the Charity to the CEO and the Management Board and has agreed limits of authority, particularly with regard to financial authority.

5. REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04998207 (England and Wales)

Registered Charity number

1101961

Registered office

10 Queen Street Place
London
United Kingdom
EC4R 1BE

Postal address

PO Box 13686
London
SW20 9ZH
Email: info@cosrt.org.uk
Website: www.cosrt.org.uk

Board of Trustees

Peter Saddington
Tim Blackstone
Dana Braithwaite
David Edwards
Justin Grayer
Jan Hillman
Irene Jones
Kirstie McEwan
Lorraine McGinlay
Alireza Tabatabaie
Krystal Woodbridge
Andrew Yates

Bankers

CAF Charity Money Management
Kings Hill
West Malling
Kent ME19 4TA

Solicitors

Bates, Wells & Braithwaite
10 Queen Street Place
London
United Kingdom
EC4R 1BE

Chair - Re-elected 11.06.16
Elected 06.06.15
Elected 06.06.15
Elected 06.06.15
Elected 06.06.15
Re-elected 11.06.16
Resigned 17.06.17
Elected 17.06.17
Re-elected 11.06.16
Re-elected 06.06.15
Resigned 05.09.17
Elected 11.06.16

Chief Executive Officer & Company Secretary

C Furse

Business Manager

A Buggy

Financial Managers

Dennis & Turnbull
Chartered Accountants
Swatton Barn
Badbury
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Wiltshire
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Independent examiner

B Herbert FCA
Dennis & Turnbull
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6. EXEMPTIONS FROM DISCLOSURE

There are no exemptions from disclosure in this report.

7. FUNDS HELD AS CUSTODIAN TRUSTEE ON BEHALF OF OTHERS

The charity is not acting as custodian trustee for any funds

8. STATEMENT OF TRUSTEES' RESPONSIBILITIES

Company law requires the trustees to prepare financial statements for each financial year, and which give a true and fair view of the charitable company's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charitable company, and which enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for ensuring that the report of the Board of Trustees and other information included in the annual report is prepared in accordance with company law in the United Kingdom.

Independent Examination

A resolution to re-appoint B Herbert as Independent Examiner for the ensuing year will be proposed at the annual general meeting in accordance with Section 489 of the Companies Act 2006.

Approved by order of the board of trustees on 27 April 2018 and signed on its behalf by:

P Saddington
Chair

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
COLLEGE OF SEXUAL AND RELATIONSHIP
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I report on the accounts for the year ended 31 December 2017 set out on pages twelve to nineteen.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the 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 2015)

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

B Herbert FCA
Dennis & Turnbull
Chartered Accountants
Swatton Barn
Badbury
Swindon
Wiltshire
SN4 0EU

Date: 27 April 2018

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**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2017**

	Notes	Unrestricted fund £	Restricted fund £	Total 2017 funds £	Total 2016 funds £
INCOME AND ENDOWMENTS FROM					
Charitable activities					
Conference income		19,702	-	19,702	18,653
Membership contributions		158,295	-	158,295	150,524
Journal income		24,072	-	24,072	23,467
CPD income		24,662	-	24,662	27,229
Other income		<u>4,980</u>	<u>-</u>	<u>4,980</u>	<u>187</u>
Total		231,711	-	231,711	220,060
 EXPENDITURE ON					
Charitable activities					
Information and education		64,525	-	64,525	74,605
Conference costs		23,419	-	23,419	20,825
Membership support & services		42,688	-	42,688	41,573
Support costs		69,837	-	69,837	74,201
Governance costs		<u>7,734</u>	<u>-</u>	<u>7,734</u>	<u>6,454</u>
Total	2	<u>208,203</u>	<u>-</u>	<u>208,203</u>	<u>217,658</u>
NET INCOME		23,508	-	23,508	2,402
 RECONCILIATION OF FUNDS					
Total funds brought forward		<u>63,258</u>	<u>-</u>	<u>63,258</u>	<u>60,856</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>86,766</u></u>	<u><u>-</u></u>	<u><u>86,766</u></u>	<u><u>63,258</u></u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

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**BALANCE SHEET
AT 31 DECEMBER 2017**

