

COUNSELLORS AND PSYCHOTHERAPISTS IN PRIVATE PRACTICE

ACCOUNTS FOR THE YEAR ENDED

31 MARCH 2016

COUNSELLORS AND PSYCHOTHERAPISTS IN PRIVATE PRACTICE

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COUNSELLORS AND PSYCHOTHERAPISTS IN PRIVATE PRACTICE

GENERAL INFORMATION

COMMITTEE MEMBERS

Kirsti Lejak Chair
Jeanette Howlett
Reza Ahmad
David Goldstein
Pavla Radostova
Tricia Wothington

REGISTERED OFFICE

13 Malvern Buildings
Bath
BA1 6JX

PRINCIPAL BANKERS

Co-operative Bank
PO Box 250
Skelmersdale
WN8 6WT

INDEPENDENT ACCOUNTANT

David Cox
Harwood, Lane & Co
Units 1 - 4 Crossley Farm Business Centre
Swan Lane
Winterbourne
BRISTOL
BS36 1RH

**ACCOUNTANTS REPORT TO THE MEMBERS OF
COUNSELLORS AND PSYCHOTHERAPISTS IN PRIVATE PRACTICE**

In accordance with the engagement letter dated 03 September 2015, we have compiled the financial information of CAPPP which comprise the Receipts and Payments Account and the related notes to the accounts from the accounting records and information and explanations you have given to us.

The financial statements have been compiled on the accounting basis set out in the notes to the financial statements. The financial information is not intended to achieve full compliance with the provisions of UK Generally Accepted Accounting Principles.

This report is made to you, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to you that we have done so, and state those matters that we have agreed to state to you in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the addressee of this report, for our work, or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Institute of Chartered Accountants in England and Wales, and have complied with the ethical guidance laid down by the institute.

You have approved the financial statements for the year ended 31 March 2016 and have acknowledged your responsibility for it, for the appropriateness of the accounting basis and for providing all information and explanations necessary for its compilation.

We have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial information.

David Cox
Harwood Lane & Co
Chartered Accountants
Units 1 - 4
Crossley Farm Business Centre
Swan Lane
Winterbourne
BRISTOL
BS36 1RH

Date: 28 November 2016

COUNSELLORS AND PSYCHOTHERAPISTS IN PRIVATE PRACTICE

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2016

<u>GENERAL FUND</u>	2016	2015
<u>RECEIPTS</u>		
Subscriptions Income	7,700	8,570
Workshops and Events	6,091	6,835
Bank Interest	9	9
Less : subscription refunds	(156)	(208)
	13,644	15,206
Total Receipts	13,644	15,206
<u>PAYMENTS</u>		
Workshop Facilitator Fees	2,100	3,375
Venue Hire	4,010	5,300
Event Costs	191	802
Administration	2,362	2,839
Printing, Postage and Stationery	0	0
Event Insurance	162	152
Website & IT Support	228	207
Committee Expenses	1,503	1,023
Professional Fees (FAT)	35	150
Miscellaneous Expenses	118	65
	10,709	13,913
Net Receipts/(payments) for the year	2,935	1,293
Bank Deposits at 1 April 2015	12,807	11,514
Bank Deposits at 31 March 2016	£15,742	£12,807

These accounts were approved by the Committee on 26 November 2016 and signed on its behalf.

Chairperson: _____

Secretary: _____

Treasurer: _____

COUNSELLORS AND PSYCHOTHERAPISTS IN PRIVATE PRACTICE

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 MARCH 2016

MONETARY ASSETS

	2016	2015
<u>Bank Accounts</u>		
Co-operative Bank	15,742	11,751
Santander	0	1,056
	£15,742	£12,807

OTHER ASSETS

Debtors

Membership Fees	30	0
Insurance prepaid to 08.02.2017 (315 days)	140	74
Web Hosting prepaid to 12.09.2016 ((165 days)	63	63
	£233	£137

LIABILITIES

Independent Examiner's fee (including VAT)	360	360
Administrators Fees for March 2016	350	367
Venue Hire Fee	591	0
Administrators Fees for February 2015	7	7
	£1,308	£734

COUNSELLORS AND PSYCHOTHERAPISTS IN PRIVATE PRACTICE

NOTES TO THE ACCOUNTS

AS AT 31 MARCH 2016

1. ACCOUNTING POLICIES

Basis of Accounting

The accounts have been prepared on a receipts and payments basis and in accordance with applicable accounting standards.