

**THE SOCIETY OF THE WORK**

**REGISTERED CHARITY NUMBER 802099**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED**

**31<sup>ST</sup> DECEMBER 2020**

**Wenn Townsend**  
**Chartered Accountants**  
**Abingdon**

**THE SOCIETY OF THE WORK**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED**  
**31<sup>ST</sup> DECEMBER 2020**

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**THE SOCIETY OF THE WORK**  
**CHARITY INFORMATION**

Charity Registration Number: 802099

Address: Ambrose Cottage  
9 College Lane  
Littlemore  
Oxford  
OX4 4LQ

Trustees: Miss Birgit Dechant (Chairman)  
Mr Michael George Pitt-Payne FCA  
Mrs Jane Louise Littledale  
Miss Bianca Feuerstein  
Miss Ingrid Swinnen  
Prof. Robert Clarke  
Miss Monika Mader  
Mr Tobias Edward Bellhouse  
Mr Martin Deak

Bank: Barclays Bank plc  
4 Pound Way  
Cowley  
Oxford

Independent Examiner: Stuart Bates FCA  
Wenn Townsend  
Victoria House  
10 Broad Street  
Abingdon  
OX14 3LH

**THE SOCIETY OF THE WORK**  
**TRUSTEES REPORT**  
**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

The trustees present their report along with the financial statements of the charity for the year ended 31<sup>st</sup> December 2020. The financial statements have been prepared in accordance with accounting policies set out in Note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities.

**Structure, Governance and Management**

The Trust was founded by a deed dated 11<sup>th</sup> September 1989 and is a registered charity, number 802099. Details of trustees, main agents and advisers are set out on Page 2. The Trustees meet at least twice every year. The number of trustees is not to be less than five or more than nine. The power of appointing trustees is vested in the Superior of The Spiritual Family The Work at Littlemore, who is also a trustee of the Charity.

The Trustees receive regular updates of necessary information from the Charity Commission and other matters concerning their responsibilities and tasks as Trustees. They are regularly informed of any more important matters required in the day to day running of the Charity.

**Investment Powers**

The trustees have absolute discretion to invest resources as they think appropriate.

**Objectives and Activities**

The Society of The Work aims at 'the advancement of religion in accordance with the principles of the Roman Catholic Faith' by embarking on a life of committed faith in the service of the Catholic Church. In addition to an intensive prayer life for the good of the Church, it seeks to provide benefits for the public in the following ways:

- By promoting the works and teachings of Saint John Henry Newman by means of talks, lectures, production and dissemination of relevant literature.
- By maintaining contacts with Christians throughout the world.
- By providing information to visitors about the life and work of Saint John Henry Newman and providing free guided tours of Newman's College at Littlemore.
- By providing the use of its extensive Newman library to scholars who want to study the life and works of Saint John Henry Newman.
- By providing accommodation and facilities for individuals and groups who wish to spend time in study and prayer.

The Newman Mission provides a valuable contribution to education and culture in the area as the members of The Spiritual Family assist with religious education, visiting the sick and housebound and carry out charitable works in the local parish.

The Society of The Work has a 50 year lease of Newman's College at Littlemore (starting date: 12<sup>th</sup> September 1997) which involves the care and maintenance of a building with great historical significance for the heritage of England. In addition to developing and preserving the fabric of the buildings, it has developed the College into a centre of Christian fellowship and renewal.

**THE SOCIETY OF THE WORK**  
**TRUSTEES REPORT (continued)**  
**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

**Achievements and performance**

The financial statements of the charity for the year ended 31st December 2020 are set out on pages 8 to 15.

2020 was marked by the Covid-19 pandemic. During the greater part of the year The College was closed to visitors. Our mission continued in a different way adapted to the outward circumstances. We are thankful to several benefactors who gave extra donations to support us during the pandemic as well as for the receipt of two legacies.

In the times in which this was allowed, we opened Newman's chapel to those who wished to use it for private prayer. Social distancing and sanitising rules were observed.

The annual 40 Hours Devotion took place from 21<sup>st</sup> to 23<sup>rd</sup> February 2020. It was possible to offer The College as a venue for part of the celebration of our parish's patronal feast of Bl. Dominic Barberi on 26<sup>th</sup> August 2020. Instead of the annual Night Walk we organized a well-attended Holy Hour in the parish church on 8<sup>th</sup> October 2020. The other annual events could not take place.

