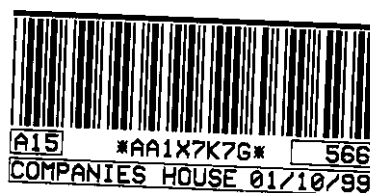


BRITISH ASSOCIATION FOR COUNSELLING
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 1999



BRITISH ASSOCIATION FOR COUNSELLING

CONTENTS

	Page
Report of the Management Committee	1
Report of the Auditors	7
Consolidated Statement of Financial Activities	8
Consolidated Income and Expenditure Account	9
Consolidated Balance Sheet	10
Balance Sheet	11
Notes to the Accounts	12 to 18

BRITISH ASSOCIATION FOR COUNSELLING

REPORT OF THE MANAGEMENT COMMITTEE

FOR THE YEAR ENDED 31ST MARCH 1999

Company Status

The British Association for Counselling is a company limited by guarantee, without a share capital, and is governed by Trustees known as the Management Committee. The governing document is a Memorandum and Articles of Association.

The British Association for Counselling is a registered charity.

The company registration number is 2175320

The registered office address is 1 Regent Place, Rugby, CV21 2PJ

The charity registration number is 298361

Group Structure

The British Association for Counselling has a wholly owned subsidiary called BAC Advertising Limited.

This subsidiary receives the income from advertisements placed in the "Counselling" Journal and Divisional Newsletters produced by the British Association for Counselling.

Organisational Structure

The British Association for Counselling has undergone a structural review during the financial year.

In March 1999 the Management Committee agreed the broad principle of the structural review as proposed by the Structural Review Committee. The new structure is due to be implemented in late 1999.

Objectives

The main objectives of the Association are:

- to promote and provide education and training for counsellors working in either professional or voluntary settings, whether full or part-time, with a view to raising the standards of counselling for the benefit of the community and in particular for those who are the recipients of counselling; and
- to advance the education of the public in the part that counselling can play generally and in particular to meet the needs of those members of society where development and participation in society is impaired by mental, physical or social handicap or disability.

There has been no significant change in these objectives during the year.

BRITISH ASSOCIATION FOR COUNSELLING

REPORT OF THE MANAGEMENT COMMITTEE (CONTINUED)

FOR THE YEAR ENDED 31ST MARCH 1999

Policies in Relation to Objectives

The progress towards achieving these objectives is described in the reports of the British Association for Counselling Officers, Committees and Divisions. The following policies have been agreed by the Management Committee, in consultation with Membership, to further the objectives of the Association:-

- To provide for members, accreditation schemes for counsellors, for the trainers of counsellors and those using counselling skills, for supervisors, and for counselling courses and counselling skill courses.
- To provide conferences, seminars and training events for members and non-members, on matters relating to the practice and provision of counselling and counselling related matters.
- To engage with others in the development of National Vocational Qualifications in Counselling, Advice, Mediation, Psychotherapy, Advocacy and Guidance.
- To take legal and financial responsibility for the establishment and development of the United Kingdom Register of Counsellors within the Association.
- To establish Codes of Ethics & Practice for Counsellors, for Supervisors of Counsellors, for Trainers and for Counselling Skills, together with a Complaints Procedure to enforce them for the British Association for Counselling members.
- To provide bursaries for specific British Association for Counselling activities related to education and training which are not dependent on the British Association for Counselling membership.
- To engage in an active manner with counsellors and other cognate professions in the United Kingdom, world-wide and in particular those working inside the European Union, with a view to setting and raising the standards for the benefit of our communities.
- To promote research in the fields of counselling and psychotherapy.
- To be active in responding to crises experienced in the community.
- To provide an information service to the public and to members on the benefits of counselling, counselling related topics and how to access counsellors.
- To provide all the services of the Association to counsellors and those working in counselling related services.
- To pay honoraria to members for such services that cannot be obtained on a staffing or consultancy basis or from wholly voluntary input.
- To define a counsellor training brief with a view to positioning the Association in the field of counsellor training provision and policy, establishing competencies and qualifications for those entering the profession, establishing a career path for counsellors and enabling funding for the training of counsellors.

BRITISH ASSOCIATION FOR COUNSELLING

REPORT OF THE MANAGEMENT COMMITTEE (CONTINUED)

FOR THE YEAR ENDED 31ST MARCH 1999

Management Committee

The Management Committee may be elected or co-opted according to the Memorandum and Articles of Association of the British Association for Counselling.

