



# Friends of St Paul's Cathedral

Report and Accounts  
for the year ended 31 December 2017

Registered Charity No. 261905

# Friends of St Paul's Cathedral

## Report and Accounts for the year ended 31 December 2017

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# Friends of St Paul's Cathedral

## Reference and Administration Details

<i>Registered Charity Name</i>	Friends of St Paul's Cathedral
<i>Charity Number</i>	261905
<i>Charity Correspondent</i>	Mr Andrew Edwards, Executive Director, Global Partnerships The Chapter House, St Paul's Churchyard, London EC4M 8AD
<i>Telephone</i>	0207 246 8308
<i>Fax</i>	0207 248 3104
<i>Email</i>	friends@stpaulscathedral.org.uk
<i>Website</i>	www.stpauls.co.uk/friends
<i>Patron</i>	Her Royal Highness The Duchess of Gloucester GCVO
<i>Presidents</i>	The Lord Bishop of London & The Lord Mayor of London
<i>Chairman</i>	The Dean of St Paul's: The Very Reverend Dr David Ison
<i>Vice Chairman</i>	The Canon Pastor; The Reverend Tricia Hillas Retired May 2017 The Canon Treasurer;; The Reverend Jonathan Brewster Appointed July 2017
<i>Honorary Treasurer</i>	Mr Robert Palmer
<i>Secretary</i>	Mr Roger Walkinton, resigned July 2017
<i>Council</i>	<i>Appointed by Chapter:</i> Mr Niul Dillon Hatcher Ms Yodia Lo, appointed July 2017  Mr Patrick Buckingham, re-appointed for one additional year May 2017 Mr Raymond Jewkes, re-appointed for one additional year May 2017  <i>Elected by the Annual General Meeting:</i> Mr Samuel Ennis, elected July 2017 Mr David Hooper Dr David Lester, retired July 2017 Mr Robert Palmer, Honorary Treasurer Dr Phillip Rice, re-elected July 2017 Mrs Jean Reed Ms Jane Sladdin, retired September 2017
<i>Auditors</i>	West Wake Price LLP 4 City Road, London EC1Y 2AA
<i>Honorary Legal Adviser</i>	Mr Owen Carew-Jones Winckworth Sherwood, Minerva House, 5 Montague Close, London SE1 9BB
<i>Bankers</i>	NatWest plc Juxon House, 98 St Paul's Churchyard, London EC4M 8BU
<i>Investment Manager</i>	CCLA Investment Management Limited 80 Cheapside, London EC2V 6DZ

# Friends of St Paul's Cathedral

## Report of Council for the year ended 31 December 2017

Council present their annual report and the financial statements for the year ended 31 December 2017.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing documents, the Charity's Act 2011 and Accounting and Reporting by Charities: Statements of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014.

### History of the Friends of St Paul's

A Cathedral dedicated to St Paul has overlooked the City of London since 604 AD and is probably the fifth to occupy this site. It was designed by Sir Christopher Wren and built between 1675 and 1710 after the Great Fire of 1666 had destroyed its predecessor.

When raids on London began during World War I, a group of men and women who loved the current Cathedral formed the St Paul's Fire Watch to patrol the building. They re-formed during World War II, inviting their friends and families to join them to guard the Cathedral each night. The Watch was disbanded at the end of the war.

The Friends of St Paul's took root from the Watch and was formally founded on Tuesday 29 April 1952 with 84 members. The Friends' first Festival Service on Thursday 21 May 1953 was attended by HM The Queen Mother who was Patron from 1952 until 2002, succeeded by HRH The Duchess of Gloucester GCVO.

The whole cathedral community is most grateful to Her Royal Highness for her dedication to the whole Cathedral and to the Friends and the choristers in particular.

### Objects and Activities

The Friends of St Paul's have the twin aims of fellowship and fundraising and exist to promote the work of the Cathedral through prayer and support often in both time and money.

Its objects include contributing to the preservation of the fabric of St Paul's Cathedral; the maintenance of the Cathedral and its buildings; the ornaments and furnishings; the services held in the Cathedral; the musical foundation and the library.

Council aims to achieve these objects by promoting the benefits of the Cathedral's Friends membership. These include receiving the *Dome* magazine, the opportunity to participate in activities and events for supporters, and contributing to the awarding of financial grants to Chapter (The Corporation of the Cathedral Church of St Paul in London).

