

ACC Board Meeting Thursday 10th June 2025

Venue: Zoom

(Meeting commenced 13.30)

	Title
	<p>Opening: SC led a timer of devotion: Rom 12:6-7. SMR led in prayer.</p> <p>In attendance: Sue Monckton-Rickett, Chair (SMR); Chris Williams, Deputy Chair (CW); Peter Roberts (PR); Tony Ruddle (TR); Gathoni Hamilton-Foster (GHF); Sean Charlesworth (SC); Christine Pinder (CP).</p> <p>Apologies: Wein Fung (WF); Leroy Harley (LH); Kate Pozzo (KP); Kathy Spooner, CEO (KS).</p>
1.	<p>Minutes of the 8th May 2025</p> <p>The minutes were approved with two minor spelling changes.</p> <p>Matters Arising & Reviewed actions:</p> <p>Actions were reviewed and updated.</p> <p>With reference to the look up facility on website developments, the developers had confirmed that functionality had not been lost, but a work around had been created that was not possible in the new system. ACC will do some analysis about the cost of using a new piece of software.</p> <p>GHF asked about Accord and including an article on the Ethnic Tapestry group. SMR said that there is an open invitation to them to write articles, but none have been received for some time. SMR asked GHF to encourage Ethnic Tapestry to provide an article or for her to write one.</p> <p>AOB: PR Cyber Attacks</p>
2.	<p>Standing items</p> <p>Conflict of Interest: - None declared.</p> <p>RAP/PSA – covered under KS report.</p> <p>Diversity & Inclusion: CW attended an in-person meeting of the Coalition for Inclusion and Anti-Oppressive Practices and KS joined on Zoom. There was a discussion about how to gain momentum in organisations for addressing and proactively progressing works on EDI topics. It was a useful reflective meeting to look at the current position of the various organisations.</p> <p>The MOU group has not met.</p> <p>Legal / Governance updates</p> <p>SMR reported that:</p> <p>The Charity Commission had announced that they are reviewing SORP, which lays out financial reporting requirements for charities. There is currently a consultation process.</p> <p>Companies House is starting a process where all Directors are having to validate their identity. It will begin in Autumn 2025 and has to be complied within 12 months. SMR will share what actions are required with all trustees.</p> <p>ACC is in the process of changing its business address to be the same as it's registered address, as the operation of a PO box has become increasingly impractical and time consuming. SMR proposed that ACC also use this address to be the director's address, which would mean that it would appear on the Companies House register as the correspondence address for all directors, rather than having home addresses displayed. Any correspondence sent to this address for directors would be forwarded by e-mail. There is a small cost of this service.</p> <p>The Board agreed that the directors address service should be implemented.</p>

	<p>SMR will purchase the service and implement the changes to the directors addresses on the Companies House register.</p> <p>The Crime and Policing Bill going through Parliament requires mandatory reporting of sexual abuse within 7 days. There is no clarity whether this is current or historic. The concern for counselling and pastoral care is that there could be unintended consequence of those abused not wishing to raise their experiences for fear of reporting having to be made and made so quickly. There may be a joint letter from the PCPB to the Government pointing out the issues for counsellors and their clients.</p> <p>GHF asked if there was anything at present and SMR responded presently there is no mandatory reporting for counsellors.</p> <p>There is a consultation concerning legislation about the request for information by the police as evidence to crime, which would include the police having the right to access counselling records. Again, the PCPB will seek to address the issues to the consultation, especially with regard to the definition of counselling, as there is a concern that the limitations on what can be requested should apply to services such as rape crisis / domestic abuse refugees, etc.</p>
3.	<p>Chair Report</p> <p>Complaints Update – presented in written update.</p> <p>Memorandum and Articles of Association – Charity Commission had responded to our request for changes stating general ok except in 2 areas where they could not agree but advice given of ways forward. SMR's report gives detail.</p> <p>The Board unanimously passed the 3 purposes in their simplified wording in a special resolution for submission to the Charity Commission.</p> <p>1. The advancement of education</p> <p>The advancement of education for the public benefit in particular but not exclusively by providing training, resources, professional development and support to counsellors, psychotherapists and related professionals, and the general public, and promoting professional standards and public understanding of the role of these professions in society and the promotion of individual and community well-being.</p> <p>2 The advancement of the Christian religion</p> <p>The advancement the Christian religion for the public benefit in particular but not exclusively by supporting Christians in counselling, psychotherapy and related professionals, providing training and resources that encourage the integration of Christian faith with professional practice and increasing public understanding of the role of such work in expressing and developing the Christian faith.</p> <p>3. The advancement of health or the saving of live</p> <p>The advancement of health and the saving of lives for the public benefit in particular but not exclusively promoting ethical and professional standards in counselling, psychotherapy, and related professions; maintaining practitioner registers; and providing or supporting the delivery of therapeutic services that improve individual and community well-being.</p> <p>Also adding the definitions:</p> <p>In this constitution (or Articles):</p> <ul style="list-style-type: none"> - "Counselling / psychotherapy and related professions" includes but is not limited to those engaged in talking therapies, pastoral care, coaching, mentoring, spiritual direction, chaplaincy, mental health support, and emotional well-being services. - "Christian" refers to individuals and organisations whose beliefs and practices align with the historic Christian faith as expressed in widely recognised creeds and confessions.

