

**HYMNS ANCIENT AND MODERN LIMITED**  
(A company limited by guarantee)

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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**HYMNS ANCIENT AND MODERN LIMITED**  
**(A company limited by guarantee)**

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**HYMNS ANCIENT AND MODERN LIMITED**  
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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<b>Trustees</b>	The Right Reverend Stephen Platten The Reverend Dr Simon M Jones The Reverend Paula A Vennells (resigned 31 January 2019) Sumita Honey Christopher J H Adams Helen M K Couldrey (appointed 29 January 2019)
<b>Company registered number</b>	01220696
<b>Charity registered number</b>	270060
<b>Registered office</b>	13a Hellesdon Park Road Norwich NR6 5DR
<b>Company secretary</b>	Dominic G Vaughan
<b>Chief executive officer</b>	Dominic G Vaughan
<b>Independent auditors</b>	Larking Gowen LLP Chartered Accountants King Street House 15 Upper King Street Norwich NR3 1RB
<b>Bankers</b>	Santander UK PLC Second Floor The Bell 5 Orford Hill Norwich NR1 3QB
<b>Solicitors</b>	Bates Wells & Braithwaite 10 Queen Street Place London EC4R 1BE

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**HYMNS ANCIENT AND MODERN LIMITED**  
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**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of Hymns Ancient & Modern Limited (the company and the group) for the ended 30 September 2019. The Trustees confirm that the Annual Report and financial statements of the company and the group comply with the current statutory requirements, the requirements of the company and the group's governing document and the provisions of the Statement of Recommended Practice (FRS102) "Accounting and Reporting by Charities" (SORP (FRS102)).

**Structure, governance and management**

**CONSTITUTION**

Hymns Ancient and Modern Limited (HA&M) is a company limited by guarantee and accordingly does not have a share capital. The liability of the members is limited to an amount not exceeding £1 each. The company is governed by its Memorandum and Articles of Association formed in 1975 and amended in 2008. It is registered as a charity with the Charity Commission.

**METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES**

The Council of Management (Trustees), which should number not less than three nor more than seven, administers the charity. Trustees retire after three years, but are able to be re-elected (up to three times plus 1 year). The Council of Management regularly reviews the range of skills amongst Trustees. The chairman is appointed by the Council of Management and there is no limit on the length of term the chairman can serve within the overall limit of a Trustee. New Trustees are found from the contacts and networks of existing Trustees, outside advisors and by advertising. When recruiting new Trustees, the Council of Management looks for individuals with skills and experience which are of value to the charity.

**POLICIES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES**

Potential Trustees are interviewed by the Council of Management and are provided with a pack of information including recent accounts and a copy of the Memorandum and Articles of Association. When a new Trustee joins the Council of Management they are provided with further information regarding finances, governance and charitable objectives including minutes of meetings for the previous year. They also receive documents on best practice taken from the Charity Commission website.

Trustees are highly experienced individuals and have a good understanding of what is involved in being a trustee of a charity. Where appropriate, the charity supports the training of Trustees including, for example, attendance at relevant seminars or events.

The Trustees are the directors of the company for the purposes of the Companies Act 2006. During the year these Trustees may receive remuneration within the limits set by the Articles of Association of Hymns Ancient & Modern Ltd.

**ORGANISATIONAL STRUCTURE AND DECISION MAKING**

The Council of Management meets quarterly. A Chief Executive is appointed by the Council of Management to manage the Charity. As a result of the size of the Charity, the Trustees delegate responsibility for day to day management to staff using planning and budgeting procedures, and delegation with segregation of duties.

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**HYMNS ANCIENT AND MODERN LIMITED**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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**PAY POLICY FOR KEY MANAGEMENT PERSONNEL**

Remuneration for all staff is set by the Council of Management annually. The annual amount is based on inflation and takes into account the final contribution figure in the annual accounts. Key management comprises the Senior Management Team:

Dominic Vaughan  
Sue Stapleford  
Stephen Rogers  
Stephen Dutton  
Paul Handley  
Christine Smith  
Michael Addison  
Aude Pasquier

**RELATED PARTY RELATIONSHIPS**

HA&M Limited has one 100% subsidiary company, G J Palmer & Sons Limited, which is dormant.

**RISK MANAGEMENT**

The Council of Management have examined the principal areas of the Charity's operation and consider the major risks faced in each of those areas.

In the opinion of the Council of Management, the Charity has established resources and review systems which have been fully documented and which should allow these risks to be mitigated to an acceptable level in its day to day operations. In addition to procedures and process mitigation, where possible insurance has been purchased to mitigate financial risk. The key risk area for the organisation is potential change to the market resulting in challenges to sales.

There is a strategy for managing risk and this is supported by the Risk Assessment Document which rates risks according to their impact and probability. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects.

A business continuity programme has been developed with Scenaris Ltd which will be implemented in the event of a major disaster. A test of the major elements of the plan has been carried out and lessons documented. It is intended to carry out occasional tests in the future.

HA&M Limited have engaged Stallard Kane Associates Ltd to help ensure that best practice is followed in health and safety management and Bates Wells and Braithwaite together with an HR consultant provide human resources support to ensure the safety and wellbeing of staff, customers and visitors to the charity's buildings and events.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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**Objectives and Activities**

**POLICIES AND OBJECTIVES**

HA&M's vision is to enable a greater engagement of the Christian religion worldwide through high quality publishing activities and targeted grant giving. It aims to build on its strong Anglican heritage to be the publisher and partner of choice in the world of Christian teaching, liturgy and music. It will provide products, services, events and financial support to achieve this goal.

More information about HA&M can be found on our website [www.hymnsam.co.uk](http://www.hymnsam.co.uk).

The objects of HA&M are:

- to promote the advancement of religion;
- to establish and support or aid in the establishment and support of any Charitable Corporation, Association, Institution, College, School, Society or Body whatsoever which in the opinion of the Hymns Ancient and Modern is connected with the work of the Church of England or any Church in communion with it, and to subscribe and guarantee money for any such charitable purpose;
- to aid and support any Charitable Corporation, Association, Institution, College, School, Society or Body which may not be in a direct relationship with the Church of England as aforesaid but whose aims and objects are, in the opinion of the Association, such as a Church of England organisation could properly aid and support.