Name	Date of Change	Membership of Other Committees
Gabrielle Syme Chair		
Craig McDevitt Deputy Chair	Elected 18/9/98	Professional Committee European and International Affairs Committee United Kingdom Register Executive Committee
Ruth Archer		
George Buckton	Re-elected 18/9/98	
Linden Burdus	Co-opted 5/2/99	
Roberta Campbell	Resigned 18/9/98	
Jane Chisholm	Elected 18/9/98	
Catharina Duffels	Resigned 18/9/98	
Anthea Green		
Hannah Greenwood		National Training Initiative
Derek Hill		United Kingdom Register Executive Committee and Complaints Committee
Barbara Jackson	Resigned 18/9/98	
Anne Lord		Standards and Ethics PRG Executive resigned 4/12/98 Complaints Committee from 9/10/99
Arthur Musgrave		Standards and Ethics

Some members of the Management Committee are also members of other Committees as detailed above. Members of the Management Committee may attend other Committee meetings in their capacity as Liaison Officers.

All members of the Management Committee have been reimbursed for expenses incurred during the year amounting to £24,094 (1998 £20,253). The breakdown of this expenditure is as follows:

	£
Travelling expenses	22,843
Telephone	698
Photocopying, postages and miscellaneous expenses	553
	<u>24,094</u>

BRITISH ASSOCIATION FOR COUNSELLING

REPORT OF THE MANAGEMENT COMMITTEE (CONTINUED)

FOR THE YEAR ENDED 31ST MARCH 1999

Management Committee Responsibilities

Company law requires the Management Committee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and group and of the surplus or deficit of the group for that period. In preparing those financial statements, the Management Committee members are required to:-

- (a) select suitable accounting policies and then apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company and group will continue in business.

The Management Committee members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and group and to enable them to ensure that the financial statements comply with the Companies Act 1985, the Charities Act 1993 and the revised Statement of Recommended Practice. They are also responsible for safeguarding the assets of the company and group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Results for the Year

The results for the year are set out in the Consolidated Statement of Financial Activities and the Consolidated Income and Expenditure Account on pages 8 and 9.

Development

Details regarding the development, activities and achievements of the Association during the year are many and details may be found in the Reports of the President, Chair and Chief Executive on pages.....

Financial Information

A review of the transactions and financial position of the charity can be found in the Treasurer's Report on page

Fixed Assets

Information relating to changes in the fixed assets is shown in note 14 to the accounts.

BRITISH ASSOCIATION FOR COUNSELLING

REPORT OF THE MANAGEMENT COMMITTEE (CONTINUED)

FOR THE YEAR ENDED 31ST MARCH 1999

Post Balance Sheet Events

There have been no material post balance sheet events which require disclosure.

Officers Insurance

The company has effected Officers Liability Insurance. This insurance indemnifies any Officer against liability arising as a result of his/her negligence up to an aggregate liability of £1,000,000. The cost of this insurance amounted to £936 (1998 £1,040) for the year.

Auditors

A resolution will be proposed at the Annual General Meeting to re-appoint Atkinson, Finch & Co., who have signified their willingness to be re-appointed auditors of the company.

Professional Advisers

Auditors: Atkinson Finch & Co.
Central Chambers
45-47 Albert Street
Rugby
CV21 2SG

Bankers: Lloyds Bank Plc
14 Church Street
Rugby
CV21 3PL

Investment

Brokers: Weinel & Partners Limited
10 Rosebery Avenue
London
EC1R 4TD

Solicitors: Brethertons
16 Church Street
Rugby
CV21 3PW

Sinclair Taylor & Martin
9 Thorpe Close
Portobello Road
London
W10 5XL

BRITISH ASSOCIATION FOR COUNSELLING

REPORT OF THE MANAGEMENT COMMITTEE (CONTINUED)

FOR THE YEAR ENDED 31ST MARCH 1999

Volunteers

Approximately 300 volunteers, who are all members of the British Association for Counselling, work on Committees and Working Groups of the British Association for Counselling, ultimately reporting to the Management Committee. All are involved in developing, implementing and monitoring policies in relation to professional practice and all other areas of the British Association for Counselling work.

Honoraria

Honoraria payments made during the year amounted to £54,278 (1998 £40,001).

Year 2000 Compliance

Every effort has been taken to ensure Year 2000 Compliance. A full year 2000 Compliance audit has been carried out by our hardware support company and assurance has been given by the new software supplier that the new software is fully compliant.

