

**TRUSTEES' REPORT AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017
FOR**

**CANONESSES REGULAR OF SAINT AUGUSTINE OF
THE PRIORY OF OUR LADY OF GOOD COUNSEL**

**CANONESSES REGULAR OF SAINT AUGUSTINE OF
THE PRIORY OF OUR LADY OF GOOD COUNSEL**

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for the Year Ended 31 December 2017**

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**CANONESSES REGULAR OF SAINT AUGUSTINE OF
THE PRIORY OF OUR LADY OF GOOD COUNSEL**

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 DECEMBER 2017**

TRUSTEES

Sister Susan Salter
Sister Edith Mary Cox (deceased 8.1.17)
Sister Marina Dobson
Sister Ilona Klinger

PRINCIPAL ADDRESS

Priory of Our Lady
Dove Cottage
Kingston Ridge
Kingston-near-Lewes
East Sussex
BN7 3JX

REGISTERED CHARITY NUMBER 236981

INDEPENDENT EXAMINER

Darren Harding ACA FCCA DChA
Richard Place Dobson Services Limited
Chartered Accountants
1 - 7 Station Road
Crawley
West Sussex
RH10 1HT

**CANONESSES REGULAR OF SAINT AUGUSTINE OF
THE PRIORY OF OUR LADY OF GOOD COUNSEL**

TRUSTEES' REPORT

for the Year Ended 31 December 2017

The trustees present their report with the financial statements of the charity for the year ended 31 December 2017. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objects of the charity, as stated in the trust deed, are to undertake activities which advance the religious and other charitable work for the time being carried on in England and Wales by or under the direction of the Society as the Trustees with the approval of the Superior shall from time to time think fit. There was no change to this in the year.

Significant activities

The activities carried out are those which advance the religious and other charitable work carried out under the direction of the society as the trustees think fit. A pastoral centre has been operated including hospitality for open retreats on prayer and scripture and accommodating Roman Catholic and ecumenical groups.

There are 9 sisters in the Community, 4 of whom are based in Rwanda. One of the Rwandan sisters is at present living in England. She is with the community at Dove Cottage. There are various nationalities including British, Belgian, German and Canadian. The 3 Rwandese sisters together with 1 Burundian sister from the Bruges Community have formed a small group in Rwanda where several from Rwanda have already joined them and others are interested.

The charity's trustees have referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, they have considered how planned activities will contribute to the aims and objectives they have set.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The community has an association of friends, a few of whom do voluntary work for the community.

As has always been, the life of prayer of the community is the foundation for all other works undertaken. Thus by our prayer and our whole way of life we aspire to respond to the needs of the church and world today. Our prayer life permeates the whole day, starting with Morning Prayer at 7.30a.m followed by Mass. At midday the community meet for the Office of Readings and in the afternoon for Prayer of the Day. At 5.30 Evening Prayer is sung and the day concludes with Compline at 8.00 p.m. To all these offices the public are warmly invited. Prayers are offered for the needs of the world, the local community and the church.

Quiet Days are organised, though on a smaller scale than that at Sayers Common, and individuals may also come to spend a day on their own. Some of the Sisters are available for those seeking spiritual direction or support.

We maintain strong links with the local community and Ecumenism has always been a strong feature of the Order and members of other churches have attended Quiet Days.

Closer contacts have been established with the local Parish in Lewes, and the community continues to host Parish group meetings.

Recently the trustees have undertaken a review of their use of land and buildings to ensure they are best meeting the objectives of the charity. This review resulted in the purchase of the property, Bethel, adjacent to Dove Cottage which came up for sale during 2016.

Having an adjacent property means that guests can more fully share in the prayer and monastic life of the Community. This house is designed for more multi-purpose hospitality e.g. being able to host bigger meetings. Being next to Dove Cottage has obvious implications for greater practicality in looking after the property. It is also accessible for the older members of the community to share more directly in the work of hospitality.

