

# **The Society of Teachers of the Alexander Technique**

## **Annual Report**

**1 January 2013 - 31 December 2013**

***Office Address:***

Linton House  
39-51 Highgate Road  
London  
NW5 1RT  
UK

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## **Council, Executive Management and Advisers**

The Society of Teachers of the Alexander Technique is a Company Limited by Guarantee, Registration no: 5533966. Registered in England & Wales.

The members of the Council of the Society are:

### **Council**

Eileen Armstrong  
Sue Fleming  
Kim Cant  
Jackie Beim  
Antonella Cavallone  
David Gibbens  
Jeannie MacLean  
Charlotte Rolleston-Smith

Rona Dailey

Chair  
Treasurer  
Executive Secretary

Lay member

### **Office**

Linton House  
39-51 Highgate Road  
London  
NW5 1RT

### **Company Secretary**

Ilia Daoussi

### **Bankers**

The Co-operative  
bank  
PO Box 250  
Skelmersdale  
WN8 6WT

### **Accountants**

Spencer-Davis & Co.  
4-6 Peterborough Road  
Harrow  
Middlesex  
HA1 2BQ

## **CHAIR'S REPORT FOR THE YEAR TO 31 DECEMBER 2013**

*(Eileen Armstrong)*

I am pleased to report that the Society is strong and solvent with numbers remaining stable and it is in a healthy position to look to the future.

In May 2013 Council assessed the practice of quarterly meetings supported by monthly meetings of the Organisation and Resources Committee (ORC) which consists of the Chair, Treasurer, Executive Secretary and General Manager. It was agreed that this was a practical and economical way of conducting business with Council having responsibility for strategic and policy level decisions and ORC concerning itself more with administrative matters.

A group of Council members, interested in the strategic development of STAT, met in March with Mike Cribb, a businessman, former Lay member and benefactor of STAT, with a view to taking practical steps to make our Society more visible to the public. This is an on-going initiative and thanks are due to Mike for so generously giving his time and expertise.

The 'Open Day' was held on February 13<sup>th</sup>. Four members came along and I thank them for doing so. One said: *"Thank you so much for your time and openness yesterday, I feel I'm much more in the picture now, which is the reason I wished to come to the open day. We discussed so much!"* Open days give the opportunity for members to see the office and meet with Council members and staff and raise matters of concern to them.

One such matter was the need for STAT members to be checked with the Disclosure and Barring Service (DBS). Council is aware that this is an irritation and financial burden to some members but the insurance protects the Society as, in the event of a complaint, it can be demonstrated that STAT has done what it can to protect the public. The Disclosure and Barring Service offers an Update Service whereby once registration is completed no further DBS checks are required for any employer. As an incentive to our members to join the Update Service Council has agreed to pay the first year's subscription.

In February 2013 a summit was held attended by Heads of Training, named assistants, the Training Course Committee (TCC), student representatives and Council. One outcome of this was that two groups were formed with the brief of examining 'curriculum' and 'assessment'.

Both groups have been working hard and will be leading discussion groups at the 2014 AGM, supported by papers circulated in advance, where ordinary members can contribute.

## **REPORT OF THE COUNCIL OF THE SOCIETY AND SUB-COMMITTEES FOR THE YEAR TO 31 DECEMBER 2013**

### **Membership of Council**

Council has lost Maureen White, Erica Donnison and Mary Conway for personal reasons and I would like to thank them for their input. Council has co-opted Kim Kant who will be standing for election at the 2014 AGM.

### **STAT stats**

At the time of writing the Society has 796 teaching members in the UK (down 17 from 2012) and 282 teaching members living overseas (up 12 from 2012). It also has 162 student members (up 4 from 2012).

Currently the total number of approved training courses in the UK and abroad is 24. There are 17 societies affiliated to STAT.

## **TREASURER'S REPORT FOR THE YEAR TO 31 DECEMBER 2013** *(Sue Fleming)*

The Financial Statement for 2013 is at the end of this Annual Report. Our Accounts and Financial Statement for the year were prepared by Spencer-Davis & Co.

Our finances remain stable. Our income on a par with last year's (2012) up by £1,000, with similar pattern of income from the different membership subscriptions, and sales. We have managed to absorb cost of living increases through prudent spending, and so kept our expenditure well within the budget. The streamlining of our office procedures continues, with more efficient and strategic use of staff time, and this is reflected in the lower costs for salaries and fees. Meeting costs are down through the introduction of fewer Board meetings, the fact we have

fewer face-to-face meetings and are making greater use of web and internet based communication.