We sent out the annual Newman Newsletter as well as the annual letter to the Friends of The College and tried to maintain personal contact with Newman friends by e-mail or phone.

The following improvements and maintenance works were accomplished: the painting of the chapel, the reroofing of the garage, and the returfing of The College lawn. The office received new furniture and was repainted.

During lockdown periods the self-contained guest cottages were frequently used by persons who were in need of accommodation because of challenging situations in their lives. We are grateful for the guest offerings received from them. Several priests and religious made a retreat at The College during the times without lockdown.

**Plans for the future**

In this unsure times it is difficult to make any specific plans; we hope that 2021 will give us again the possibility to fulfil our mission at The College without the present restrictions.

**THE SOCIETY OF THE WORK**  
**TRUSTEES REPORT (continued)**  
**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

**Public Benefit**

The Charity seeks to help those interested in the Christian Faith and its culture to work within a framework which leads towards a better society.

We offer help and assistance to everyone who visits the Newman College to obtain a clear understanding of the life and writings of Saint John Henry Newman. The College is open to members of the public from Monday to Saturday throughout the year and on the first and third Sunday of the month during the summer months. We offer guided tours free of charge to everyone who comes to the College and our specialised Newman Library is available to anyone who wants to deepen their knowledge of Cardinal Newman. We give talks and lectures about Cardinal Newman at the College and by invitation at venues elsewhere.

On our web site [www.newmanfriendsinternational.org](http://www.newmanfriendsinternational.org) we provide information on the life and writings of Cardinal Newman, on our work at The College, on the events we organise and on other matters of interest.

Our guided visits are provided free of charge and we rely on the generosity of our friends and visitors for financial support. There is no set charge for the accommodation we provide for guests who are invited to make an offering within suggested guidelines. Many visitors support us by giving more than the suggested guest offering which compensates for those who cannot give more. Our visitors and guests tell us that they derive a special benefit from the peaceful atmosphere of the College which makes a valuable contribution to their personal well-being.

Access to our chapel is available on request to anyone who wants to use this sacred space for prayer and reflection. The College with its chapel is a place much loved by individuals and groups for days of retreat. Many people come to us seeking help at difficult times in their lives and we are there to help them.

The weekly parish Mass in our chapel continues to take place on Friday mornings and is well attended. Some of our friends come regularly to a Holy Hour on Wednesday evenings while people staying in our guest cottages are welcome to join in the prayer life of our community. We meet at regular intervals during the day for prayer.

We maintain the College which is a listed building of great historical interest and includes a museum, a library, a tranquil garden and a chapel which are available for visits by members of the public. We have many friends in Oxford from all walks of life which means that we are reaching out to members of all faiths.

We visit sick and elderly people at home and in hospitals. We provide instruction to children who are preparing for First Communion in the Catholic Faith.

**THE SOCIETY OF THE WORK**  
**TRUSTEES REPORT (continued)**  
**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

We seek to follow Cardinal Newman's motto *Cor ad Cor Loquitur* (*Heart Speaks to Heart*) by accompanying people in their spiritual life by talking with them, by writing to them and by praying with them.

We trust that all these activities will help others to find in Jesus Christ a sense of purpose in their lives and to find fulfilment and joy in their relationship with other people and in their involvement in the wider community.

**Reserves policy and risk management**

The Society of the Work relies on the generosity of its friends and benefactors to maintain sufficient income to support its day to day expenditure and the cost of routine maintenance. In a number of recent years, the income received from friends and visitors has been insufficient to cover these costs and it is only as a result of some generous legacies from benefactors that the trust has been able to remain solvent and to build up its current level of reserves.

The College is a very old building with uncertain maintenance requirements and the trustees are of the opinion that the current reserves are needed to meet future maintenance costs and to provide investment income to offset any shortfalls in the level of voluntary income.

**Approved by the trustees on 24<sup>th</sup> April 2021 and signed on their behalf by:**

Birgit Dechant

**THE SOCIETY OF THE WORK**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**  
**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31<sup>st</sup> December 2020 which are set out on pages 8 to 15.