There are some 2,760 Friends (2,680 in 2016), over ninety five percent of them living in the United Kingdom, who provide both financial and practical support. St Paul's receives little regular or significant funding from the state, but the cost of maintaining it is very great. Contributions from Friends – through their subscriptions and additional Gift-Aided donations, or through a gift in a Will – are most gratefully received by Chapter. The overall supporter base of Friends, Patrons and Fellows, remains buoyant.

The Cathedral holds an annual Friends' Festival that includes the Annual General Meeting as well as a choral evensong and a choristers' recital, usually in the presence of the Patron, which is open to all members of the public, free of charge. The Festival (and the Advent Procession) is usually followed by a Friends' Supper at additional cost for those Friends wishing to attend. There is also an annual Friends' Lecture (at Stationers Hall) followed by tea and evensong each March and often an autumn Friends' event in the Cathedral.

Friends benefit from free admission to the Cathedral, a 10% discount in the Cathedral shop, reserved seats by application for certain Cathedral events and a twice-yearly "Dome" magazine of news about the Cathedral and its work. From time to time, there are also opportunities to enjoy activities such as lectures and Friends-exclusive social events at additional cost.



# Friends of St Paul's Cathedral

## Report of Council for the year ended 31 December 2017 continued

### **Structure, Governance and Management**

On 4 January 1971 Friends of St Paul's Cathedral was registered with the Charity Commission, and its Governing Document was established on 20 October 1971 by a Scheme of the Charity Commission.

The Scheme of the Charity Commission provides that the affairs of the Friends shall be regulated by a Council constituted by the Chapter. The Council as Trustees are responsible under the Governing Document for controlling the management and administration of the Friends.

In 2013 a thorough constitutional review was undertaken by Wilsons, retained by the Friends Council, in order to comply with best practice and new Charities Act legislation and ensure that the Friends' regulatory documents reflect up to date requirements.

The more detailed associated rules and regulations are now completed to complement the revised Scheme. Council are satisfied that the Friends of St Paul's is now a charity which can go forward into the 21<sup>st</sup> century confident that it is in good order and in good heart. Above all, Council can take care of the resources people entrust to the Friends.

Roger Walkinton retired as Secretary together with Ben Nikolay whose skills in the administration of subscriptions, events and in the production of print were very much appreciated. The Council would like to express their utmost gratitude to Roger Walkinton for his dedication to his work as Secretary to the Friends of St Paul's for 12 years. His flair and personal touch to the Friends will be solely missed.

The Friends Council consists of two members of the Chapter, one of whom will be Chairman or Vice Chairman, and not more than nine members of the Friends of whom three will be appointed by Chapter, and six will be elected at the Annual General Meeting. The Honorary Treasurer is appointed from within that group.

Council meets three times a year, and the names of those serving are given on page 2. Members of Council give their time voluntarily and receive no remuneration or other benefits.

During each year the Council examines the risks that the Charity faces and identifies, reviews and monitors the strategic, business and operational risks to which it is exposed. This structure and process will continue to be examined to ensure it remains effective.

### **Achievements and Performance**

The 5th annual Friends lecture, was held in March at Stationers Hall, who kindly lent their premises. Sandy Nairne, the former Director of the National Portrait Gallery and current Chair of St Paul's Cathedral Fabric Advisory Committee, held a fascinating lecture on Modern Art in Historic Cathedrals, which was attended by some 160 Friends. Tours of Drapers' Livery Hall, followed by afternoon tea, also proved very popular. HRH The Duchess of Gloucester attended the Friends Festival Evensong in July. The Advent Supper in the Crypt attracted some 145 Friends.

Following the AGM, the Dean presented his Review of the past year in the life of the Cathedral, followed by Simon Carter who gave an illustrated presentation about his work with the Cathedral Collections department, which were well-received. The former Dean of Peterborough, Charles Taylor, preached at Festival evensong and the customary chorister recital followed the service, under the Dome, after which the Duchess of Gloucester met the Friends' Chorister Toby Edgar Davies.

# Friends of St Paul's Cathedral

## Report of Council for the year ended 31 December 2017 continued

The Friends Council met three times during the year and financial grants were made to support the work and mission of the cathedral, for which Chapter were most grateful.