In general the pattern of expenditure is similar to the previous year, with investment continuing primarily in the website and marketing. In addition we have managed to use our savings on the planned budget to write down the value of the stock of books without compromising our reserves. The figure for our assets is now more realistic. We have also contributed £3000 towards the School Chair campaign, and brought forward the funds allocated to the internal communication project so it can go ahead in the next financial year. Despite these additional expenditures we have a surplus of around £6,000, a healthy situation to be in and I am happy to report that we are continuing with our long-term plan of building up the reserves.

### **Membership Fees and payments**

I would like to thank all members who paid their subscriptions on time as this reduces the considerable time and expense involved in staff chasing up outstanding fees. I encourage more members to consider paying the full membership fee using either our online payment facility or by direct debit payments as it helps reduce administration costs. Online payments, via the STAT website, are very secure, administered by Paypoint, which is one of the largest providers of online payment services. To provide more choice for members we continue to offer the possibility of monthly direct debits in addition to the annual and quarterly options.

### **Financial reporting**

We continue to improve our financial reporting to make it easier to understand how the Society's funds are allocated and to help make decisions about future spending. Statnews now carries regular reporting by the Treasurer summarising the latest details of spending so members are kept up to date with the finances. The pie chart presents a quick visual reference that is also useful for comparative purposes.

### **Streamlining financial procedures**

We continue to work to make our financial procedures more efficient, and improve the timeliness of the information to improve financial decision making.

I would like to thank all members of Staff and the volunteers on Council, Committees, Working Groups as well as those who provide support in a myriad of ways, for the effort they put into the work of the Society.

## REVIEW OF ACTIVITIES

The rest of this review, with each sub-committee's and group's report, follows this grouping:

## DEVELOPMENT AND STANDARDS

### TRAINING COURSE COMMITTEE (TCC)

*(Caroline Dale, Chair)*

TCC continues to meet at the STAT office on a more or less quarterly basis. We said goodbye to our student member Rebecca Dho in September 2013 and are very grateful to her for having been an enthusiastic and insightful member of the committee. We were pleased to welcome Sarah Barfoot onto the committee as our new student member. Sarah attended her first meeting on 24<sup>th</sup> November 2013.

#### Training Course Applications:

TCC has reviewed three applications to run STAT approved training courses since March 2013.

In March 2013, TCC interviewed **Steven Hallmark** who had applied to run a STAT approved training course in Sweden. TCC recommended to Council that Steven's application be approved and Council subsequently granted approval.

Steven had hoped that following approval by STAT the Swedish authorities would be willing to supply a government subsidy to support students wishing to train as Alexander Technique teachers in Sweden.

In January 2014 Steven advised us that unfortunately the government had turned down his application and currently no students were in a position to train without a subsidy.

Steven will keep us informed of future developments and is considering putting forward a further proposal to the Swedish authorities.

We wish him success with this venture.

**Pamela Mason** made an application to become a joint head of training with Lena Schibel Mason to run the York Alexander Technique School (YATS). TCC interviewed Pam in September 2013 and recommended to Council that approval be granted. Council approved the application in October 2013. We wish both Pam and Lena success in their joint venture.

In August 2013, **Caroline Chalk** sent a request to Council for approval to run a part-time STAT training course. Caroline's request was subsequently forwarded to TCC for discussion. Because Caroline's proposal did not comply with STAT's current Rules for running an approved training course, TCC were obliged to recommend to Council that the proposal be rejected. Council advised Caroline accordingly. It was also with regret that Caroline was advised that if she wished to continue with her plan, she would have to relinquish her STAT membership in compliance with our Rules. Caroline confirmed that she understood this and decided to continue with her project. TCC wish her all success with her plans.

**Length of Service** by committee members:

Due to some HOT members having served on TCC for a significant amount of time, it was felt appropriate to invite any HOT's who may be interested, to join the committee. At the present time no HOT's are able to offer their services and TCC are grateful for the ongoing commitment of the current HOT's on the committee.