**Responsibilities and basis of report**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Stuart J Bates FCA  
5<sup>th</sup> July 2021

Wenn Townsend  
Victoria House  
10 Broad Street  
Abingdon  
OX14 3LH



**THE SOCIETY OF THE WORK**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED**

**31<sup>ST</sup> DECEMBER 2020**

|                                      | Notes | Unrestricted funds | Total Funds   |               |
|--------------------------------------|-------|--------------------|---------------|---------------|
|                                      |       |                    | 2020<br>£     | 2019<br>£     |
| <b>INCOME:</b>                       |       |                    |               |               |
| Voluntary Income                     | 3     | 38,843             | 38,843        | 310,054       |
| Income from investments              | 4     | 1,467              | 1,467         | 389           |
| Charitable Activities                | 5     | 362                | 362           | 2,967         |
| <b>Total income</b>                  |       | <hr/> 40,672       | <hr/> 40,672  | <hr/> 313,410 |
| <b>EXPENDITURE:</b>                  |       |                    |               |               |
| Charitable Activities                | 6     | 64,804             | 64,804        | 67,073        |
| Raising Funds                        | 7     | 1,090              | 1,090         | 1,956         |
| <b>Total expenditure</b>             |       | <hr/> 65,894       | <hr/> 65,894  | <hr/> 69,029  |
| <b>NET INCOME / (EXPENDITURE)</b>    |       | (25,222)           | (25,222)      | 244,381       |
| <b>Reconciliation of funds</b>       |       |                    |               |               |
| Fund balances brought forward        |       | 567,082            | 567,082       | 322,701       |
| <b>Fund balances carried forward</b> |       | <hr/> 541,860      | <hr/> 541,860 | <hr/> 567,082 |

# THE SOCIETY OF THE WORK

## BALANCE SHEET AS AT 31<sup>ST</sup> DECEMBER 2020

|  | Notes     | Unrestricted<br>Funds<br>£ | Total<br>Funds<br>2020<br>£ | Prior<br>Year<br>2019<br>£ |
|--|-----------|----------------------------|-----------------------------|----------------------------|
| <b>Fixed assets</b>                          | <b>9</b>  | 231,855                    | 231,855                     | 225,995                    |
| <b>Current assets</b>                        |           |                            |                             |                            |
| Stock  |           | 3,024                      | 3,024                       | 3,277                      |
| Debtors                                      | <b>10</b> | 2,717                      | 2,717                       | 3,326                      |
| Cash at bank                                 |           | 303,738                    | 303,738                     | 333,680                    |
| Cash in hand                                 |           | 1,546                      | 1,546                       | 1,824                      |
|  |           | <hr/> 311,025              | <hr/> 311,025               | <hr/> 342,107              |
| <b>Current liabilities</b>                   |           |                            |                             |                            |
| <b>Creditors:</b> due within one year        | <b>11</b> | 1,020                      | 1,020                       | 1,020                      |
| <b>Net current assets</b>                    |           | <hr/> 310,005              | <hr/> 310,005               | <hr/> 341,087              |
| <b>Total assets less current liabilities</b> |           | 541,860                    | 541,860                     | 567,082                    |
|  |           | <hr/>                      | <hr/>                       | <hr/>                      |
| <b>Net assets</b>                            |           | 541,860                    | 541,860                     | 567,082                    |
|  |           | <hr/>                      | <hr/>                       | <hr/>                      |
| <b>The funds of the charity:</b>             |           |                            |                             |                            |
| Unrestricted funds                           |           | 541,860                    | 541,860                     | 567,082                    |
|  |           | <hr/>                      | <hr/>                       | <hr/>                      |
| <b>Total charity funds</b>                   |           | 541,860                    | 541,860                     | 567,082                    |
|  |           | <hr/>                      | <hr/>                       | <hr/>                      |

The financial statements were approved by the Trustees on 24<sup>th</sup> April 2021 and signed on their behalf by:

.....  
Michael Pitt-Payne, Trustee

## **THE SOCIETY OF THE WORK**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED**

**31<sup>ST</sup> DECEMBER 2020**

#### **1. Accounting policies**

##### **General information**

The Society of the Work is a charity in England and Wales. The address of the registered office is given in the charity information on page 2 of these financial statements.

The charity's main purpose is that of a public benefit entity.

