

**The English
Province of
the Congregation
of the Sisters
of St Joseph
of Annecy
Charitable
Trust**

Annual Report and Accounts

31 December 2018

Charity Registration Number
232835



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Reference and administrative details of the charity, its trustees and advisers

Trustees	Sister Breda Gainey (retired 1 September 2019) Sister Margaret Fox Sister Alice O'Dwyer Sister Dorothy Butler Sister Marianne Donnelly Sister Teresa Kolb (The trustees are incorporated under the Charities Act 2011)
Provincial Superior (Sister Provincial)	Sister Breda Gainey (until 1 September 2019) Sister Margaret Fox (from 1 September 2019)
Provincial Bursar	Sister Teresa Kolb
Provincial House	173 Chepstow Road Newport NP19 8GH
Charity registration number	232835
Auditor	Buzzacott LLP 130 Wood Street London EC2V 6DL
Bankers	The Royal Bank of Scotland plc 32-33 Commercial Street Newport Gwent NP9 1SS
Investment managers	UBS Wealth Management (UK) Limited 5 Broadgate London EC2M 2AN
Solicitors	Rubin Lewis O'Brien Gwent House Gwent Square Cwmbran South Wales NP44 1PL

Report of the trustees Year to 31 December 2018

The trustees present their statutory report together with the accounts of The English Province of the Congregation of the Sisters of St Joseph of Annecy Charitable Trust (the charity) for the year ended 31 December 2018.

The accounts have been prepared in accordance with the accounting policies set out on pages 35 to 41 of the attached accounts and comply with the charity's trust deed, the Charities Act 2011 and 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 United Kingdom and Republic of Ireland (FRS 102).

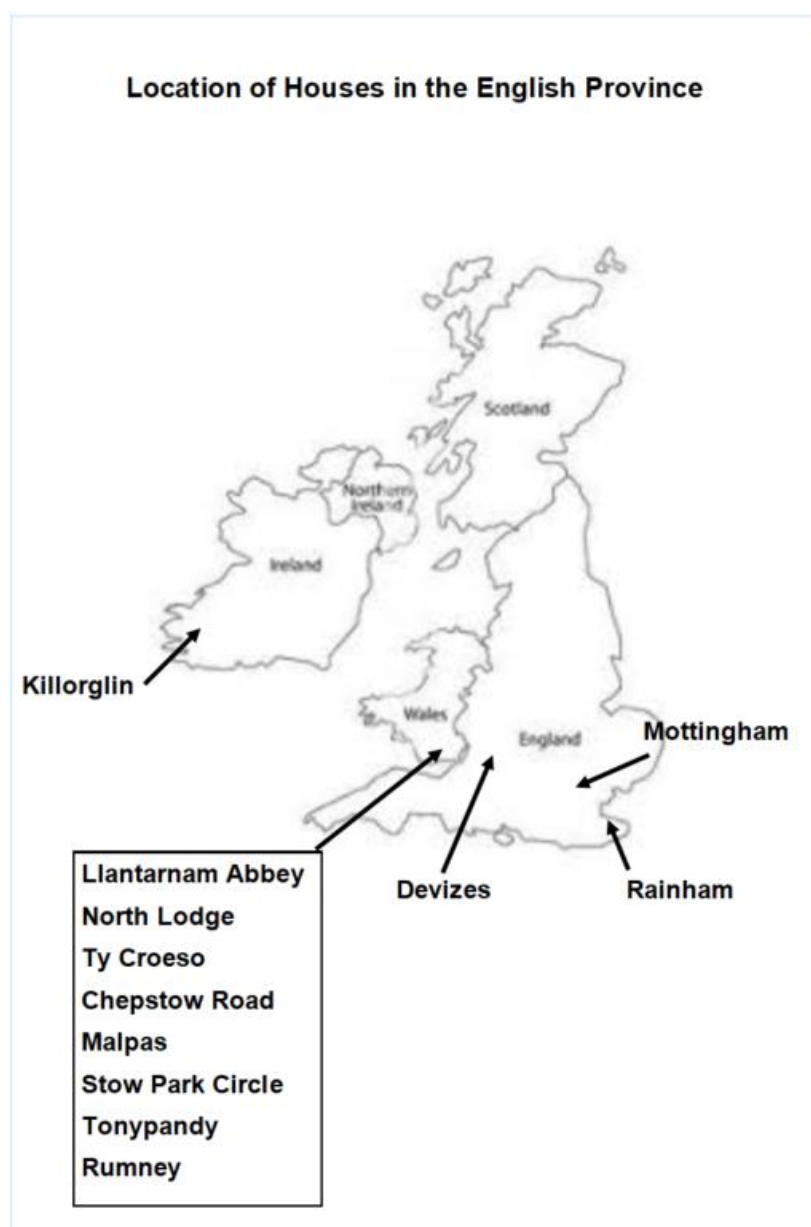
Introduction



The Sisters of St Joseph of Annecy (the Congregation) is an international Roman Catholic Congregation supporting 436 finally professed and 67 junior professed sisters, as well as 17 women in initial formation, worldwide. It was founded in France in 1650 where its Generalate is located, and is divided into a number of distinct Provinces and Regions across the world.

The accounts accompanying this report are the accounts of the charitable trust on which the assets of the Congregation in England and Wales are held and through which its finances operate.

Introduction (continued)



The English Province has houses in various parts of England and Wales, with one community in Killorglin, Co Kerry, Ireland.

Mission

♦ ***Worship and Prayer***

Members of the Congregation are given the opportunity for private worship and to continue to develop their knowledge and trust in Jesus and the Church through quiet prayer, study of the Gospel and spiritual development. In addition, members of the Congregation celebrate and pray with the wider community including people of all faiths and none. They do this through the provision of spiritual guidance or by just being available to listen in times of need, through the giving of retreats and the celebration of the Liturgy through prayer groups and church services.

The English Province of the Congregation of the Sisters of St Joseph of Annecy Charitable Trust

Report of the trustees Year to 31 December 2018

Mission (continued)

♦ ***Social and pastoral work***

Many members of the Congregation are involved in various forms of social or pastoral work throughout the country, including care of the elderly, family support, safe houses for the victims of human trafficking, acting as governors in local schools, chaplaincy in hospitals, educational establishments and prisons, retreat work and the befriending of refugees. The sisters aim to help, in particular, the poor and marginalised in society regardless of their personal background, faith, and gender or individual circumstances.

♦ ***Overseas missionary work***

The charity also helps support sisters working in education, healthcare and social work in India, Senegambia, Tanzania, Kenya and Congo, thereby helping some of the world's poorest and most disadvantaged people. The sister appointed as Missionary Development Officer has attended a number of training courses with, and made monitoring visits to, projects funded by Misesan Cara.

Principal Aims, Activities and Policies

♦ ***Activities and specific objectives***

The charity aims to support the religious and other charitable works carried on by the English Province of the Congregation and its members. When setting the aims of the charity, the trustees have complied with their duty under section 17 of the Charities Act 2011 to have regard to the Charity Commission's guidance on public benefit. The trustees believe that they have demonstrated in detail throughout this report the ways in which the charity has been faithful to this guidance.

The works of the charity fall into the main areas of: caring for members of the Congregation; education; healthcare; social and pastoral care; the advancement of religion; and overseas missionary development. Each of these is considered in turn below:

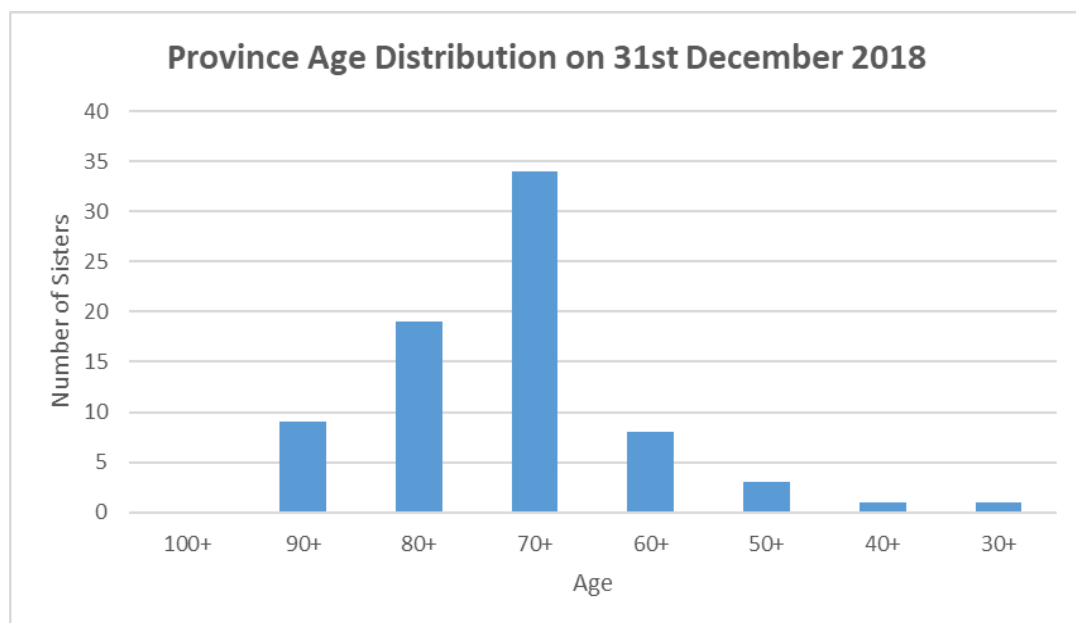
Caring for the members of the Congregation

In common with many religious congregations in Great Britain, the age profile of the members of the Congregation in this Province is increasing as existing members grow older and the number of new vocations becomes minimal. The age profile of the finally professed sisters in Great Britain is shown graphically below:

Principal Aims, Activities and Policies (continued)

♦ **Activities and specific objectives** (continued)

Caring for the members of the Congregation (continued)



The Congregation has a legal and moral obligation to provide care for its members, none of whom has resources of her own, and all of whom have devoted a significant part of their lives to education, nursing and social and pastoral work with the poorer members of society. As the age profile of the sisters increases, so does the cost of providing care.