**Overseas Assessment:**

TCC, together with members of Council organised an assessment for 5 teachers in Hungary who had applied to become STAT members. Three teachers formed the Assessment Panel and all 5 applicants were approved and have since become members of STAT.

**Assessment Procedure document:**

TCC continues its work on the STAT Assessment Procedure document, which will include new proposed wording for an appeals process and hope that we will be able to pass our recommendations to Council soon.

Meantime, we wish all STAT members a very fruitful 2014.



## **CONTINUOUS PROFESSIONAL DEVELOPMENT (CPD)**

*(Pat Brown)*

I took on the role of CPD Co-ordinator on 1 October 2013.

I decided to survey members as to their thoughts on STAT CPD provision so that their views would inform how future CPD was organised. One hundred and twenty members submitted the survey and six others wrote to me individually. Results of the survey will be published in STAT news in due course.

In the meantime, CPD workshops have been planned for 2014 to keep things "ticking over".

## **SCIENTIFIC RESEARCH GROUP (SRG)**

*(Erica Donnison, Chair)*

The SRG has continued to be active in promoting research into the Alexander Technique and facilitating communication of it within and outside of STAT. In 2013:

- The ATLAS trial reached its recruitment target. The study is evaluating AT lessons or acupuncture, both compared with usual GP care, for people with chronic neck pain. York University is managing the trial and 19 STAT-registered teachers have delivered the AT lessons in York, Sheffield, Manchester and Leeds. Two SRG members are active participants in the trial management team, representing STAT and working to ensure appropriate study methodology and implementation.
- Also in collaboration with York University, a survey of current teaching was undertaken, *Mapping Alexander (Technique) lessons and teachers [MALT]*. The results are currently being evaluated by the York research team and will be submitted for publication in a medical journal in due course.
- The SRG participated in the NICE Stakeholder process for revising the scope of the review to update the chronic low back pain guidelines. Our input was aimed at representing Alexander Technique teaching and the supporting evidence more accurately. The review is underway; we will have an opportunity to comment on new draft

guidelines in 2015 and the final NICE guidelines will be issued in 2016.

- Communication with the Committee for Advertising Practice continues regarding what claims we can make about the benefits of AT lessons.
- The SRG has produced or commented on a number of publications. These include a handout, developed with Chloe Stallibrass, for use with healthcare professionals summarising the findings of the study of AT lessons for people with Parkinson's; a lay version of the existing ATEAM handout; and lay summaries of published studies in readiness for use on the new STAT website.
- Development began of a new website, *Alexander Studies Online*. This will be both a resource and a forum for informed debate for the international AT community. While initially sponsored by the SRG the aim is that, ultimately, it will be run by an independent Editorial Board.
- The SRG continues to provide information and advice to the office to help answer enquiries from teaching members or the public.
- Networking and fact-finding has included attendance and reports from the following meetings: RCCM Workshop on Qualitative Research Methodology; International Congress for Complementary Medicine Research (held in London), and the NICE annual conference.
- Members have been kept up to date via a regular SRG contribution to *Statnews*.

## **MODERATORS' PANEL REPORT**

*(Peter Ribeaux, Co-Chair)*

Some ninety moderations (sixth and ninth terms combined) have taken place during the year January 2013 – December 2013.

The Panel meets three times each year and has currently 15 members. Each meeting is preceded by a session where those present exchange work and discuss general issues relating to the Technique. In our meetings we have engaged in a full discussion of training issues in as much as they concern moderation as well as the process of moderation itself.

The Handbook "Student Moderation" has been slightly revised and updated.

Jean Clark's absence from meetings during the year has again continued to be greatly felt.

Members:

Anne Batty

Jean Clark (co-Chair)

Ron Colyer

Trish Hemingway

Sharon Higginson

Marjorie Hodge

Sue Holladay

Dorothea Magonet

Merran Poplar

Peter Ribeaux (co-Chair)

Carmen Tarnowski

Lucia Walker

Elisabeth Waterhouse

Karen Wentworth

Christina Wilton

## **INTERNATIONAL LIAISON** *(Brita Forsstrom)*

Up until last year the international Liaison report has been out of synchronicity with the other reports and instead of running from January-December they have been running from the annual meeting of ATAS (Alexander Technique Affiliated Societies) which usually takes place in late April or early May. In order to bring this report in line with the rest of the STAT Annual Reports there will be a gap in reporting until next year.