The main objectives for the year continue to be those as stated above.

The means employed to achieve the Charity's objectives are as follows. The organisation engages in the publishing of religious journals, books, electronic products and provides publishing, distribution and related services to other religious organisations and publishers.

**MAIN ACTIVITIES UNDERTAKEN TO FURTHER THE CHARITY'S PURPOSES FOR PUBLIC BENEFIT**

Details of the main activities undertaken are included within Policies and Objectives (above) and Review of Activities (below).

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**HYMNS ANCIENT AND MODERN LIMITED**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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**GRANT MAKING POLICIES**

Grants are awarded based on the following criteria:

- the project will be of real value and will make a difference to a substantial group of people. A project which is of limited interest or value will not normally be considered unless the project will clearly have a wider benefit;
- The applicant is capable of carrying out the project;
- The applicant has a carefully budgeted project and has, and will, make full disclosure to the Trustees of the sources of other funding and if fortunate enough to be given more than sufficient for the project will immediately inform the Trustees to consider the surplus. The applicant should also supply a copy of their latest published financial statement if requested; and
- In order to complete the successful grant process the Trustees will expect a report on completion of short term projects or an annual progress report for long term projects.

Proactive giving:

The Trustees will solicit ideas from others to help develop initiatives in our fields of interest. HA&M will seek advice on how it might be more proactive, rather than simply react to applications. Currently there are three main areas of interest:

- Music and Education: the development of church music understanding, knowledge and related educational opportunities.
- Liturgy (with special reference to training in liturgy).
- Books - to provide training colleges and organisations, particularly in developing countries, with publications they need to further their work and develop their library.

The Trustees continue to reserve the right to vary the amount allocated in total and to each area and are solely responsible for accepting or rejecting requests.

Staff have been encouraged to propose a single suitable charity, possibly local, that we would be able to work with directly, as well as provide grants for specific projects.

Details are shown on the company website ([www.hymnsam.co.uk](http://www.hymnsam.co.uk)).

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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**Group Strategic Report**

**Achievements and Performance**

**REVIEW OF ACTIVITIES**

The general economy continues to be a challenge for publishers, booksellers and charities, however, HA&M has continued to prosper. There has been a continuing investment in systems and development of digital sales and production. Extra investment has been made into protection of customer and other data to ensure compliance with GDPR. Each division has clear financial objectives which reflect the overall annual budget. The service divisions are expected to maintain or grow the service client base. All the divisions reflect the overall charitable aims and have achieved the financial and other related objectives set at the beginning of the year.

Grants of hymn books have been made amounting to £61,269. Grants to approved charities were £57,118. No funds have been designated for grants offered to charities which are contingent on future criteria.

**Church Times and Periodicals Division**

Church Times continues to maintain its position as the leading Anglican weekly newspaper. Subscriptions and advertising continue to be positive. The website and app are well used. All issues since the first in 1863 are available in digital format as part of the subscription or as a separate purchase. The cost of the app to users is part of the paper subscription, it can be purchased directly from Apple or from the HymnsAM website. Other publications are continuing to develop in print and digital form.

**Book Publishing and Distribution Division**

Book publishing under the SCM Press and Canterbury Press imprints have continued to thrive over the year. Church House Publishing titles were published on behalf of The Archbishops' Council. St Andrew Press, published on behalf of The Church of Scotland, also contributed to book sales. Overall, titles have sold well. The bookselling website has continued to thrive and microsites have been developed as part of the services offered to a number of distribution and publishing clients. Sales were improved by providing titles in digital format. Apple and Android Apps and print on demand versions of many titles continue to be added to the list and are providing a significant contribution to sales. The development of upgraded website-based products such as Crockfords and the C of E yearbook have shown good growth in users and income.

**Bookshop Division**

Church House Bookshop has benefited from running bookshops at many events and the bookshop website continues to generate significant sales. Footfall within the shop benefits from its location and creative window displays have encouraged passing trade.

**Key Performance Indicators**

The main key performance indicators used by the council of management are performance against budget and related targets including contribution.



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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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**Financial review**

**RESERVES POLICY**

The Council of Management has reviewed the reserves of the charity. The review concluded that HA&M needed to maintain an adequate reserve balance so as to be able to continue to make grants and be able to take advantage of potential future opportunities. The level of free reserves required to meet these objects is estimated to be equivalent to three months of operating costs. As at 30 September 2019 three months equated to £1,750,000.

The unrestricted reserves at the year-end amounted to £6,618,984, however, this includes tangible and non-tangible fixed assets amounting to £650,945. Free reserves are above target as at 30 September 2019, but the Trustees are mindful of business requirements and are comfortable with this current position. Additionally, last year it was agreed that £1,500,000 would be put into a long term investment reserve rather than working capital, with a further £1,000,000 invested this year. This will not affect the investment of those funds, merely how they are used. These long term reserves would be used as an emergency fund in the event of a major disruption to the business: part of HA&M's risk management/business continuity planning and as a fund to cover future major business opportunities should these arise.

**FINANCIAL REVIEW**

There were net incoming unrestricted resources for the year ended 30 September 2019 for the group of £502,728 (2018: £556,331). The unrestricted fund balances at the year end were £6,619,319 (2018: £6,116,591). The net incoming restricted resources for the year were £NIL (2018: £NIL) and the restricted fund balances at the year end were £NIL (2018: £NIL).

The main source of funding for HA&M is the sale, distribution and publishing of books and periodicals and events attendance and management. Expenditure has been directly linked to these income sources.

**CORPORATION TAX**

HA&M Limited is registered as a charitable organisation and has been granted exemption from corporation tax under the provisions of section 466 to 493 of the Corporation Tax Act 2010.

