



Annual Report & Financial Statements of the Friends of Chester Cathedral

Registered Charity No: 501740

for the year ended 31st December 2019

Trustees: The Trustees who served during the year ended 31st December 2019 were:

Ex Officio The Very Revd. Dr T. Stratford (from Sep.)

Chapter Vacant

Annual Mr N.J.Fry Mr B.M.Ingram
Mr D.N.Jackson

Four year term Mr W. Amos Mrs M. Barber
Mrs S. Boyne Mrs L. Carstens
Mr F. Coxhead Mrs S. Fisher (from Feb. 2019)
Mr J. Gillespie Mrs J. Herzog
Mrs D.M.McConnell Mrs H. McNae
Mrs A. P. Woodward

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Email Address friendsofchestercathedral@gmail.com

Bankers Barclays Bank plc, 30 St Werburgh St, Chester CH1 2DY

Investments CCLA Investment Management Ltd
Senator House, 85 Queen Victoria Street, London EC4V 4ET

Independent Examiners Pursglove & Brown incorporating Benjamin Morris & Co
Military House, 24 Castle Street, Chester. CH1 2DS

Special Note Re-election of Officers & Council

In normal circumstances the Hon.Secretary, Hon.Membership Secretary & Hon.Treasurer are elected annually at the AGM. Council Members who have served four years retire in rotation & replacement nominees are elected for four year terms. In mid 2020 the Council Members due to retire were Mrs Lynn Carstens and Mrs Hilarie McNae. It is proposed that following forced cancellation of the AGM the current incumbents are asked to remain in office for one further year, leaving one vacancy open for co-option.

As a consequence June 2021 will require the retirement of six Council Members

Honorary Treasurer's Statement

Trustees

The Trustees have no beneficial interest in the charity.

Structure, Governance and Management

The Friends is a member association who appoint Trustees to oversee the running of the Charity. Trustees serve for four years and may not return for 12 months. The offices of Honorary Treasurer, Honorary Secretary, Honorary Membership Secretary are renewable at each Annual General Meeting and may be continuous. The position of Chair is held by the Dean or Acting Dean and Vice Chair is held by the current Chapter Representative of Chester Cathedral.

Risk Management and Reserves Policy

It is the responsibility of the Trustees to assess the main risks the Charity is exposed to, particularly those relating to the operations and finances of the trust. The trustees undertake this assessment and ensure that systems are in place to mitigate and manage the Charity's exposure to any major risks.

The Honorary Treasurer presents a formal report at each council meeting (held about four times a year)

The level of unrestricted funds at end 2019 was £120,179 The trustees are satisfied that this is sufficient to meet any obligations arising through the operation of the Charity at the current time. In addition, restricted funds of £41,775 are held. The trustees have considered the requirement to maintain free reserves and are satisfied that the Charity has a need to establish free reserves to absorb the major fluctuations in funding received without curtailing services to its beneficiaries. This was assessed as £25,000 and stood at £24,276 at the end of 2019. It is planned to reduce free reserves to approximately £20,000 in 2020. The remaining funds are held in investments and interest bearing savings to provide regular income for future services.

Statement of Public Benefit

The Trustees are aware of the Public Benefit provisions of the Charities Act 2006 and of the guidance on them published by the Charity Commission. They are satisfied that the objects of the Charity and the activities of the Charity are within the definitions of Charitable Purposes as set down in the Act. The Trustees are not aware of any public detriment caused by the Charity's objects or activities, and nor are they aware of anyone receiving any private benefit from the Charity's activities.

Objectives

Assisting the Dean and Chapter in furthering the religious and charitable work of Chester Cathedral by supporting the spiritual life, work and worship, and maintaining, improving, adding to and repairing the fabric, fittings, furniture, ornaments, services and music.

Principle Activities

The Friends raise money by an annual subscription. They also receive donations, bequests and legacies. The Friends organise events to advertise the work of the Cathedral and Friends, attracting further support.

Achievement and Performance

Please refer to the various reports included with these accounts.

Volunteers

The Trustees are indebted to the volunteers who give up their time to the Charity and assist in its running.

Independent Examiner

Benjamin H. Morris FCA has indicated his willingness to continue in office and it is proposed that he is reappointed reporting accountant for the ensuing year. Pursglove & Brown incorporating Benjamin Morris & Co., are based in Chester, in which office Ben is now based. After a great number of years supporting The Friends, Ben is now planning his own retirement within the next few years and The Friends look forward to a developing relationship with his new colleagues.

By Order of the Trustees

B. M. Ingram, Honorary Treasurer

Notes to the Accounts for the Year Ended 31st December 2019

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the current applicable accounting standards and the Charities Statement of Recommended Practice. They have been prepared under the historical cost convention.

Funds

Unrestricted Funds are not subject to any restrictions regarding their use for the general purposes of the FCC. Funds designated for a particular purpose by the FCC are also unrestricted. Restricted funds are: -

- (1) a bequest of £25,000 which is restricted to enhancing music and the choir
- (2) The Sir John and Lady Temple fund which is restricted to music and the choir until 31 Dec 2020, when the fund reverts to unrestricted
- (3) The Cheshire Regiment Association fund which is restricted to the Regimental Memorial Garden and the Regimental Chapel and subject to approval by the trustees of the CRA.