There have been no significant developments during the rest of 2013 since I reported last year. There were no new applications for affiliation since last year. One interesting international development has been that there are now some teaching members in Hungary.

The 2014 ATAS annual meeting will take place 9-11<sup>th</sup> May hosted by the French society and held in a town near the Swiss border. Eileen Armstrong and Brita Forsstrom will represent STAT. I will report to the ATAS meeting on the activities within STAT including statistics of membership in next year's Annual Report.

## **PROFESSIONAL CONDUCT**

### **PCC CO-ORDINATOR'S REPORT**

*(Jackie Beim; Graham Crewe)*

During the year Maureen White stepped down from the role of Professional Conduct Committee Co-ordinator. We would like to thank her

for her thoughtful and caring work during the year. Jackie Beim has joined Graham Crewe as the new co-ordinator.

During the year The Society received four formal complaints against STAT members, two of which related to affiliated societies which conducted their own investigations. In addition one question was raised under the heading of 'fitness to practice of a teaching member being seriously impaired by virtue of illness or injury'.

At this year's AGM we are bringing a motion to make a change to the Rules of The Society. This is in relation to the way cases of 'fitness to practice' are dealt with. The current Rules state that when a question of fitness to practice is brought to the attention of Council then Council should immediately request the case to be considered by a Preliminary Investigation Committee.

Required procedure is that when a PIC is convened the member in question has to be informed that they are being investigated and will be asked for a response. The PCC Co-ordinators are suggesting that this could be distressing for the member who may be in a vulnerable state. We are therefore bringing a motion to amend the Rules to allow for a more considered approach to this kind of case and we hope the membership will see the necessity for this change.

## **MEMBERSHIP**

### **MARKETING AND PUBLIC RELATIONS**

*(Ilia Daoussi, General & Marketing Manager)*

2013 was a busy year. Our ongoing cooperation with teachers and Litmus PR has led to some important results and laid the foundation for future work.

Since the beginning of the year Litmus worked hard to re-establish our cooperation with BackCare and started contributing articles in their magazine *TalkBack*. In October 2013 we contributed an article for a feature on the psychosocial dimensions of disciplines. The article was well received by the BackCare Head of Research & Education, Dr Adam Al-Kashi, who expressed interest in getting in contact with STAT. A subsequent meeting was arranged between him and members of the

Scientific Research Group (SRG) to take place in 2014. I would like to express our thanks to Lesley Glover and the SRG who worked on the article and made this possible.

A big part of 2013 was dedicated to the School Chair campaign. The Campaign was started in Ireland by Richard Brennan. Richard was concerned that the European Standards on school furniture (set by the European Standards Association - CEN) allowed too much backward slope on school chairs, which could be harmful to children. I approached the British Standards Institute (BSI), the UK equivalent of CEN, and was invited to their offices to discuss how we could cooperate in raising awareness of the standards. Caroline Tyler, BSI Programme Manager in Manufacturing and Services, invited us to participate in future BSI meetings and Caroline Dale agreed to represent STAT, for which we are thankful.

To further increase awareness around school chairs and the European standards, STAT launched an online campaign. Please visit [j.mp/SchoolChairsPetition](http://j.mp/SchoolChairsPetition) if you wish to sign. A task group of experts was also formed, comprising of Richard Brennan (STAT member), Miriam Wohl (STAT member and former GP, now a GP Expert Witness), Levent Caglar (Senior Ergonomist & Head of Ergonomics Unit in FIRA and Chair of the BSI committee that deals with furniture for schools) and Sean McDougall (Chair of Pain UK and Education Fast Forward fellow who previously worked on education matters at the Design Council and former trustee and CEO of BackCare). I would like to take the opportunity to thank all of them, on behalf of STAT, for their time, effort and dedication to this.

In June 2013 we were approached by Sarah Bradbury, Head of Marketing and Communications at Dentists' Provident, a specialist provider of income protection insurance for dentists, who requested to interview an AT teacher for their newsletter and Antonella Cavallone agreed to be approached. Following the publication of the respective article, we were contacted anew by Sarah Bradbury who invited us to help in raising awareness of the AT to their clients who often suffer from musculoskeletal problems. We decided to offer their clients a free lesson if they booked a series of ten and are now regularly contributing to their newsletter.