**MATERIAL INVESTMENTS POLICY**

Under the Memorandum and Articles of Association, the Trustees have wide powers of investment. Funds are held in short and longer term investments to provide for long term development, to provide working capital and to enable grant giving. The Charity is looking for investments to support the Charity's objects. For long term investments, the Council has appointed investment managers, with a mandate to provide a real rate of return of 3%. Investments are held in accordance with the Church of England's ethical investment exclusion policy.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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**Plans for future periods**

**FUTURE DEVELOPMENTS**

The group remains in a strong financial and strategic position with its spread of products and customers. HA&M has a good reputation as a charity, publisher, publishing service provider and partner. It will continue to develop relationships with like-minded organisations and provide its experience and expertise to help them succeed. As in previous years, investments in new technologies will continue as will the search for new customers for services and potential acquisitions. These will help to ensure that customers can obtain the religious information and music they need even though the number of specialist outlets is likely to be smaller than ever. There will be a continuing monitoring of performance to ensure all areas are contributing as budgeted, products are produced according to plan and services maintained at the current level.

**KEY FINANCIAL PERFORMANCE INDICATORS**

As mentioned in Review of Activities above, the main key financial performance indicators used by the Council of Management are performance against budget and related targets including contribution.

**GOING CONCERN**

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

**TRUSTEES' RESPONSIBILITIES STATEMENT**

The Trustees (who are also directors of HA&M Limited for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable group will continue in operation.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company and the group's transactions and disclose with reasonable accuracy at any time the financial position of the charitable group and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

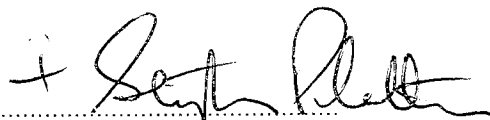
The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable group's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**DISCLOSURE OF INFORMATION TO AUDITORS**

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable group's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable group's auditors are aware of that information.

This report was approved by the Trustees, on 23 January 2020 and signed on their behalf by:



**The Right Reverend Stephen Platten**

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**HYMNS ANCIENT AND MODERN LIMITED**  
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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF HYMNS ANCIENT AND MODERN LIMITED**

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**Opinion**

We have audited the financial statements of Hymns Ancient and Modern Limited (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 30 September 2019 which comprise the Consolidated statement of financial activities, the Consolidated balance sheet, the Company balance sheet, the Consolidated statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Group's and of the parent charitable company's affairs as at 30 September 2019 and of the Group's incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the Group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Group's or the parent charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

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**HYMNS ANCIENT AND MODERN LIMITED**  
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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF HYMNS ANCIENT AND MODERN LIMITED**  
**(CONTINUED)**

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**Other information**

The Trustees are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditors' report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Opinion on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' report including the Strategic report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' report and the Strategic report have been prepared in accordance with applicable legal requirements.

**Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report including the Strategic report.

We have nothing to report in respect of the following matters in relation to which Companies Act 2006 requires us to report to you if, in our opinion:

- the parent charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

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**HYMNS ANCIENT AND MODERN LIMITED**  
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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF HYMNS ANCIENT AND MODERN LIMITED**  
(CONTINUED)

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**Responsibilities of trustees**

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Group's and the parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the Group or the parent charitable company or to cease operations, or have no realistic alternative but to do so.

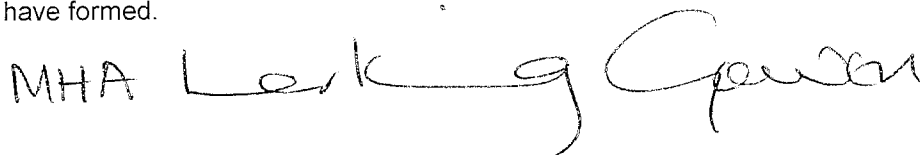
**Auditors' responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditors' report.

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditors' 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 charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

A handwritten signature in black ink, appearing to read 'MHA Larking Gowen', is written over the printed name of the auditor.

**Julie Grimmer FCA DChA (Senior statutory auditor)**

for and on behalf of  
**Larking Gowen LLP**

Chartered Accountants  
Statutory Auditors

Norwich

11 February 2020

**HYMNS ANCIENT AND MODERN LIMITED**  
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**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND  
EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 30 SEPTEMBER 2019**

	Note	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
<b>Income from:</b>					
Donations and legacies	4	-	63,010	63,010	52,403
Charitable activities	5	7,150,904	-	7,150,904	7,230,175
Investments	6	26,075	-	26,075	103,975
Other income	7	125,426	-	125,426	129,920
<b>Total income</b>		<b>7,302,405</b>	<b>63,010</b>	<b>7,365,415</b>	<b>7,516,473</b>
<b>Expenditure on:</b>					
Charitable activities	8	7,060,313	63,010	7,123,323	7,059,516
<b>Total expenditure</b>		<b>7,060,313</b>	<b>63,010</b>	<b>7,123,323</b>	<b>7,059,516</b>
Net gains on investments		260,636	-	260,636	99,374
<b>Net movement in funds</b>		<b>502,728</b>	<b>-</b>	<b>502,728</b>	<b>556,331</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		6,116,591	-	6,116,591	5,560,260
Net movement in funds		502,728	-	502,728	556,331
<b>Total funds carried forward</b>		<b>6,619,319</b>	<b>-</b>	<b>6,619,319</b>	<b>6,116,591</b>

The Consolidated statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 17 to 42 form part of these financial statements.

**HYMNS ANCIENT AND MODERN LIMITED**  
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**REGISTERED NUMBER: 01220696**

**CONSOLIDATED BALANCE SHEET**  
**AS AT 30 SEPTEMBER 2019**

	Note	2019 £	2018 £
<b>Fixed assets</b>			
Intangible assets	15	514,170	409,520
Tangible assets	16	136,775	154,111
Investments	17	3,672,880	3,411,857
		<u>4,323,825</u>	<u>3,975,488</u>
<b>Current assets</b>			
Stocks	18	1,078,010	928,739
Debtors	19	873,299	978,414
Cash at bank and in hand		2,244,621	2,201,609
		<u>4,195,930</u>	<u>4,108,762</u>
Creditors: amounts falling due within one year	20	<u>(1,900,436)</u>	<u>(1,967,659)</u>
<b>Net current assets</b>		2,295,494	2,141,103
<b>Total net assets</b>		<u><u>6,619,319</u></u>	<u><u>6,116,591</u></u>
<b>Charity funds</b>			
Unrestricted funds	22	6,619,319	6,116,591
<b>Total funds</b>		<u><u>6,619,319</u></u>	<u><u>6,116,591</u></u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements were approved and authorised for issue by the Trustees on 23 January 2020 and signed on their behalf by:

  
**The Right Reverend Stephen Platten**

The notes on pages 17 to 42 form part of these financial statements.