At present there are 19 sisters in St Joseph's Wing of Llantarnam Abbey receiving nursing and personal care provided by a team of sisters, nurses and carers. Others are jointly supported by the community and staff to maintain some level of independence as far as they are able. The sisters offer the elderly sisters physical, spiritual and psychological support.

Over the next decade the number of sisters needing more care is likely to increase given the age profile. Reflecting society in general there has been an increase in the number of sisters diagnosed with dementia. Caring for them within a community context is proving to be challenging and will require specific planning in the coming years. As a consequence, the trustees are giving careful thought to the implications for the members of the Province, property and finance.

Principal Aims, Activities and Policies (continued)

♦ ***Activities and specific objectives*** (continued)

Education

Sisters are engaged in various areas of education in the state system such as teaching in schools, supporting school based Sacramental programmes, school governance and adult education. In education, the sisters endeavour to uphold the ethos of the Catholic faith, which aims to provide a sound moral background to inspire and prepare young people for the challenges that lie ahead.

Healthcare

St. Joseph's Home, Killorglin:

The Province also operates a Home for the elderly in Killorglin, Ireland which, though not part of the charity, is financially supported by it as necessary.

Over the past three years there has been an ongoing building programme. In 2018 an extension of six double en suite rooms was completed to the Health Information and Quality Authority (HIQA) standards. The final phase of refurbishment is due to be completed in 2019.

A community of six sisters is attached to the Home and supports the work of the Home through administration, payroll, activities co-ordination, pastoral care, nursing and interaction with residents. In May 2018 one sister, who is a registered nurse, arrived from Bhubaneswar Province in India to join the community and took up a nursing role in the Home. There are also three sisters from the English Province resident in the Home.



One sister offers therapeutic massage to patients in both an osteopath clinic and a neurological rehabilitation clinic. She is becoming established in the use of massage for chronic health issues. One client who lives in Cyprus books appointments whenever she can travel to Wales. In the rehabilitation setting, this sister works collaboratively with specialist physiotherapists providing supplementary sessions to their treatment. Her patients have varied conditions such as acquired brain injury, spinal cord injury and amputations. She provides ongoing support to a client who is pioneering inclusive sport in Wales.

Principal Aims, Activities and Policies (continued)

♦ ***Activities and specific objectives (continued)***

Social and pastoral care

Sisters are engaged in social and pastoral care in their own establishments and in the areas in which their convents are located. These comprise community based programmes and parish work, counselling, and family support. Ministries undertaken by individual sisters include: education at various levels; promoting recent Church teaching on care of the earth; nursing; care of the elderly; Canon Law consultancy; chaplaincy in hospitals; supporting people with mental health issues; spiritual direction; bereavement support; retreat work; holistic therapy; victims of human trafficking; Ecumenism and Christian unity; and overseas missionary and developmental work.

Advancement of religion

The Congregation operates the Ty Croeso Centre at Llantarnam Abbey, “where all can experience God’s love through relationships with themselves, with others and with all of creation, an oasis where all feel welcomed and valued, a place where people can find the time and space to feel renewed and enriched in order to discover the deeper meaning and direction in life” (Vision Statement). The Centre is open to groups and individuals as a place for spirituality and retreats, day or weekend conferences and a variety of other local needs. The use of this Centre has continued to grow and is well known in the locality as a haven of peace where people of all faiths and none may come.



The advancement of the Roman Catholic religion permeates all the work of the members of the Congregation. Individual sisters in their diverse ministries are happy to witness their Founder’s charism of unconditional love. This love they share especially with the “poorest and most neglected”, remembering that poverty refers not only to material poverty but also to a wide range of situations that are to be found in society.

Report of the trustees Year to 31 December 2018

Principal Aims, Activities and Policies (continued)

♦ **Activities and specific objectives** (continued)

Overseas and missionary development

Two sisters in the Province help our missionary sisters in Africa and India to apply for development grants from organisations spearheaded by Religious.

The sisters from Senegambia write:

"We would like to thank the members of the Province, for the achievements that happen in our region through the help of Miseen Cara.

- *The nursery in Tamba (Senegal) which is named after Mother St John*
- *The equipment for the playground of Lamin (Gambia) nursery school*
- *The dispensary in Congo which is in process*

And, of course for your daily prayers and thoughtfulness."

Our sisters in Mission Territories are involved in education, primary healthcare and pastoral work.

The Ty Croeso fundraising project for 2018 was in support of the African missions of the Congregation. A range of special Christmas gift cards, purchasing virtual gifts such as: sacks of rice; medicines; school uniforms; and sewing machines was put on sale, greatly benefitting those in need. The proceeds were sent to the sisters and the following response was received:

Sister Jacqui writes:

"It's with a joyful heart and gratitude, that we, the sisters of the Senegambia/Congo region come to express our deepest thanks for giving to our people from Gambia, Senegal and Congo the joy to celebrate Christmas. In fact, you've touched our hearts in a very special way, each person got a gift according to her needs."

Grants, donations and other payments in support of missionary work and ministry are decided on by the trustees in consultation with the other members of the Congregation as appropriate. In the main the charity supports the work of the Congregation in overseas countries especially India, Senegambia, the Congo, Tanzania and Kenya.

♦ **Donations policy**

Whilst the trustees give occasional support to United Kingdom organisations whose work is within the objects of the charity, the charity does not regard itself as a grant making entity and applications for grants and donations are not invited.

Principal Aims, Activities and Policies (continued)

♦ ***Fundraising***

The charity aims to achieve best practice in the way in which it communicates with donors and other supporters. The charity takes care with both the tone of its communications and the accuracy of its data to minimise the pressures on supporters. It applies best practice to protect supporters' data and never sells data, it never swaps data and ensures that communication preferences can be changed at any time. The charity manages its own fundraising activities and does not employ the services of professional fundraisers. The charity undertakes to react to and investigate any complaints regarding its fundraising activities and to learn from them and improve its service. During the year, the charity received no complaints about its fundraising activities.

♦ ***Protection of children and vulnerable adults***

Along with all other organisations who serve in the community, the trustees recognise the absolute necessity of ensuring the protection and safety of all those the charity serves. This means that all sisters who are in any kind of ministry in Great Britain have to obtain clearance from the Disclosure and Barring Service (DBS). The trustees are committed to implementing all policies and procedures of the National Catholic Safeguarding Commission (NCSC).

♦ ***Investment policy***

The Congregation has a discretionary investment management arrangement with UBS Wealth Management (UK) Limited. The target set for the investment managers is to achieve an acceptable return of both income and capital growth with no more than a moderate level of risk.

The ethical investment policy involves a process of making judgements based on Catholic teaching, about the products, services and corporate practices of companies as well as their financial efficacy. Thus, the trustees seek to invest in companies whose products, services and corporate practices are considered to promote the sanctity and dignity of human life, and which contribute to the positive advancement of society in general and are not contrary to the Church's teaching.

The trustees meet with the investment managers regularly to ensure that the investments are managed in accordance with their written guidelines and with the religious and ethical principles of the Congregation.

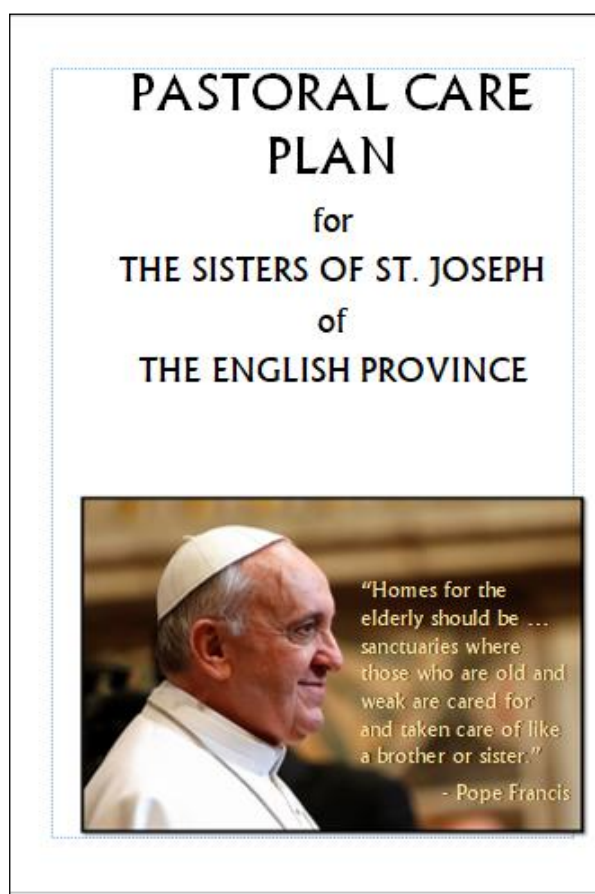
Achievements and Performance

♦ *Care of our elderly sisters*

During 2018 there has been a review of care needs in relation to staffing levels and skill mix. There is a planned increase in trained nurse hours to reflect the changing needs of the sisters and the increasing written accountability required by external agencies.

