



# Trustees' Annual Report

for the period

From (start date)  to (end date)

## Section A Reference and administration details

Charity name

Other names the charity is known by

Registered charity number (if any)

Charity's principal address   
  
  
 Postcode

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	DR JOHAN MASON	TREASURER		
2	MR TOM HUNTER			
3	MS SUE PURSERLOVE			
4	MS ANDINETTE FOX	SECRETARY		
5	DR MICHAEL MILLER	CHAIR		
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Names of the trustees for the charity, if any (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Section A**

**Reference and administration details (continued)**

Names and addresses of advisers (optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (optional information)

**Section B**

**Structure, governance and management**

Description of the charity's trusts

Type of governing document  
(eg trust deed, constitution)

TRUST DEED

How the charity is constituted  
(eg trust, association, company)

Trustee selection methods  
(eg appointed by, elected by)

Appointed by Trustee body

Additional governance issues (optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
  - relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Trustees meet monthly (currently 2nd wed of month) throughout the year, with the exception of August.

Liaison with others for advice and help with issues eg. website; fundraising is done on an ad-hoc basis.

Issues concerning financial management, data protection etc are discussed regularly in accordance with guidelines of the Charity Commission.

## Section C

## Objectives and activities

Summary of the objects of the charity set out in its governing document

To raise money with the aim of providing grants to assist individuals in financial need to access psychotherapy

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

To preserve and protect mental health by the provision of psychotherapy treatment for suitable people within the Cambridge area

Additional details of objectives and activities (optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Grant making is made on the basis of a financial assessment of the applicant. Grants may be available for a maximum of £25 (per session of psychotherapy) for 6 months, with the possibility of extending this for a further 6 months if appropriate

## Section D

## Achievements and performance

Summary of the main achievements of the charity during the year

Seven grants made to six recipients totalling £1850  
Nineteen psychotherapists registered with CPAT.

Website up and running  
Supplemented by new publicity material (2 sizes of poster with contact details)

Fund raising project initiated to approach fund quers in a systematic manner

**Section E**

**Financial review**

Brief statement of the charity's policy on reserves

[Empty box for brief statement of the charity's policy on reserves]

Details of any funds materially in deficit

[Empty box for details of any funds materially in deficit]

Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our sources of funding are annual subscriptions from psychologists registered with us and donations.

**Section F**

**Other optional information**

[Empty box for other optional information]

**Section G**

**Declaration**

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

Signature(s)

Michael Miller

Full name(s)

MICHAEL MILLER

Position (eg Secretary, Chair, etc)

Chair