**HYMNS ANCIENT AND MODERN LIMITED**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 01220696**

**COMPANY STATEMENT OF FINANCIAL POSITION**  
**AS AT 30 SEPTEMBER 2019**

	Note	2019 £	2018 £
<b>Fixed assets</b>			
Intangible assets	15	514,170	409,520
Tangible assets	16	136,775	154,111
Investments	17	3,694,880	3,433,857
		<u>4,345,825</u>	<u>3,997,488</u>
<b>Current assets</b>			
Stocks	18	1,078,010	928,739
Debtors	19	873,299	978,414
Cash at bank and in hand		2,244,621	2,201,609
		<u>4,195,930</u>	<u>4,108,762</u>
Creditors: amounts falling due within one year	20	(1,922,771)	(1,989,994)
<b>Net current assets</b>		<u>2,273,159</u>	<u>2,118,768</u>
<b>Total net assets</b>		<u><u>6,618,984</u></u>	<u><u>6,116,256</u></u>
<b>Charity funds</b>			
Unrestricted funds	22	6,618,984	6,116,256
<b>Total funds</b>		<u><u>6,618,984</u></u>	<u><u>6,116,256</u></u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements were approved and authorised for issue by the Trustees on 23 January 2020 and signed on their behalf by:

  
**The Right Reverend Stephen Platten**

The notes on pages 17 to 42 form part of these financial statements.

**HYMNS ANCIENT AND MODERN LIMITED**  
(A company limited by guarantee)

**CONSOLIDATED STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

	2019 £	2018 £
<b>Cash flows from operating activities</b>		
Net cash used in operating activities	<b>290,720</b>	413,308
<b>Cash flows from investing activities</b>		
Dividends, interests and rents from investments	<b>26,075</b>	103,975
Purchase of tangible and intangible fixed assets	<b>(273,396)</b>	(212,324)
Purchase of investments	<b>(387)</b>	(1,088,154)
<b>Net cash used in investing activities</b>	<b>(247,708)</b>	<b>(1,196,503)</b>
<b>Cash flows from financing activities</b>		
<b>Net cash provided by financing activities</b>	-	-
<b>Change in cash and cash equivalents in the year</b>	<b>43,012</b>	<b>(783,195)</b>
Cash and cash equivalents at the beginning of the year	<b>2,201,609</b>	2,984,804
<b>Cash and cash equivalents at the end of the year</b>	<b>2,244,621</b>	2,201,609

The notes on pages 17 to 42 form part of these financial statements

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**HYMNS ANCIENT AND MODERN LIMITED**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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**1. General information**

Hymns Ancient and Modern Limited is a company limited by guarantee incorporated in England, registration number 01220696. The registered office is 13a Hellesdon Park Road, Norwich, NR6 5DR.

A summary of the principal accounting policies adopted (which have been applied consistently, except where noted), judgements and key sources of estimation uncertainty, is set out below.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Hymns Ancient and Modern Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The Statement of financial activities (SOFA) and Balance sheet consolidate the financial statements of the company and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The company has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own Statement of financial activities in these financial statements.

**2.2 Company Status**

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

**2.3 Going concern**

The financial statements have been prepared on a going concern basis.

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**HYMNS ANCIENT AND MODERN LIMITED**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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**2. Accounting policies (continued)**

**2.4 Income**

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For all book sales and distribution income is recognised at the point of dispatch.

Periodicals income is recognised on a straight line over the term of the subscription.

**2.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the company's educational operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

**2.6 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Group; this is normally upon notification of the interest paid or payable by the Bank.

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**HYMNS ANCIENT AND MODERN LIMITED**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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**2. Accounting policies (continued)**

**2.7 Intangible assets and amortisation**

Intangible assets costing £250 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Intangible assets are initially recognised at cost. After recognition, under the cost model, intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses.

No amortisation is charged on systems under development. On completion, they are transferred to website costs and depreciated in line with the policy stated below.

Amortisation is provided on intangible assets at rates calculated to write off the cost of each asset, less their estimated residual value, on a straight-line basis over its expected useful life.

The estimated useful lives are as follows:

Amortisation is provided on the following basis:

Website costs	- 25 % of cost
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**2.8 Tangible fixed assets and depreciation**

Tangible fixed assets costing £250 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives.

Depreciation is provided on the following bases:

Leasehold improvements	- 7-20% of cost
Fixtures, fittings, office equipment & computer equipment	- 20-25% of cost
Office equipment	- 20-50% of cost
Computer equipment	- 25-33% of cost

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**HYMNS ANCIENT AND MODERN LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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**2. Accounting policies (continued)**

**2.9 Investments**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of financial activities.

Investments in subsidiaries are valued at cost less provision for impairment.

**2.10 Stocks and work in progress**

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

**2.11 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.12 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.13 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Consolidated statement of financial activities as a finance cost.

**2.14 Financial instruments**

The company has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Fixed asset investments are not basic financial instruments and are initially recognised at transaction value and subsequently measured at fair value.

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**HYMNS ANCIENT AND MODERN LIMITED**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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**2. Accounting policies (continued)**

**2.15 Foreign currencies**

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at rate of exchange ruling at the balance sheet date.

Transactions in foreign currencies are translated into sterling at the rate ruling on the last day of the preceeding month.

Exchange gains and losses are recognised in the Statement of financial activities.

**2.16 Pensions**

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

**2.17 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Group and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Group for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

**2.18 Redundancy and termination payments**

Redundancy and termination payments are recognised when there is a demonstrable commitment on an individual or group basis that cannot realistically be withdrawn.