	Notes	Unrestricted fund £	Restricted fund £	Total 2017 funds £	Total 2016 funds £
FIXED ASSETS					
Tangible assets	8	668	-	668	789
CURRENT ASSETS					
Debtors	9	13,023	-	13,023	18,098
Cash at bank		<u>110,619</u>	<u>-</u>	<u>110,619</u>	<u>68,927</u>
		123,642	-	123,642	87,025
CREDITORS					
Amounts falling due within one year	10	<u>(37,544)</u>	<u>-</u>	<u>(37,544)</u>	<u>(24,556)</u>
NET CURRENT ASSETS		<u>86,098</u>	<u>-</u>	<u>86,098</u>	<u>62,469</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>86,766</u>	<u>-</u>	<u>86,766</u>	<u>63,258</u>
NET ASSETS		<u><u>86,766</u></u>	<u><u>-</u></u>	<u><u>86,766</u></u>	<u><u>63,258</u></u>
FUNDS	11				
Unrestricted funds				<u>86,766</u>	<u>63,258</u>
TOTAL FUNDS				<u><u>86,766</u></u>	<u><u>63,258</u></u>

The notes form part of these financial statements

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**BALANCE SHEET - CONTINUED
AT 31 DECEMBER 2017**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2017.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 December 2017 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.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees on 27 April 2018 and were signed on its behalf by:

P Saddington
Chair

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017**

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 2015)', 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.

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

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

Fixtures and fittings	- 15% on reducing balance
Computer equipment	- 25% on reducing balance

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.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

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.

**COLLEGE OF SEXUAL AND RELATIONSHIP
THERAPISTS**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2017**

2. ANALYSIS OF EXPENDITURE

	Staff Costs	Other	2017 Total	2016 Total
	£	£	£	£
Charitable expenditure				
Information and Education	30,475	34,049	64,525	74,605
Conference Costs	9,131	14,288	23,419	20,825
Membership Costs	42,688	-	42,688	41,573
Support Costs	<u>24,425</u>	<u>53,146</u>	<u>77,571</u>	<u>80,655</u>
	<u>106,720</u>	<u>101,483</u>	<u>208,203</u>	<u>217,658</u>

3. SUPPORT COSTS

	Management	Governance costs	Totals
	£	£	£
Support costs	45,412	-	45,412
Governance costs	<u>-</u>	<u>7,734</u>	<u>7,734</u>
	<u>45,412</u>	<u>7,734</u>	<u>53,146</u>

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

Management

	2017	2016
	Support costs	Total
	£	activities
	£	£
Marketing and research	210	1,102
Sundries	193	108
Professional	21,133	23,896
Office costs	23,755	25,084
Depreciation of tangible and heritage assets	<u>121</u>	<u>143</u>
	<u>45,412</u>	<u>50,333</u>

Governance costs

	2017	2016
	Governance	Total
	costs	activities
	£	£
Auditors' remuneration	2,340	2,340
Postage and stationery	147	6
Legal fees	1,251	-
Travel and subsistence	3,277	2,570
Teleconferencing	-	124
Room hire	<u>719</u>	<u>1,414</u>
	<u>7,734</u>	<u>6,454</u>

**COLLEGE OF SEXUAL AND RELATIONSHIP
THERAPISTS**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2017**

4. NET INCOME/(EXPENDITURE)

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

	2017	2016
	£	£
Independent examiners fee	2,340	2,340
Depreciation - owned assets	<u>121</u>	<u>144</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2017 nor for the year ended 31 December 2016.

Trustees' expenses

The trustees are entitled to reclaim reasonable out of pocket expenses. During the year 10 trustees reclaimed £3,136 (2016 £3,613) in respect of travel and other expenses.

6. STAFF COSTS

	2017	2016
	£	£
Wages and salaries	97,390	95,185
Social security costs	5,811	5,664
Other pension costs	<u>3,519</u>	<u>3,082</u>
	<u>106,720</u>	<u>103,932</u>

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

	2017	2016
Management and administration	<u>4</u>	<u>4</u>

No employees received emoluments in excess of £60,000 during the year (2016 Nil).