Research

British Association for Counselling does not currently undertake specific research projects. However, support is provided to the Research Network which contributes to various research projects on Counselling issues.

Small Company Exemptions

Advantage is taken in the preparation of the Report of the Management Committee of the special provisions of Part VII of the Companies Act 1985 applicable to small companies.

Signed by Order of the Board,



K.J. Lewis,
Secretary.

9th July 1999

BRITISH ASSOCIATION FOR COUNSELLING

REPORT OF THE AUDITORS

We have audited the financial statements on pages 8 to 18 which have been prepared under the historical cost convention as modified by the revaluation of certain fixed assets and the accounting policies set out on page 12.

Respective Responsibilities of the Management Committee and Auditors

As described on page 4 the company's Management Committee members, who are also the directors of the British Association for Counselling for the purposes of company law, are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of Opinion

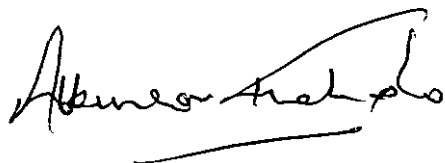
We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements.

It also includes an assessment of the significant estimates and judgements made by the Management Committee in the preparation of the financial statements, and of whether the accounting policies are appropriate to the group's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of the company's and group's affairs as at 31st March 1999 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985 applicable to small companies and with the provisions of the Charities Act 1993.



Atkinson Finch & Co.
Chartered Accountants and Registered Auditors

Date: 15th July 1999

45-47 Albert Street
Rugby
Warwickshire
CV21 2SG

BRITISH ASSOCIATION FOR COUNSELLING

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST MARCH 1999

		1999			
	Note	General Fund £	Designated Fund £	Total £	1998 £
Income and Expenditure					
Incoming Resources:					
Net income from departments	2	933,770	(38,055)	895,715	806,054
Donations		2,824	-	2,824	4,147
Investment income	3	105,775	-	105,775	89,246
Net income of trading subsidiary	4	79,517	-	79,517	66,061
Other income	5	24,952	-	24,952	24,338
Total Incoming Resources		<u>1,146,838</u>	<u>(38,055)</u>	<u>1,108,783</u>	<u>989,846</u>
Resources Expended:					
Direct charitable expenditure:					
Support costs	6	<u>703,667</u>	<u>-</u>	<u>703,667</u>	<u>527,757</u>
Other expenditure:					
Establishment	7	69,074	-	69,074	72,368
Administration	8	206,711	-	206,711	175,492
Irrecoverable value added tax	9	27,199	-	27,199	20,987
		<u>302,984</u>	<u>-</u>	<u>302,984</u>	<u>268,847</u>
Total Resources Expended		<u>1,006,651</u>	<u>-</u>	<u>1,006,651</u>	<u>796,604</u>
Net Incoming Resources before Transfers		140,187	(38,055)	102,132	193,242
Transfers to Designated Fund		(12,586)	12,586	-	-
Net Incoming Resources for the Year		<u>127,601</u>	<u>(25,469)</u>	<u>102,132</u>	<u>193,242</u>
Gains and Losses on Investments:					
Realised		3,630	-	3,630	(1,599)
Unrealised		(610)	-	(610)	43,259
Net Movement in Funds		<u>130,621</u>	<u>(25,469)</u>	<u>105,152</u>	<u>234,902</u>
Balances brought forward at 1st April 1998		1,281,743	25,469	1,307,212	1,072,310
Balances carried forward at 31st March 1999		<u><u>1,412,364</u></u>	<u><u>-</u></u>	<u><u>1,412,364</u></u>	<u><u>1,307,212</u></u>

The Statement of Financial Activities incorporates the Statement of Total Recognised Gains and Losses and the Reconciliation of Funds required by FRS 3.

BRITISH ASSOCIATION FOR COUNSELLING

CONSOLIDATED INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31ST MARCH 1999

	Note	£	1999 £	£	1998 £
Turnover	11		1,751,106		1,558,806
Cost of sales			750,922		662,353
Gross Surplus			<u>1,000,184</u>		<u>896,453</u>
Other operating costs		(977,915)		(777,338)	
Other operating income		2,824		4,147	
Irrecoverable value added tax	9	(27,199)		(20,987)	
			<u>(1,002,290)</u>		<u>(794,178)</u>
Operating Surplus (Deficit)			<u>(2,106)</u>		<u>102,275</u>
Adjustment on disposal of fixed assets		(1,537)		1,721	
Realised gains (losses) on investments		3,630		(1,599)	
Investment income	3	105,775		89,246	
			<u>107,868</u>		<u>89,368</u>
Surplus of Income Over Expenditure			<u>105,762</u>		<u>191,643</u>
Retained Surplus brought forward			1,257,906		1,066,263
Retained Surplus carried forward			<u><u>1,363,668</u></u>		<u><u>1,257,906</u></u>

Continuing Operations

None of the group's activities were acquired or discontinued during the above two financial years.