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**HYMNS ANCIENT AND MODERN LIMITED**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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**3. Critical accounting estimates and areas of judgement**

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

**Useful economic lives of tangible and intangible assets**

The annual depreciation charge for tangible and intangible assets is sensitive to changes in the useful economic lives and residual values of the assets. These useful economic lives and residual values are re-assessed annually. They are amended when necessary to reflect current estimates, based on technological advancement, future investments, economic utilisation and the physical condition of the assets. See notes 15 and 16 for the carrying amounts of tangible and intangible assets and accounting policies 2.6 and 2.7 for the useful economic lives for each class of assets.

**Stock provisioning**

The charity sells books and periodicals and is subject to consumer demands and trends. As a result, it is necessary to consider the recoverability of the cost of stock and the associated provisioning required. When calculating the inventory provision, management considered the nature and condition of stock, as well as applying assumptions around anticipated saleability or finished goods and recoverability of work in progress. See note 18 for the net carrying amount of the stocks and the associated provision.

**4. Income from donations and legacies**

	<b>Restricted funds 2019 £</b>	<b>Total funds 2019 £</b>	<i>Total funds 2018 £</i>
Donations	63,010	<b>63,010</b>	52,403
	<hr/>	<hr/>	<hr/>
<i>Total 2018</i>	52,403	52,403	
	<hr/>	<hr/>	



**HYMNS ANCIENT AND MODERN LIMITED**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2019**

**5. Income from charitable activities**

	<b>Unrestricted funds 2019 £</b>	<b>Total funds 2019 £</b>	<i>Total funds 2018 £</i>
Bookshop	578,938	<b>578,938</b>	596,419
Books	2,982,694	<b>2,982,694</b>	2,988,545
Distribution	456,805	<b>456,805</b>	464,872
Church Times	2,816,818	<b>2,816,818</b>	2,907,220
Periodicals	168,348	<b>168,348</b>	166,983
Major events	147,301	<b>147,301</b>	106,136
<b>Total 2019</b>	<u>7,150,904</u>	<u><b>7,150,904</b></u>	<u>7,230,175</u>

Of the total income from charitable activities in 2018, £7,230,175 was unrestricted.

**6. Investment income**

	<b>Unrestricted funds 2019 £</b>	<b>Total funds 2019 £</b>	<i>Total funds 2018 £</i>
Investment income	26,075	<b>26,075</b>	103,975

Of the total investment income in 2018, £103,975 was unrestricted.

**7. Other incoming resources**

	<b>Unrestricted funds 2019 £</b>	<b>Total funds 2019 £</b>	<i>Total funds 2018 £</i>
Other income	125,426	<b>125,426</b>	129,920

Of the other incoming resources in 2018, £129,920 was unrestricted.

**HYMNS ANCIENT AND MODERN LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2019**

**8. Analysis of expenditure on charitable activities**

**Summary by fund type**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Governance costs	54,576	-	<b>54,576</b>	46,787
Cost of sales	3,749,408	-	<b>3,749,408</b>	3,670,735
Distribution	398,842	-	<b>398,842</b>	436,712
Administrative expenses	2,739,100	-	<b>2,739,100</b>	2,699,195
Grants payable to approved charities	57,118	-	<b>57,118</b>	62,227
Train a Priest	-	63,010	<b>63,010</b>	52,403
Grant of books	61,269	-	<b>61,269</b>	91,457
<b>Total 2019</b>	<b>7,060,313</b>	<b>63,010</b>	<b>7,123,323</b>	<b>7,059,516</b>
<i>Total 2018</i>	<i>7,007,113</i>	<i>52,403</i>	<i>7,059,516</i>	

**9. Analysis of grants**

	Grants to Institutions 2019 £	Grants to Individuals 2019 £	Total funds 2019 £	Total funds 2018 £
Grants payable to approved charities	57,118	-	<b>57,118</b>	62,227
Train a priest	-	63,010	<b>63,010</b>	52,403
Grants of books	61,269	-	<b>61,269</b>	91,457
	<b>118,387</b>	<b>63,010</b>	<b>181,397</b>	<b>206,087</b>
<i>Total 2018</i>	<i>153,684</i>	<i>52,403</i>	<i>206,087</i>	

**HYMNS ANCIENT AND MODERN LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2019**

Grants were paid to the following approved charities during the year:

	<b>2019</b>	<i>2018</i>
	<b>£</b>	<b>£</b>
All Souls Orchestra	<b>2,000</b>	-
Anglican Centre in Rome	<b>7,500</b>	10,000
Anglican Communion Fund	-	7,000
Anglican Communion Fund Books	-	2,000
The Annuciation, Brighton	-	2,000
Archbishops Anglican Comm Fund	<b>6,500</b>	-
Art and Christianity	-	2,000
Benefice of Swansea St Peter	<b>160</b>	-
Bible Reading Fellowship	<b>4,000</b>	-
Charles Wood Festival of Music & Summer School	<b>1,300</b>	-
Chester Cathedral	-	1,500
Christians Against Poverty	<b>4,033</b>	622
Church Action on Poverty	-	3,000
Churches Bookshop	<b>830</b>	-
Dr Clarke Young Organ Scholars	<b>3,500</b>	-
English Martyr Catholic School	-	1,200
Guildford Cathedral	-	3,000
The Hero Song	-	250
Lichfield Cathedral	<b>3,000</b>	-
Lifestreams Churches	<b>1,500</b>	-
London Fest Cont Church Music	<b>1,000</b>	1,500
Manchester Cathedral	-	2,000
Oak Church Stevenage	<b>1,000</b>	-
One Sound	<b>1,000</b>	-
Oundle Organist	<b>1,095</b>	985
The Oxford Pastorate	<b>2,000</b>	3,000
Portsmouth Cathedral	-	3,800
Ripton College	<b>1,000</b>	-
Royal School of Church Music	-	5,000
RSCM South Africa	<b>1,500</b>	-
Sansara Choir	<b>1,000</b>	-
Societas Liturgica (UK)	<b>3,800</b>	-
Song and Hymn Writers' Foundation	-	4,000
St Andrew's Church, Spratton	-	340
St Chad's Parish Centre, Leicester	-	530
St Edmundsbury Cathedral	<b>3,000</b>	-
St John the Divine, Kennington	<b>3,000</b>	-
St John The Evangelist	<b>400</b>	-

**HYMNS ANCIENT AND MODERN LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2019**

St Lukes Healthcare for Clergy	-	3,000
St Martin-in-the-Fields Trust	<b>3,000</b>	3,000
St Stephen's Church, Norwich	-	1,000
Tenebrae Choir	-	1,500
	<b>57,118</b>	62,227

Grants of books totalling £61,269 (2018: £91,457) to 190 organisations (2018: 216). These grants are typically in the region of £270.

