

**REGISTERED COMPANY NUMBER: 1546053 (England and Wales)**

**REGISTERED CHARITY NUMBER: 282803**

**CATHOLIC CHILDREN'S  
SOCIETY (PLYMOUTH)**

**TRUSTEES' REPORT  
AND  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED  
31 DECEMBER 2018**

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CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)  
TRUSTEES' REPORT AND FINANCIAL STATEMENTS  
For the year ended 31 December 2018

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## **CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)**

### **TRUSTEE DIRECTORS' REPORT AND FINANCIAL STATEMENTS**

**For the year ended 31 December 2018**

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report together with the financial statements of the charity for the year ended 31 December 2018.

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 (FRS102).

#### **Reference and Administrative Details of the Charity, its Trustee Directors and Advisors**

President:	Right Reverend Bishop Mark O'Toole
Trustee Directors:	Mrs T Cummings Mrs B Fearnley Mrs A Rodgers Mrs P Welbourne Mr P Collett Mr M Ujvari (Resigned 03/01/18) Rev A Irwin Mrs M Shepherd Mrs T Blount Mr V Magor Rev S Fletcher
Secretary:	Mr M Ujvari (Resigned 03/01/18) Mr V Magor (appointed 23/04/18)
Registered Office:	St Boniface House Ashburton Devon TQ13 7JL
Company Registered Number:	1546053
Charity Registered Number:	282803
Website:	<a href="http://www.ccsplymouth.org.uk">www.ccsplymouth.org.uk</a>
Appointment of Trustee Directors:	Trustee Directors are appointed in writing by the Roman Catholic Bishop of Plymouth
Accountants:	Thomas Westcott Chartered Accountants Plymouth
Bankers:	National Westminster Bank Plc Exeter
Solicitors:	Messrs Tozers Exeter
Investments:	Stockdale Asset Management Lanivet Cornwall

## **CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)**

### **TRUSTEE DIRECTORS' REPORT AND FINANCIAL STATEMENTS**

For the year ended 31 December 2018 continued

#### **Structure**

The Society is a company limited by guarantee, not having share capital and governed by its Memorandum and Articles of Association. In the event of the Company being wound up, the liability of each member is limited to £10.

Control of the Society and its property and funds are vested in a Committee, whose Members, Chair and Deputy Chair are formally appointed by the Roman Catholic Bishop of Plymouth and who constitute the charity trustees of the Society and directors under company law and are known as the Board of Trustee Directors.

#### **Governance, Decision-making and Recruitment and Appointment of Trustee Directors**

Details of the structure of the Charity and its Governing Document are given above. The business of the Society is managed by this Board, which may consult with the Bishop on the business of the Society whenever it is deemed appropriate and which must do so on any matter which significantly affects the character and ethos of the Society. The Board meets as often as considered necessary to manage the business of the Society but must meet at least three times a year. The Board may delegate any of its functions to sub-committees, (provided at least two members of each sub-committee are members of the main committee) and regulate them as appropriate and in addition may appoint sub-committees to act purely in an advisory capacity. During 2018 there was one such sub-committee, to manage Patchwork, known as the Patchwork Management Team. This committee exists to enable swift decision making for this Project as this is a primary activity of the Society which cannot always wait for a full Board meeting for day to day business decisions.

Recruitment of members takes place from advertisements placed across the Roman Catholic Diocese of Plymouth, as we have an expectation that members will live within the area in which the charity provides its services. The Board members are recruited from all backgrounds, faiths and experiences, and although some have specialist skills and knowledge to share with the Board it is considered of primary importance that the members have an interest in the care and welfare of children, young people and families.

Candidates for membership of the Board are invited to attend one or two Board Meetings as observers, to meet existing members and gain an insight into the workings of the Charity and its Board. At that time and also on appointment to the Board, they are supplied with a copy of the last Statutory Financial Statements of the Charity, a copy of its Memorandum and Articles and also Charity Commission publications explaining their responsibilities as trustee directors. New Board Members complete declarations accepting membership of the Charity and of their willingness to act as trustee directors of the Charity and are vetted in accordance with the guidance issued by the Charity Commission.

All new Board members are mentored initially by the Vice Chair, and are encouraged to ask questions at Board meetings, and where appropriate to seek additional training or guidance on any particular aspect of the Society's work.

Trustee Directors receive no remuneration for their work governing and supporting the charity, although due to the large area covered and to ensure recruitment and retention of Board members, reasonable travel expenses are reimbursed.

#### **Staff**

During January 2018 to August 2018 the Society employed three paid staff, all of whom worked part time. One was employed in the family support project known as Patchwork Parenting, one as a fundraiser with responsibility for publicity and marketing, and one in general administration offering support to the Board and Fundraising.

Following the retirement of the general administrator at the end of August 2018, a new general administrator was appointed, commencing their employment in September 2018. Additionally, the Fundraiser left their position in August 2018. From September to December 2018 the recruitment process to appoint a new Fundraiser took place. Following the successful recruitment process, a new Fundraiser was appointed for January 2019.

## **CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)**

### **TRUSTEE DIRECTORS' REPORT AND FINANCIAL STATEMENTS**

**For the year ended 31 December 2018 continued**

Therefore, from September 2018 to December 2018, the Society employed two paid staff, both of whom worked part time; one was employed in the family support project known as Patchwork Parenting and the second, in general administration.

#### **Volunteers**

Throughout the Diocese, a number of people in parishes volunteer to help the Society by acting as co-ordinators for the annual appeal collection and gift aid scheme. Others have given much time and effort to fundraising and publicity. The Society is most grateful to all who have given help in any way.