### **Financial Review, Reserves and Investment Policies**

The financial results are set out on pages 11 to 17.

#### **Net Income/(Expenditure) and Funds**

Net expenditure for the year was £285,039 after including legacies of £4,899 (2016 net income of £50,005 after including legacies of £105,730). Funds amounted to £405,967 at 31 December 2017 (£691,050 at 31 December 2016).

#### **Voluntary Income**

The level of voluntary income including legacies was £101,033 (2016 £204,676). The difference between the two years was mainly due to a decrease in legacies of just over £100,000.

Considerable time and resources continue to be freely given by many Friends. Through their dedicated commitment to this great Cathedral of St Paul they provide invaluable voluntary help, support and advice, whilst performing a huge amount of work and activity behind the scenes.

#### **Grants awarded to Chapter**

During the year, a grant of £300,000 was made in respect of the Stone Gallery, the fifth grant of £15,000 was made to the Cathedral's Schools & Families department and £4,080 was paid to help fund the Cathedral's Organ Transmission.

A five year grant of £20,000 annually was awarded to the Cathedral's Schools & Families department and a four year grant of £10,000 annually was awarded for choristers.

From time to time, Chapter request financial support for specific projects. After approval and when the Cathedral has incurred the specific approved expenditure, grants are disbursed by Council on behalf of the Friends on the formal application of the Chapter. In this connection reference should be made to the policies on reserves and investment which follow.

#### **Grants awarded to Chorister Trust**

The fifth and final grant of £10,000 was made to the Chorister Trust.

#### **Reserves Policy**

Council acknowledges that funds raised should generally be expended as soon as possible on the objects of the Friends. However, Council recognises that many projects involve the expenditure of large sums, the funding of which can only be met by the accumulation of income over a period and therefore, from time to time, the balance of the funds will be allowed to increase to provide such sums.

Council agreed in May 2014 to hold minimum reserves of £100,000 with all future grants being assessed in light of this and that the level of reserves to be reviewed each year.

#### **Investment Policy**

Accordingly, the funds held by the Friends are essentially of a short term nature, held available to meet appropriate requests from Chapter.

Therefore the policy, which is reviewed by Council each year, is for these funds to be invested on short term deposit with the Central Board of Finance of the Church of England, who have adopted an ethical investment policy consistent with the Friends' objectives.



# Friends of St Paul's Cathedral

## Report of Council for the year ended 31 December 2017 continued

### Five Year Financial Summary

<i>Financial Year End</i>	<i>Income</i>	<i>Expenditure</i>	<i>Surplus/(Deficit)</i>	<i>Total Funds</i>
	£	£	£	£
31 December 2013	115,906	119,489	(3,583)	934,404
31 December 2014	205,946	581,712	(375,766)	558,638
31 December 2015	299,665	217,258	82,407	641,045
31 December 2016	226,033	176,028	50,005	691,050
31 December 2017	116,768	401,807	(285,039)	406,011

### Future Plans

Council will continue to encourage Friends in their support of Cathedral activities. It will also, as it has in the past, continue to provide funds for specific projects or general financial support.

### Statement of Council's Responsibilities

Charity law requires Council as Trustees to prepare a trustees' annual report and financial statements for each financial year which show a true and fair view of the state of affairs of the Charity and its financial activities for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operational existence.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. 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.

The Council are fully aware of the guidance from Charity Commissioners under the Charities Act 2011 in relation to Public Benefits and are mindful of their obligations to have regard to this. The Council are confident the Friends' activities are in pursuit of its objects and are delivering Public Benefit

### Independent Auditors

West Wake Price LLP, who had previously acted as auditors to the Friends of St Paul's Cathedral, were re-appointed by Council.

# Friends of St Paul's Cathedral

Report of Council for the year ended 31 December 2017 continued

## **Conclusion**

Council express sincere appreciation to all members of the Friends of St Paul's for their loyalty, support and encouragement.

*By order of the Council*

A handwritten signature in black ink, appearing to read 'A. Edwards', with a long horizontal flourish extending to the right.