**10. Governance costs**

	<b>Unrestricted funds 2019 £</b>	<b>Total funds 2019 £</b>	<i>Total funds 2018 £</i>
Auditors' remuneration	12,805	<b>12,805</b>	13,370
Trustees' remuneration including national insurance	30,920	<b>30,920</b>	25,176
Trustees' reimbursed expenses for attendance at meetings and meeting costs	10,851	<b>10,851</b>	8,241
	<b>54,576</b>	<b>54,576</b>	46,787
<i>Total 2018</i>	<i>46,787</i>	<i>46,787</i>	

**HYMNS ANCIENT AND MODERN LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2019**

**11. Analysis of expenditure by activities**

	Activities undertaken directly 2019 £	Grant funding of activities 2019 £	Support costs 2019 £	Total funds 2019 £	Total funds 2018 £
Governance	-	-	54,576	<b>54,576</b>	46,787
Cost of sales	3,749,408	-	-	<b>3,749,408</b>	3,670,735
Distribution	398,842	-	-	<b>398,842</b>	436,712
Administrative expenses	-	-	2,739,100	<b>2,739,100</b>	2,699,195
Grants payable to approved charities	-	57,118	-	<b>57,118</b>	62,227
Train a Priest	-	63,010	-	<b>63,010</b>	52,403
Grant of books	-	61,269	-	<b>61,269</b>	91,457
	<u>4,148,250</u>	<u>181,397</u>	<u>2,793,676</u>	<u><b>7,123,323</b></u>	<u>7,059,516</u>
<i>Total 2018</i>	<u><i>4,107,447</i></u>	<u><i>206,087</i></u>	<u><i>2,745,982</i></u>	<u><i>7,059,516</i></u>	

**12. Auditors' remuneration**

	2019 £	2018 £
Fees payable to the company's auditor for the audit of the company's annual accounts	<u><b>12,300</b></u>	<u>11,950</u>

**HYMNS ANCIENT AND MODERN LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2019**

**13. Staff costs**

	<b>Group 2019 £</b>	<i>Group 2018 £</i>	<b>Company 2019 £</b>	<i>Company 2018 £</i>
Wages and salaries	<b>1,912,617</b>	1,909,798	<b>1,912,617</b>	1,909,798
Social security costs	<b>176,739</b>	174,934	<b>176,739</b>	174,934
Contribution to defined contribution pension schemes	<b>186,602</b>	176,272	<b>186,602</b>	176,272
	<b><u>2,275,958</u></b>	<u>2,261,004</u>	<b><u>2,275,958</u></b>	<u>2,261,004</u>

Included within wages and salaries above are redundancy payments of £Nil (2018 - £5,095) which were paid to 0 employee(s) (2018 - 1).

The average number of persons employed by the company during the year was as follows:

<b>Group 2019 No.</b>	<i>Group 2018 No.</i>
<b><u>66</u></b>	<u>67</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	<b>Group 2019 No.</b>	<i>Group 2018 No.</i>
In the band £60,001 - £70,000	<b>2</b>	2
In the band £110,001 - £120,000	-	1
In the band £120,001 - £130,000	<b>1</b>	-
	<b><u>1</u></b>	<u>-</u>

Employer pension contributions totalling £25,971 (2018 - £25,211) were made in the year for the provision of a defined contribution scheme for the higher paid employees.

Key management personnel consists of the Senior Management Team (as disclosed on page 3) and the Trustees. The total remuneration payable to these 13 key personnel members (2018 - 13) was £651,353 (2018 - £629,205).

**14. Trustees' remuneration and expenses**

During the year, Trustees received any remuneration and other benefits of £30,571 (2018 - £25,145).

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**HYMNS ANCIENT AND MODERN LIMITED**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2019**

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**14. Trustees' remuneration and expenses (continued)**

During the year ended 30 September 2019, expenses totalling £10,747 were reimbursed or paid directly to 5 Trustees (2018 - £8,232 to 5 Trustees).

During the year two Trustees were paid royalties and other fees totalling £821 (2018: £532).

The Memorandum and Articles of Association authorise the reasonable and proper remuneration of the Council of Management. Authorised remuneration for the period was as follows.

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
The Reverend Dr Simon Matthew Jones	<b>7,344</b>	7,192
The Right Reverend Stephen Platten	<b>10,987</b>	10,761
Christopher J H Adams	<b>7,344</b>	7,192
Helen Couldrey	<b>4,896</b>	-
	<hr/> <b>30,571</b> <hr/>	<hr/> 25,145 <hr/>

**HYMNS ANCIENT AND MODERN LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2019**

**15. Intangible assets**

**Group and Company**

	Website £	Systems being developed £	Total £
<b>Cost</b>			
At 1 October 2018	1,104,322	123,127	1,227,449
Additions	19,898	216,252	236,150
Disposals	(139,452)	-	(139,452)
Transfers	174,715	(174,715)	-
	<u>1,159,483</u>	<u>164,664</u>	<u>1,324,147</u>
At 30 September 2019			
<b>Amortisation</b>			
At 1 October 2018	817,929	-	817,929
Charge for the year	131,500	-	131,500
On disposals	(139,452)	-	(139,452)
	<u>809,977</u>	<u>-</u>	<u>809,977</u>
At 30 September 2019			
<b>Net book value</b>			
At 30 September 2019	<u>349,506</u>	<u>164,664</u>	<u>514,170</u>
At 30 September 2018	<u>286,393</u>	<u>123,127</u>	<u>409,520</u>