In addition to the work with BackCare and BSI, our cooperation with Litmus PR also resulted in a number of online and printed articles. I apologise for not having kept up with sending you my regular "AT in the

media” report, but the STAT website was a significant priority which claimed a lot of my time.

In October 2013 we organised the 10<sup>th</sup> Alexander Awareness Week, and 9<sup>th</sup> on an international scale. The year’s theme was “Look, Feel and Grow Younger”. I am grateful to the STAT IAAW liaison, Angela East, for her continuous support, help and input, as well as to Lucia Walker and Julia Cowper for allowing us to use Elisabeth Walker’s photo on our promotional material.

During the year we participated in two exhibitions, the Primary Care Event (22-23 May 2013) and the Your Horse Live Show (9-10 November 2013) where we did a lot of networking and promoted the AT and STAT. Both shows were funded by STAT. Erica Donnison and Harriet Saunders undertook their respective organisation with the help of other volunteering teachers. We are grateful for their time and effort and for making our presence possible in these events.

We were also invited to two health and wellbeing days by the Westminster University on the 19<sup>th</sup> February and the University of East London on the 12<sup>th</sup> and 19<sup>th</sup> November.

The highlight of 2013, however, was the launch of the new STAT website. Please read under STAT Website below for more information.

I also continued sending out regular tweets. We have increased our followers from about 570 in 2012 to approximately 800 at the end of 2013, with more engagement from them leading to 104 retweets.

I always rely on your experience and wonderful support for a lot of aspects around the promotion of STAT and the AT. Please contact me if you would like to find out how you could help at [ilia@stat.org.uk](mailto:ilia@stat.org.uk).

## **PUBLICATIONS**

### **STAT WEBSITE**

*(Tim Soar; David Gibbens; Ilia Daoussi)*

The end of 2013 saw the end of my long period as website editor, with the launching of the all new STAT website. The Content Management System of the new site allows it to be maintained by the office staff

Most of the work on the old website throughout 2013 was in the form of routine maintenance, announcing workshops led by STAT teachers, and making other additions and changes to the information available to the public. The members' section was kept up to date with events and other notices for both teachers and trainees. The STAT Business page was busy with announcements and downloadable documents from the office, informing members of Council business and other policy related developments.

The number of visitors to the public website remained remarkably steady at around 150 per day.

***Tim Soar***

The new STAT website went live to teachers at the end of November. We listened carefully to feedback and made a number of important tweaks to the site before going live to the public in December but the essential functionality of the site was unchanged.

The overwhelming majority of comments from our members have been positive and this is an appropriate time to thank the e-stat team – Tim Soar, Brita Forsstrom, Grant Ragsdale, Jill Payne and Ilia Daoussi – who stuck loyally with the project through thick and thin and without whom it would have been impossible to achieve a decent result. Thanks also to the “content” team, which included Brita, Pat Brown, Antonella Cavallone and Ilia.

Inevitably, this is a work in progress and there are still features to be implemented and further improvements to be made, but after experiencing more than our fair share of problems along the way we now have a good developer on board and we can look to the future with considerable confidence.

***David Gibbens***

The highlight of 2013 was the launch of the new STAT website. Since then have received a lot of emails with positive comments about the new site. Thank you all for your support and constructive comments.

Although the project in itself is considered complete, the work on the website is always ongoing and we hope to make a lot more features

available in the future. I would like to personally thank David Gibbens for his continuous work and support and for all the innumerable hours he dedicated on this. I would also like to thank Antonella Cavallone, Brita Forsstrom and Pat Brown for all the work on the content of the website, as well as all of you who contributed with photos, text, and testimonials.

Our thanks also go to Tim Soar and Joseph Stephens for the volume of work they have put in making the previous website and teacher search facility possible, and for their dedication to maintaining STAT's online presence throughout the years.

***Ilia Daoussi***

## **STATNEWS**

*(Jamie McDowell – editor, Paul Marsh – Production Editor)*

Three issues of Statnews have been produced in 2013. The new layout has been well received and our new printers are able to produce a newsletter with high production values. Full colour printing has enabled photospreads to become an attractive feature.

Articles on a wide range of topics are being offered for publication and the letters section has some lively debates in progress. Further articles and letters are welcome on all topics. I would welcome more workshop reports especially if accompanied by photographs.