Staff continue to be offered appropriate training both in-house and externally making use of nearby Royal College of Nursing and Aneurin Bevan University Health Board (ABUHB) resources. The Nurse Manager, a sister, has attended leadership training with the Royal College of Nursing (RCN). Several carers have now attended a seven-week course run by ABUHB in relation to mental health services on dementia. The course co-ordinator has requested that we continue to send carers to future sessions as they bring a different dimension to the discussions.

We continue to work in collaboration with various agencies to ensure our standards of care remain high. This has involved revising documentation to maintain continuity and appropriate governance with ABUHB.



In order to provide spiritual care accessible to, and appropriate for, all sisters receiving care but particularly those with dementia, our Pastoral Care Plan was launched in September 2018. A group of sisters researched this issue and produced the Plan which is now in the process of being introduced. One example of the benefits of this was the installation of an audio-video link from the main chapel to each sister's bedroom. This enables them to follow services even if unable to attend in person.

Discussions began this year with the Music in Hospitals and Care project which uses music and choirs to link care homes and schools. It is hoped that shared events may take place during 2019.

Report of the trustees Year to 31 December 2018

Achievements and Performance (continued)

♦ **Communities**

During the course of the year, Malpas community closed with sisters relocating to other communities in the area to continue their ministries.

An extended General Council meeting took place at Llantarnam Abbey. Sisters from all parts of the Congregation met to review our Mission and plan for the future. This provided a great opportunity to strengthen the bonds of internationality. At this time, it was agreed that two sisters from our Indian provinces would come to join the community at Llantarnam Abbey.



Report of the trustees Year to 31 December 2018

Achievements and Performance (continued)

♦ **Communities** (continued)



Recognising the need for new expressions of sharing the spirituality of the Sisters of St Joseph, sisters have continued their training for the establishment of Little Design Communities i.e. non-residential groups of laity for the living out of our charism.



Achievements and Performance (continued)

♦ ***Ty Croeso Centre***

Ty Croeso is a retreat and conference centre which aims to be an oasis where people feel welcomed and valued. It offers a variety of programmes, space and opportunities for people to take time for themselves in order to feel renewed, enriched and to discover deeper meaning and direction in their lives.



The Ty Croeso Team



During 2018 highlights of the programme included:

- A variety of preached and directed (six and eight day) retreats;
- Lenten retreat;
- Advent retreat;
- Short retreats for the elderly; and
- Reflection days.

Groups which make good use of the facilities include:

- Parish Confirmation groups;
- Eucharistic Ministers;
- Various denomination groups;
- Bishops' groups;
- School groups for retreat days and teachers' days;

Report of the trustees Year to 31 December 2018

Achievements and Performance (continued)

♦ ***Ty Croeso Centre (continued)***

- Local head teachers;
- Alister Hardy Society residential;
- Mothers' Union day and residential groups;
- Pre-Ordinands and Ordinands Church in Wales residential retreats;
- Ecumenical Ministers' groups;
- The Church of Wales Bench of Bishops' residential;
- Associates;
- Welsh Language groups for residential retreats;
- CAFOD;
- Yoga weekend groups;
- Godly Play programme residential;
- Chaplains of the health boards;
- Induction days for high school pupils; and
- Local hospice events.

Many groups return to the Centre following previous visits, often booking ahead to the next time.

The grounds are well used by all visitors to the Centre and the beauty and peace is appreciated by all. The Centre is also well used by the sisters of the Province, and during the past year was used in Province events including:

- Training days;
- Trustee and Province Leadership Team meetings;
- Residential time; and
- Annual get together for the elderly sisters.

The shop continues to develop in response to the needs of visiting groups and individuals, offering a valuable service to the local area with its wide availability of books and religious items. It has also found a ministry in recycling.

Achievements and Performance (continued)

♦ ***Ty Croeso Centre*** (continued)

The Cottage is a popular and well used resource. It offers the facility for the use of broadband and can be used for self-catering or full board. It is the ideal venue for a time of solitude or hermitage experience. As a charity, we are aware of our need to be available to all. As such, we have supported fundraising events for St David's Hospice care, giving the use of our facilities as a donation to some charitable groups. Access to prayer days is not limited by an ability to pay, although a donation is requested.



What visitors say:

"Thank you. You worked so hard to make our time with you special. It's just fabulous that we can experience the peaceful surroundings, share our thoughts and feelings whilst leaving our stresses behind us."

"Many thanks to you and all your staff at Ty Croeso for all of your support and excellent facilities and catering for the clergy safeguarding event."

"Thank you so much for the welcome and hospitality you have shown us over the weekend. We've had a truly fantastic time and memories to cherish when we return home."

"You would find it hard to get a centre anywhere in the country to equal that of the high standards of Ty Croeso."

"I would highly recommend Ty Croeso to anyone or group searching for Peace and Quiet in such beautiful surroundings. I'll be back again next year, please God."

"Thank you so much for all you did to make the Retreat so special. Everything was just wonderful and your quiet work in the background ensured a smooth and calm eight days."



Achievements and Performance (continued)

♦ ***Ty Croeso Centre (continued)***

"The great work of the Retreat Centre is much appreciated. It is so good to give people the opportunity and space to come away from everyday life, to stop and to recharge the batteries."

"This place is a blessing- a gift to the Church."



♦ ***Social and pastoral care***

For many years one sister has organised an annual Mass for those experiencing dementia, and their families, within the Archdiocese of Cardiff. Through this role she now collaborates with the Archdiocesan Family Life Worker and the Alzheimer's Society to train Dementia Friends. Using a grant obtained in 2017 from the Catholic Bishops' Conference of England and Wales they set up a project to:

- Raise awareness of dementia and the spiritual needs of those living with dementia;
- Encourage welcoming practice within parishes; and
- Provide resources to parishes to help meet the spiritual needs of those living with dementia.

They now offer the one-hour Dementia Awareness Sessions along with a discussion of spiritual issues, where required, to various Catholic parishes. Those who attend may have a different religious affiliation or none at all. This sister has now made 100 Dementia Friends. It is hoped to continue to build on the project so that in due course the Archdiocese of Cardiff may be designated a Dementia Friendly Community.



Report of the trustees Year to 31 December 2018

Achievements and Performance (continued)

◆ ***Social and pastoral care (continued)***

◇ *Parish work*

Two sisters live in a presbytery in one of the Rhondda Valley towns. Their ministry in this area enables them to reach out to a wide spectrum of people of various nationalities and divergent needs.

In a region that has experienced the closure of several churches over a period of time, resulting in the fragmentation of parish community life and worship, their aim is to inspire all parishioners with a sense of hope, security and stability.

In order to achieve this aim to the best of our ability, sisters are actively engaged in the following services;

- Regular visits to the housebound as well as those in hospitals and Care Homes, bringing them Holy Communion and offering words of comfort;
- In the absence of a resident priest, the celebration of 'Services of The Word';
- Providing a venue for social interaction with parishioners following Services;
- Arranging Para Liturgies for special feast days and liturgical occasions;
- Organising and active participation in Sacramental preparation;
- Holding children's liturgies during Sunday's Eucharist;
- Arranging and undertaking funeral services, burials and cremations;
- Visiting relatives pre and post bereavement;
- Acting as local school governor;
- Providing Mindfulness Sessions for school children and their teachers;
- Hosting visiting parishioners from other areas of the Archdiocese on pilgrimage to a nearby Marian Shrine; and
- Maintaining accurate records, parish information and confidential data.

Sisters are encouraged by the willingness of the people to be involved in supporting activities, such as the food bank, fundraising events for local and national causes, and the upkeep and decoration of both churches.

They are also reassured that our ministry here is greatly appreciated by the people we support. This has been clearly evident by the many written and verbal comments we received throughout 2018. Some of these are as follows:

"We are so lucky that you are here with us, especially as we do not have a resident priest. We would never have managed without you".

Report of the trustees Year to 31 December 2018

Achievements and Performance (continued)

◆ **Social and pastoral care** (continued)

◇ *Parish work* (continued)

“Thank you for your visits. As I am unable to go out myself, I so look forward to seeing you and receiving Holy Communion on such a regular basis. Also, I really appreciate that you bring me a copy of the Parish Newsletter. It helps me to keep in touch with what is going on”.

“I was feeling down, now that you have come you have cheered me up no end. Come again soon”.

Sisters’ objective is to empower and involve the people as much as possible and for all of us to work in close collaboration, thus ensuring that the life and spirit of the church is preserved both now and in the future.

