

Charity Registration Number
233299

Trustees for the Congregation of the Sisters of Charity of Nevers

Trustees' Report and Financial Statements

31 December 2016

Trustees for the Congregation of the Sisters of Charity of Nevers
Report and accounts
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Trustees for the Congregation of the Sisters of Charity of Nevers
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Trustees	Sister Elisabeth de Quengo de Tonquédec Sister Eileen Butler Sister Marie Michelle Kelly Sister Agnes Duggan
Independent Examiner	Davies & Crane Ltd 80 Lytham Road Fulwood Preston PR2 3AQ
Bankers	Barclays PLC
Solicitors	SBP Law Glade House 52-54 Carter Lane LONDON EC4V 5EF
Correspondent address	SBP Law Glade House 52-54 Carter Lane LONDON EC4V 5EF
Registered number	233299

Trustees for the Congregation of the Sisters of Charity of Nevers

Registered number: 233299

Trustee's Report

The trustees present their annual report and financial statements for the year ended 31 December 2016 which comply with the Charities Act 2011, the Statement of Recommended Practice "Accounting and Reporting by Charities (Revised 2005)

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing instruments

Trustees for the Congregation of the Sisters of Charity of Nevers is a charity , registered with the Charity Commission, registration number 233299 and is governed by Trust Deed dated 1 February 1964 and the Scheme of The Commissioners of 26 April 1994.

Trustee recruitment

Trustees are appointed by "the Superior", the person for the time being holding the Office of Reverend Mother Provincial in England of the Roman Catholic Congregation of the Sisters of Charity and Christian Instruction of Nevers ("the Order").

Every future trustee shall be appointed for an indefinite period until such time the trustee becomes incapable by reason of illness, injury or mental disorder of managing her own affairs, is absent without the permission of the Trustees from all their meetings held within a period of six months and the Trustees resolve that her office be vacated or gives not less than one month's notice in writing of her intention to resign (but only if at least 3 Trustees will remain in office when the notice of resignation is to take effect).

Organisation Structure

The trustees shall hold at least two ordinary meetings in each year. A special meeting may be summoned at any time by the chairwoman or any two Trustees upon not less than four days' notice being given to the other Trustees of the matters to be discussed.

The trustees who served during the year are:

Sister Elisabeth de Quengo de Tonquédec

Sister Eileen Butler

Sister Marie Michelle Kelly

Sister Agnes Duggan

Risk Review

The trustees have conducted their own risk review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

OBJECTIVES AND ACTIVITIES

The Trustees shall hold the Trust Fund and the income thereof upon trust to apply the same either as capital or income for such charitable purposes which advance the religious and other charitable work for the time being carried on in England by or under the direction of the Order as the Trustees with the approval of the Superior shall from time to time think fit and if at anytime the Order shall cease to exist or shall cease to carry on or direct any charitable purposes connected with the advancement of the Roman Catholic Religion as the Trustees shall decide and it is hereby declared that no part of the Trust Fund need be retained of shall be treated as a permanent endowment within the meaning of the Charities Act 1960.

During 1988 the General Chapter of the Order implemented their decision to realise the share portfolio of the English Province. All proceeds were transferred to France for inclusion in the Congregational Common Fund so that the resources of the Congregation throughout the world would be amalgamated under one administration.

Trustees for the Congregation of the Sisters of Charity of Nevers

Registered number: 233299

Trustee's Report

ACHIEVEMENT, PERFORMANCE AND FINANCIAL REVIEW

Results for the year

The income and expenditure for the year were as expected, income £39,796 (2015 - £34,958) and expenditure £ 42,944 (2015 - £47,080)

There were net outgoing expenses amounting to £3,148 (2015: net outgoing expenses £11,066). Net movement of funds transferred from the accumulated fund totalled £11,066 (2014: transferred to the fund £21,753)

The final balance of the English Congregation at 31 December 2016 totalled £386,302 (£389,450)

Reserves

The policy is to ensure sufficient reserves are carried to meet all anticipated commitments during the year.

PLANS FOR THE FUTURE

The Charity will continue to advance the religious and other charitable work in connection with the Roman Catholic religion in the ensuing year. The Sister remain confident that they will be aided in this by the commitment of their French counterparts to subsidise where necessary the operational activities of the English Province

PUBLIC BENEFIT

In setting their objectives and planning their activities the trustees have complied with the duty in Section 4 of the Charities Act 2011 to have regard to the charity commission's general guidance on public benefit. Trustees for the Congregation of the Sisters of Charity of Nevers exists for public benefit by the advance of the Roman Catholic Religion and relief of poverty.