BRITISH ASSOCIATION FOR COUNSELLING

CONSOLIDATED BALANCE SHEET

AS AT 31ST MARCH 1999

	Note	£	1999 £	£	1998 £
Fixed Assets					
Tangible Assets	14		166,690		126,518
Investments	15		540,702		234,753
			<u>707,392</u>		<u>361,271</u>
Current Assets					
Stocks	16	34,414		32,675	
Debtors	17	113,889		75,417	
Cash at bank and in hand		1,360,701		1,586,082	
		<u>1,509,004</u>		<u>1,694,174</u>	
Creditors					
Amounts falling due within one year	18	804,032		748,233	
Net Current Assets			<u>704,972</u>		<u>945,941</u>
Total Assets Less Current Liabilities			<u><u>1,412,364</u></u>		<u><u>1,307,212</u></u>
Capital and Reserves					
General fund	19		1,412,364		1,281,743
Designated fund	10		-		25,469
			<u><u>1,412,364</u></u>		<u><u>1,307,212</u></u>

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

Signed on behalf of
the Management Committee:

Gabriele Syme

G. Syme,
Chair.

Approved by the Management Committee
on 9th July 1999

BRITISH ASSOCIATION FOR COUNSELLING

BALANCE SHEET

AS AT 31ST MARCH 1999

	Note	£	1999 £	£	1998 £
Fixed Assets					
Tangible Assets	14		166,690		126,518
Investments	15		540,702		234,753
			<u>707,392</u>		<u>361,271</u>
Current Assets					
Stocks	16	34,414		32,675	
Debtors	17	100,743		63,744	
Cash at bank and in hand		1,340,816		1,566,594	
		<u>1,475,973</u>		<u>1,663,013</u>	
Creditors					
Amounts falling due within one year	18	771,706		717,777	
Net Current Assets			<u>704,267</u>		<u>945,236</u>
Total Assets Less Current Liabilities			<u><u>1,411,659</u></u>		<u><u>1,306,507</u></u>
Capital and Reserves					
General fund	19		1,411,659		1,281,038
Designated fund	10		-		25,469
			<u><u>1,411,659</u></u>		<u><u>1,306,507</u></u>

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

Signed on behalf of
the Management Committee:

Gabriele Syme

G. Syme,
Chair.

Approved by the Management Committee
on 9th July 1999

BRITISH ASSOCIATION FOR COUNSELLING

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 1999

1. Accounting Policies

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the company's accounts.

Basis of Accounting

The accounts have been prepared under the historical cost convention as modified by the revaluation of listed investments to market value; and comply with all relevant Statements of Standard Accounting Practice and the Statement of Recommended Practice No. 2 "Accounting by Charities". All figures are exclusive of value added tax.

Basis of Consolidation

The group financial statements consolidate the financial statements of the company and its subsidiary.

Cash Flow

The accounts do not include a cash flow statement because the group, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard 1 "cash flow statements".

Depreciation

Depreciation is provided so as to write off the cost, less estimated residual value, of tangible fixed assets, over their estimated useful lives as follows:-

Leasehold properties	-	over the term of the lease
Computer equipment and accessories	-	25% p.a. on cost
Office furniture and equipment	-	20% p.a. on cost
Motor vehicles	-	over three years

Stocks

These are valued on a first in, first out basis, at the lower of cost and net realisable value.

Investments

The policy is to invest in low risk investments, to provide both income, and an increase in the capital value of the investments.

Listed investments are stated at market value and investment income is accounted for when receivable.

Realised gains and losses are included in the Statement of Financial Activities and in the Income and Expenditure Account, whereas unrealised gains and losses are only included in the Statement of Financial Activities.

Operating Leases

Operating lease rentals are charged to the Income and Expenditure Account on payment.

BRITISH ASSOCIATION FOR COUNSELLING

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 1999

1. Accounting Policies (continued)

Pensions

The company contributes towards the personal pension schemes of employees. Contributions are charged to the Income and Expenditure Account in the period in which they are made.