**CANONESSES REGULAR OF SAINT AUGUSTINE OF
THE PRIORY OF OUR LADY OF GOOD COUNSEL**

TRUSTEES' REPORT

for the Year Ended 31 December 2017

FINANCIAL REVIEW

Investment policy and objectives

In accordance with the trust deed, the trustees have the power to invest in such stocks, shares, investments and property as they see fit. The trustees have engaged Investec Wealth Investments Limited as investment managers. The trustees intend that the real value of their assets be maintained and enhanced over the long term by investment in a portfolio comprising equities, fixed income stocks and cash. The trustees have also requested that Investec Wealth Investments Limited adopt an ethical policy when considering investments.

Reserves policy

Net movement in funds for the year totalled £322,470 (2016 - £490,336) as shown on the statement of financial activities on page 6 of the accounts.

All of the assets of the charity are used to carry out its objectives. The readily available resources of the charity are adequate for it to continue for another year.

It is the policy of the charity that general funds which have not been designated for a specific use should be maintained at a level which equates to between 6 and 12 months expenditure.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a trust deed, and constitutes an unincorporated charity.

The origins of the community who follow the rule of St Augustine go back to the time when there was a strongly felt need for a return to the gospel, a closer following of Christ and genuine Christian fellowship in the community. From their number were drawn the first communities of Windesheim which developed rapidly. The monasteries became houses of prayer where those in need were welcomed and received the warmth of genuine hospitality. The close link with English history began in recusancy times when many relatives of English martyrs going into exile entered one of these monasteries for which a specifically English foundation was made in 1609 in Belgium. From this latter community sprang the Cloister of Nazareth, Bruges in 1629. The long awaited possibility of a return to England came in 1886 when the Bruges community, often known as 'The English Convent', decided to found a monastery in Haywards Heath, The Priory of Our Lady of Good Counsel.

In 1978, the Priory moved to Sayers Common to the newly built monastery and pastoral centre and decided to express in monastic and contemporary terms the long tradition of the community. A variety of factors led to this decision, not least the Church's call to renewal and the adoption by the community of the work of hospitality, so vital an element in the life of the early monasteries of Windesheim. Thus linked to such roots and being part of a living tradition, the community hopes by prayer and its whole way of life, to respond to the needs of the Church and the world of our time.

In 2008 the community moved to Dove Cottage in Kingston near Lewes to continue its work.

The charity was registered with the Charity Commissioners and allocated the number 236981. The power to appoint and remove trustees rests with the Superior. The charity is regulated by a trust deed dated 14 August 1964. The investment powers rest with the trustees.

Following a move to Kingston near Lewes the Charity changed its name to "Canonses Regular of St. Augustine of the Priory of our Lady of Good Counsel".

**CANONESSES REGULAR OF SAINT AUGUSTINE OF
THE PRIORY OF OUR LADY OF GOOD COUNSEL**

TRUSTEES' REPORT

for the Year Ended 31 December 2017

Risk management

The trustees have assessed the major strategic, business and operational risks to which the charity is exposed, and are satisfied that systems are in place to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Approved by order of the board of trustees on 18th July 2018 and signed on its behalf by:

S. Salter

Sister Susan Salter - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
CANONESSES REGULAR OF SAINT AUGUSTINE OF
THE PRIORY OF OUR LADY OF GOOD COUNSEL**

Independent examiner's report to the trustees of Canonesses Regular of Saint Augustine of the Priory of Our Lady of Good Counsel

I report to the charity trustees on my examination of the accounts of the Canonesses Regular of Saint Augustine of the Priory of Our Lady of Good Counsel (the Trust) for the year ended 31 December 2017.

Responsibilities and basis of report

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

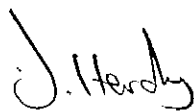
I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 Trust 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 confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



Darren Harding ACA FCCA DChA
Richard Place Dobson Services Limited
Chartered Accountants
1 - 7 Station Road
Crawley
West Sussex
RH10 1HT

Date:26/07/18.....