#### **Other relationships**

The Society is supported by the Plymouth Diocesan Trust, also a Registered Charity (No. 213227). The Diocesan Trust provides the accommodation occupied by the Society's Registered Office and expects reimbursement for the office consumables such as stationery, telephone and postage. A small sum is payable for other administrative services provided by the Diocese such as payroll and personnel support. The Society is exceedingly grateful for the support the Diocese offers in this way.

#### **Compliance with the governing document and current statutory requirements**

The financial statements have been prepared in accordance with the governing document of the Society, current statutory requirements and the requirements of the Statement of Recommended Practice (FRS102): Accounting and Reporting by Charities. The Board of Trustee Directors have complied with their duty and with due regard to the guidance on public benefit given by the Charity Commission when exercising any powers or duties to which the guidance was relevant.

#### **Investment Powers**

Under the Memorandum and Articles, the Charity has the power to deposit or invest funds in any manner (but to invest only after obtaining advice and having regard to the suitability of investments and the need for diversification). The Charity holds a policy on ethical investment and has a statement of investment principle and risk of which our investment advisors are aware.

#### **Objectives**

The objectives of the Society are to relieve the charitable needs and promote the care and welfare of children and young persons and families, especially those of the Roman Catholic faith.

#### **Activities Undertaken by the Society in connection with the objectives stated**

The stated objective of the Society is to promote the care and welfare of children, young people and families across the Roman Catholic Diocese of Plymouth, which covers all of Cornwall and the Isles of Scilly, Devon and most of Dorset.

Currently this is achieved by the provision of the Patchwork Parenting Project, the Good Shepherd Programme for schools, and a Family Essentials grant facility. These are all supported by various fundraising initiatives and donations from schools, parishes and individuals as well as from a number of grant giving organisations. Our investment strategy provides reserves to ensure there are sufficient funds available to provide these activities for at least the coming financial year in the event of a financial deficit caused by lack of income. This is necessary due to the fluctuating nature of our grant giving which is dependent on need and can vary greatly month to month.

The Patchwork Parenting Project is designed to support parents and carers in bringing up their children. The programmes cover differing age ranges so that parents or carers have a choice of platform to suit their needs. Efforts are made to overcome any barriers to participation such as literacy or language and venues are selected to cover a wide ranging area and with appropriate facilities for all participants.

These programmes are provided free of charge to all parents and carers and although voluntary donations to help defray expenses are invited, but not expected.

## **CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)**

### **TRUSTEE DIRECTORS' REPORT AND FINANCIAL STATEMENTS**

For the year ended 31 December 2018 continued

As local authority budgets are cut further, the number of non-statutory parenting programmes provided by local authorities has fallen year on year. The Patchwork Parenting project strives to bridge the gap for parents by providing programmes in their locality. Following extensive publicity and networking in 2015 our parenting programmes are reaching a wider cross section of the community than previously reported, with courses being run in rural as well as inner city venues.

The Board of Trustee Directors carried out an extensive review of the Project during 2016 to ensure cost efficiency and value for money. In consequence a number of changes have been implemented, most significantly the loss of paid managerial post with day to day decisions being made by the Designated Trustee Director with recourse to the Patchwork Management Team sub-committee. It is hoped this, and other efficiency changes as well as efforts made to boost attendance, will make the programmes have greater impact on the public benefit provided.

Our Good Shepherd programme is promoted in schools to encourage young people to think of the needs of others who may be less fortunate than themselves. Although we have always had strong links with the Catholic school management, personnel move on to new roles, and the Society hoped to bring new life to this programme by use of improved technology, such as webinars, and by liaison with the new senior management pers now in place across the group of schools. A new initiative for advent and Epiphany met with success, but still across a limited number of schools, so the Board decided to focus again on this programme, following recruitment of new Board members who could give it energy.

We also provide grant aid for family essentials in times of crisis. The number of applications for grants was significantly larger than in 2017, but still from families in all walks of life and across many faiths as well as none. Grant applications may be made by individuals, or by an individual through a supporting agency, and the Trustee Directors have a grant making policy and procedure which is followed. Guidance is offered to applicants through documents publicly available on our website or on request. The main criteria for acceptance remains that the item required must directly benefit a child's welfare and be of an essential nature and not be available through statutory aid.

The Board of Trustee Directors have provided all these services and complied with their duty and with due regard to the guidance on public benefit given by the Charity Commission when exercising any powers or duties to which the guidance was relevant.

### **Summary of achievements in 2018**

#### **Patchwork Parenting Project**

A total of 67 parents and carers fully participated in our courses across the area. This will have improved the family lives of at least 119 children. The facilitator has still provided a wide range of courses, in varying venues and attendance on the courses provided has been consistent. We are still able to cover the entire Diocese in an efficient and planned manner, reducing cost outlay but still delivering a high quality product. The courses remain open to all with a parenting or carer role, and to those who attend, free of charge.

In addition, schools are encouraged to use this as developmental training for their family liaison staff and to encourage greater links with their pupil's parents and carers.

The Society also continued to support the National Parenting Initiative aiming to encourage the provision of parenting programmes through churches across the South West and are part of the foundation stone of this initiative to support church communities in providing accessible programmes in their area.

The Project continues to develop and is developing further parenting links. The Project will therefore continue to evolve over the next few years. The new longer term planning strategy developed in 2016 continues to bear fruit and courses are booked ahead for most of 2019 instead of on a term by term basis.

#### **Good Shepherd**

Our Good Shepherd programme encourages children in our schools and parishes to think of those less fortunate than themselves. The last twelve months has been a transitioning period for the project, as our fundraiser left and a new one has been appointed.