One sister is responsible for the day to day running of the Diocesan Pastoral Resources Centre for the Archdiocese of Cardiff. The Centre is used for day conferences, training sessions and prayer days by a wide range of people including clergy, teachers, school inspectors, governors, diocesan commissioners and parishioners.

She also works with the Commission for Christian Unity for Cardiff Archdiocese and the Provincial (Wales) Ecumenical Commission. Additionally, she is secretary to the trustees of the Diocese. Overall, it is a varied and interesting ministry, bringing her into contact with a good range of people and enabling her to live out the spirit of our Congregation through ordinary everyday relationships.

◇ *Working with the underprivileged - food banks, refugees, immigrants*

The Ty Croeso team organise food bags for the homeless on a rota basis with other churches in the locality. They distribute the bags on a designated Sunday after Mass and the people return them the following week. Sisters then take these bags to the distribution centre in the city to be given to the homeless.

◇ *Activities with our elderly sisters*

Music and movement sessions are provided on a weekly basis. Complementary therapy is regularly available. The Pastoral Plan for St Joseph’s Wing was published during the year. One benefit of this has been a video link between bedrooms and Llantarnam Abbey chapel to ensure sisters can continue to participate in services even when ill. Various groups such as The NHS

Garth Choir and Salvation Army visit the sisters. As a result of dementia training attended by some care staff, themed events and boards have been developed.



Report of the trustees Year to 31 December 2018

Achievements and Performance (continued)

♦ **Social and pastoral care** (continued)

◇ *Activities with our elderly sisters (continued)*



A “day at the beach” was thoroughly enjoyed by all, elderly sisters and staff.

◇ *Collaboration*



Llantarnam Abbey Tithe Barn is designated as a scheduled monument and a grade II listed building. It is currently in a state of disrepair and the sisters are no longer able to maintain it. A local group of Friends has been set up in consultation with the trustees with a vision of putting the building back into use while creating education and training

opportunities for those interested in archaeology and ancient building methods and techniques.

The group will actively research funding for the projects. It is hoped that opportunities for apprenticeships and voluntary activities will be made available. The Friends group will also work with local wildlife trusts to enhance the surrounding environment which will benefit the wider local community.



Report of the trustees Year to 31 December 2018

Achievements and Performance (continued)

♦ **Personal influence on others**

Even after death, the lives of the sisters continue to touch others.

Annette Jones *“Goodnight beautiful, special lady. Loved so many and loved by so many. A wonderful role model for religious life, your gentle spirit was a gift to our family for sure. xxx”*

Trina Ashley *“Thank you Sister Mary Teresa, for helping me find my way in life. Rest in Peace. ♡”*

Alison Hard *“I am so sad to read this. I only met Sister Eileen briefly, but during that short time, she made such a big impact on me, and was so kind and helpful during the saddest time of my life. Rest in Peace Sister. X”*

Camella Jane Harding *“R.I.P. Sister Eileen It’s been a pleasure to have known you for the past five and half years while working at the Abbey, such a lovely lady you will be missed by many. x”*

Helen McCann *“Sister Eileen was wonderful as a counsellor when I went to see her when Mike died and I had a great time with her in Lourdes last year, May she rest in peace.”*

CT, former Carer *“Thank you for having me these last two years, it’s been such a great experience. Yourself and Jayne have made me so much more confident in my ability to care.....I will always look back on my time at the Abbey and I will never forget the memories I’ve had with the sisters. I know I’m going to a new job but I already know that it won’t compare to the quality of care at the Abbey.”*

Future Plans 2018

♦ **Province**

Ongoing plans include:

- ◇ Provincial Chapter.
- ◇ Two sisters arriving from India to Llantarnam Abbey and one to St Joseph’s Home, Killorglin.
- ◇ Replacing the existing Charitable Trust with a Charitable Incorporated Organisation (CIO).

♦ **Generally**

In addition, we aim to continue to:

- ◇ Oversee management of Ty Croeso retreat and conference centre.
- ◇ Oversee management of St Joseph’s Home, Killorglin.
- ◇ Monitor the needs of our sisters as they grow older to ensure there is adequate provision for the needs of all.

Report of the trustees Year to 31 December 2018

Future Plans 2018 (continued)

♦ **Generally** (continued)

- ◇ Evaluate our ministries in terms of the reality of our personnel and resources and the needs of those we serve.
- ◇ Review on an ongoing basis of key personnel and succession planning.
- ◇ Collaborate and co-operate with other agencies to maximise and improve what we can offer.
- ◇ Rationalise the number and type of our community houses in line with ministry needs and the needs of individual sisters.

Financial Review

♦ **Results for the year**

During the year to 31 December 2018 the charity supported an average of 75 sisters in the United Kingdom (2017 – 80 sisters).

The statement of financial activities shows total income for the year of £1,783,089 (2017 - £1,782,150). The principal components of income in 2018 were donations and legacies which amounted to £1,499,257 (2017 - £1,477,356) and investment income and interest receivable totalling £212,919 (2017 - £222,583).

Expenditure in the year amounted to £2,024,098 (2017 - £2,519,019). The costs of supporting the sisters of the Congregation and their ministry amounted to £1,859,753 (2017 - £1,749,246) whilst donations and grants made by the charity totalled £72,041 (2017 - £180,555). During the year, an impairment provision of £65,000 (2017 - £565,383) was made to reduce the valuation of certain of the charity's freehold properties to values based on agents' valuations.

The charity had net expenditure of £241,009 (2017 – net expenditure of £736,869) before investment losses of £597,707 (2017 – net gains of £396,462) resulting in net expenditure and a decrease in funds for the year of £838,716 (2017 - net expenditure and net decrease in funds of £340,407).

♦ **Investment performance**

The charity has a portfolio of investments with a market value at 31 December 2018 of £5,824,841 including cash awaiting investment of £56,606. The portfolio is managed by UBS Wealth Management (UK) Limited.

During the year, the charity's investments achieved an income yield of 3.44% (2017 – 3.59% and a negative capital yield of 9.84% (2017 – positive capital yield of 6.45%).

The investment managers continued to invest in accordance with the trustees' investment policy set out earlier in this report. Further details of the investment portfolio are detailed in note 11 to the attached accounts.

Report of the trustees Year to 31 December 2018

Financial Review (continued)

♦ **Financial position and reserves policy**

Financial position

At 31 December 2018, the total funds of the charity amounted to £13,419,807 (2017 – £14,258,523).

Of these total funds, £6.1 million (2017 – £6.1 million) is represented by tangible fixed assets used to support the work of the sisters.

As at 31 December 2018, the charity had total restricted funds as detailed in note 14 to the attached accounts of £195,182 (2017 - £198,770).

A further £5.75 million (2017 – £5.75 million) represents a retirement reserve designated to provide income to communities with elderly sisters to care for, and to provide for sisters generally in their retirement. Where employment of members of the Congregation is for organisations independent of the charity, any earnings are covenanted to the charity. The number of new vocations to the Congregation is declining and, as a result, the average age of the membership is increasing. Younger members, although taking up important charitable work, tend either to work within the charity or are in training or, if working outside, are in low paid jobs. As a consequence, in the future it is anticipated that there will be a general reduction in the income generated by members. The charity has a continuing commitment to support members of the Congregation, many of whom continue to carry out charitable work long past the normal age of retirement.

£227,876 (2017 - £240,501) represents the Grace Fowler fund set aside to benefit, as directly as possible, the personal needs of the sisters.

Free reserves at the end of the financial year were £1,101,084 (2017 – £1,958,241).

Reserves policy

The trustees consider that the level of free reserves should be equivalent to at least one year's ongoing expenditure. This is driven by the need to ensure that funds are available to meet contingencies and address unevenness in income.

There is a shortfall of free reserves policy mainly as a result of the decline in the value of listed investments. The trustees have prepared long term projections and are continuing to monitor the performance of their investments and hence the charity's future financial security.

♦ **The charity's assets**

Acquisitions and disposals of fixed assets during the year are recorded in the notes to the accounts.

Report of the trustees Year to 31 December 2018

Governance, Structure and Management

♦ **Governance**

In terms of Canon Law, the Superior General and her Council in France govern the Congregation at an international level. They are elected every six years at a General Chapter or meeting of representatives from all provinces and regions of the Congregation. The Sister Provincial and her Council administer the English Province and comprise the Province Leadership Team. The Superior General and her Council appoint the Sister Provincial and her Council, after consultation with the sisters of the Province. Their mandate is for six years.

In terms of Civil Law, the charity is governed by a trust deed dated 2 January 1963 and is registered with the Charity Commission, Charity Registration No. 232835.

♦ **Trustees**

The charity has six trustees, one of which is the Sister Provincial. The power of appointing trustees rests with the Sister Provincial. The trustees are incorporated under the provisions of the Charities Act 2011. Trustees endeavour to keep up to date with developments affecting charities and attend any appropriate training sessions for trustees.