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities			
Conference income	18,653	-	18,653
Membership contributions	150,524	-	150,524
Journal income	23,467	-	23,467
CPD income	27,229	-	27,229
Other income	<u>187</u>	<u>-</u>	<u>187</u>
Total	220,060	-	220,060
EXPENDITURE ON			
Charitable activities			
Information and education	74,605	-	74,605
Conference costs	20,825	-	20,825
Membership support & services	41,573	-	41,573
Support costs	74,201	-	74,201
Governance costs	<u>6,454</u>	<u>-</u>	<u>6,454</u>
Total	<u>217,658</u>	<u>-</u>	<u>217,658</u>
NET INCOME	2,402	-	2,402

**COLLEGE OF SEXUAL AND RELATIONSHIP
THERAPISTS**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2017**

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted fund £	Total funds £
RECONCILIATION OF FUNDS			
Total funds brought forward	60,856	-	60,856
TOTAL FUNDS CARRIED FORWARD	<u>63,258</u>	<u>-</u>	<u>63,258</u>

8. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 January 2017 and 31 December 2017	<u>11,349</u>	<u>5,404</u>	<u>16,753</u>
DEPRECIATION			
At 1 January 2017	10,587	5,377	15,964
Charge for year	<u>114</u>	<u>7</u>	<u>121</u>
At 31 December 2017	<u>10,701</u>	<u>5,384</u>	<u>16,085</u>
NET BOOK VALUE			
At 31 December 2017	<u>648</u>	<u>20</u>	<u>668</u>
At 31 December 2016	<u>762</u>	<u>27</u>	<u>789</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017 £	2016 £
Trade debtors	453	1,127
Prepayments	<u>12,570</u>	<u>16,971</u>
	<u>13,023</u>	<u>18,098</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017 £	2016 £
Trade creditors	31,240	4,593
Social security and other taxes	2,703	2,649
Other creditors	631	514
Accrued expenses	<u>2,970</u>	<u>16,800</u>
	<u>37,544</u>	<u>24,556</u>

**COLLEGE OF SEXUAL AND RELATIONSHIP
THERAPISTS**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2017**

11. MOVEMENT IN FUNDS

	At 1.1.17 £	Net movement in funds £	At 31.12.17 £
Unrestricted funds			
General fund	63,258	23,508	86,766
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>63,258</u>	<u>23,508</u>	<u>86,766</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	231,711	(208,203)	23,508
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>231,711</u>	<u>(208,203)</u>	<u>23,508</u>

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2017.

13. SHARE CAPITAL

The company is limited by guarantee and does not have a share capital. The liability of each member is limited to a sum not exceeding £1 on the winding up of the company.

The word limited is omitted by licence from the Department of Trade & Industry as the company has charitable status.

**COLLEGE OF SEXUAL AND RELATIONSHIP
THERAPISTS**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2017**

	2017 £	2016 £
INCOME AND ENDOWMENTS		
Charitable activities		
Membership contributions	158,295	150,524
Conference income	19,702	18,653
Journal income	24,072	23,467
CPD income	<u>24,662</u>	<u>27,229</u>
	226,731	219,873
Other income		
Other	<u>4,980</u>	<u>187</u>
Total incoming resources	231,711	220,060
EXPENDITURE		
Charitable activities		
Wages	97,390	95,185
Social security	5,810	5,664
Pensions	3,519	3,083
Postage and stationery	1,023	561
Room hire	17,294	12,125
Travel & subsistence	3,568	6,966
Speakers	12,967	10,662
Costs relating to publishing	13,393	26,422
Teleconference costs	<u>93</u>	<u>203</u>
	155,057	160,871
Support costs		
Management		
Marketing and research	210	1,102
Sundries	193	108
Professional	21,133	23,896
Office costs	23,755	25,084
Fixtures and fittings	7	134
Computer equipment	<u>114</u>	<u>9</u>
	45,412	50,333
Governance costs		
Auditors' remuneration	2,340	2,340
Postage and stationery	147	6
Legal fees	1,251	-
Travel and subsistence	3,277	2,570
Teleconferencing	-	124
Carried forward	7,015	5,040