**Andrew Edwards**

Executive Director, Global Partnerships  
17 May 2018



# Friends of St Paul's Cathedral

## Independent Auditors' Report to the Council

### Opinion

We have audited the financial statements of the Friends of St Paul's Cathedral for the year ended 31 December 2017 which comprise the Statement of Financial Activities, the Statement of Financial Position and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31 December 2017 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Council's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Council have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The Council are responsible for the other information. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

# Friends of St Paul's Cathedral

## Independent Auditors' Report to the Council (continued)

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the Council's report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of the Council**

As explained more fully in the Council's responsibilities statement (set out on page 6 of the Council's annual report), the Council are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Council determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's responsibilities for the audit of the financial statements**

This report is made solely to the Council of Friends of St Paul's Cathedral, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the Council of Friends of St Paul's Cathedral those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Friends of St Paul's Cathedral and its Council as a body, for our audit work, for this report, or for the opinions we have formed.

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made of having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:



# Friends of St Paul's Cathedral

## Independent Auditors' Report to the Council (continued)

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the Council's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

*West Wake Price LLP*

**West Wake Price LLP**  
Statutory Auditors  
Chartered Accountants

4 City Road  
London  
EC1Y 2AA

17 May 2018

West Wake Price LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

# Friends of St Paul's Cathedral

## Statement of Financial Activities for the year ended 31 December 2017

	Notes	2017 £	2016 £
<b>Income</b>			
Voluntary Income			
Subscriptions		42,191	49,215
Donations - Gift Aided		19,296	22,585
Gift Aid tax recoverable		4,824	5,646
Donations - Other		29,823	21,500
Legacies	3	4,899	105,730
		<u>101,033</u>	<u>204,676</u>
Activities for generating funds - Events & Activities	4	14,630	19,415
Interest Received		<u>1,105</u>	<u>1,942</u>
<b>Total Income</b>		<u>116,768</u>	<u>226,033</u>
<b>Expenditure</b>			
Expenditure on Charitable Activities			
Calendar		5,289	5,112
Dome Magazine		12,241	9,378
Costs of raising funds - Events & Activities	4	13,594	16,369
Grants to Chapter	5	319,080	92,797
Grants to Chorister Trust	5	10,000	10,000
		<u>360,204</u>	<u>133,656</u>
Management and administration of Charity			
Administration	6	2,340	3,201
Audit Fee		2,200	2,150
Bank Charges		817	559
Staff Costs	7	35,000	35,000
Exchange Rate Loss		-	15
New Friends Reception		194	815
Printing	8	1,052	632
		<u>41,603</u>	<u>42,372</u>
<b>Total Expenditure</b>		<u>401,807</u>	<u>176,028</u>
<b>Net Income/(Expenditure)</b>		<u>(285,039)</u>	<u>50,005</u>
<b>Reconciliation of Funds</b>			
Total Funds brought forward		<u>691,050</u>	<u>641,045</u>
Total Funds carried forward		<u>406,011</u>	<u>691,050</u>

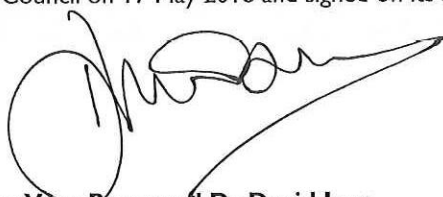


# Friends of St Paul's Cathedral

## Balance Sheet as at 31 December 2017

	Notes	2017 £	2016 £
Fixed Assets			
Tangible Assets	9	-	-
Current Assets			
CBF Deposit Account		393,180	392,076
Cash at bank and in hand		328,611	385,449
Gift Aid Income Tax Recoverable		374	1,009
St Paul's Cathedral Foundation (subscriptions)		-	7,168
Prepayments & Accrued Income	12	555	6,121
		<u>722,720</u>	<u>791,823</u>
Current Liabilities			
Accruals	13	2,200	6,886
Cathedral		314,042	93,817
St Paul's Cathedral Foundation (subscriptions)	11	467	-
Sundry Creditors		-	70
		<u>316,709</u>	<u>100,773</u>
Net Current Assets		<u>406,011</u>	<u>691,050</u>
Net Assets		<u>406,011</u>	<u>691,050</u>
Funds of the Charity			
Funds brought forward		691,050	641,045
Net Income for the year		(285,039)	50,005
Total Funds	15	<u>406,011</u>	<u>691,050</u>

The financial statements on pages 11 to 17 were approved by Council on 17 May 2018 and signed on its behalf by:



**The Very Reverend Dr David Ison**  
Chairman



**Robert Palmer**  
Honorary Treasurer

# Friends of St Paul's Cathedral

## Notes to the Financial Statements for the year ended 31 December 2017

### I. Accounting policies

#### ***Basis of preparation and assessment of going concern***

The accounts have been prepared under the historical convention. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102 SORP) and the Financial Reporting Standard applicable in the United Kingdom and the Republic of Ireland (FRS 102) and the Charities Act 2011.