The names of the trustees who served during the financial year ended 31 December 2018 are set out as part of the reference and administrative details on page 1 of this annual report and accounts. Brief biographical details on each of the trustees who served during the year to 31 December 2018 are given below:

Sister Breda Gaine - Provincial

Sister qualified as a teacher and taught for several years before going to work as a missionary in The Gambia, West Africa. On her return she trained as a counsellor working for CRUSE and for those most in need. She worked as a member of the Cardiff Archdiocesan Spirituality Team for several years before becoming a founding member of the Ty Croeso Team at Llantarnam. She ministered to groups and individuals both as Counsellor and Spiritual Director for 10 years until her appointment as Provincial Leader on 1 February 2015.

Sister Margaret Fox - Assistant Provincial and Councillor

Sister Margaret Fox is a trained primary school teacher. She worked in the field of education for thirty three years, eighteen of them as head teacher. Sister has experience of leadership roles within the English Province having worked in formation as director of the junior sisters for six years and Novice Director for three. She is currently Assistant Provincial and bursar at Llantarnam Abbey. She also assists the Provincial Bursar.

Report of the trustees Year to 31 December 2018

Governance, Structure and Management (continued)

◆ *Trustees (continued)*

Sister Alice O'Dwyer - Provincial Councillor (2nd Term)

Sister is a registered nurse and worked in a nursing capacity in St Joseph's Hospital and St Anne's Hospice for over 36 years. In 2014 she was appointed the Clinical Lead for St Joseph's Wing, Llantarnam Abbey. In 2016 she was appointed to a new mission in Tonypany, Rhondda as parish sister with responsibility for two churches.

Sister Dorothy Butler - Provincial Councillor

Sister Dorothy is a qualified primary school teacher. She taught for over 13 years in Wales before taking up the post of the Headship of a very large multicultural school in the London Borough of Merton. Having retired from school she is currently the Administrator of the Ty Croeso Retreat Centre at Llantarnam Abbey.

Sister Marianne Donnelly - Provincial Secretary and Councillor

Sister is a registered nurse and has specialised in care of older people working in a variety of settings in the NHS, private and voluntary sectors. She is currently Nurse Manager in Llantarnam Abbey providing care for the Sisters of St Joseph of Annecy. Sister also works in two clinics as a massage therapist. She is currently the Provincial Secretary and Vocation Director for the Province.

Sister Teresa Kolb - Provincial Bursar (2nd Term)

Sister studied French before qualifying as a primary school teacher. She then taught in the London Borough of Merton for 11 years where she was also a Governor on the Finance Committee of the school.

◆ **Trustees' responsibilities statement**

The trustees are responsible for preparing the trustees' report and accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these accounts, the trustees are required to:

- ◇ select suitable accounting policies and then apply them consistently;
- ◇ observe the methods and principles in 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 United Kingdom and Republic of Ireland (FRS 102);
- ◇ make judgements and estimates that are reasonable and prudent;
- ◇ state whether applicable United Kingdom Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and

The English Province of the Congregation of the Sisters of St Joseph of Annecy Charitable Trust

Governance, Structure and Management (continued)

◆ ***Trustees' responsibilities statement*** (continued)

- ◇ prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the applicable Charity (Accounts and Reports) Regulations and the provisions of the charity's trust deed. 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.

◆ ***Structure and management reporting***

The trustees are ultimately responsible for the assets of the charity and their application for charitable purposes. They meet regularly to review developments with regard to the charity and its activities and make any necessary decisions.

When necessary, the trustees seek advice and support from the charity's professional advisers, including property consultants, investment managers, solicitors and accountants. The day-to-day management of the charity's activities and the implementation of policies are delegated to the appropriate members of the Congregation or senior personnel in its establishments. Management reporting lines are clearly defined and the Council and the trustees receive regular reports to enable them to discharge their responsibilities.

As at 31 December 2018, there were 75 finally professed sisters, including two who are in general administration based in Annecy, France and six in the community in Ireland. Most of the sisters live in one of 12 houses. Four sisters live in two parish houses working in the parishes concerned, and two sisters live in rented accommodation. In total there are 12 constituted communities in the Province. Most of the community houses are located in South Wales in those areas of towns and cities where it is believed the sisters can provide most help. In all constituted communities there is a local superior appointed by the Provincial and her Council. The local superior is responsible both for the needs and the care of the sisters in her community. She liaises regularly with the Provincial. All sisters meet together at least twice a year with the Provincial and Council/trustees at which times there is the opportunity to discuss developments and future plans for the Province.

◆ ***Key management personnel***

The trustees are the key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day to day basis. All the trustees are members of the Congregation and whilst their living and personal expenses are borne by the charity they receive no remuneration or reimbursement of expenses in connection with their duties as trustees.

Governance, Structure and Management (continued)

♦ ***Working with other organisations***

The charity works closely with a number of other charities and public bodies, which work in the field of providing care for the sick, the vulnerable and elderly. In some cases sisters are employed by these organisations, while in other instances the relationships are more informal. Working with other charities and public bodies enhances the care provided and ensures that high standards are maintained. Some examples of organisations with which the charity has co-operated during the year are as follows:

- ◇ Roman Catholic Archdioceses where our communities are situated
- ◇ NHS Trusts
- ◇ The Medaille Trust
- ◇ Local Authorities
- ◇ Churches Together in Wales (CYTUN)
- ◇ Local food banks

♦ ***Risk management***

In line with the requirement for trustees to undertake a risk assessment exercise and report on the same in their annual report, the trustees have looked at the risks the charity faces currently in Britain and have reviewed the measures already in place, or needing to be put in place, to mitigate them.

The following main areas where risks may occur have been identified:

◇ **Mission:**

A key area of risk for Mission is the ageing profile of the sisters. Whilst there is a significant percentage over 90, the main group of sisters are in their 70s. Recent experience has shown that this is the group likely to have unexpected health issues. This has implications for the availability of personnel to fill important roles within the mission of the Province, increased health needs (and associated costs) and a need to consider the suitability of the properties owned by the charity. The trustees are aware of their legal and moral responsibility to care for their members. None of the sisters has resources of her own as all pensions, salaries and other income have been donated to the charity under a Gift Aid compliant Deed of Covenant.

Key actions to managing this risk are:

- ensuring there are financial resources available to finance this care now and into the future by setting aside designated funds for this purpose
- regular reviews of the ministries and needs of the sisters in order to identify and address those needing more support or care
- plans to upgrade and reconfigure space at Llantarnam Abbey

Governance, Structure and Management (continued)

♦ ***Risk management*** (continued)

◇ Governance and management

The Sister Provincial works closely with her team ensuring that responsibility and information regarding the charity is shared. This mitigates the risk of one key person holding all the responsibility and information for the charity. Management of key areas of the charity (care of the elderly sisters, Ty Croeso, finance) have been delegated to competent individuals who are accountable to and work closely with the trustees. In line with the ageing profile (as above), the trustees are mindful of the need to plan ahead for the future.

Key actions to managing this risk are:

- Sharing of information within the team, especially with the Assistant Provincial
- Managing individuals' workloads to ensure that stress does not become a limiting factor
- Working towards appointment of lay people in roles such as secretary
- Work through the process of becoming CIO

◇ Operational

The trustees are mindful of the risk of the loss of key people in the charity (e.g. managers), of a major IT failure and the effects on the charity of damage to property, theft and injury to individuals.

Key actions to managing this risk are:

- Succession planning for key roles
- Setting up of appropriate IT support contracts
- Monitoring of adequate insurance and security measures

◇ Safeguarding

Sisters engaged in any ministry in Great Britain and all those who work or volunteer for the charity and work with children or vulnerable adults (including our elderly sisters) must obtain clearance from the Disclosure and Barring Service (DBS). The trustees are committed fully to implementing the policies of the Catholic Safeguarding Advisory Service (CSAS). One of the sisters is responsible for ensuring this policy is adhered to in respect to all sisters, employees and volunteers. She liaises closely with the trustees, ensuring that compliance and best practice are always upheld.

Key actions to managing this risk are:

- Training for staff and sisters
- Awareness raising of personal responsibility

Report of the trustees Year to 31 December 2018

Governance, Structure and Management (continued)

♦ *Risk management (continued)*

◇ Financial

The trustees are aware that the role of Provincial Bursar is key to managing the finances of the charity. They are mindful that there may not be a sister in the future with the skills and training to fill this role. A Finance Committee has been established comprising the Provincial Bursar, Assistant and one other sister with financial experience and competence. This committee is advisory to the trustees and gives support to the Bursar in her role, both in practical and advisory terms. The Finance Committee reviews the budgets and accounts, making recommendations to the trustees. It is consulted on major financial matters. The trustees have also highlighted the risk of cyber fraud in finance.

Key actions to managing this risk are:

- Succession planning for the Bursar's role
- Greater collaboration between Provincial Bursar, Assistant Bursar and Finance Committee
- Training and awareness in dealing with potential cyber fraud

◇ Investments

The principal financial assets of the charity are its properties and investment portfolio. The Provincial Bursar oversees the maintenance and management of properties in conjunction with the Maintenance Coordinator and advisors. The investment portfolio is dependent on market fluctuations and so is managed by a competent and reputable firm of Investment Managers who act in accordance with the trustees' investment policy which is reviewed annually. The trustees meet annually with the investment managers to review the performance of the portfolio and to ensure that funds are at appropriate levels for the charity's needs at the present and into the future.