2. Net Income from Departments

			1999	1998
	Income	Expense	Surplus/ (Deficit)	Surplus/ (Deficit)
	£	£	£	£
Membership	1,154,312	227,161	927,151	832,158
Accreditation	157,639	136,492	21,147	(11,191)
Information and Publications	162,203	168,886	(6,683)	24,970
Audio Visual Aids	11,259	2,661	8,598	11,190
Education and Development	128,473	144,916	(16,443)	(2,911)
United Kingdom Register of Counsellors	32,751	70,806	(38,055)	(48,162)
	<u>1,646,637</u>	<u>750,922</u>	<u>895,715</u>	<u>806,054</u>

3. Investment Income

	1999	1998
	£	£
Interest receivable	92,780	81,587
Dividends received	12,995	7,659
	<u>105,775</u>	<u>89,246</u>

4. Net Income of Trading Subsidiary

The Charity has a trading subsidiary called BAC Advertising Limited which is incorporated and operating in the United Kingdom. This company sells advertising space in the "Counselling" Journal produced by the British Association for Counselling and Divisional Newsletters. This company covenants its taxable profits to the British Association for Counselling. A summary of its trading results is shown below. Audited accounts have been filed with the Register of Companies.

	1999	1998
	£	£
Turnover	80,062	66,614
Administrative expenses	545	553
Net Profit	<u>79,517</u>	<u>66,061</u>
Amount covenanted to the British Association for Counselling	(79,517)	(66,061)
Retained Profit	<u>-</u>	<u>-</u>

BRITISH ASSOCIATION FOR COUNSELLING

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31ST MARCH 1999

5. Other Income

This includes £22,729 (1998 £21,273) received from the British Association for Counselling's Insurers, being based on the net insurance premiums paid by the British Association for Counselling members under the "Members Professional Liability Insurance Scheme" for the period ended 31st May 1998. This agreement was negotiated for the British Association for Counselling by its insurance brokers.

6. Support Costs

	1999	1998
	£	£
Salaries, national insurance and pension contributions	356,808	263,431
Honoraria	14,185	7,470
Postages	43,996	40,248
Printing and stationery	26,184	22,010
Public relations	22,355	19,116
Advertising and recruitment	52,422	11,041
Training	17,873	12,941
Annual General Meeting	19,155	24,736
Travelling and Committees	150,689	126,764
	<u>703,667</u>	<u>527,757</u>

7. Establishment Costs

	1999	1998
	£	£
Rent, rates and service charges	47,613	40,163
Lighting and heating	5,612	3,323
Insurance	4,371	3,915
Repairs and renewals	11,478	24,967
	<u>69,074</u>	<u>72,368</u>

8. Administration Costs

	1999	1998
	£	£
Telephone	15,874	21,937
Computer maintenance and consumables	29,319	22,838
Office sundries	13,689	8,416
Professional fees	66,138	65,938
Auditors remuneration	4,400	4,400
Bank charges	6,299	5,409
Depreciation	69,455	48,275
Adjustment on disposal of fixed assets	1,537	(1,721)
	<u>206,711</u>	<u>175,492</u>

BRITISH ASSOCIATION FOR COUNSELLING

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31ST MARCH 1999

9. Irrecoverable Value Added Tax

As the membership subscriptions are exempt from value added tax, there is a restriction in the amount of input value added tax that the British Association for Counselling is allowed to reclaim on its expenses.

10. Designated Fund

The British Association for Counselling is responsible for the setting up and continued administration of the United Kingdom Register of Counsellors. This year the British Association for Counselling incurred a deficit of £38,055 with regard to the Register. A transfer has been made from the General Fund to the Designated Fund of £12,586 in order to clear the accumulated deficit arising.

11. Turnover

Turnover represents the total income of the Association from all sources apart from the donations and investment income. Turnover is stated exclusive of value added tax.