The reduced cost of full colour display advertising has led to an increase in uptake. The income from this is particularly useful and helps to offset production costs. I would like Teachers to consider placing display ads in addition to the free announcements, in the knowledge that it helps support the continuing publication of Statnews.

## **ALEXANDER JOURNAL**

*(Jamie McDowell & Paul Marsh – co-editors)*

There were production delays in 2013 and we were disappointed to be unable to publish a Journal in 2013. The next issue of the Journal (AJ 24) is on track for publication later than anticipated in May 2014. We are investigating the possibilities of making constructive layout changes to the Journal, and subtle tweaks that improve readability and help people to get more from it.



It remains our aim to make future issues of the Journal more strongly themed. This would help the Alexander Journal to become more easily referenced as readers would know from the cover that they were likely to find several articles on a particular theme in the same issue.

In order to maintain an annual frequency of publication we are exploring collaborations with Affiliated Societies in order to increase the pool of available material. We also intend to include articles that include expert opinion from people working in other mind or body-related disciplines, and encourage and develop ways of talking about the technique that make sense to people in the medical or other fields.

### **STAT Archives** (*Lara Lopez Boronat - Archivist*)

I started working in the Archive in January 2013 and since then I have mainly focused on dealing with the backlog (now almost finished), reorganising and reviewing the physical archive. I have also been updating the digital archive, adding keywords and additional information to make the recovery of records easier for users and visitors to the website.

During the past year we received a couple of book donations which helped us expand both the STAT archive and the ever growing library we have.

Donations are more than welcome so if you have any books on or relevant to the Technique which you don't need any more, we would be happy to hear about them. We would also welcome all kinds of donations, e.g. DVDs, tapes, photos etc.

Our library is unfortunately not a lending library, but you are welcome to come to the office and flick through the books we have.

If you would like to contact me, please do so via the office email [office@stat.org.uk](mailto:office@stat.org.uk) and put in the subject field "For the attention of the archivist". If you wish to come to the STAT office and have a look at the archive, please let us know well in advance so that we can arrange an appointment and I can be present to help you with finding what you need.

Last but not least, I would like to take the opportunity to personally thank Mr Jean Fischer for all his invaluable help, kind advice and guidance he has given me during this time.

# **The Society of Teachers of the Alexander Technique**

Company Registration No: 05533966

## **Accountants' report Year Ended 31 December 2013**

In order to assist you to fulfil your duties under the Companies Act 2006 we have compiled the financial statements of The Society of Teachers of the Alexander Technique for the year ended 31 December 2013 set out on pages 19-27 from the accounting records and information and explanations you have given to us.

This report is made to the company's Board of Directors, as a body, in accordance with the terms of engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the company's Board of Directors that we have done so and state those matters we have agreed to state to them 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 company and the company's Board of Directors as a body for our work or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Association of Chartered Certified Accountants and have complied with the ethical guidance laid down by the Association relating to members undertaking the compilation of financial statements.

You have acknowledged on the balance sheet as at 31 December 2013 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, 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 statements.

Spencer-Davis & Co  
Chartered Certified Accountants

4-6 Peterborough Road  
Harrow HA1 2BQ

# The Society of Teachers of the Alexander Technique

Company Registration No: 05533966

## Income and Expenditure Account Year Ended 31 December 2013

	<b>2013</b>	<b>2012</b>
	£	£
<b>Turnover</b>		
<b><i>Membership Subscriptions</i></b>		
UK teachers subscriptions	233,197	232,793
Overseas teachers subscriptions	28,871	25,754
Friends subscriptions	4,015	3,775
Student registrations	7,073	8,018
<b><i>Sales</i></b>		
Leaflets and certificates	1,092	1,564
Books	1,442	2,713
Products	172	868
CPD, OCN, CoT	5,309	5,626
Advertising and copyright fees	1,243	1,230
<b><i>Miscellaneous</i></b>		
Sundry income	1,769	2,017
Interest receivable	<u>1,608</u>	<u>482</u>
	285,791	284,840
<b>Administrative expenses</b>		
<b><i>Main salaries and fees</i></b>		
Wages and salaries	78,125	98,058
Temporary work	2,196	2,890
Compensation for loss of income	7,500	6,000
Legal and professional fees	2,630	2,448
Accountancy fees	1,104	1,134
<b><i>Office Infrastructure Costs</i></b>		
Rent	23,246	22,518
Rates	7,062	7,088
Insurance	782	767
Light and heat	1,106	1,477
Cleaning	430	356
Repairs and maintenance	800	431
Staff training	2,328	1,505