TRUSTEES' RESPONSIBILITIES FOR THE FINANCIAL STATEMENTS

The trustees are responsible for preparing the annual Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

The Charities Act 2011 requires the trustees to prepare financial statements for each financial year which give a true and fair view of charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- adopt policies which are in accordance with Accounting for Smaller Charities as set out in Appendix 5 of "Accounting and Reporting by Charities: Statement of Recommended Practice" (revised 2005) and with applicable accounting standards, 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 charity will continue in operation.

Trustees for the Congregation of the Sisters of Charity of Nevers

Registered number: 233299

Trustee's Report

The trustees are responsible for keeping proper accounting records which are sufficient to show and explain the charity's transactions and to disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charity (Account and Reports) Regulations 2005. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the trustees on 17th October 2017 and signed on their behalf by

Sister Agnes Duggan.

Sister Agnes Duggan
Trustee

Trustees for the Congregation of the Sisters of Charity of Nevers Accountants' Report

Accountants' report to the director of Trustees for the Congregation of the Sisters of Charity of Nevers

I report on the accounts of the Trustees for the Congregation of the Sisters of Charity of Nevers for the year ended 31st December 2016 set out on pages 6-12

Respective responsibilities of trustees and independent examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees 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;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to 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 Direction given by the Charity

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (i) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep proper accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

JACKIE STOPYRA ACA
Davies & Crane Ltd

17 October 2017

80 Lytham Road
Fulwood
Preston
PR2 3AQ

Trustees for the Congregation of the Sisters of Charity of Nevers
Statement of Financial Activities
for the year ended 31 December 2016

	2016 £	2015 £
Incoming resources from generating funds		
Rent	1,445	1,445
Interest	450	600
Incoming resources from charitable activities	37,901	32,913
Total incoming resources	<u>39,796</u>	<u>34,958</u>
Resources expended		
Charitable activities	42,140	45,470
Governance costs	804	1,610
Total resources expended	<u>42,944</u>	<u>47,080</u>
Profit on the disposal of tangible fixed assets	-	1,056
Net incoming/(outgoing) resources for the year	<u>(3,148)</u>	<u>(11,066)</u>
Total Funds brought forward	-	-
Profit and loss account b/fwd	389,450	400,516
Total funds carried forward	<u>386,302</u>	<u>389,450</u>

Trustees for the Congregation of the Sisters of Charity of Nevers
Registered number: 233299
Balance Sheet
as at 31 December 2016

	Notes	2016 £	2015 £
Fixed assets			
Tangible assets	5	366,518	366,518
Loans on mortgage		10,000	10,000
		<u>376,518</u>	<u>376,518</u>
Current assets			
Cash at bank and in hand		10,584	13,732
Creditors: amounts falling due within one year	7	(800)	(800)
Net current assets		<u>9,784</u>	<u>12,932</u>
Net assets		<u>386,302</u>	<u>389,450</u>
The fund of the charity			
Unrestricted funds			
Profit and loss account		386,302	389,450
Total funds		<u>386,302</u>	<u>389,450</u>

The financial statements were approved by the trustees on 17 October 2017 and signed on their behalf by:

Sister Agnes Duggan

Sister Agnes Duggan
Trustee

Sister Eileen Butler

Sister Eileen Butler
Trustee

Trustees for the Congregation of the Sisters of Charity of Nevers
Notes to the Accounts
for the year ended 31 December 2016

1 Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities (revised 2005) and the Charities Act

Incoming resources

With the exception of voluntary income, which is included in the statement of financial activities when received, all income is credited to the statement of financial activities when it becomes receivable.

Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates

Charitable activities are those costs directly incurred in the provision of services and supporting the Order in their pastoral work in the UK. It includes both costs that can be allocated directly to such activities and those costs of indirect nature necessary to support them. The charity also supports the work of the Congregation throughout the rest of the world.

Governance costs include those costs directly incurred in complying with the statutory obligations of managing the charity.

Tangible fixed assets and depreciation

The freehold and leasehold land and properties are stated at cost. No provision has been made in the accounts for depreciation of properties. Whilst this is not in accordance with the accounting standards, any depreciation charge would not be significant. The properties are maintained to acceptable standards and the trustees consider that the cost of obtaining a full professional valuation of the properties would not be justifiable.