**CANONESSES REGULAR OF SAINT AUGUSTINE OF
THE PRIORY OF OUR LADY OF GOOD COUNSEL**

**STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 December 2017**

| | | Unrestricted fund | Designated funds | Restricted funds | 31.12.17 Total funds | 31.12.16 Total funds |
|------------------------------------|-------|-----------------------|-------------------------|---------------------|-------------------------|-------------------------|
| | Notes | £ | £ | £ | £ | £ |
| INCOME FROM | | | | | | |
| Donations and legacies | | 2,675 | - | 613 | 3,288 | 7,050 |
| Charitable activities | | | | | | |
| Pastoral Income | | 5,981 | - | - | 5,981 | 2,994 |
| Investment income | 2 | 131,966 | - | 15 | 131,981 | 128,148 |
| Other income | | <u>31,136</u> | <u>-</u> | <u>-</u> | <u>31,136</u> | <u>185,388</u> |
| Total | | 171,758 | - | 628 | 172,386 | 323,580 |
| EXPENDITURE ON | | | | | | |
| Raising funds | 3 | - | 26,050 | - | 26,050 | 24,431 |
| Charitable activities | 4 | | | | | |
| Community expenditure | | 115,610 | 52,466 | 727 | 168,803 | 133,323 |
| Other | | <u>36</u> | <u>-</u> | <u>-</u> | <u>36</u> | <u>-</u> |
| Total | | 115,646 | 78,516 | 727 | 194,889 | 157,754 |
| Net gains/(losses) on investments | | <u>-</u> | <u>344,973</u> | <u>-</u> | <u>344,973</u> | <u>324,510</u> |
| NET INCOME/(EXPENDITURE) | | 56,112 | 266,457 | (99) | 322,470 | 490,336 |
| Transfers between funds | 14 | <u>(102,872)</u> | <u>102,872</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Net movement in funds | | (46,760) | 369,329 | (99) | 322,470 | 490,336 |
| RECONCILIATION OF FUNDS | | | | | | |
| Total funds brought forward | | <u>160,509</u> | <u>7,432,544</u> | <u>5,597</u> | <u>7,598,650</u> | <u>7,108,314</u> |
| TOTAL FUNDS CARRIED FORWARD | | <u>113,749</u> | <u>7,801,873</u> | <u>5,498</u> | <u>7,921,120</u> | <u>7,598,650</u> |

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

**CANONESSES REGULAR OF SAINT AUGUSTINE OF
THE PRIORY OF OUR LADY OF GOOD COUNSEL**

**BALANCE SHEET
At 31 December 2017**

| | | Unrestricted fund | Designated funds | Restricted funds | 31.12.17 Total funds | 31.12.16 Total funds |
|--|-------|----------------------|---------------------|---------------------|-------------------------|-------------------------|
| | Notes | £ | £ | £ | £ | £ |
| FIXED ASSETS | | | | | | |
| Tangible assets | 10 | 68,951 | 3,020,486 | - | 3,089,437 | 3,129,648 |
| Investments | 11 | - | 4,571,387 | - | 4,571,387 | 4,121,523 |
| | | 68,951 | 7,591,873 | - | 7,660,824 | 7,251,171 |
| CURRENT ASSETS | | | | | | |
| Stocks | 12 | 1,019 | - | - | 1,019 | 1,103 |
| Prepayments and accrued income | | 7,710 | - | - | 7,710 | 6,889 |
| Cash at bank and in hand | | 49,607 | 210,000 | 5,498 | 265,105 | 354,253 |
| | | 58,336 | 210,000 | 5,498 | 273,834 | 362,245 |
| CREDITORS | | | | | | |
| Amounts falling due within one year | 13 | (13,538) | - | - | (13,538) | (14,766) |
| NET CURRENT ASSETS | | <u>44,798</u> | <u>210,000</u> | <u>5,498</u> | <u>260,296</u> | <u>347,479</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>113,749</u> | <u>7,801,873</u> | <u>5,498</u> | <u>7,921,120</u> | <u>7,598,650</u> |
| NET ASSETS | | <u>113,749</u> | <u>7,801,873</u> | <u>5,498</u> | <u>7,921,120</u> | <u>7,598,650</u> |
| FUNDS | | | | | | |
| Unrestricted funds: | 14 | | | | | |
| General fund | | | | | 113,749 | 160,509 |
| Designated funds | | | | | 7,801,873 | 7,432,544 |
| | | | | | 7,915,622 | 7,593,053 |
| Restricted funds | | | | | 5,498 | 5,597 |
| TOTAL FUNDS | | | | | <u>7,921,120</u> | <u>7,598,650</u> |