# The Society of Teachers of the Alexander Technique

Company Registration No: 05533966

## Income and Expenditure Account (*continued*)

### Year Ended 31 December 2013

#### ***Office Consumables***

Printing	140	149
Postage	370	493
Stationery	1,732	2,410
Bulk mailings	10,008	9,686
Telephone	1,944	1,867
Computer expenses	-	1,645
Archiving costs	2,535	-
Website and email	12,297	12,644

#### ***Meeting costs***

Meeting costs - Council	2,701	4,198
Meeting costs - sub committees	1,172	2,150
Meeting costs - summit	1,506	2,546
Meeting costs - AGM	2,568	3,174
Meeting costs - other	2,275	3,493

#### ***Additional Membership Services***

Moderation fees	9,085	9,244
Printing costs- publications	6,600	11,332
Editor's fees	2,908	7,048
Members' insurance	12,085	12,558
Scientific research	3,984	2,099
Website development	7,816	11,544
Marketing and publicity – consultants	23,131	16,763
Marketing and publicity - events	1,054	1,209
Marketing and publicity - press cuttings	935	991
Marketing and publicity - other	989	2,454
CPD workshops	5,021	5,714
Internal Communications	7,420	-

#### ***Miscellaneous***

Bank charges	2,517	2,162
Sundry expenses	321	1,776
Depreciation	<u>3,292</u>	<u>1,985</u>
	<u>253,715</u>	<u>276,006</u>

# The Society of Teachers of the Alexander Technique

Company Registration No: 05533966

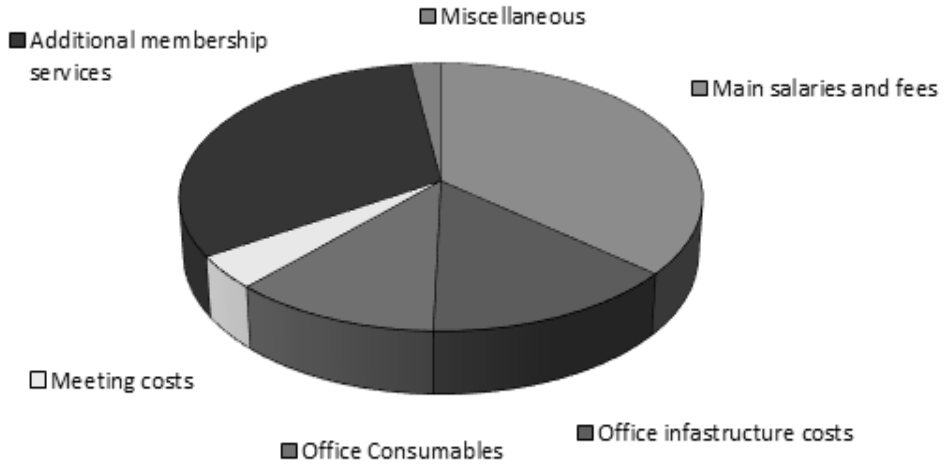
## Income and Expenditure Account (*continued*) Year Ended 31 December 2013

Operating profit/(loss)	32,074	8,834
Corporation tax	<u>96</u>	<u>68</u>
	31,978	8,766
Depreciation on air conditioning unit	2,355	-
Exceptional stock write down	<u>24,745</u>	<u>-</u>
	4,878	8,766

### Summary

	2013	2012
<b>Turnover</b>		
<i>Membership Subscriptions</i>	273,156	270,340
<i>Sales</i>	9,258	12,001
<i>Miscellaneous</i>	<u>3,377</u>	<u>2,499</u>
	285,791	284,840
<b>Expenses</b>		
<i>Main salaries and fees</i>	91,555	110,530
<i>Office Infrastructure Costs</i>	35,754	34,142
<i>Office Consumables</i>	29,026	28,894
<i>Meeting costs</i>	10,222	12,561
<i>Additional Membership Services</i>	81,028	80,956
<i>Miscellaneous</i>	<u>6,130</u>	<u>5,923</u>
	<u>253,715</u>	<u>276,006</u>