12. Staff Numbers and Costs

	1999	1998
The average number of employees (including part-time staff) during the year was:-		
Administrative	38	37
	1999	1998
The number of employees earning over £40,000 p.a. was as follows:-		
£40,000 - £50,000	-	1
	1999	1998
	£	£
The aggregate payroll costs amounted to:-		
Wages and salaries	609,482	454,361
Social security costs	52,580	41,755
Other pension costs	22,783	19,525
	684,845	515,641

13. Fees Payable to the Auditors

	The Group		The Company	
	1999	1998	1999	1998
	£	£	£	£
Relating to audit services	4,900	4,880	4,400	4,400
Relating to non-audit services	4,925	2,125	4,925	2,125
	9,825	7,005	9,325	6,525

BRITISH ASSOCIATION FOR COUNSELLING

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31ST MARCH 1999

14. Tangible Fixed Assets (Group and Company)

	Computer equipment & accessories £	Office furniture & equipment £	Leasehold property £	Motor Vehicles £	Total £
Cost					
At 1st April 1998	144,991	96,171	55,042	-	296,204
Additions	76,769	11,708	-	22,715	111,192
Disposals	(13,232)	(562)	-	-	(13,794)
At 31st March 1999	<u>208,528</u>	<u>107,317</u>	<u>55,042</u>	<u>22,715</u>	<u>393,602</u>
Depreciation					
At 1st April 1998	95,885	44,691	29,110	-	169,686
Charge for the year	40,637	17,834	6,534	4,450	69,455
Disposals	(11,745)	(484)	-	-	(12,229)
At 31st March 1999	<u>124,777</u>	<u>62,041</u>	<u>35,644</u>	<u>4,450</u>	<u>226,912</u>
Net Book Value					
At 31st March 1999	<u>83,751</u>	<u>45,276</u>	<u>19,398</u>	<u>18,265</u>	<u>166,690</u>
At 31st March 1998	<u>49,106</u>	<u>51,480</u>	<u>25,932</u>	<u>-</u>	<u>126,518</u>

15. Investments (Group and Company)

	1999 £	1998 £
Market value at 1st April 1998	232,964	151,656
Additions	236,483	97,745
Disposals	(79,456)	(59,696)
	<u>389,991</u>	<u>189,705</u>
Unrealised gain on investments	6,625	43,259
Market value at 31st March 1999	<u>396,616</u>	<u>232,964</u>
Cash held by Investment Managers	144,086	1,789
	<u>540,702</u>	<u>234,753</u>

16. Stocks (Group and Company)

	1999 £	1998 £
Publications	26,343	27,630
Films and videos	980	1,073
Printing and stationery	7,091	3,972
	<u>34,414</u>	<u>32,675</u>

BRITISH ASSOCIATION FOR COUNSELLING

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31ST MARCH 1999

17. Debtors

	The Group		The Company	
	1999	1998	1999	1998
	£	£	£	£
Trade debtors	17,127	14,588	3,981	3,071
Other debtors	35,840	10,659	35,840	10,503
Accrued interest receivable	23,085	25,733	23,085	25,733
Prepayments	37,837	24,437	37,837	24,437
	<u>113,889</u>	<u>75,417</u>	<u>100,743</u>	<u>63,744</u>

18. Creditors

	The Group		The Company	
	1999	1998	1999	1998
	£	£	£	£
Amounts falling due within one year:-				
Trade creditors	101,735	118,520	101,735	118,520
Payroll tax and social security costs	21,574	13,560	21,574	13,560
Other creditors	11,092	3,607	6,954	906
Accruals	21,110	44,670	20,609	44,190
Prepaid income	56,894	34,882	37,606	14,061
	<u>212,405</u>	<u>215,239</u>	<u>188,478</u>	<u>191,237</u>
Income tax payable	8,399	6,454	-	-
Membership and United Kingdom Register fees in advance	583,228	526,540	583,228	526,540
	<u>804,032</u>	<u>748,233</u>	<u>771,706</u>	<u>717,777</u>

19. General Fund (Group and Company)

	1999	1998
	£	£
The General Fund balance includes the unrealised Investment Reserve as follows:-		
Unrealised gains at 1st April 1998	49,337	4,594
(Gains) and losses realised on investments at 1st April 1998	(7,266)	1,484
	<u>42,071</u>	<u>6,078</u>
Unrealised gains for the year	6,625	43,259
Unrealised gains at 31st March 1999	<u>48,696</u>	<u>49,337</u>

BRITISH ASSOCIATION FOR COUNSELLING

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31ST MARCH 1999

20. Capital Commitments (Group and Company)

	1999	1998
	£	£
Contracted for but not provided in the financial statements	<u>52,744</u>	<u>-</u>
Authorised but not yet contracted for	<u>-</u>	<u>82,666</u>

21. Operating Lease Commitments

At 31st March 1999 the company had annual commitments of £43,000 (1998 £43,000) under non-cancellable operating leases which expire as follows:

	Land and buildings £
Between 2 and 5 years	<u>43,000</u>

22. Contingent Liabilities

There were no material contingent liabilities at the balance sheet date (1998 Nil).