The notes form part of these financial statements

CANONESSES REGULAR OF SAINT AUGUSTINE OF
THE PRIORY OF OUR LADY OF GOOD COUNSEL

BALANCE SHEET - CONTINUED
At 31 December 2017

The financial statements were approved by the Board of Trustees on 18th July 2018 and were signed on its behalf by:

S. Salter
Sister Susan Salter -Trustee

M. Dobson
Sister Marina Dobson -Trustee

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 December 2017

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value.

The accounts (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 Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective 1 April 2005 which has since been withdrawn.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

Donations and similar incoming resources are included in the year in which they are receivable which is when the charity becomes entitled to the resource.

Investment income is included in the year in which it is receivable which is when the charity becomes entitled to the resource.

Other incoming resources include sister's pension income and any profit on sale of assets. These are included in the accounts when the charity becomes entitled to the resource.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Charitable Activities

Cost of charitable activities are incurred on the charity's operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

Governance costs include costs incurred in dealing with the legal and administration duties of the charity and are recognised when incurred. These are now included within support costs and allocated to direct charitable activities.

**CANONESSES REGULAR OF SAINT AUGUSTINE OF
THE PRIORY OF OUR LADY OF GOOD COUNSEL**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 December 2017**

1. ACCOUNTING POLICIES - continued

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

| | |
|-----------------------|---------------------------|
| Freehold Property | - 2% on cost |
| Fixtures and Fittings | - 15% on cost |
| Motor Vehicles | - 20% on reducing balance |

No depreciation is charged on antique furniture and other valuables on the basis that they are appreciating in value with time and such depreciation will therefore be immaterial.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

As a charity, the trust is not subject to Corporation Tax or other taxes on income and gains arising from its charitable objectives.

Debtors

Debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

Cash at bank and in hand

Cash at bank and cash 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.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Investments

Investments are included at market value at the year end. Gains and losses on disposal and revaluations of investments are charged or credited to the SOFA.

**CANONESSES REGULAR OF SAINT AUGUSTINE OF
THE PRIORY OF OUR LADY OF GOOD COUNSEL**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 December 2017**

1. ACCOUNTING POLICIES - continued

Key Judgements and Accounting Estimates

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates.

The main judgement and accounting estimates included in the accounts are:

- Valuation of investments at market value - based on calculation by the investment fund manager. The investments held are all shares listed on a recognised stock exchange and have an easily identifiable market value.
- Accruals - Management has made estimates and established accruals in respect of potential liabilities as at the balance sheet date.
- Depreciation - Management has made assumptions and estimated depreciation rates in respect of showing a true and fair view of the assets at the balance sheet date. In particular with regard to antique assets, on which no depreciation is charged on the basis that the value of these assets increases.

Financial Instruments

The charitable company only has financial assets and 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.

Employee staff benefits

The costs of short-term employee benefits are recognised as a liability and an expense.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Going Concern

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

2. INVESTMENT INCOME

| | 31.12.17 | 31.12.16 |
|--------------------------------|----------------|----------------|
| | £ | £ |
| Income from listed investments | 131,924 | 126,501 |
| Interest receivable | <u>57</u> | <u>1,647</u> |
| | <u>131,981</u> | <u>128,148</u> |

**CANONESSES REGULAR OF SAINT AUGUSTINE OF
THE PRIORY OF OUR LADY OF GOOD COUNSEL**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 December 2017**

3. RAISING FUNDS

Investment management costs

| | 31.12.17 | 31.12.16 |
|----------------------|---------------|---------------|
| | £ | £ |
| Portfolio management | <u>26,050</u> | <u>24,431</u> |