	<p>- "Public benefit" shall be interpreted in accordance with section 4 of the Charities Act 2011.</p> <p>The Board agreed unanimously to retain Article 8.3 and 9.2 and resubmit to the Charity Commission the justification and explanation as outlined in the Chair report.</p> <p>On the issue of changing from using the word "Trustees" to "Directors" at the suggestion of the Charity Commissioners, TR said that he felt that it should remain as "Trustees" given that the Charity Commission had said that they would accept this and also that the word "Trustee" conveyed to the public and members more the sense of charity, of trustees not being paid, of a non-profit organisation rather than a commercial business. Following a discussion, the board agreed unanimously that the word Trustees continues to be used throughout the new articles.</p> <p>SMR will resubmit to the Charity Commission the amended purposes, the articles relating to income and property 8.3 and 9.2 with the explanations and the decision to keep the word "trustees" with the explanation.</p> <p>Board Nominations: - CP and SC agreed to stand for a further term but WF decided to stand down and we expressed our thanks after his service of 6 years.</p> <p>Two new nominations also received for Lynn Smailes and Jennie Fytche and they had been interviewed by SMR & CW.</p> <p>The board approved them to stand at election.</p> <p>RAP membership</p> <p>Alison Evans will become Chair of RAP when Catherine Clarke stands down in September, and she has been invited to meet with the Board in September. Other new members will be Melinda Mozes and Sarah James.</p>
4.	<p>Finance Report</p> <p>April Management Accounts and Cashflow were presented by PR.</p> <p>SMR / KS and PR to meet to forecast staff costs for the rest of the year.</p> <p>Funding applications in progress - several small ones, and two larger ones are being prepared -). The areas that we are applying for are the development of coaching and mentoring, pastoral care and Spiritual Direction development.</p> <p>The Board records its thanks to those who has been doing the application work on our behalf. Also, to PR for his ongoing activity with regard to finances.</p> <p>PR commented that he was working with Keith to get all finance related documents onto SharePoint.</p>
5.	<p>CEO Report</p> <p>SMR presented KS report in her absence.</p> <p>Equivalence processes for a variety of scenarios were presented: overseas applicants; interrupted or incomplete training; linked professions of organisations that are not part of SCoPEd and Organisations that do not hold a PSA Register.</p> <p>The Board agreed these additional processes to be implemented and used for applications that require equivalence.</p> <p>The Board also recorded it's thanks to the consultant for completing all of this work.</p> <p>Assessments were currently being completed by the consultant, but the proposal was to recruit and train a group of assessors. There was a discussion about whether it would be appropriate Board members might be part of that scheme. SMR answered that this would need to be considered carefully in terms of both payments being made to trustees (the articles allow for this, but it must not be the majority of trustees and there has to be a rational as to why a trustee</p>

	<p>is best placed to do this) and also a potential conflict of interest between growing membership and maintaining standards.</p> <p>The Churchill Framework for use with Coaches and Mentors which is an adaptation of the original for counsellors that was reviewed at the last board meeting. It was noted that Heather Churchill has given agreement for it to be used in this way and for the changes that have been made.</p> <p>It was proposed that the framework be accepted and the Board agreed unanimously.</p> <p>Staff Update –KS provided details of start dates for Head of Membership Services and Head of Professional Standards and Registrar.</p> <p>PCPB Update – see CEO report.</p> <p>SMR has requested that those working on the development of Coaching and Mentoring come to the July Board meeting to present their proposals for membership criteria.</p> <p>Other items were reported in the CEO paper.</p> <p>AI Discussion – deferred to a later meeting in the absence of KS and KP</p>
7.	<p>AOB</p> <p>PR asked that we look at cybercrime issues, which have become more of a concern following attacks on major retailers.</p> <p>It was suggested that we should have the discussion with our service providers of internet and website about the security provisions that ACC has in place.</p> <p>SMR confirmed that ACC already has Cyber Insurance. It was also agreed that we should update the risk register for this issue.</p> <p>Next meeting: 10th July 2025</p>

Approved



Chair of ACC

10 July 2025