**HYMNS ANCIENT AND MODERN LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 SEPTEMBER 2019**

**16. Tangible fixed assets**

**Group and Company**

	Long-term leasehold property £	Fixtures and fittings £	Office equipment £	Total £
<b>Cost or valuation</b>				
At 1 October 2018	213,784	111,370	116,536	441,690
Additions	-	3,477	33,769	37,246
Disposals	-	(4,650)	(13,452)	(18,102)
At 30 September 2019	213,784	110,197	136,853	460,834
<b>Depreciation</b>				
At 1 October 2018	126,607	83,371	77,601	287,579
Charge for the year	22,081	9,205	23,296	54,582
On disposals	-	(4,650)	(13,452)	(18,102)
At 30 September 2019	148,688	87,926	87,445	324,059
<b>Net book value</b>				
At 30 September 2019	65,096	22,271	49,408	136,775
At 30 September 2018	87,177	27,999	38,935	154,111

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17. Fixed asset investments

Group	Listed investments £	Other fixed asset investments £	Total £
<b>Market value</b>			
At 1 October 2018	3,403,230	8,627	3,411,857
Additions	360	27	387
Revaluations	260,636	-	260,636
<b>At 30 September 2019</b>	<b>3,664,226</b>	<b>8,654</b>	<b>3,672,880</b>
<b>Market value</b>			
<b>At 30 September 2019</b>	<b>3,664,226</b>	<b>8,654</b>	<b>3,672,880</b>
<i>At 30 September 2018</i>	<i>3,403,230</i>	<i>8,627</i>	<i>3,411,857</i>

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**17. Fixed asset investments (continued)**

The historical cost of listed investments is £3,150,220 (2018: £3,149,860).

The historical cost of other fixed asset investments is £8,627 (2018: £8,627).

All the fixed asset investments are held in the UK.

Company	Investments in subsidiary companies £	Listed investments £	Other fixed asset investments £	Total £
<b>Market value</b>				
At 1 October 2018	22,000	3,403,230	8,627	3,433,857
Additions	-	360	27	387
Revaluations	-	260,636	-	260,636
<b>At 30 September 2019</b>	<b>22,000</b>	<b>3,664,226</b>	<b>8,654</b>	<b>3,694,880</b>
<b>Market value</b>				
<b>At 30 September 2019</b>	<b>22,000</b>	<b>3,664,226</b>	<b>8,654</b>	<b>3,694,880</b>
<i>At 30 September 2018</i>	<i>22,000</i>	<i>3,403,230</i>	<i>8,627</i>	<i>3,433,857</i>

All the fixed asset investments are held in the UK.

Included within other investments at 30 September 2019 are shares in group undertakings of £22,000 (2018: £22,000). Details of the subsidiary company are included in note 30.

Listed securities are shown at market value on the balance sheet date. Unlisted securities are held at cost less impairment.

**Group material investments**

The following investments are considered to be material:

	2019 £	2018 £
Sarasin Endowment Fund Class A (Acc)	3,664,226	3,403,230

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**18. Stocks**

	<b>Group 2019 £</b>	<i>Group 2018 £</i>	<b>Company 2019 £</b>	<i>Company 2018 £</i>
Packaging	<b>8,206</b>	6,276	<b>8,206</b>	6,276
Work in progress	<b>125,746</b>	105,424	<b>125,746</b>	105,424
Finished goods and goods for resale	<b>944,058</b>	817,039	<b>944,058</b>	817,039
	<b>1,078,010</b>	928,739	<b>1,078,010</b>	928,739

Stock recognised in cost of sales during the year as an expense was £926,647 (2018: £980,860).

**19. Debtors**

	<b>Group 2019 £</b>	<i>Group 2018 £</i>	<b>Company 2019 £</b>	<i>Company 2018 £</i>
<b>Due within one year</b>				
Trade debtors	<b>564,013</b>	729,344	<b>564,013</b>	729,344
Other debtors	<b>152,709</b>	90,844	<b>152,709</b>	90,844
Prepayments and accrued income	<b>156,577</b>	158,226	<b>156,577</b>	158,226
	<b>873,299</b>	978,414	<b>873,299</b>	978,414

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**20. Creditors: Amounts falling due within one year**

	<b>Group 2019 £</b>	<i>Group 2018 £</i>	<b>Company 2019 £</b>	<i>Company 2018 £</i>
Trade creditors	<b>402,127</b>	391,719	<b>402,127</b>	391,719
Amounts owed to group undertakings	-	-	<b>22,335</b>	22,335
Other taxation and social security	<b>108,094</b>	107,350	<b>108,094</b>	107,350
Other creditors	<b>759,626</b>	821,833	<b>759,626</b>	821,833
Accruals and deferred income	<b>630,589</b>	646,757	<b>630,589</b>	646,757
	<b>1,900,436</b>	1,967,659	<b>1,922,771</b>	1,989,994
	<b>Group 2019 £</b>	<i>Group 2018 £</i>	<b>Company 2019 £</b>	<i>Company 2018 £</i>
Deferred income at 1 October 2018	<b>646,757</b>	627,100	<b>646,757</b>	627,100
Resources deferred during the year	<b>630,589</b>	646,757	<b>630,589</b>	646,757
Amounts released from previous periods	<b>(646,757)</b>	(627,100)	<b>(646,757)</b>	(627,100)
	<b>630,589</b>	646,757	<b>630,589</b>	646,757

Deferred income is made up of subscription fees for various periodicals.

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**21. Financial instruments**

	<b>Group 2019 £</b>	<i>Group 2018 £</i>
<b>Financial assets</b>		
Financial assets measured at fair value through income and expenditure	<b>3,664,226</b>	3,403,230
Financial assets that are debt instruments measured at amortised cost	<b>716,722</b>	820,188
	<hr/> <b>4,380,948</b> <hr/>	<hr/> 4,223,418 <hr/>
<b>Financial liabilities</b>		
Financial liabilities measured at amortised cost	<b>1,161,753</b>	1,213,552
	<hr/> <b>1,161,753</b> <hr/>	<hr/> 1,213,552 <hr/>

Financial assets measured at fair value through income and expenditure comprise listed fixed asset investments. The fair value is taken as the market value of the investments based on the portfolio valuation report obtained from Sarasin & Partners at the balance sheet date.