## **CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)**

### **TRUSTEE DIRECTORS' REPORT AND FINANCIAL STATEMENTS**

For the year ended 31 December 2018 continued

Moving into 2019, our new fundraiser plans make contact with CAST schools directly and through the CAST CEO. This will encourage more fundraising in line with the Good Shepherd programme.

This year, as in 2017, some of our schools and a couple of Parishes, have been fundraising by using our little Advent collecting boxes.

#### **Grant Giving**

Our grant programme has criteria, which allows for family essential items only but any application will be considered based on the overarching need of the child or children in the family unit. We did not help with debt repayment or with utility bills, as there are charities who are better placed to support those with these problems. Where we feel that ultimately we cannot help, we endeavour to signpost the families to alternative sources of assistance, and we will try and assist those families who need help gaining their statutory entitlement to ensure they get this. Applications may be for more than one item, and we have no set limit on amounts required to ensure we address the actual need, most grants given address welfare issues for children such as clothing, beds or other items of essential household goods.

The amount of funding spent on grant giving was significantly larger than in 2017, and the number of applications received also greater. The items required however remained fairly constant, although clothing and school uniform requests has continued to increase, perhaps indicating a greater pressure on family finance as prices of food and utilities continue to rise.

We again assisted several children with special needs to benefit from a Pilgrimage through the Hosanna House Children's Pilgrimage Trust. The thanks we received from these children showed how much the visit to Lourdes benefited them, not just spiritually, but through the links of friendship, companionship and triumph over adversity.

During 2018 we were able to assist a number of families to maintain a roof over their heads by providing help financially with their housing needs either by means of a property deposit or rent in advance that they had no means to save. In one case, the advance rent and deposit helped a young mother who was fleeing domestic abuse.

Grants are given across the area of the Diocese, but it was again noted that applications granted were most financially significant in the highly populated and known areas of economic need and assessed as 'poor', such as Plymouth. However, a significant number of grants were made to individuals in wider communities and rural areas within the Diocese. The increase in our grant giving has been a result of continued publicity. We have fostered strong links with professionals in the Plymouth Area who work with families most in need and where we have seen a large increase in grant applications. We hope to continue to foster these strong community links in order that we can continue to help and reach families and children most in need.

To ensure the integrity of the grant, no applicant receives the funds directly, and all items are purchased on their behalf. This works well and ensures that no funds can be diverted into unsuitable items, or to repay debts.

#### **Fundraising**

Our fundraising income has marginally decreased from 2017. This is most likely due to not having a Fundraiser in post from September to December 2018. Grant funding was sustained from four charitable trusts.

The majority of our fundraising arises from the generosity of the parishioners across the diocese through our annual appeal in August, offerings made at the parish nativities at Christmas, the Great Big Diocesan Quiz and the many fundraising efforts organised by individuals and groups in the parishes.

Fundraising initiatives in 2018 again included the Royal Parks Half marathon with runners running on the behalf of the Society as well as three runners running in the Rome Marathon. Thank you to all those who chose to support us with their feet!

In December, the Annual Crib Appeal and Crib Fest was advertised to all of the Parishes within the Diocese. One Parish successfully hosted a Crib Fest and many Parishes took up the offer to have a Crib Appeal. With the appeal culminating at the feast of Epiphany, the success of this appeal will not be realised until 2019.

## **CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)**

### **TRUSTEE DIRECTORS' REPORT AND FINANCIAL STATEMENTS**

**For the year ended 31 December 2018 continued**

A new fundraising initiative of selling our own personalised Calendar for 2019 was launched in 2018. The Calendar featured images of stained glass windows throughout the Diocese. However, the Calendar sales at the end of 2018 had failed to meet the success that was hoped for. The outcome of this initiative will not be realised until 2019 as calendars will be continued to be sold into the New Year.

Our Patron, the Right Honourable Ann Widdecombe DSG was welcomed in May 2018 at Buckfast Abbey. Supporters celebrated Ascension Thursday with Mass at Buckfast Abbey followed by lunch at the Conference Centre. After dinner speaker, Ann Widdecombe entertained supporters with anecdotes from life in Parliament and her numerous TV appearances. She also auctioned a game of 'Pointless' and signed her books to raise funds for the Society. The Society is extremely grateful for the time and energy Ann Widdecombe donates to the Society and is hopeful that this can continue.

Our volunteers were active throughout the year, emptying recycling boxes, distributing newsletters or organising local events such as the Great Big Diocesan Quiz in which 10 Parishes took part in 2018.

We are grateful to all our volunteers for everything they have done throughout 2018, including our Trustee Directors who meet four times a year and attend meetings and events to develop communications and relationships with our supporters and clergy.

The Bishop of Plymouth, Rt Rev Mark O'Toole continued his presidency of the Society, celebrating our annual Thanksgiving Mass in June 2018 at the Parish of the Sacred Heart and St. Therese, Paignton. Our thanks go to the Rt. Rev Mark O'Toole for his continuing support and prayers.

#### **Plans for the coming year**

During 2019, the Society will continue to give consideration to how funds can be distributed to benefit more families who are struggling with day to day life.

The Board of Trustee Directors may seek to explore new avenues of support, but also focus on the need to ensure the services provided continue in the most effective way, with changes to processes and protocols where necessary, continuing to adapt to the changing issues in family life. Our services will continue to be provided to families with children without discrimination.

Our fundraising work will continue to focus on parishes and community spirit, whilst building on the success of events such as the marathons and Diocesan quizzes. We will continue with the spiritual links we have created to support our annual appeal and crib collections, linking with the Good Shepherd programme.

The Patchwork Project will continue to spread the message of the importance of good parenting from birth right through the teenage years. We intend to continue to build links with schools across the Diocese. In 2019, the Patchwork Project hopes to work more closely with schools within Plymouth CAST (MAT).



## CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)

### TRUSTEE DIRECTORS' REPORT AND FINANCIAL STATEMENTS

For the Year Ended 31 December 2018 continued

#### **Statement of Directors Responsibility**

The Trustees (who are also directors of Catholic Children's Society (Plymouth) for the purposes of company law) are responsible for preparing the Directors Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, 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 charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **Investment Policy**

Having regard to the level of reserves and reserves policy, the Directors operate a policy of keeping funds sufficient for day to day functioning in current accounts, with the balance administered by investment fund managers Stockdale Asset Management. This year the Directors have allocated part of the investments to ensure the Society has sufficient reserves to cover contractual obligations to its staff and suppliers should the Society become unintentionally insolvent.

#### **Reserves**

This section of the Directors' Report should be read in conjunction with note 15 to the financial statements. The Society is involved in several projects, the foremost being Patchwork, (supporting parents and families), which is a permanent feature of the Society's work and its major financial commitment. The regular annual incoming resources of the Charity (i.e. excluding legacies and grants which are intermittent, unexpected sources of income), are usually approximately £60,000. Excluding grant-making activities, (which, again, are intermittent in nature), the regular annual resources expended by the Charity were approximately £70,000. The Charity has total unrestricted reserves at 31 December 2018 of £248,582. The Directors consider this level of reserves appropriate (i) to cushion existing activities from unexpected fluctuations in incoming resources, (ii) to enable maintenance and improvement of the projects currently being run and (iii) to enable them to make one-off grants as and when appropriate. A restricted reserve has been allocated to ensure that the Society is in a position to meet its contractual obligations to staff and suppliers should any unforeseen event occur which threatens the resources of the Society.

#### **Incoming Resources**

The Society's incoming resources in the year were £61,117 (2017: £128,720). Of this amount £56,381 (2017: £123,835) came from Voluntary Sources. This included legacies totalling £3,126 (2017: £63,793) that are irregular by nature. Grants totalling £6,050 (2017: £7,250) were secured this year as a result of the efforts of the fundraiser.

#### **Resources Expended**

The Society applied £88,918 (2017: £82,747) on expenditure. Charitable expenditure of £57,993 in the current year comprises £24,271 spent on Patchwork, (the family support project), and Grants to individuals and other institutions increased to £33,722 from £27,934 in 2017. The costs of Governance of the Society were £10,896 and £20,029 was applied to generate funds for the Society, including the cost of the fundraiser.

CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)

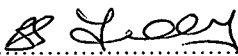
TRUSTEE DIRECTORS' REPORT AND FINANCIAL STATEMENTS

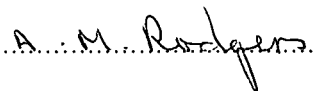
For the Year Ended 31 December 2018 continued

**Net Movement in Funds**

The net decrease in realised funds for the year was £27,801 (2017 increase of £45,973). Further details on the results for the year and on the movement in funds may be found in the Statement of Financial Activities on page 10 of the financial statements.

The Board of Directors approved this report on ...15.4.19....

Mrs B Fearnley  .....

Mrs A Rodgers  .....

CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)**

I report on the accounts of the company for the year ended 31 December 2018, which are set out on pages 10 to 21.

**Respective responsibilities of trustees and examiner**

The Trustee Directors (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustee directors consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Charities Act) and that an independent examination is required. The accounts are not required to be audited under part 16 of the Companies' Act 2006.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the Charities Act 2011;
- to follow the procedures laid down in the general directions given by the Charity Commission (under Section 145(5)(b) of the Charities Act); and
- to state whether particular matters have come to my attention.

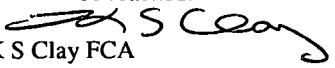
**Basis of independent examiner's report**

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

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

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 386 and 387 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 394 and 395 of the Companies Act 2006 and with the methods and principles of the 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) have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

  
K S Clay FCA  
Parkhurst Hill and Thomas Westcott  
Plym House  
3 Longbridge Road  
Marsh Mills  
Plymouth PL6 8LT

Date: 15 April 2019.

Independent Examiner

**CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)**

**STATEMENT OF FINANCIAL ACTIVITIES**

**(Incorporating an Income and Expenditure Account)**  
**for the year ended 31 December 2018**

	Notes	2018 Restricted £	2018 Unrestricted £	2018 Total £	2017 Total £
<b>Incoming Resources</b>					
<b>Incoming resources from generated funds</b>					
Donations and legacies	4	480	55,901	56,381	123,835
Investment income	5	-	4,736	4,736	4,885
<b>Total incoming resources</b>		<b>480</b>	<b>60,637</b>	<b>61,117</b>	<b>128,720</b>
<b>RESOURCES EXPENDED</b>	7				
<b>Costs of generating funds</b>					
Cost of generating income		-	(18,402)	(18,402)	(21,239)
Investment management costs		-	(1,627)	(1,627)	(2,651)
<b>Charitable activities</b>					
Patchwork Family Support Project		(480)	(23,791)	(24,271)	(21,768)
Good Shepherd		-	-	-	-
Direct grant funding of individuals and other institutions		-	(33,722)	(33,722)	(27,934)
<b>Indirect support costs</b>		<b>-</b>	<b>(10,896)</b>	<b>(10,896)</b>	<b>(9,155)</b>
<b>Total resources expended</b>		<b>(480)</b>	<b>(88,438)</b>	<b>(88,918)</b>	<b>(82,747)</b>
Net incoming/(outgoing) resources before other recognised gains and losses		-	(27,801)	(27,801)	45,973
Net Realised and Unrealised gains/(losses) on investments		-	(13,045)	(13,045)	26,024
<b>Net movement in funds</b>		<b>-</b>	<b>(40,846)</b>	<b>(40,846)</b>	<b>71,997</b>
<b>Transfers between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total funds brought forward</b>		<b>-</b>	<b>311,915</b>	<b>311,915</b>	<b>239,918</b>
<b>Total funds carried forward</b>		<b>-</b>	<b>271,069</b>	<b>271,069</b>	<b>311,915</b>

The deficit for the year, for Companies Act purposes comprises the net expenditure for the year and was £27,801 (2017: surplus of £45,973). The notes on pages 12 to 21 form part of these financial statements.

