

SISTERS OF ST JOSEPH OF THE APPARITION CIO

**ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2020**

SISTERS OF ST JOSEPH OF THE APPARITION CIO

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**SISTERS OF ST JOSEPH OF THE APPARITION CIO
FOR THE YEAR ENDED 31 DECEMBER 2020**

LEGAL AND ADMINISTRATIVE INFORMATION

Sisters of St. Joseph of the Apparition CIO	Sister Janet Arrowsmith - Chair of Trustees and Team Coordinator Sister Mary McNamara - Team Bursar Sister Catherine Joy - Management Team Sister Gabriel Cooney - Management Team Sister Anita Callaghan - Management Team
Principal Address	Convent of St. Emilie Grange Road Bowdon Vale Cheshire WA14 3EZ
Telephone and Fax E-mail	0161 928 4412 provbur@sjapp.org
Charity Registration Number	1188025
Bankers	Royal Bank of Scotland Drummond House 1 Redheughs Avenue Edinburgh EH12 9JN
Investment Managers	Barclays Wealth and Investment Management 1st Floor 3 Hardman Street Spinningfields Manchester M3 3AX
Auditors	Azets Audit Services Alpha House 4 Greek Street Stockport Cheshire SK3 8AB
Solicitors	Wardhadaway Solicitors 10 Chapel Walks Manchester M2 1HL

The Trustees present their report and accounts for the year ended 31 December 2020.

SISTERS OF ST JOSEPH OF THE APPARITION CIO FOR THE YEAR ENDED 31 DECEMBER 2020

TRUSTEE'S REPORT

INTRODUCTION

The Sisters of St. Joseph of the Apparition CIO is part of an international Roman Catholic Religious Congregation supporting many Sisters worldwide. It was founded in France in 1832 and is divided into individual provinces. Its Generalate is now located in Rome.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance

In terms of Canon Law, the Congregation is governed at an international level by the Superior General and her General Council based in Rome. They are elected every six years at a General Chapter which is a meeting of representatives of all the Provinces of the Congregation.

This English Province became part of a larger European Province in 2019. The management of the new European Province will consist of a European Provincial Sister and a team of Sisters, called Councillors.

The English governing team consists of the Charity trustees.

In terms of Civil Law this Charity was originally established in 1933 as a Charitable Trust 226571 which closes at 31.12.2020 and **will become a working Charitable Incorporated Organisation on 01.01.2021 Number 1188025**

This will be governed by a Constitution agreed by the Applicants on 03 January 2020 Registered with the Charity Commission on 18 February 2020

All Assets will transfer from the Charitable Trust to the CIO 01.01.2021

Structure and management reporting

The trustees are ultimately responsible for the policies, activities and assets of the charity. They meet regularly to review developments with regard to the charity or its activities. When necessary, the trustees seek advice and support from the charity's professional advisers. The day to day management of the Lady of the Vale Nursing Home is delegated to the external management company Careport Limited with appropriate members of the qualified management team in house

Risk management

In line with the requirement for trustees to undertake a risk assessment exercise and report on the same in their annual report, the trustees have looked at the risks the Congregation faces in England and have reviewed the

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measures already in place or needing to be put in place, to deal with them.

TRUSTEE'S REPORT

Having assessed the major risks to which the charity is exposed, the trustees believe that

by monitoring reserve levels, by ensuring controls exist over key financial systems, and by examining the operational and business risks faced by the charity, they have established effective systems to mitigate those risks.

Protection of Children and Vulnerable Adults

Along with all other organisations who serve in the community, the Trustees recognise the absolute necessity of ensuring the protection and safety of all those the Charity serves. The Trustees are committed to implementing all policies and procedures of the Catholic Safeguarding Advisory Service (CSAS).

Investment policy

The Charity's investments are managed by Barclays Wealth. There are no restrictions on the Charity's power to invest. The investment strategy is set by the Trustees and takes into account income requirements, the risk profile and the investment manager's view of the market prospects in the medium term.

The policy is to maximise total return through a diversified portfolio whilst providing a level of income advised by the Trustees from time to time. There is also an Ethical Policy precluding investment in any company which, after reasonable enquiry, clearly has significant profits from an activity which is contrary to the objectives of the Christian Church.

The performance of the portfolio and the Charity's investment strategy are reviewed by the Trustees who meet regularly with the investment managers.

Property Management Policy

The trustees have adopted the management of their property portfolio by an annual review of the properties and land held within the charity. Decisions may be made at different times if, for example, a let property becomes vacant.

The suitability of the accommodation for the ageing sisters will be fully reviewed each year, as the desire is to keep the Sisters in their own community home for as long as possible.

Consideration will be made of the sustainability of any property in order to avoid situations where costs will be incurred on a property that will be closed in the very near future.

Before signing any contract concerning property, the trustees must discuss the issue in depth with advice from external professionals. All major decisions have to be submitted to the European Provincial. Permission is then obtained to sell

SISTERS OF ST JOSEPH OF THE APPARITION CIO FOR THE YEAR ENDED 31 DECEMBER 2020

or buy through the new Provincial who is obliged to obtain permission from the General Superior in Rome.

ACTIVITIES AND SPECIFIC OBJECTIVES

In setting our objectives and planning our activities the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

1. Caring for the members of the Congregation

The Congregation has an obligation to provide care for its members, none of whom have resources of their own and all of whom, as committed members, have devoted a significant part of their lives to the care of the elderly, poor and marginalized in society. The Trustees feel they must make adequate arrangements for any contingencies which might arise.

2. Spiritual, Social and pastoral work

The aims of the trustees in this area, where possible, are to enable all members of the Congregation to carry out meaningful social and pastoral work within the community after assessing their skills and the needs of the local area

3. Lady of the Vale Nursing Home

The philosophy of care at the home is to ensure a homely, friendly and open atmosphere among residents and staff, whilst maintaining the privacy, dignity, rights and quality of life of all residents. In operating the Home the trustees aim to provide excellent care by employing high quality staff, and ensure that the home meets the required standards and is financially viable.

4. Supporting International missionary work

The Charity provides financial support for the Congregation's healthcare and educational missions in Ireland, Peru, India, and when possible, wherever a need arises.

5. Alms Donations

Donations are made to both individuals and other charities.

AUDITORS

The auditor, Azets Audit Services, has been appointed as from 01.01.2021

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FOR THE YEAR ENDED 31 DECEMBER 2020**

No Audit Report is required for the Year End 31.12.2020

**BLANCE SHEET FOR THE YEAR ENDED
31 DECEMBER 2020**

	2020 £	
Fixed Assets		
Tangible assets	0	
Investment Properties	0	0
Investments	0	

	0	
Current Assets		
Debtors	0	
Cash at bank and in hand	0	0

	0	
Creditors		
Amounts falling due Within one year	(0)	

Net current assets/(Liabilities)		0

Net assets		0

Funds		

**SISTERS OF ST JOSEPH OF THE APPARITION CIO
FOR THE YEAR ENDED 31 DECEMBER 2020**

General Fund	0	
Revaluation Reserve	0	
Designated Fund		0
Restricted Fund		0

	0	

		0