Financial assets measured at amortised cost comprise trade and other debtors.

Financial liabilities measured at amortised cost comprise trade and other creditors.

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**22. Statement of funds**

**Statement of funds - current year**

	Balance at 1 October 2018 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 30 September 2019 £
<b>Unrestricted funds</b>					
General Funds	6,116,591	7,302,405	(7,060,313)	260,636	6,619,319
<b>Restricted funds</b>					
Train a Priest	-	63,010	(63,010)	-	-
<b>Total of funds</b>	<u>6,116,591</u>	<u>7,365,415</u>	<u>(7,123,323)</u>	<u>260,636</u>	<u>6,619,319</u>

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**22. Statement of funds (continued)**

**Statement of funds - prior year**

	<i>Balance at 1 October 2017 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Gains/ (Losses) £</i>	<i>Balance at 30 September 2018 £</i>
<b>Unrestricted funds</b>					
General Funds	5,560,260	7,464,070	(7,007,113)	99,374	6,116,591
<b>Restricted funds</b>					
Train a Priest	-	52,403	(52,403)	-	-
<b>Total of funds</b>	<u>5,560,260</u>	<u>7,516,473</u>	<u>(7,059,516)</u>	<u>99,374</u>	<u>6,116,591</u>

**23. Summary of funds**

**Summary of funds - current year**

	<b>Balance at 1 October 2018 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Gains/ (Losses) £</b>	<b>Balance at 30 September 2019 £</b>
General funds	6,116,591	7,302,405	(7,060,313)	260,636	6,619,319
Restricted funds	-	63,010	(63,010)	-	-
	<u>6,116,591</u>	<u>7,365,415</u>	<u>(7,123,323)</u>	<u>260,636</u>	<u>6,619,319</u>



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**23. Summary of funds (continued)**

**Summary of funds - prior year**

	<i>Balance at 1 October 2017 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Gains/ (Losses) £</i>	<i>Balance at 30 September 2018 £</i>
General funds	5,560,260	7,464,070	(7,007,113)	99,374	6,116,591
Restricted funds	-	52,403	(52,403)	-	-
	<u>5,560,260</u>	<u>7,516,473</u>	<u>(7,059,516)</u>	<u>99,374</u>	<u>6,116,591</u>

**24. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	<b>Unrestricted funds 2019 £</b>	<b>Total funds 2019 £</b>
Tangible fixed assets	136,775	<b>136,775</b>
Intangible fixed assets	514,170	<b>514,170</b>
Fixed asset investments	3,672,880	<b>3,672,880</b>
Current assets	4,195,930	<b>4,195,930</b>
Creditors due within one year	(1,900,436)	<b>(1,900,436)</b>
<b>Total</b>	<u>6,619,319</u>	<u><b>6,619,319</b></u>

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**24. Analysis of net assets between funds (continued)**

**Analysis of net assets between funds - prior year**

	<i>Unrestricted funds 2018 £</i>	<i>Total funds 2018 £</i>
Tangible fixed assets	154,111	154,111
Intangible fixed assets	409,520	409,520
Fixed asset investments	3,411,857	3,411,857
Current assets	4,108,762	4,108,762
Creditors due within one year	(1,967,659)	(1,967,659)
<b>Total</b>	<b>6,116,591</b>	<b>6,116,591</b>

**25. Reconciliation of net movement in funds to net cash flow from operating activities**

	<b>Group 2019 £</b>	<i>Group 2018 £</i>
Net income for the year (as per Statement of Financial Activities)	<b>502,728</b>	556,331
<b>Adjustments for:</b>		
Depreciation and amortisation charges	<b>186,082</b>	185,608
Unrealised gains on investments	<b>(260,636)</b>	(99,374)
Dividends, interests and rents from investments	<b>(26,075)</b>	(103,975)
Increase in stocks	<b>(149,271)</b>	(48,513)
Decrease/(increase) in debtors	<b>105,115</b>	(96,209)
Increase/(decrease) in creditors	<b>(67,223)</b>	19,440
<b>Net cash provided by operating activities</b>	<b>290,720</b>	413,308

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**26. Analysis of cash and cash equivalents**

	<b>Group 2019 £</b>	<i>Group 2018 £</i>
Cash in hand	<b>2,244,621</b>	2,201,609
<b>Total cash and cash equivalents</b>	<b>2,244,621</b>	2,201,609

**27. Pension commitments**

The group operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £186,602 (2018 - £176,272). Contributions totalling £20,487 (2018 - £20,631) were payable to the fund at the balance sheet date and are included in creditors.

**28. Operating lease commitments**

At 30 September 2019 the Group and the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	<b>Group 2019 £</b>	<i>Group 2018 £</i>	<b>Company 2019 £</b>	<i>Company 2018 £</i>
<b>Amounts payable for leases on land and buildings and other leases:</b>				
Within 1 year	<b>348,515</b>	322,333	<b>348,515</b>	322,333
In years 2 to 5	<b>902,042</b>	1,062,875	<b>902,042</b>	1,062,875
After more than 5 years	<b>161,500</b>	323,000	<b>161,500</b>	323,000
	<b>1,412,057</b>	1,708,208	<b>1,412,057</b>	1,708,208

**29. Related party transactions**

During the year £6,350 (2018 - £6,350) was received for services provided to The English Hymnal Company Limited a company in which Hymns Ancient and Modern Limited has a minority shareholding.

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**30. Principal subsidiaries**

The following was a subsidiary undertaking of the company:

<b>Name</b>	<b>Company number</b>	<b>Holding</b>	<b>Included in consolidation</b>
G.J.Palmer and Sons Limited	00291335	100%	Yes

The financial results of the subsidiary for the year were:

<b>Name</b>	<b>Net assets £</b>
G.J.Palmer and Sons Limited	22,335