**Continuing Operations**

All income and expenditure have arisen from continuing activities.

**CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)**  
(Registered Number 1546053 England & Wales)

**STATEMENT OF FINANCIAL POSITION**  
as at 31 December 2018

	Notes	Restricted £	Unrestricted £	2018 £ Total	2017 £ Total
<b>Fixed Assets</b>					
Tangible Assets	9	-	487	487	26
Investments	10	-	235,423	235,423	250,404
		-	235,910	235,910	250,430
<b>Current Assets</b>					
Debtors	11	-	1,132	1,132	1,819
Cash at bank and in hand		-	41,206	41,206	70,549
		-	42,338	42,338	72,368
<b>Creditors – amounts falling due within one year</b>	12	-	(7,179)	(7,179)	(10,883)
<b>Net Current Assets</b>		-	35,159	35,159	61,485
<b>Total Net Assets</b>		-	271,069	271,069	311,915
<b>Income Funds</b>	15				
<b>Designated Funds</b>					
Tangible Fixed Asset Fund		-	487	487	26
Patchwork Fund		-	-	-	-
Trustee designated fund		-	22,000	22,000	28,000
<b>Unrestricted Funds</b>					
General Fund		-	248,582	248,582	283,889
		-	271,069	271,069	311,915

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

The notes on pages 12 to 21 form part of these financial statements.

The trustee directors are satisfied that the charitable company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of Section 477, and that no member or members have requested an audit pursuant to Section 476 of the Act.

The Trustee Directors acknowledge their responsibility for:

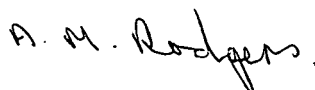
- (i). ensuring that the company keeps proper accounting records which comply with section 386 and 387 of the Act; and
- (ii). preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its profit or loss for the financial year, in accordance with the requirements of sections 394 and 395, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

The Board of Trustee Directors approved these financial statements on 15.4.19.

Mrs B Fearnley  
Chair



Mrs A Rodgers  
Vice Chair



## CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)

### NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 December 2018

#### **1. ACCOUNTING POLICIES**

##### **1.1 General information**

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and is a registered charity in England and Wales. The address of the registered office is St Boniface House, Ashburton, Newton Abbot, Devon, TQ13 7JL.

##### **1.2 Preparation of the financial statements**

The financial statements of the charitable company, 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, the Charities Act 2011 and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value.

##### **1.3 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 to the UK and Republic of Ireland':

- The requirements of section 7 Statement of Cash Flows

##### **1.4 Going concern**

There are no material uncertainties about the Charity's abilities to continue for the foreseeable future.

##### **1.5 Fund Accounting**

###### **Unrestricted Funds**

Unrestricted Funds comprise accumulated surpluses and deficits after transfers to designated funds.

Designated funds are amounts that have been put aside at the discretion of the Trustee Directors. They can include:

- (i). amounts set aside for contingencies; and
- (ii). expenditure that the Society is not obliged to incur, either legally or constructively but which is, nevertheless, planned.

The designated funds comprise:

###### **Tangible Fixed Asset Fund**

The net book amounts of unrestricted funds invested in tangible fixed assets.

###### **Patchwork family support project**

Funds allocated to this project including the donations from participants of Patchwork courses.

###### **Support Fund**

Funds of £22,000 transferred from unrestricted funds by the Trustees to represent the quantum of funds they believe need to be reserved to protect the charity should funding be an issue.

###### **Restricted Funds**

Restricted funds are subject to conditions imposed by the donors.

##### **1.6 Recognition of Liabilities**

Liabilities and related expenditure are recognised in the financial statements as soon as the Society becomes obliged to make a transfer of value to a third party. Where appropriate, the Trustee Directors designate unrestricted funds to represent contingent liabilities or planned future expenditure that has not created a liability.

## CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)

### NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 December 2018

#### **1. ACCOUNTING POLICIES** *(continued)*

##### **1.7 Financial instruments**

The Company only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable, loans from banks and other third parties, loans to related parties and investments in non-puttable ordinary shares.

Debt instruments (other than those wholly repayable or receivable within one year). Including loans and other accounts receivable and payable, are initially measured at present value of future cash flows and subsequently at amortised cost using the effective interest method. Debt instruments that are payable or receivable within one year, typically trade payables or receivables, are measured, initially and subsequently, at the undiscounted amount of the cash or other consideration, expected to be paid or received. However if the arrangements of a short-term instrument constitute a financing transaction, like the payment of a trade debt deferred beyond normal business terms or financed at a rate of interest that is not a market rate or in case of an out-right short-term loan not at market rate, the financial asset or liability is measured, initially, at the present value of the future cash flow discounted at a market rate of interest for a similar debt instrument and subsequently at amortised cost.

Financial assets that are measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in the Statement of Comprehensive Income.

For financial assets measured at amortised cost, the impairment loss is measured as the difference between an asset's carrying amount and the present value of estimated cash flows discounted at the asset's original effective interest rate. If a financial asset has a variable interest rate, the discount rate for measuring any impairment loss is the current effective interest rate determined under the contract.