4. CHARITABLE ACTIVITIES COSTS

| | Direct costs (See note 5) | Support costs (See note 6) | Totals |
|-----------------------|------------------------------|-------------------------------|----------------|
| | £ | £ | £ |
| Community expenditure | <u>151,142</u> | <u>17,661</u> | <u>168,803</u> |

5. DIRECT COSTS OF CHARITABLE ACTIVITIES

| | 31.12.17 | 31.12.16 |
|--------------------------|----------------|----------------|
| | £ | £ |
| Staff costs | 10,708 | 10,454 |
| Rates and water | 5,844 | 4,547 |
| Insurance | 8,485 | 7,562 |
| Light and heat | 3,751 | 6,265 |
| Telephone | 1,953 | 1,971 |
| Postage and stationery | 1,186 | 1,048 |
| Sundries | 5,009 | 3,376 |
| Old Girls Association | 727 | 920 |
| Retirement expenses | 1,702 | 2,384 |
| Rwandan Sisters expenses | 3,408 | 4,214 |
| Repairs and maintenance | 9,703 | 2,840 |
| Travelling | 1,974 | 2,570 |
| Gifts and alms | 32,075 | 10,984 |
| Retreats and courses | - | 190 |
| Catering expenses | 8,754 | 9,544 |
| Household expenses | 3,613 | 6,782 |
| Book stall expenses | 218 | 15 |
| Church expenses | 6,822 | 6,777 |
| Garden expenses | 4,233 | 3,421 |
| Computer costs | 803 | - |
| Depreciation | <u>40,174</u> | <u>40,450</u> |
| | <u>151,142</u> | <u>126,314</u> |

6. SUPPORT COSTS

| | Management | Finance | Governance costs | Totals |
|-----------------------|--------------|------------|---------------------|---------------|
| | £ | £ | £ | £ |
| Community expenditure | <u>9,000</u> | <u>331</u> | <u>8,330</u> | <u>17,661</u> |

**CANONESSES REGULAR OF SAINT AUGUSTINE OF
THE PRIORY OF OUR LADY OF GOOD COUNSEL**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 December 2017**

7. TRUSTEES' REMUNERATION AND BENEFITS

The trustees are members of the community. Members of the community are maintained by the charity and premises, meals and other living expenses are paid by the charity.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2017 nor for the year ended 31 December 2016.

8. STAFF COSTS

| | 31.12.17 | 31.12.16 |
|-----------------------|---------------|---------------|
| | £ | £ |
| Wages and salaries | 9,231 | 8,964 |
| Social security costs | <u>1,477</u> | <u>1,490</u> |
| | <u>10,708</u> | <u>10,454</u> |

The average monthly number of employees during the year was as follows:

| | 31.12.17 | 31.12.16 |
|--------------|----------|----------|
| | <u>2</u> | <u>2</u> |
| Priory staff | | |

No employees received emoluments in excess of £60,000.

9. 2016 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

| | Unrestricted fund £ | Designated funds £ | Restricted funds £ | Total funds £ |
|-----------------------------------|---------------------------|--------------------------|--------------------------|------------------|
| INCOME FROM | | | | |
| Donations and legacies | 5,705 | - | 1,345 | 7,050 |
| Charitable activities | | | | |
| Pastoral Income | 2,994 | - | - | 2,994 |
| Investment income | 128,148 | - | - | 128,148 |
| Other income | <u>185,388</u> | <u>-</u> | <u>-</u> | <u>185,388</u> |
| Total | 322,235 | - | 1,345 | 323,580 |
| EXPENDITURE ON | | | | |
| Raising funds | 24,431 | - | - | 24,431 |
| Charitable activities | | | | |
| Community expenditure | <u>80,860</u> | <u>51,543</u> | <u>920</u> | <u>133,323</u> |
| Total | 105,291 | 51,543 | 920 | 157,754 |
| Net gains/(losses) on investments | <u>-</u> | <u>324,510</u> | <u>-</u> | <u>324,510</u> |
| NET INCOME/(EXPENDITURE) | 216,944 | 272,967 | 425 | 490,336 |
| Transfers between funds | <u>(145,289)</u> | <u>145,289</u> | <u>-</u> | <u>-</u> |