## Summary (pie chart)



**The Society of Teachers of the Alexander Technique**  
 Company Registration No: 05533966

**Balance Sheet**  
**As at 31 December 2013**

	<b>Notes</b>	<b>2013</b> £	<b>2012</b> £
<b>Fixed assets</b>			
Tangible assets	3	6,251	10,820
<b>Current assets</b>			
Stock of books		6,686	32,268
Course rights		7,500	7,500
Trade debtors		7,834	10,165
Debtors		332	332
Prepayments		7,936	7,870
Cash at bank and in hand		<u>128,448</u>	<u>78,558</u>
		<u>158,736</u>	<u>136,693</u>
<b>Current liabilities</b>			
Trade creditors		5,638	1,195
Other creditors		1,803	1,976
Payments in advance		8,929	14,667
Accruals		<u>18,116</u>	<u>4,052</u>
		<u>34,486</u>	<u>21,890</u>
<b>Net current assets</b>		<u>124,250</u>	<u>114,803</u>
<b>Total assets less current liabilities</b>		<u>130,501</u>	<u>125,623</u>
<b>Capital account</b>			
At 1 January 2013		125,623	116,857
Profit/(Loss) for the year		<u>4,878</u>	<u>8,766</u>
		<u>130,501</u>	<u>125,623</u>

# **The Society of Teachers of the Alexander Technique**

Company Registration No: 05533966

## **Balance Sheet (*continued*)**

### **As at 31 December 2013**

These annual accounts have not been audited because the company is entitled to the exemption provided by s477 Companies Act 2006 and its members have not required the company to obtain an audit of these accounts in accordance with s476. The directors acknowledge their responsibilities for ensuring that the company keeps accounting records that comply with ss386 and 387 Companies Act 2006. The directors also acknowledge their responsibilities for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with ss394 and 395 Companies Act 2006, and which otherwise comply with the requirements of that Act relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Signed on behalf of the board of directors

.....  
E Armstrong



# **The Society of Teachers of the Alexander Technique**

Company Registration No: 05533966

## **Notes to the Financial Statements Year Ended 31 December 2013**

### **1. Accounting Policies**

#### **(a) Accounting convention**

These accounts have been prepared under the historical cost convention and include the results of the society's operations, all of which are continuing.

#### **(b) Tangible fixed assets**

Tangible fixed assets are estimated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:

Plant and machinery	10% straight line
Fixtures, fittings and equipment	20% straight line

#### **(c) Going concern**

These financial statements have been prepared on the going concern basis.

#### **(d) Investments**

Fixed asset investments are stated at market value

#### **(e) Stock**

Stock of books is valued at the lower of cost and net realisable value

#### **(f) Income**

Income comprises annual subscriptions from members and students, sales of books and leaflets and registration fees receivable in the year.

#### **(g) Taxation**

The company is exempt from taxation on the basis that it is a non-profit making organisation.

# The Society of Teachers of the Alexander Technique

Company Registration No: 05533966

## Notes to the Financial Statements (*continued*) Year Ended 31 December 2013

### 2. Operating Profit

Operating profit is stated after charging:

	<b>2013</b>	<b>2012</b>
	£	£
Depreciation	1,985	1,985

### 3. Fixed Assets

	Furniture & Equipment £
<b>Cost</b>	
At 1 <sup>st</sup> January 2013	59,822
Additions	<u>1,776</u>
At 31 <sup>st</sup> December 2013	<u>60,902</u>
<b>Depreciation</b>	
At 1 <sup>st</sup> January 2013	49,002
Charge for the year	<u>5,649</u>
At 31 <sup>st</sup> December 2013	<u>54,651</u>
<b>Net Book Value</b>	
At 31 <sup>st</sup> December 2013	<u>6,251</u>
At 31 <sup>st</sup> December 2012	<u>10,820</u>

#### 4. Movements in Funds

	<b>2013</b> £	<b>2012</b> £
Opening funds	125,623	116,587
Profit/(Loss) after taxation	<u>4,878</u>	<u>8,766</u>
Closing funds	<u>130,501</u>	<u>125,623</u>

#### 5. Related parties

The company has funded the expenses of The Charity for the F Matthias Alexander Technique Limited, a company limited by guarantee controlled by the directors. During the year this amount was £nil (2012:£nil). At the year-end £332 (2012: £1,332) was owed to the society.