##### **Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the charities Act 2011, the church accounting regulations 2006 and with the Regulations' "true and fair view" provisions, together with FRS102 (2016) as the applicable accounting standard and the 2019 version of the statement of recommended practice, accounting and reporting by charities (SORP (FRS 102)).

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### **Going Concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

##### **Judgement and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

##### **Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in the furtherance of the general objectives of the charity 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 charity for particular purposes. The cost of raising and administering such funds are charged against the specific funds.

## **THE SOCIETY OF THE WORK**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED**

**31<sup>ST</sup> DECEMBER 2020**

#### **1. Accounting policies (continued)**

##### **Freehold property**

The freehold property is shown at its market value on 10<sup>th</sup> July 1987, the date it was transferred to the charity. No depreciation is provided on the property as, in the opinion of the trustees, its useful life is extended indefinitely by maintenance work carried out.

##### **Depreciation**

Depreciation is provided on other tangible assets to write off their cost or valuation over their estimated useful lives. The following basic rates have been applied:

|                                 |       |                  |
|---------------------------------|-------|------------------|
| Kitchen and household equipment | 30%   | reducing balance |
| Garden equipment                | 12.5% | straight line    |
| Office equipment                | 20%   | reducing balance |
| Furniture and fittings          | 20%   | reducing balance |
| Motor vehicles                  | 30%   | reducing balance |
| Bicycle                         | 40%   | reducing balance |
| Visitors' amenities             | 20%   | reducing balance |

Depreciation is not charged on items purchased for the Newman Library as, in the opinion of the Trustees, these items are used within the Society for an indefinite period and their residual value is at least cost price.

##### **Gifted assets**

Gifts of significant fixed assets are capitalised and shown in the appropriate fixed assets category. The value of such assets is included in income in the period in which the gift is received.

##### **Stock**

Stocks are stated at the lower of cost and estimated selling price.

##### **Financial instruments**

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

**THE SOCIETY OF THE WORK**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED**  
**31<sup>ST</sup> DECEMBER 2020**

**1. Accounting policies (continued)**

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost

**Voluntary income**

Donations and gifts are recognised on receipt by the charity. Income from legacies is accounted for as soon as the Trustees are notified of the Charity's legal entitlement and of the amount due.

**Expenditure and liabilities**

Expenditure is accounted for at the time the liability is incurred.

**2. Appeal**

On 2<sup>nd</sup> April 2001, the Board of Trustees decided to change the 1997-2000 Appeal to an ongoing appeal as the target of £150,000 had not been met. The appeal is aimed at raising general funds for the Society and is therefore not restricted in nature.

**3. Voluntary Income**

|                     | <b>2020</b>   | <b>2019</b>    |
|---------------------|---------------|----------------|
|                     | <b>£</b>      | <b>£</b>       |
| Gifts and donations | 14,826        | 19,966         |
| Gift Aid            | 17,630        | 16,333         |
| Legacies            | 2,000         | 266,323        |
| Appeal              | 4,387         | 7,432          |
|                     | <u>38,843</u> | <u>310,054</u> |

**4. Investment Income**

|                              | <b>2020</b>  | <b>2019</b> |
|------------------------------|--------------|-------------|
|                              | <b>£</b>     | <b>£</b>    |
| Bank Interest (Unrestricted) | 1,467        | 389         |
|                              | <u>1,467</u> | <u>389</u>  |

**5. Incoming resources from Charitable Activities**

|           | <b>2020</b> | <b>2019</b>  |
|-----------|-------------|--------------|
|           | <b>£</b>    | <b>£</b>     |
| Bookstall | 362         | 2,967        |
|           | <u>362</u>  | <u>2,967</u> |