The accounts 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) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The trust constitutes a public benefit entity as defined by FRS 102.

In accordance with FRS 102 section 7.1B, the charity is entitled to exemption from preparing statement of cash flows.

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

#### ***Income***

Where income has related expenditure (as with events, activities and merchandise) the income and related expenditure are reported gross.

Income from subscriptions, donations, events and activities are recorded on receipt.

Legacies are accounted for when they become due and are included as debtors:

- where there is certainty of entitlement;
- any pre-conditions have been complied with;
- it is reasonably certain that the legacy will be received within a reasonable time span;
- the amount receivable can be reliably measured.

Income tax recoverable is included at the same time as the income to which it relates adjusted for administrative delays as necessary.

Investment income is included when receivable.

Gifts in kind are accounted for at a reasonable estimate of their value or the amount actually realised.

Donated services and facilities are only included in income (with an equivalent amount in expenditure) where the benefit is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value of the service or facility received.

The value of voluntary help received is not quantified and not included.

**Expenditure and Liabilities**

Expenditure, including irrecoverable value added tax, is included on an accruals basis.

Liabilities are recognised as soon as there is a legal or constructive obligation to pay out resources.

Current liabilities, being those payable within one year of the balance sheet date, are separately disclosed from non-current liabilities.

Grants awarded to the Chapter are minuted once Council has made unconditional commitments to pay the grants and reflected in the accounts under notes 5 and 14.

Governance costs include the costs of the preparation of statutory and management accounts, accounts supervision, tax services, Council meetings and advice on governance or constitutional matters.

**Foreign Currencies**

Transactions denominated in foreign currencies are translated at the exchange rates ruling at the date of transactions. Monetary assets and liabilities denominated in foreign currencies are translated at the rate ruling at the balance sheet date. All foreign exchange gains and losses are recognised in the Statement of Financial Activities.

**Assets**

Tangible fixed assets are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or, if gifted, at the value on receipt, and depreciation is provided at 25% per annum over four years. Other items are expensed on acquisition.

**Restricted and Unrestricted Funds**

Restricted funds comprise of funds that are subject to restrictions and can only be applied for particular purposes within their objects.

Unrestricted funds comprise of funds that are not subject to any restrictions regarding their use, and are available for any charitable purpose of the Friends.

**2. Taxation**

Friends of St Paul's Cathedral is a registered charity, and is exempt from tax on its income and gains where they are applied for charitable purposes.

**3. Legacies**

	2017	2016
	£	£
Joan D Worker	-	70,872
Joan Betty Cutchey	1,899	15,354
Christopher John King	-	10,304
Miss R Watson	-	9,000
Miss H I Dare	-	200
Edith Chapman	1,000	-
Jane Mennell	2,000	-
	<u>4,899</u>	<u>105,730</u>

The legacies are general legacies with the exception of £70,872 received in 2016 which will be specifically for the Organ Fund.

#### 4. Events and Activities

<i>Events</i>	<i>Income</i>	<i>Expenses</i>	<i>Surplus/ (Deficiency)</i>
	<i>£</i>	<i>£</i>	<i>£</i>
Friends Festival	2,430	3,370	(940)
Advent Supper	4,280	5,277	(997)
Annual Lecture	3,420	2,502	918
Drapers Hall	4,500	2,445	2,055
	<u>14,630</u>	<u>13,594</u>	<u>1,036</u>

#### 5. Grants Paid

Grants to Chapter	<i>2017</i>	<i>2016</i>
	<i>£</i>	<i>£</i>
Development Office - Dome Magazine	-	4,017
Organ Transmission	4,080	13,780
Schools & Families	15,000	15,000
Stone Gallery	300,000	-
Temporary Ramp	-	60,000
	<u>319,080</u>	<u>92,797</u>
Grants to Chorister Trust	<i>2017</i>	<i>2016</i>
	<i>£</i>	<i>£</i>
Annual Grant	10,000	10,000
	<u>10,000</u>	<u>10,000</u>