For financial assets measured at cost less impairment, the impairment loss is measured as the difference between an asset's carrying amount and best estimate which is an approximation of the amount that the Company would receive for the asset if it were to be sold at the reporting date.

##### **1.8 Pensions**

Retirement benefits for the employees are provided by a money purchase scheme, which is funded by contributions from the Society and by the employees. Contributions are charged to the Statement of Financial Activities in the year in which they are paid.

##### **1.9 Grants**

Grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the year in which they are received.

##### **1.10 Incoming Resources**

###### **Cash and cash equivalents**

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

**CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)**

**NOTES TO THE FINANCIAL STATEMENTS**

**for the year ended 31 December 2018**

**continued**

**1. ACCOUNTING POLICIES (continued)**

**1.11 Incoming Resources – Donations and legacies**

Funds from crib offerings, Lenten alms, and other Diocesan collections that the Society has not received at the year end are treated as incoming resources in the Statement of Financial Activities and as Collections in Progress in the Balance Sheet. Legacies are recognised as soon as entitlement and certainty has been established, if probate has been granted at the year end, and they are capable of being measured in financial terms.

Donations are included in the Statement of Financial Activities when received.

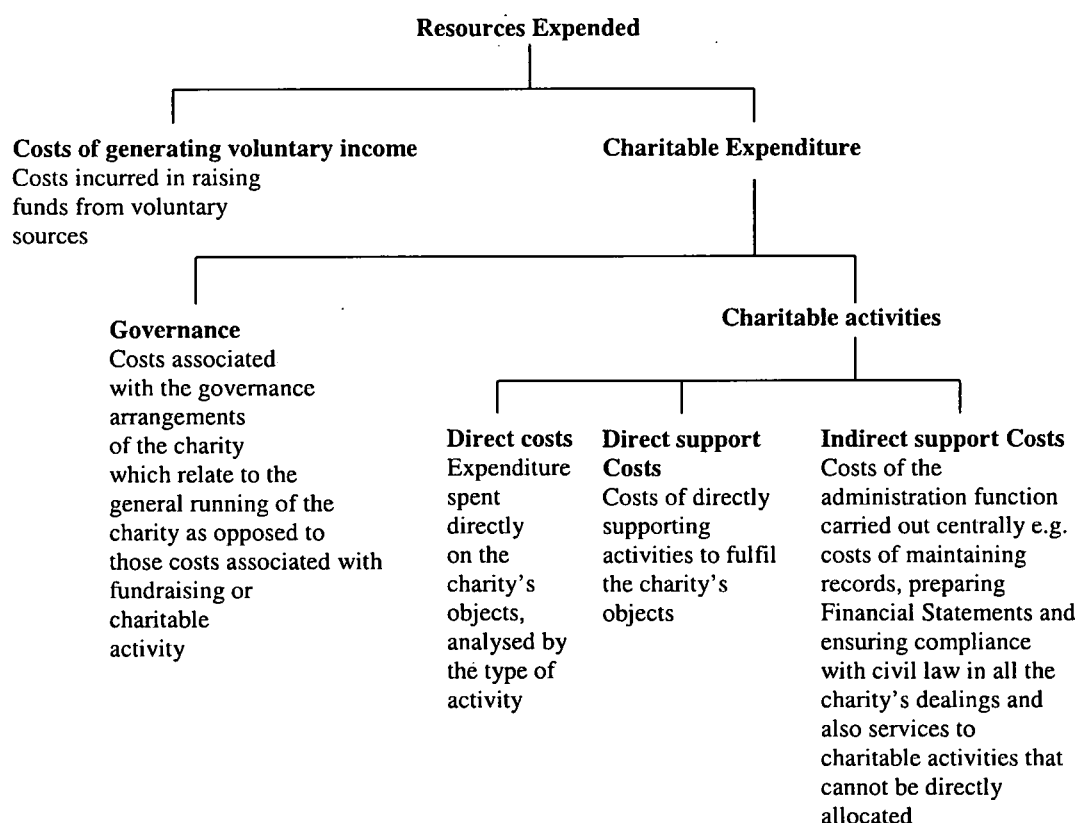
Gifts in kind are included in the Statement of Financial Activities when receivable, if practicable or alternatively, in the period in which they are sold or otherwise realised.

Income is deferred when monies are received but relate to the following financial year.

**1.12 Resources Expended**

**Allocation of costs**

Costs are allocated where appropriate to expenditure incurred in generating funds and charitable expenditure. Costs, including irrecoverable Value Added Tax, are allocated on the following basis:



Most costs are directly attributable to a cost centre. Costs at the charity's Administration Office are allocated to operational and fundraising activities based on their use of central support functions. Further details may be found in note 7 to the Financial Statements.



CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)

NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 31 December 2018 continued

**1. ACCOUNTING POLICIES (continued)**

**1.13 Resources Expended continued**

**Grants Payable**

Grants payable are recognised when payment is authorised.

**Depreciation and Tangible Fixed Assets**

Tangible Fixed Assets held for the Society's own use, are included in the financial statements at cost.

Depreciation is calculated so as to write off the cost of tangible fixed assets over their useful lives as set out below:

Electrical equipment	33.3% straight line
Other equipment (including collection boxes)	20% reducing balance

**Fundraising and publicity**

Fundraising expenditure comprises advertising and other expenses incurred in running fundraising events and campaigns.

**1.14 Investments**

Quoted investments are included in the balance sheet at current market value with realised and unrealised gains and losses on the investments credited/charged directly to the Statement of Financial Activities. All investments, including bank balances held as part of the investment portfolio, are included as fixed assets.