**CANONESSES REGULAR OF SAINT AUGUSTINE OF
THE PRIORY OF OUR LADY OF GOOD COUNSEL**

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 December 2017

9. 2016 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

| | Unrestricted fund £ | Designated funds £ | Restricted funds £ | Total funds £ |
|------------------------------------|---------------------------|--------------------------|--------------------------|------------------|
| Net movement in funds | 71,655 | 418,256 | 425 | 490,336 |
| RECONCILIATION OF FUNDS | | | | |
| Total funds brought forward | 88,854 | 7,014,288 | 5,172 | 7,108,314 |
| TOTAL FUNDS CARRIED FORWARD | 160,509 | 7,432,544 | 5,597 | 7,598,650 |

10. TANGIBLE FIXED ASSETS

| | Freehold property £ | Fixtures and fittings £ | Motor vehicles £ | Totals £ |
|------------------------|---------------------------|-------------------------------|------------------------|------------------|
| COST | | | | |
| At 1 January 2017 | 3,267,104 | 84,154 | 8,500 | 3,359,758 |
| Disposals | - | - | (2,000) | (2,000) |
| At 31 December 2017 | <u>3,267,104</u> | <u>84,154</u> | <u>6,500</u> | <u>3,357,758</u> |
| DEPRECIATION | | | | |
| At 1 January 2017 | 207,263 | 17,046 | 5,801 | 230,110 |
| Charge for year | 39,355 | 420 | 400 | 40,175 |
| Eliminated on disposal | - | - | (1,964) | (1,964) |
| At 31 December 2017 | <u>246,618</u> | <u>17,466</u> | <u>4,237</u> | <u>268,321</u> |
| NET BOOK VALUE | | | | |
| At 31 December 2017 | <u>3,020,486</u> | <u>66,688</u> | <u>2,263</u> | <u>3,089,437</u> |
| At 31 December 2016 | <u>3,059,841</u> | <u>67,108</u> | <u>2,699</u> | <u>3,129,648</u> |

**CANONESSES REGULAR OF SAINT AUGUSTINE OF
THE PRIORY OF OUR LADY OF GOOD COUNSEL**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 December 2017**

11. FIXED ASSET INVESTMENTS

| | Listed investments £ |
|---------------------------|----------------------------|
| MARKET VALUE | |
| At 1 January 2017 | 4,121,523 |
| Additions | 460,025 |
| Disposals | (377,010) |
| Revaluations | <u>366,849</u> |
| At 31 December 2017 | <u>4,571,387</u> |
| NET BOOK VALUE | |
| At 31 December 2017 | <u>4,571,387</u> |
| At 31 December 2016 | <u>4,121,523</u> |

There were no investment assets outside the UK.

No investments were over 5% of the value of the portfolio.

| | |
|------------------------|------------------|
| Historical Cost | |
| At 31 December 2017 | <u>3,234,674</u> |
| At 31 December 2016 | <u>3,063,971</u> |

Included within designated funds are £1,411,467 (2016: £1,037,799) of unrealised revaluation gains.

12. STOCKS

| | 31.12.17 £ | 31.12.16 £ |
|----------------|---------------|---------------|
| Finished goods | <u>1,019</u> | <u>1,103</u> |

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 31.12.17 £ | 31.12.16 £ |
|------------------------------|---------------|---------------|
| Taxation and social security | 166 | 128 |
| Other creditors | <u>13,372</u> | <u>14,638</u> |
| | <u>13,538</u> | <u>14,766</u> |