Incoming Resources

Voluntary income and capital sources.

Subscriptions are recognized when received by the FCC. Income tax recoverable is recognized when the income is received. Grants and legacies to the FCC are accounted for as soon as the FCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the FCC is reasonably certain.

Other Income

The income from Events is shown in detail in the Detailed Income & Expenditure and in summary in the Statement of Financial Activities. The related expenditure is reflected in a similar manner. The profits and losses on each Event can be calculated from Detailed Income and Expenditure. Events created a net income of £561 in 2019.

Income From Investments

Interest entitlements are accounted for as they accrue.

Resources Used

The accounts have been prepared on the accruals basis which takes into account liabilities due at the year end for expenses incurred and matches expenditure to the period incurred or income gained. Grants and donations are accounted for when paid, or when awarded, if that award creates a binding obligation on the FCC.

Fixed Assets

Assets are written off in the year of purchase. The charity has no fixed assets.

2. REMUNERATION

The Friends acknowledge the extensive work carried out by its volunteers. No remuneration is paid.

3. SUNDRY CREDITORS, SUNDRY DEBTORS, PREPAID EXPENSES AND INCOME

There are no sundry creditors, sundry debtors or prepaid expenses and income.

4. CBF CHURCH OF ENGLAND FUNDS INCLUDING TEMPLE ENDOWMENT

Total investment remains unchanged at £108,000. No account has been taken of fluctuations in the market value of the investment funds. The total bid value of invested funds was £153,700 at the end of 2019 compared with a book value of £108,000. The trustees take the view that these are longer term investments and the capital gain is not reflected in the accounts until the investment is liquidated. However it is planned to liquidate a major portion of the investments in 2020 to contribute towards the expected Nave Liturgical Furniture.

In addition £29,678 including accumulated interest is held in deposit funds which will be transferred to the current account as & when needed, before liquidating investments.

5. CURRENT ASSETS - BARCLAYS PREMIUM ACCOUNT

The account balance at £24,276 against the target of £25,000. The target is reviewed from time to time and will be allowed to drop to £20,000 in 2020.

2018			Income & Expenditure	2019		
£	£	£		£	£	£
Restricted	Unrestricted	Total	Incoming Resources	Restricted	Unrestricted	Total
0.00	11146.75	11146.75	Subscriptions Received + Gift Aid	0.00	10910.68	10910.68
0.00	1781.51	1781.51	General Donations	0.00	1573.08	1573.08
1220.00	0.00	1220.00	Cheshire Regiment Donations	2000.00	0.00	2000.00
0.00	90.00	90.00	Legacies	0.00	6000.00	6000.00
490.43	5164.93	5655.36	Interest Received	512.03	5289.71	5801.74
0.00	13324.00	13324.00	Events Income	0.00	6193.10	6193.10
0.00	3540.00	3540.00	Flowers and Gardens	0.00	3224.19	3224.19
1710.43	35047.19	36757.62	TOTAL INCOME	2512.03	33190.76	35702.79
			Outgoing Resources			
0.00	31071.60	31071.60	General Grants	0.00	3775.64	3775.64
0.00	0.00	0.00	Nave Liturgical Furniture	0.00	10000.00	10000.00
0.00	4009.06	4009.06	Garden Grants	0.00	423.65	423.65
	4412.08	4412.08	Cathedral Flower Grants		4889.77	4889.77
1824.58	0.00	1824.58	CRA Regimental Chapel Flowers	198.60	0.00	198.60
0.00	11659.25	11659.25	Events Expenses	0.00	5631.90	5631.90
0.00	6930.33	6930.33	Operating Expenses including Newsletters	0.00	4114.98	4114.98
1824.58	58082.32	59906.90	TOTAL EXPENDITURE	198.60	28835.94	29034.54
-114.15	-23035.13	-23149.28	SURPLUS / DEFICIT FOR YEAR	2313.43	4354.82	6668.25
			B. M. Ingram Hon. Treasurer	01 March 2020		