Volunteers, employees and donors

The trustees gratefully acknowledge the significant contribution which sisters, volunteers, and employees make to the charity. They are also heartened by the efforts and donations of various persons and organisations which help the sisters in their work.

Approved by the trustees and signed on their behalf by: M. M. Fox

Date: 10/09/2019

Independent auditor's report Year to 31 December 2018

Independent auditor's report to the trustees of The English Province of the Congregation of the Sisters of St Joseph of Annecy Charitable Trust

Opinion

We have audited the accounts of The English Province of the Congregation of the Sisters of St Joseph of Annecy Charitable Trust (the charity) for the year ended 31 December 2018 which comprise the statement of financial activities, the balance sheet, the statement of cash flows, the principal accounting policies and the notes to the accounts. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the accounts:

- ◆ give a true and fair view of the state of the charity's affairs as at 31 December 2018 and of its income and expenditure 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 accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these 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 trustees' use of the going concern basis of accounting in the preparation of the accounts is not appropriate; or
- ◆ the trustees have not disclosed in the accounts 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 accounts are authorised for issue.

Independent auditor's report Year to 31 December 2018

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report and Accounts, other than the accounts and our auditor's report thereon. Our opinion on the accounts does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts 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 accounts 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 Act 2011 requires us to report to you if, in our opinion:

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

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Independent auditor's report Year to 31 December 2018

Auditor's responsibilities for the audit of the accounts

Our objectives are to obtain reasonable assurance about whether the accounts 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 accounts.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and with regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Buzzacott LLP
Statutory Auditor
130 Wood Street
London
EC2V 6DL

12 September 2019

Buzzacott LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Statement of financial activities Year to 31 December 2018

	Notes	Unrestricted funds £	Restricted funds £	Total 2018 funds £	Unrestricted funds £	Restricted funds £	Total 2017 funds £
Income from:							
Donations and legacies	1	1,446,998	52,259	1,499,257	1,200,640	276,716	1,477,356
Investments and interest receivable	2	212,919	—	212,919	222,583	—	222,583
Charitable activities							
. Retreat and conference centre		24,721	—	24,721	33,910	—	33,910
. Contributions towards care of elderly sisters		3,902	—	3,902	4,460	—	4,460
Other sources	3	42,290	—	42,290	43,841	—	43,841
Total income		1,730,830	52,259	1,783,089	1,505,434	276,716	1,782,150
Expenditure on:							
Raising funds							
. Investment management fees		27,304	—	27,304	23,835	—	23,835
Charitable activities							
. Support of members of the Congregation and their ministry	4	1,859,753	—	1,859,753	1,749,246	—	1,749,246
. Impairment provision on freehold properties	10	65,000	—	65,000	565,383	—	565,383
. Grants, donations and support of missionary work	5	16,194	55,847	72,041	25,275	155,280	180,555
Total expenditure		1,968,251	55,847	2,024,098	2,363,739	155,280	2,519,019
Net (expenditure) income before net investment (losses) gains	7	(237,421)	(3,588)	(241,009)	(858,305)	121,436	(736,869)
Net investment (losses) gains	11	(597,707)	—	(597,707)	396,462	—	396,462
Net (expenditure) income and net movement in funds		(835,128)	(3,588)	(838,716)	(461,843)	121,436	(340,407)
Reconciliation of funds:							
Total funds brought forward at 1 January 2018		14,059,753	198,770	14,258,523	14,521,596	77,334	14,598,930
Total funds carried forward at 31 December 2018		13,224,625	195,182	13,419,807	14,059,753	198,770	14,258,523

All of the charity's activities derived from continuing activities in each of the above two financial years.

The statement of financial activities includes all gains and losses recognised in the year.

Balance sheet 31 December 2018

	Notes	2018 £	2018 £	2017 £	2017 £
Fixed assets					
Tangible assets	10		6,273,573		6,238,919
Investments	11		5,824,841		6,550,848
			12,098,414		12,789,767
Current assets					
Debtors	12	341,680		300,559	
Cash at bank and in hand		1,207,499		1,358,455	
		1,549,179		1,659,014	
Current liabilities					
Creditors: amounts falling due within one year	13	(227,786)		(190,258)	
Net current assets			1,321,393		1,468,756
Total net assets			13,419,807		14,258,523
The funds of the charity:					
Restricted funds	14		195,182		198,770
Unrestricted funds					
. Tangible fixed assets fund	15		6,145,665		6,111,011
. Designated funds	16		5,977,876		5,990,501
. General funds			1,101,084		1,958,241
			13,419,807		14,258,523

Approved by the trustees
and signed on their behalf by:

M. M. Fox

Date of approval: 10/09/2019

Statement of cash flows Year to 31 December 2018

	Notes	2018 £	2017 £
Cash flows from operating activities:			
Net cash used in operating activities	A	(163,315)	(160,535)
Cash flows from investing activities:			
Investment income and interest received		197,766	206,660
Proceeds from the disposal of tangible fixed assets		5,705	368,919
Purchase of tangible fixed assets		(319,412)	(84,287)
Proceeds from the disposal of listed investments		1,589,598	980,229
Purchase of listed investments		(1,570,938)	(1,054,597)
Net cash (used in) provided by investing activities		(97,281)	416,924
Change in cash and cash equivalents in the year		(260,596)	256,389
Cash and cash equivalents at 1 January 2018	B	1,527,701	1,271,312
Cash and cash equivalents at 31 December 2018	B	1,267,105	1,527,701

Notes to the statement of cash flows for the year to 31 December 2018.

A Reconciliation of net movement in funds to net cash used in operating activities

	2018 £	2017 £
Net movement in funds (as per the statement of financial activities)	(838,716)	(340,407)
Adjustments for:		
Depreciation charge	219,758	203,185
Impairment provision	65,000	565,383
Losses (gains) on listed investments	597,707	(396,462)
Investment income and interest receivable	(212,919)	(222,583)
(Surplus) deficit on disposal of tangible fixed assets	(5,705)	9,408
(Increase) decrease in debtors	(25,968)	12,990
Increase in creditors	37,528	7,951
Net cash used in operating activities	(163,315)	(160,535)

B Analysis of cash and cash equivalents

	2018 £	2017 £
Cash at bank and in hand	1,207,499	1,358,455
Cash held by investment managers	59,606	169,246
Total cash and cash equivalents	1,267,105	1,527,701

Principal accounting policies Year to 31 December 2018

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the accounts are laid out below.

Basis of preparation

These accounts have been prepared for the year to 31 December 2018 with comparative figures given for the year to 31 December 2017.

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant accounting policies below or the notes to these accounts.

The accounts have been prepared in accordance with 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 United Kingdom and Republic of Ireland (Charities SORP FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

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

The accounts are presented in sterling and are rounded to the nearest pound.

Critical accounting estimates and areas of judgement

Preparation of the accounts requires the trustees to make significant judgements and estimates.

The items in the accounts where these judgements and estimates have been made include:

- ◆ the allocation of governance costs between categories of expenditure on charitable activities;
- ◆ the useful economic lives attributed to tangible fixed assets used to determine the annual depreciation charge;
- ◆ the determination of any impairment charge in respect to tangible fixed assets;
- ◆ assessing the recoverability of any debts and the need for a provision against doubtful or bad debts; and
- ◆ the assumptions adopted by the trustees in determining the value of any designations required from the charity's general unrestricted funds.

Assessment of going concern

The trustees have assessed whether the use of the going concern assumption is appropriate in preparing these accounts. The trustees have made this assessment in respect to a period of at least one year from the date of approval of these accounts.

Principal accounting policies Year to 31 December 2018

Assessment of going concern (continued)

The trustees of the charity have concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees are of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due. The most significant areas of judgement that affect items in the accounts are detailed above. With regard to the next accounting period, the year ending 31 December 2019, the most significant areas that affect the carrying value of the assets held by the charity are the level of investment return and the performance of the investment markets (see the investment policy and the risk management sections of the trustees' report for more information).

Income recognition

Income is recognised in the period in which the charity has entitlement to the income, the amount of income can be measured reliably and it is probable that the income will be received.

Income comprises donations and legacies, investment income, interest receivable, retreat and conference centre income, contribution towards the care of elderly sisters, and miscellaneous income.

Donations, including salaries and pensions of individual religious received under Gift Aid or deed of covenant, are recognised when the charity has confirmation of both the amount and settlement date. In the event of donations pledged but not received, the amount is accrued for where the receipt is considered probable. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

In accordance with the Charities SORP FRS 102 volunteer time is not recognised.

Legacies are included in the statement of financial activities when the charity is entitled to the legacy, the executors have established that there are sufficient surplus assets in the estate to pay the legacy, and any conditions attached to the legacy are within the control of the charity.

Principal accounting policies Year to 31 December 2018

Income recognition (continued)

Entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, but the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title of the asset having being transferred to the charity.

Investment income is recognised once the dividend or similar distribution has been declared and notification has been received of the amount due.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Retreat and conference centre income and contributions towards the care of elderly sisters are recognised to the extent that it is probable that the economic benefits will flow to the charity and the income is capable of financial measurement. It is measured at fair value of the consideration received or receivable, excluding any relevant discounts or value added tax.