**1.15 Judgements in applying accounting policies and key sources of estimation uncertainty**

In preparing these financial statements, the directors have made the following judgements:

- Determine whether there are indicators of impairment of the company's tangible and intangible assets. Factors taken into consideration in reaching such a decision include the economic viability and expected future financial performance of the asset and where it is a component of a larger cash-generating unit, the viability and expected future performance of that unit.

Other key sources of estimation uncertainty

- Tangible fixed assets

Tangible fixed assets are depreciated over their useful lives taking into account residual values, where appropriate. The actual lives of the assets and residual values are assessed annually and may vary depending on a number of factors. In re-assessing asset lives, factors such as technological innovation, product life cycles and maintenance programmes are taken into account. Residual value assessments consider issues such as future market conditions, the remaining useful life of the asset and projected disposal values.

CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)

NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 31 December 2018 continued

**1. ACCOUNTING POLICIES** *(continued)*

**1.15 Judgements in applying accounting policies and key sources of estimation uncertainty continued**

- Fair value of financial investments

The company determines the fair value of financial instruments using valuation techniques which can be significantly affected by the assumptions used, including interest and discount rates and estimates of future cash flows.

**2. TAXATION**

The Society is exempt from UK income and corporation tax, as it is a registered charity.

**3. DIRECTORS' REMUNERATION AND RELATED PARTY TRANSACTIONS**

Neither the Trustee Directors nor any persons connected with them receive any form of remuneration other than reimbursement at a fixed rate per mile for motor car travel and for other expenses incurred in the course of their duties as Trustee Directors. The entitlement was exercised by 11 Trustee Directors (2017:10). The Trustee Directors were reimbursed £2,848 for expenses during the year (2017: £2,080). The recruitment and locality of the new trustees has significantly increased the expenses this year.

Total costs of £1,000 were paid to the Diocesan Trust (an associated entity with Trustee Directors in common) which was made up of the following; £1,000 to Plymouth Diocesan Trust during the year (2017: £1,000) for bookkeeping and administrative support. The remainder of the costs were paid for general use of the admin costs as supplied by the Diocese.

No grants were given to the Diocese during the year.

**CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)**

**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31 December 2018 continued

**4. DONATIONS AND LEGACIES**

	2018 £	2017 £
Donations	23,653	26,631
Crib offerings	7,135	5,612
Collections	16,417	20,549
Legacies	3,126	63,793
Grants	6,050	7,250
	<hr/> 56,381	<hr/> 123,835

The figures represented as Donations above includes a restricted amount of £480 (2017: £1,085)

**5. INVESTMENT INCOME**

	2018 £	2017 £
Listed Investments		
Interest Received	4,691	4,885
	<hr/> 45	<hr/> -
	<hr/> 4,736	<hr/> 4,885

**6. THIRD PARTY INCOME AND EXPENDITURE**

Occasionally, some of the incoming resources received by the Society do not belong to the Society. In effect, the original donors of the incoming resources pass on responsibility to the Society:

- a) for ensuring that the resources reach the beneficiary charities; or
- b) if the beneficiaries are not charities, for ensuring the charitable application of the monies.

In such circumstances, these resources are included as incoming resources and resources expended in the Society's Statement of Financial Activities and Balance Sheet.

**7. RESOURCES EXPENDED**

	Activities undertaken directly £	Grant funding of activities £	Other support costs £	Total 2018 £	Total 2017 £
<b>Cost of Generating Voluntary Income</b>					
Fundraising and publicity	-	-	-	-	-
Grant fundraiser	13,030	-	5,372	18,402	21,466
Investment management costs	1,627	-	-	1,627	2,651
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Costs of generating funds</b>	14,657	-	5,372	20,029	24,117
<b>Charitable Expenditure</b>					
Direct Grants	33,722	-	-	33,722	27,934
Patchwork (Family Support Project)	17,364	-	6,907	24,271	18,840
Good Shepherd	-	-	-	-	3,161
Indirect support costs	7,826	-	3,070	10,896	8,695
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	73,569	-	15,349	88,918	82,747

**CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 31 December 2018 continued**

**7. RESOURCES EXPENDED (continued)**

Other support costs comprise:	2018 £	2017 £
Administration salary	12,925	8,947
Other administration	2,424	3,972
	<u>15,349</u>	<u>12,919</u>

The above has been allocated as follows: Patchwork £6,907, Fundraising £5,372 and Indirect support costs £3,070. The figures represented as Activities undertaken directly above includes a restricted amount of £480 (2017:£1,085)

**Basis for support costs allocation**

Costs that are directly attributable to activities of the charity are allocated to the respective cost headings during the year.

Support costs that are not directly attributable to activities (i.e. "indirect support costs") are generally allocated to activities, (other than grant-making activities and exceptional items in other activities), in the proportion that the direct costs of that activity bears to the overall direct costs of the charity.

	2018 £	2017 £
<b>Indirect support costs</b>		
Indirect support costs include the following:		
Accountancy fees – independent examination	1,000	1,000
Accountancy fees – other work	3,170	3,000
Accountancy under provision	-	170
Cost of Trustee Directors' Management Meetings	-	102
Cost of Trustee Directors' Motor and Travel in connection with the governance of the charity	2,656	2,153
Administration in connection with indirect support costs	1,000	1,000
Other support costs	<u>3,070</u>	<u>1,270</u>
	<u>10,896</u>	<u>8,695</u>

**8. PARTICULARS OF EMPLOYEES AND PENSIONS**

	2018 £	2017 £
Gross salaries	30,440	29,470
Employer's National Insurance Contributions	-	-
Pension Contributions	<u>2,964</u>	<u>3,300</u>
	<u>33,404</u>	<u>32,770</u>

The average number of employees in the year was: 3 (2017: 3)

There were no employees whose emoluments, (including taxable benefits in kind but excluding pension contributions), were equal to or greater than £60,000 per annum.