# THE SOCIETY OF THE WORK

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED

31<sup>ST</sup> DECEMBER 2020

### 6. Charitable Activities

|   | <b>2020</b>   | <b>2019</b>   |
|---|---------------|---------------|
|   | <b>£</b>      | <b>£</b>      |
| Bookstall                                   | 803           | 1,059         |
| Donations & Gift                            | 548           | 1,891         |
| Chapel                                      | 2,021         | 1,008         |
| Library & Museum                            | 610           | 804           |
| Community subsistence                       | 30,320        | 13,825        |
| Upkeep of cottages and gardens:             |               |               |
| Upkeep and restoration                      | 3,126         | 23,325        |
| Running costs                               | 6,670         | 6,253         |
| Council tax                                 | 5,438         | 5,246         |
| Insurance                                   | 4,598         | 4,644         |
| Hospitality                                 | 241           | 299           |
| Gardens                                     | 2,072         | 1,140         |
| Equipment depreciation (unrestricted)       | 1,045         | 1,327         |
| Administration Cost:                        |               |               |
| Administration and office equipment         | 1,221         | 714           |
| Telephone and postage                       | 1,937         | 1,430         |
| Stationery                                  | 242           | 143           |
| Printing (unrestricted)                     | -             | 224           |
| Printing (restricted)                       | -             | 1,331         |
| Bank charges                                | 185           | 120           |
| Furniture depreciation                      | 2,683         | 1,236         |
| Vehicle depreciation                        | 24            | 34            |
| Independent Examiners Remuneration (note 8) | 1,020         | 1,020         |
|   | <u>64,804</u> | <u>67,073</u> |

### 7. Raising funds

|                         | <b>2020</b>  | <b>2019</b>  |
|-------------------------|--------------|--------------|
|                         | <b>£</b>     | <b>£</b>     |
| Fundraising Expenditure | -            | 279          |
| Telephone and postage   | 969          | 715          |
| Stationery              | 121          | 962          |
|                         | <u>1,090</u> | <u>1,956</u> |

### 8. Independent Examiners Remuneration

|                                    | <b>2020</b>  | <b>2019</b>  |
|------------------------------------|--------------|--------------|
|                                    | <b>£</b>     | <b>£</b>     |
| Independent Examiners Remuneration | 240          | 240          |
| Other services                     | 780          | 780          |
| (Including VAT at 20%)             | <u>1,020</u> | <u>1,020</u> |

**THE SOCIETY OF THE WORK**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED**

**31<sup>ST</sup> DECEMBER 2020**

**9. Fixed assets**

|                       | Freehold | Tools and<br>Equipment | Furniture<br>& Fittings | Vehicles | TOTAL   |
|-----------------------|----------|------------------------|-------------------------|----------|---------|
| <b>Cost</b>           |          |                        |                         |          |         |
| 1 January 2020        | 178,821  | 23,391                 | 76,333                  | 8,197    | 286,742 |
| Additions             | 704      | -                      | 8,907                   | -        | 9,611   |
| Disposals             | -        | -                      | -                       | -        | -       |
| 31 December 2020      | 179,525  | 23,391                 | 85,241                  | 8,197    | 296,353 |
| <b>Depreciation</b>   |          |                        |                         |          |         |
| 1 January 2020        | -        | 18,364                 | 34,266                  | 8,117    | 60,747  |
| Charge for year       | -        | 1,045                  | 2,683                   | 24       | 3,751   |
| On disposals          | -        | -                      | -                       | -        | -       |
| 31 December 2020      | -        | 19,409                 | 36,949                  | 8,141    | 64,498  |
| <b>Net book value</b> |          |                        |                         |          |         |
| 31 December 2020      | 179,525  | 3,982                  | 48,292                  | 56       | 231,855 |
| 31 December 2019      | 178,821  | 5,027                  | 42,067                  | 80       | 225,995 |

**10. Debtors**

|                 | <b>2020</b>  | <b>2019</b>  |
|-----------------|--------------|--------------|
|                 | <b>£</b>     | <b>£</b>     |
| Tax recoverable | 2,717        | 3,326        |
|                 | <u>2,717</u> | <u>3,326</u> |

**11. Creditors**

|          | <b>2020</b>  | <b>2019</b>  |
|----------|--------------|--------------|
|          | <b>£</b>     | <b>£</b>     |
| Accruals | 1,020        | 1,020        |
|          | <u>1,020</u> | <u>1,020</u> |

**THE SOCIETY OF THE WORK**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED**

**31<sup>ST</sup> DECEMBER 2020**

**12. Trustees Expenses and Remunerations**

The trustees received no expenses and no remuneration from the Charity. The trustees who are also members of the Community and live at Littlemore receive subsistence in common with all the members of the Spiritual Family. The Work in the normal course of the Community's life.