The surplus on the disposal of tangible fixed assets is calculated as the difference between the sale proceeds net of sale costs and the net book value of the asset immediately prior to disposal. It is accounted for once legal completion of the disposal has taken place.

All other income is recognised to the extent that it is probable that the economic benefits will flow to the charity and the revenue can be measured reliably. It is measured at fair value and accounted for on an accruals basis.

Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to make a payment to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses are allocated or to the applicable expenditure headings. The majority of expenditure is directly attributable and any apportionment between headings is negligible.

Principal accounting policies Year to 31 December 2018

Expenditure recognition (continued)

Expenditure on charitable activities includes all costs associated with furthering the charitable purposes of the charity through the provision of its charitable activities and includes:

- ◆ Expenditure on the support of members of the Congregation and their ministry. Such expenditure enables the members to carry out the work of the charity in the areas of the advancement of the Roman Catholic faith, the advancement of education, the provision of healthcare and the provision of social and pastoral work.
- ◆ The provision for any impairment in respect to the charity's tangible fixed assets.
- ◆ The provision of grants and donations relating, in the main, to the support of the Congregation's own work and the support of other Roman Catholic charitable organisations. Charitable grants and donations are made where the trustees believe there is a real need following a review of the details of each particular case and comprise single year payments rather than multi-year grants. Grants and donations are included in the statement of financial activities when approved for payment. Provision is made for any grants and donations approved but unpaid at the end of the financial year.

All expenditure is stated inclusive of irrecoverable VAT.

Support and governance costs

Support costs represent indirect charitable expenditure. In order to carry out the primary purposes of the charity it is necessary to provide support in the form of personnel development, financial procedures, provision of office services and equipment and a suitable working environment.

Governance costs are the costs associated with the governance arrangements of the charity including audit costs and the necessary legal procedures for compliance with statutory requirements.

All expenditure on support and governance is attributed directly to the charitable activities of supporting members of the Congregation and their ministry and hence there has been no apportionment between headings. Any support and/or governance costs in relation to other categories of expenditure is considered to be negligible.

Foreign currencies

Assets and liabilities are translated at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of the transaction. Exchange differences are taken into account in arriving at the net movement in funds.

Principal accounting policies Year to 31 December 2018

Tangible fixed assets

All assets costing more than £1,000 and with an expected useful life exceeding one year are capitalised.

♦ Freehold land and buildings

The trustees are the legal owners of land and buildings used exclusively by two schools founded by the Congregation, but which are now under separate control and publicly funded. Such assets are regarded as having a nil value for the purposes of the accounts since they cannot be disposed of in the open market or put to alternative use while such occupation continues.

Freehold land and buildings purchased on or prior to 1 July 1997 are included in the accounts at a valuation determined by the trustees as at that date with professional assistance, based on replacement cost for existing use. As permitted by FRS 102, with effect from 1 July 2014 the value assigned to this property is now deemed its cost. Land and buildings purchased on or after 1 April 2008 are shown on the balance sheet at cost. Freehold land and buildings comprise:

- a. Non-specialised buildings i.e. those designed as, and used wholly or mainly for, private residential accommodation. Such land and buildings are not depreciated. Their value and condition are reviewed annually by the trustees, to confirm that their residual value is not materially less than their book value. Where this is not deemed to be the case, an impairment provision is made (see below).
- b. Specialised buildings comprise large residential convents. Depreciation is provided at 2% per annum on a straight-line basis to write off the buildings over their estimated useful economic life to the Congregation.

♦ Motor vehicles, computers, and furniture and equipment

Motor vehicles, computers, and furniture and equipment are included at cost.

Depreciation is provided on a straight line basis on assets held at the end of the year at the following annual rates in order to write off each asset over its estimated useful life:

Motor vehicles	20%
Computers, furniture and equipment	15% to 33⅓%

An impairment review in respect to a particular class of assets is carried out if events, or changes in circumstances, indicate that the carrying amount of any tangible fixed asset may not be recoverable.

Assets in the course of construction are included at cost. Depreciation on these assets is not charged until they are brought into use.

Investments

Listed investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price.

The English Province of the Congregation of the Sisters of St Joseph of Annecy Charitable Trust

Principal accounting policies Year to 31 December 2018

Investments (continued)

The charity does not acquire put options, derivatives or other complex financial instruments.

As noted above the main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

Realised gains (or losses) on investment assets are calculated as the difference between disposal proceeds and their opening carrying value or their purchase value is acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value at that date. Realised and unrealised investment gains (or losses) are combined in the statement of financial activities and are credited (or debited) in the year in which they arise.

Debtors

Debtors are recognised at their settlement amount, less any provision for non-recoverability. Prepayments are valued at the amount prepaid. They have been discounted to the present value of the future cash receipt where such discounting is material.

Cash at bank and in hand

Cash at bank and in hand represents such accounts and instruments that are available on demand or have a maturity of less than three months from the date of acquisition. Deposits for more than three months but less than one year have been disclosed as short term deposits. Cash placed on deposit for more than one year is disclosed as a fixed asset investment.

Creditors and provisions

Creditors and provisions are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors and provisions are recognised at the amount the charity anticipates it will pay to settle the debt. They have been discounted to the present value of the future cash payment where such discounting is material.

Principal accounting policies Year to 31 December 2018

Funds structure

General funds represent those monies which are freely available for application towards achieving any charitable purpose that falls within the charity's charitable objects.

The tangible fixed assets fund represents the net book value of the charity's tangible fixed assets excluding those held as part of the Grace Fowler fund.

Designated funds comprise monies set aside out of unrestricted general funds for specific future purposes or projects. Details of these are provided in note 16.

Restricted funds comprise monies raised for, or their use restricted to, a specific purpose, or contributions subject to donor imposed conditions. Details of these are provided in note 14.

Services provided by members of the Congregation

For the purposes of these accounts, no monetary value has been placed on care, administrative and other services provided by members of the Congregation.

Pensions

The charity offers its employees membership of a defined contribution pension scheme administered by The NOW: Pensions Trust, which is a registered occupational pension scheme (plan) governed by the Trust Deed and Rules dated 29 November 2011 by which the plan was established. Contributions to the plan are debited to the statement of financial activities in the year in which they are payable to the plan. The assets of the plan are held by an independent corporate trustee, whose activities are governed by The Pensions Act 2008 and the regulations made under it. This includes and is not limited to The Occupational and Personal Pension Schemes Regulations 2010.

Notes to the accounts Year to 31 December 2018

1 Income from: Donations and legacies

	Unrestricted funds £	Restricted fund £	Total 2018 £	Unrestricted funds £	Restricted funds £	Total 2017 £
Covenanted salaries and pensions	1,175,963	—	1,175,963	1,172,008	—	1,172,008
Legacies	352	—	352	785	—	785
Donations for missions	4,674	52,259	56,933	2,895	143,366	146,261
Other grants and donations	266,099	—	266,009	24,952	133,350	158,302
	1,446,998	52,259	1,499,257	1,200,640	276,716	1,477,356

2 Income from: Investments and interest receivable

	Unrestricted funds	
	Total 2018 £	Total 2017 £
Income from listed investments		
. Equities	132,816	141,809
. Corporate bonds	75,254	78,372
. Liquidity	928	537
	208,998	220,718
Interest receivable		
. Cash held by investment managers	326	22
. Bank interest	3,595	1,843
Total funds	212,919	222,583

3 Income from: Other sources

	Unrestricted funds	
	Total 2018 £	Total 2017 £
Surplus on disposal of tangible fixed assets	5,705	—
Foreign exchange gains	10,665	14,883
Miscellaneous income	25,920	28,958
Total funds	42,290	43,841

Notes to the accounts Year to 31 December 2018

4 Expenditure on: Support of members of the Congregation and their ministry

	Unrestricted funds	
	Total 2018 £	Total 2017 £
Staff costs (note 8)	879,224	797,507
Premises	476,211	420,929
Sisters' living and personal expenses	431,461	433,546
Sisters' training, education and retreat	3,196	3,957
Other ministry (including Ty Croeso Centre)	16,768	16,159
Governance costs (note 6)	20,163	21,334
Loss on disposal of tangible fixed assets	—	9,408
Other expenses	32,730	46,406
Total funds	1,859,753	1,749,246

5 Expenditure on: Grants, donations and support of missionary works

The charity makes grants and donations, principally in support of the overseas work of The English Province of the Congregation of the Sisters of St Joseph of Annecy Charitable Trust and those causes which further the Roman Catholic faith.

The grants and donations payable during the year were as follows:

	Unrestricted fund £	Restricted funds £	Total 2018 £
Donations to organisations			
. Grants to the Generalate of the Sisters of St Joseph of Annecy to support the Congregation's overseas work	8,443	—	8,443
. Grants to the overseas missions the Sisters of St Joseph of Annecy	5,751	55,847	61,598
. Other donations	2,000	—	2,000
2018 Total funds	16,194	55,847	72,041

No donations were made to individuals during the year to 31 December 2018.