Retirement benefits for the employees are provided by a money purchase scheme, which is funded by contributions from the Society and by the employees. Contributions are charged to the Statement of Financial Activities in the year in which they are paid. The total employer's costs charged for the year were £2,964 (2017: £3,300). There were no outstanding or prepaid contributions at the balance sheet date.

**CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)**

**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31 December 2018 continued

**9. TANGIBLE FIXED ASSETS**

	Equipment £
<b>Cost</b>	
At 1 January 2018	7,222
Additions	585
	<hr/>
At 31 December 2018	7,807
<b>Depreciation</b>	
At 1 January 2018	7,196
Charge for the year	124
	<hr/>
At 31 December 2018	7,320
<b>Net Book Value</b>	
At 31 December 2018	487
At 31 December 2017	26

The net book value of Equipment represents fixed assets used for fundraising and publicity purposes, governance and administration purposes and the Patchwork (Family Support) Project.

**10. INVESTMENTS**

	2018 £	2017 £
<b>Listed on a recognised stock exchange:</b>		
Market value of portfolio at 1 January 2018	248,948	230,925
Net investment additions made in the year	18,051	20,688
Accumulation Dividend	203	198
Disposals	(18,794)	(28,887)
Realised and unrealised (losses)/gains on investments	(13,926)	26,024
	<hr/>	<hr/>
Market value at 31 December 2018	234,482	248,948
<b>UK cash held as part of the investment portfolio:</b>		
Balance at 1 January 2018	1,456	1,221
Transfers from listed investments	19,675	28,887
Investment into investment Portfolio	(18,051)	(20,688)
Income receivable	4,488	4,687
Management Charges	(1,627)	(2,651)
Transfer to charity bank account	(5,000)	(10,000)
	<hr/>	<hr/>
	941	1,456
	<hr/>	<hr/>
Balance at 31 December 2018	235,423	250,404

The value of the listed investments held at 31 December 2018 was £235,423 (2017: £250,404) of this value £71,098 (2017: £81,632) relates to non-UK investments. The cost of listed investments at 31 December 2018 was £193,533 (2017: £194,587).

CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)

NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 31 December 2018 continued

**10. INVESTMENTS (continued)**

The investment portfolio contains the following material investments:

	Market Value £
Invesco FD MNGRS Global Rtns	15,141
Premier Portfolio Defensive Growth	15,411
Threadneedles Inv UK Property TST	20,696
Henderson Inv UK Property OEIC	21,124
Invesco FD MNGRS Global Inc	13,026
Merian GBL Inv UK	16,684

**11. DEBTORS - amounts falling due within one year**

	2018 £	2017 £
Accrued income	1,132	1,819
	<hr/> 1,132	<hr/> 1,819

**12. CREDITORS – amounts falling due within one year**

	2018 £	2017 £
Other creditors	2,879	3,134
Accruals	4,300	7,749
	<hr/> 7,179	<hr/> 10,883

**13. FINANCIAL INSTRUMENTS**

	2018 £	2017 £
Financial assets that are debt instruments measured at amortised cost	1,132	1,819
	<hr/> 1,132	<hr/> 1,819
Total financial assets		
	<hr/>	<hr/>
Financial liabilities that are debt instruments measured at amortised cost	4,300	7,749
	<hr/>	<hr/>
Total financial liabilities	4,300	7,749

**CATHOLIC CHILDREN'S SOCIETY (PLYMOUTH)**

**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31 December 2018 continued

**14. CONTROL**

The Society is under the effective control of its Trustee Directors.

**15. RECONCILIATION OF MOVEMENT IN FUNDS**

The movement of funds classified in accordance with note 1.4 on page 12 is as follows:

	Statement of Financial Activities				Balance at 31 December 2018
	Balance at 1 January 2018	Incoming Resources	Resources Expended	Transfers and Investment (Losses)/Gains	
	£	£	£	£	£
<b>Restricted Funds</b>					
Patchwork Project (iv)	-	480	(480)	-	-
	-	-	-	-	-
<b>Designated Funds</b>					
Tangible Fixed Assets (i)	26	585	(124)	-	487
Patchwork family support project (ii)	-	24,271	(24,271)	-	-
Trustee designated	22,000	-	-	-	22,000
	22,026	24,856	(24,395)	-	22,487
<b>Unrestricted Funds</b>					
General Fund (iii)	289,889	36,261	(64,523)	(13,045)	248,582
	311,915	61,117	(88,918)	(13,045)	271,069

The above funds represent:

- (i) The net book amounts of unrestricted funds invested in tangible fixed assets.
- (ii) Details of the Patchwork Family Support Project are explained in the Trustees Report. In 2011 the Trustees decided to designate funds to secure the future of the Patchwork family support project, consequently a transfer amounting to a further two years annual expenses was made from the general fund to cover 2014 and 2015. It also includes incoming resources in the form of donations from participants of Patchwork courses. (The equipment used for the project is included in the Tangible Fixed Assets Fund).
- (iii) The net surplus/(deficit) after transfers to the designated funds represents, if in surplus, funds available for use at the discretion of the Directors to further expand the activities of the Society.
- (iv) Grants or donations received specifically to fund the Patchwork Project.

Unrestricted Funds balances at 31 December 2018 are represented by:

	2018 £	2017 £
Tangible Fixed Assets	487	26
Investments	235,423	250,404
Net Current Assets	35,159	61,485
	271,069	311,915