Furniture, fixtures and fittings	15% per annum reducing balance
Motor vehicles	25% per annum reducing balance

Taxation

Provision for taxation is not necessary as the Congregation is a registered charity and does not carry out any trading activities. It is therefore considered that the charity is not liable to taxation on its activities. No deferred tax provision is required

Trustees for the Congregation of the Sisters of Charity of Nevers
Notes to the Accounts
for the year ended 31 December 2016

2 Costs of charitable activities	2016	2015
	£	£
Charities, gifts and Mass stipends	399	213
Premises costs - Rent	7,388	9,131
Light, heat, rates and insurance	8,365	6,877
Repairs and maintenance	4,089	4,609
Car running and travel expenses	5,770	5,451
Stationery, printing, postage and telephone	3,366	2,332
Provisions and household sundries	5,526	8,611
Sisters' Welfare, retreats, conferences etc	5,265	4,340
General expenses	1,950	235
Depreciation - furniture, fixtures and fittings	-	3,476
Depreciation - Motor Vehicle	-	194
	<u>42,118</u>	<u>45,469</u>
3 Governance costs	2016	2015
	£	£
Independent examiner's fee	804	800
Legal and professional fees	-	810
	<u>804</u>	<u>1,610</u>

4 Employees

There were no employees other than the trustees during the year and the preceding year.

As members of the Order the living expenses of the trustees during the year were borne by the charity. The trustees received no remuneration or other benefits in connection with their duties during the year. The trustees' state and professional pensions are donated to the charity as shown

Trustees for the Congregation of the Sisters of Charity of Nevers
Notes to the Accounts
for the year ended 31 December 2016

5 Tangible fixed assets

	Land and buildings £	Furniture, fixtures and fittings £	Motor vehicles £	Total £
Cost				
At 1 January 2016	343,485	103,473	12,800	459,758
At 31 December 2016	<u>343,485</u>	<u>103,473</u>	<u>12,800</u>	<u>459,758</u>
Depreciation				
At 1 January 2016	-	93,046	194	93,240
At 31 December 2016	<u>-</u>	<u>93,046</u>	<u>194</u>	<u>93,240</u>
Net book value				
At 31 December 2016	<u>343,485</u>	<u>10,427</u>	<u>12,606</u>	<u>366,518</u>
At 31 December 2015	<u>343,485</u>	<u>10,427</u>	<u>12,606</u>	<u>366,518</u>

The assets above are held for charity use. At the year end, the freehold properties comprised 2 properties, in Preston and a piece of land in Tonbridge which is let under an agricultural tenancy. A retirement apartment on a 125 year lease within The Larmenier Retirement Village, Blackburn was purchased in 2013.

Since the inception of FRS15 the charity has adopted the transitional arrangement in that the value of the freehold properties remains at the 1997 valuation. The trustees do not believe that any impairment to the values of the freehold properties has occurred

Trustees for the Congregation of the Sisters of Charity of Nevers
Notes to the Accounts
for the year ended 31 December 2016

6	Loan	2016	2015
		£	£
	Loan secured my mortgage at 6% interest	10,000	10,000
7	Creditors: amounts falling due within one year	2016	2015
		£	£
	Other creditors	<u>800</u>	<u>800</u>
8	Unrestricted income funds	2016	
		£	
	At 1 January 2016	389,450	
	Incoming resources	39,796	
	Outgoing resources	(42,944)	
	At 31 December 2016	<u>386,302</u>	

The unrestricted general fund comprises funds which the trustees are free to use in accordance with the charitable objects

Trustees for the Congregation of the Sisters of Charity of Nevers
Detailed statement of financial activities
for the year ended 31 December 2016

This schedule does not form part of the statutory accounts

	2016 £	2015 £
Incoming resources		
Other Income from Charitable Activities	27,901	26,913
Donation from Congregation	10,000	6,000
	<u>37,901</u>	<u>32,913</u>
Administrative expenses		
Employee costs:		
Sisters' Welfare, retreats, conferences etc	5,265	4,340
Car running and travel expenses	5,770	5,451
	<u>11,035</u>	<u>9,791</u>
Premises costs:		
Ground rent and service charges - Larmenier	7,388	9,131
Light, heat, rates and insurance	8,365	6,877
Provisions and household sundries	5,526	8,611
	<u>21,279</u>	<u>24,619</u>
General administrative expenses:		
Stationery, printing, postage and telephone	3,366	2,332
Charities, gifts and Mass stipends	399	213
General expenses	1,950	236
Repairs and maintenance	4,089	4,609
Bank charges	22	-
Depreciation - fixtures and fittings	-	3,476
Depreciation - motor vehicle	-	194
	<u>9,826</u>	<u>11,060</u>
	<u>42,140</u>	<u>45,470</u>
Legal and professional costs:		
Independent examiners' fees	804	800
Legal and professional costs	-	810
	<u>804</u>	<u>1,610</u>