14. MOVEMENT IN FUNDS

Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

**CANONESSES REGULAR OF SAINT AUGUSTINE OF
THE PRIORY OF OUR LADY OF GOOD COUNSEL**

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 December 2017

14. MOVEMENT IN FUNDS - continued

| | Balance at 1 January 2017 £ | Movement in funds Incoming resources £ | Resources expenses £ | Balance at 31 December 2017 £ |
|--------------------|-----------------------------------|---|----------------------------|-------------------------------------|
| The Old Girls Fund | 1,418 | 613 | (727) | 1,304 |
| The Library Fund | 4,179 | 15 | - | 4,194 |
| | <u>5,597</u> | <u>628</u> | <u>(727)</u> | <u>5,498</u> |

The 2016 restricted funds are stated below:

| | Balance at 1 January 2016 £ | Movement in funds Incoming resources £ | Resources expenses £ | Balance at 31 December 2016 £ |
|--------------------|-----------------------------------|---|----------------------------|-------------------------------------|
| The Old Girls Fund | 993 | 1,345 | (920) | 1,418 |
| The Library Fund | 4,179 | - | - | 4,179 |
| | <u>5,172</u> | <u>1,345</u> | <u>(920)</u> | <u>5,597</u> |

The Old Girls Fund was established by former members of a School previously run by the Sisters in order to provide ongoing links with the Community.

The Library Fund was set up to provide books for the Community library from donations made by individuals.

Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

| | Balance at 1 January 2017 £ | Movement in funds Resources expended £ | Transfers £ | Revaluation Gains/Losses £ | Balance at 31 December 2017 £ |
|------------------|-----------------------------------|---|----------------|----------------------------------|-------------------------------------|
| Property Fund | 3,059,842 | (39,356) | - | - | 3,020,486 |
| Retirement Fund | 750,000 | - | - | - | 750,000 |
| Investment Fund | 3,452,702 | (26,050) | 49,762 | 344,973 | 3,821,387 |
| Cemetery Fund | 20,000 | - | - | - | 20,000 |
| Maintenance Fund | 100,000 | (9,703) | 49,703 | - | 140,000 |
| Rwanda Fund | 50,000 | (3,407) | 3,407 | - | 50,000 |
| | <u>7,432,544</u> | <u>(78,516)</u> | <u>102,872</u> | <u>344,973</u> | <u>7,801,873</u> |

**CANONESSES REGULAR OF SAINT AUGUSTINE OF
THE PRIORY OF OUR LADY OF GOOD COUNSEL**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 December 2017**

14. MOVEMENT IN FUNDS – continued

The 2016 designated funds are stated below:

| | Balance at 1 January 2016 | Resources expended | Transfers | Revaluation Gains/Losses | Balance at 31 December 2016 |
|------------------|------------------------------|-----------------------|----------------|-----------------------------|--------------------------------|
| | £ | £ | £ | £ | £ |
| Property Fund | 2,383,077 | (39,354) | 716,119 | - | 3,059,842 |
| Retirement Fund | 990,000 | (2,385) | (237,615) | - | 750,000 |
| Investment Fund | 3,471,211 | - | (343,019) | 324,510 | 3,452,702 |
| Cemetery Fund | 20,000 | - | - | - | 20,000 |
| Maintenance Fund | 100,000 | (5,590) | 5,590 | - | 100,000 |
| Rwanda Fund | 50,000 | (4,214) | 4,214 | - | 50,000 |
| | <u>7,014,288</u> | <u>(51,543)</u> | <u>145,289</u> | <u>324,510</u> | <u>7,432,544</u> |

The Property Fund represents the funds necessarily set aside for the charity's occupation of the land and buildings.

The Retirement Fund has been designated for the charity's commitment to provide for the retirement and care in old age and sickness of the community's members.

The Investment fund has been set aside to represent the funds tied up in the investments of the charity from which the income generated will be used to further the charity's objectives.

The Cemetery Fund represents an amount set aside for the upkeep of the cemetery grounds.

The Maintenance Fund represents an amount set aside for the maintenance of the fabric of the building as it ages. This has been increased this year due to the purchase of a larger property in 2016.

The Rwanda Fund represents an amount set aside for the Rwandan sisters living and medical expenses.

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2017.