31 December 2018			Balance Sheet	31 December 2019		
£	£	£		£	£	£
Restricted	Unrestricted	Total	Investments	Restricted	Unrestricted	Total
25000.00	1346.28	26346.28	CBF Deposit Account 77181001D	25000.00	1544.31	26544.31
	33000.00	33000.00	CBF Global Equity Fund 77181001L #		33000.00	33000.00
	21000.00	21000.00	CBF Fixed Interest Fund 77181001F #		21000.00	21000.00
	20000.00	20000.00	CBF Property Fund 77181001P #		20000.00	20000.00
	24000.00	24000.00	CBF UK Equity Fund 77181001X #		24000.00	24000.00
2622.33		2622.33	CBF Deposit Temple 77181002D	3134.36		3134.36
10000.00		10000.00	CBF Invest. Fund Temple 77181001S *	10000.00		10000.00
37622.33	99346.28	136968.61	Total Investments	38134.36	99544.31	137678.67
			* at investment cost see note 4			
			# at investment cost see note 5			
			Current Assets			
	1.00	1.00	Barclays Current Account		1.00	1.00
1839.42	15377.91	17217.33	Barclays Premium Account 33198308		23353.10	23353.10
	1099.70	1099.70	Barclays Flower Account		922.12	922.12
		0.00	Sundry debtors			
		0.00	Less Current Liabilities			
		0.00	Sundry Creditors			
		0.00	Unpresented cheques			
1839.42	16478.61	18318.03	Total Current Assets	0.00	24276.22	24276.22
39461.75	115824.89	155286.64	TOTAL NET ASSETS	38134.36	123820.53	161954.89
			Net Assets from Opening Balance +/- Surplus or Deficit in Year			
39575.90	138860.02	178435.92	Balance brought forward as at 1st January	39461.75	115824.89	155286.64
-114.15	-23035.13	-23149.28	Surplus / Deficit for the year	2313.43	4354.82	6668.25
39461.75	115824.89	155286.64	Balance at 31st December	41775.18	120179.71	161954.89

2018			Detailed Income & Expenditure	2019		
Restricted	Unrestricted	Total		Restricted	Unrestricted	Total
			INCOME			
			General Income			
	9590.00		Subscriptions		8956.96	
	1556.75		Gift Aid		1953.72	
	1781.51		General Donations		1573.08	
1220.00	0.00		Cheshire Regiment Donations	2000.00		
	3540.00		Donations for Flowers, Memorials etc		3224.19	
	90.00		Legacies / Bequests		6000.00	
	5142.05		Interest Received		5091.68	
490.43	22.88		Interest Retained in CCLA Deposits	512.03	198.03	
1710.43	21723.19	23433.62	Total General Income	2512.03	26997.66	29509.69
			Events Income			
	5060.00		Italian Evening Eaton Park			
	190.00		Reception Train Fares Contribution			
	260.00		Friends' Day / AGM			
			Tapestry Talk		192.00	
			Garden Talk		40.10	
			Mystery Plays Talk			
	7814.00		Friends Outings		5961.00	
0.00	13324.00	13324.00	Total Events	0.00	6193.10	6193.10
1710.43	35047.19	36757.62	TOTAL INCOME	2512.03	33190.76	35702.79
			EXPENDITURE			
			Grants Expenditure			
	700.00		Cloister Window Cartoons Display			
	4021.20		Clock Striking Mechanism			
	5000.00		CCTV Upgrade			
			Nave Liturgical Furniture		10000.00	
			Face Microphones		1775.64	
			Calligraphy for Chair Donors Book		2000.00	
			Sidesman Table			
			Childrens Trail - Education Department			
			PA Audio System			
			Bell Ropes Addleshawe Tower			
	21350.40		Nave Chairs			
	4412.08		Flowers in the Cathedral		4889.77	
1824.58			CRA Regimental Gardens & Chapel	198.60		
	4009.06		Gardens Maintenance		423.65	
1824.58	39492.74	41317.32	Total Grants	198.60	19089.06	19287.66
			Events Expenditure			
	3785.00		Italian Evening Eaton Park			
	380.40		Reception Train Fares			
	300.00		Friend's Day / AGM			
			Tapestry Talk		180.00	
			Garden Talk		3.00	
			Mystery Plays Talk			
	7193.85		Friends Outings		5448.90	
0.00	11659.25	11659.25	Total Events	0.00	5631.90	5631.90
			Operating Expenses			
	5783.83		Annual report / Newsletters inc. postage		3699.69	
	200.00		Insurance Contribution		181.29	
	250.00		Advertisement in Mystery Plays Program			
			Sponsored Christmas Tree in Cloisters		200.00	
	360.50		Other Cathedral Friends Visits			
	306.00		General Expenses (including office costs)		34.00	
	30.00		EGM re: Nave Chairs			
0.00	6930.33	6930.33	Total operating expenses	0.00	4114.98	4114.98
1824.58	58082.32	59906.90	TOTAL EXPENDITURE	198.60	28835.94	29034.54
-114.15	-23035.13	-23149.28	SURPLUS / DEFICIT FOR YEAR	2313.43	4354.82	6668.25

Report of the Independent Examiner to the Friends of Chester Cathedral

I report on the accounts for the year ended 31st December 2019, which are set out in this report

Respective responsibilities of the trustees and Independent Examiner

As trustees of the charity, the members of the FCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
 - follow the procedures laid down in the General Directions given by the Charity Commissioners
- section 145(5)(b) of the 2011 Act and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with s.130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records have not been met;

or

- (2) to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

This report on the accounts of the FCC for the year ended 31st December 2019 is in respect of an examination carried out under section S.43 of the Charities Act 1993 ('the Act').

B. H. Morris FCA

31st May 2020

Military House, Castle Street, Chester, CH1 2DS