#### 6. Administration Costs

	<i>2017</i>	<i>2016</i>
	<i>£</i>	<i>£</i>
AGM	2,075	2,337
Council Meetings	151	605
Postage	114	113
Sundries	-	146
	<u>2,340</u>	<u>3,201</u>

#### 7. Staff Costs and Remuneration of Key Management Personnel

	<i>2017</i>	<i>2016</i>
	<i>£</i>	<i>£</i>
Staff Management Charge	35,000	10,000
	<u>35,000</u>	<u>10,000</u>

Council agreed at its meeting on 20 May 2016 that a more realistic contribution to the cathedral's salary costs for administrative management was £35,000.

The trust considers its key management personnel comprise Dr David Ison (Chairman), Andrew Edwards and Robert Palmer (Honorary Treasurer) who have no employment benefits (2016: none).



## 8. Printing

	2017	2016
	£	£
Membership Cards/Letters	-	278
Printed Stationery	1,052	354
	<u>1,052</u>	<u>632</u>

## 9. Tangible Fixed Assets

	<i>Office Equipment</i>	
	2017	2016
	£	£
Cost at 1 January	22,143	22,143
Additions in the year	-	-
Cost at 31 December	<u>22,143</u>	<u>22,143</u>
Depreciation at 1 January	22,143	22,143
Depreciation for the year	-	-
Depreciation at 31 December	<u>22,143</u>	<u>22,143</u>
Net book value at 31 December	<u>-</u>	<u>-</u>

## 10. Related party transactions and Trustees expenses

The Friends' Secretary continued to receive no direct remuneration from the Friends.

The only expenses paid to a Trustee were payments made to the Secretary of £17 for travel (2016: £66).

## 11. St Paul's Cathedral Foundation (subscriptions)

This represents subscriptions paid by credit and debit cards to the Foundation Office less payments for funding schemes of the Foundation Office paid by direct debit into the Friends. These shared facilities are more cost effective than both organisations each having their own. This balance was paid to the Foundation in 2018.

## 12. Prepayments & Accrued Income

	2017	2016
	£	£
Calendars	-	5,289
Membership Cards	555	832
	<u>555</u>	<u>6,121</u>

### 13. Accruals

	2017	2016
	£	£
Audit Fee	2,200	2,150
Event Catering	-	4,736
	<u>2,200</u>	<u>6,886</u>

### 14. Grant Liabilities

	<i>Brought Forward</i>	<i>Grants Awarded</i>	<i>Payments/ Removals</i>	<i>Carried Forward</i>
	£	£	£	£
Whispering Gallery Repaving	20,000	-	-	20,000
Cathedral Schools & Families Department *	15,000	100,000	15,000	100,000
Music (Organ Transmission)	67,092	-	4,080	63,012
Quire Sound System	15,000	-	-	15,000
Stone Gallery	200,000	100,000	300,000	-
Chorister Grant **	-	40,000	-	40,000
Temporary Brass Handrail Underwriting +	5,000	-	-	5,000
Visual Awareness Training	-	1,050	-	1,050
	<u>322,092</u>	<u>241,050</u>	<u>319,080</u>	<u>244,062</u>
Choristers' Trust	10,000	-	10,000	-
	<u>10,000</u>	<u>-</u>	<u>10,000</u>	<u>-</u>
* Provided equally over 5 years.				
** Provided equally over 4 years				
+ Brass Handrail not needed apart from possible £5,000				
Total Grant Liability	<u>332,092</u>	<u>241,050</u>	<u>329,080</u>	<u>244,062</u>

Grant awards are conditional and recognised as contingent liabilities. Consequently they are included in the Statement of Financial Activities. once such conditions are fulfilled. Such grant awards are noted as a commitment in the notes to the accounts but not accrued as expenditure.

### 15. Charity Funds

The funds of £406,011 at 31 December 2017 (£691,050 at 31 December 2016) represent the unexpended resources held within the fund, being its assets less liabilities.

The funds consist of £63,012 restricted funds and £342,999 unrestricted funds.