	Unrestricted fund £	Restricted funds £	Total 2017 £
Donations to organisations			
. Grants to the Generalate of the Sisters of St Joseph of Annecy to support the Congregation's overseas work	17,368	—	17,368
. Grants to the overseas missions the Sisters of St Joseph of Annecy	2,907	155,280	158,187
. Catholic Council for Independent Enquiry into Child Sexual Abuse	4,800	—	4,800
Donation to individuals	200	—	200
2017 Total funds	25,275	155,280	180,555

One donation was made to an individual during the year to 31 December 2017.

Notes to the accounts Year to 31 December 2018

6 Governance costs

	Unrestricted funds	
	Total 2018 £	Total 2017 £
Total funds - Professional fees	20,163	21,334

7 Net (expenditure) income for the year before net investment (losses) gains

This is stated after charging (crediting):

	Total 2018 £	Total 2017 £
Staff costs (note 8)	879,224	797,507
Auditor's remuneration		
. Statutory audit services		
.. Current year	18,972	18,000
.. Previous year	600	3,000
. Other services	591	334
Depreciation (note 10)	219,758	203,185
Impairment provision (note 10)	65,000	565,383
Foreign exchange gains	(10,665)	(14,883)

8 Staff costs

	2018 £	2017 £
Staff costs during the year were as follows:		
Wages and salaries	791,131	721,295
Social security costs	48,082	40,638
Other pension costs	28,669	26,617
	867,882	788,550
Payroll outsourcing costs	2,778	2,977
Other staff related costs	8,564	5,980
	879,224	797,507

All staff costs are in respect of employees who support the members of the Congregation and their ministry. The average number of employees was 65 (2017 – 62).

There were no employees who earned over £60,000 per annum or more (including taxable benefits but excluding employer pension contributions) during the year (2017 – none).

As noted in the trustees' report, the trustees consider they comprise the key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day to day basis.

All the trustees are members of the Congregation and whilst their living and personal expenses are borne by the charity they receive no remuneration or reimbursement of expenses in connection with their duties as trustees (2017 – £nil).

Notes to the accounts Year to 31 December 2018

9 Taxation

The English Province of the Congregation of the Sisters of St Joseph of Annecy Charitable Trust is a registered charity and, therefore, is not liable to income tax or corporation tax on income or gains derived from its charitable activities, as they fall within the various exemptions available to registered charities.

10 Tangible fixed assets

	Land and buildings		Computers, furniture and equipment	Motor vehicles	Asset under construction	Total
	Specialised £	Non- specialised £	£	£	£	£
Cost or valuation						
At 1 January 2018	7,283,628	1,769,772	156,657	328,438	—	9,538,495
Additions	—	—	54,045	51,578	213,789	319,412
Disposals	—	—	—	(68,640)	—	(68,640)
At 31 December 2018	<u>7,283,628</u>	<u>1,769,772</u>	<u>210,702</u>	<u>311,376</u>	<u>213,789</u>	9,789,267
At cost	2,283,628	1,233,596	210,702	311,376	213,789	4,253,091
At deemed cost – 1997 valuation	5,000,000	536,176	—	—	—	5,536,176
	<u>7,283,628</u>	<u>1,769,772</u>	<u>210,702</u>	<u>311,376</u>	<u>213,789</u>	9,789,267
Depreciation and impairment						
At 1 January 2018	2,836,690	125,443	109,364	228,079	—	3,299,576
Charge for year	145,673	—	28,222	45,863	—	219,758
Impairment provision	—	65,000	—	—	—	65,000
On disposals	—	—	—	(68,640)	—	(68,640)
At 31 December 2018	<u>2,982,363</u>	<u>190,443</u>	<u>137,586</u>	<u>205,302</u>	<u>—</u>	3,515,694
Net book values						
At 31 December 2018	<u>4,301,265</u>	<u>1,579,329</u>	<u>73,116</u>	<u>106,074</u>	<u>213,789</u>	6,273,573
At 31 December 2017	<u>4,446,938</u>	<u>1,644,329</u>	<u>47,293</u>	<u>100,359</u>	<u>—</u>	6,238,919

As permitted under FRS 102, the charity has opted to adopt a policy of not revaluing its tangible fixed assets. The book value of the land and buildings owned at 1 July 1997 is based on a trustees' valuation made, with professional assistance, as at that date on the basis of replacement value for existing use. As permitted by FRS 102, with effect from 1 July 2014 the value assigned to this property is now deemed its cost. Additions subsequent to 1 July 1997 are stated at cost. Other tangible fixed assets are stated at cost.

At 31 December 2018 the charity had capital commitments in respect to building improvements of £15,000 (2017 – £30,000).

Notes to the accounts Year to 31 December 2018

11 Investments

	2018 £	2017 £
Listed investments at market value		
At 1 January 2018	6,381,602	5,910,772
Additions at cost	1,570,938	1,054,597
Disposals at book value (see below)	(1,556,545)	(939,389)
Unrealised investment (losses) gains	(630,760)	355,622
At 31 December 2018	5,765,235	6,381,602
Cash held by investment managers for reinvestment	59,606	169,246
	5,824,841	6,550,848
Cost of listed investments	5,600,428	5,462,834

Listed investments held at 31 December 2018 comprised the following:

	2018 £	2017 £
UK Equities	2,930,839	3,233,385
Overseas Equities	700,613	897,588
UK Corporate bonds	1,941,649	2,056,769
Liquidity	192,134	193,860
	5,765,235	6,381,602

All listed investments were dealt in on a recognised stock exchange.

Disposals at book value included above are made up of the following:

	2018 £	2017 £
Proceeds	1,589,598	980,229
Gains	(33,053)	(40,840)
Disposals at book value	1,556,545	939,389

At 31 December 2018, listed investments included the following individual holding deemed material when compared with the overall portfolio valuation as at that date:

	Market value of holding £	Percentage of Portfolio %
Focused SICAV High Grade Long Term Bond SHS A (GBP)	325,600	5.65

Notes to the accounts Year to 31 December 2018

12 Debtors

	2018 £	2017 £
Investment income receivable	31,076	15,923
Donation pledged	40,000	—
Prepayments and accrued income	20,604	50,559
Other debtors (see below)	250,000	250,000
	341,680	300,559

Other debtors comprise deferred consideration of £250,000 receivable from St Joseph's Hospital Limited under the sale agreement following the sale of St Joseph's Hospital, Malpas, Wales by the charity in 2014. The deferred consideration is receivable on or before 11 July 2019 and is secured by a second legal charge dated 11 July 2014 over the land and buildings known as St Joseph's Hospital.

This sale agreement constitutes a financial arrangement as defined by FRS 102. Therefore, in order to comply with the Charities SORP FRS 102 and FRS 102 itself, the proceeds receivable from the disposal of the property should be discounted to their present value using an effective discount rate of 0.25%, the rate available to the charity on commercial bank deposits. The notional interest on this transaction for the period from 1 January 2019 to 11 July 2019 amounts to approximately £312 (at 1 January 2018 - £935). No adjustment has been made in these accounts as this amount is not considered to be material.

13 Creditors: amounts falling due within one year

	2018 £	2017 £
Other taxes and social security costs	57,476	56,379
Amounts held on behalf of individual members of the Congregation	31,955	31,955
Other creditors and accruals	138,355	101,924
	227,786	190,258

14 Restricted funds

The funds of the charity include restricted funds comprising the following amounts to be applied for specific purposes:

	At 1 January 2018 £	Income £	Expenditure £	At 31 December 2018 £
Misean Cara fund	13,860	46,186	(44,967)	15,079
Mission fund	51,560	1,295	(6,102)	46,753
Building fund	133,350	—	—	133,350
Congo fund	—	4,778	(4,778)	—
	198,770	52,259	(55,847)	195,182

Notes to the accounts Year to 31 December 2018

14 Restricted funds (continued)

	At 1 January 2017 £	Income £	Expenditure £	At 31 December 2017 £
Misean Cara fund	24,555	132,305	(143,000)	13,860
Mission fund	52,779	250	(1,469)	51,560
Building fund	—	133,350	—	133,350
Congo fund	—	10,811	(10,811)	—
	<u>77,334</u>	<u>276,716</u>	<u>(155,280)</u>	<u>198,770</u>

The **Misean Cara fund** comprises monies received from Misean Cara, Ireland, for the support of specific projects which are being undertaken by the sisters based in India and Africa.

The **mission fund** consists of monies received specifically for the support of the Congregation's works overseas.

The **building fund** comprises money received specifically for the extension of St Joseph's Home in Killorglin, Ireland.

The **Congo fund** comprised money received specifically to provide water to the Yaka Yaka Mission compound.

15 Tangible fixed assets fund

	2018 £	2017 £
At 1 January 2018	6,111,011	7,173,619
Net movement in year	34,654	(1,062,608)
At 31 December 2018	6,145,665	6,111,011

The tangible fixed assets fund represents the net book value of the charity's tangible fixed assets, excluding those representing the Grace Fowler designated fund, and has been established in recognition of the fact that the tangible fixed assets are required for the charity's on-going work.

16 Designated funds

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

	At 1 January 2018 £	Utilised £	At 31 December 2018 £
Grace Fowler fund	240,501	(12,625)	227,876
Retirement reserve	5,750,000	—	5,750,000
	<u>5,990,501</u>	<u>(12,625)</u>	<u>5,977,876</u>

Notes to the accounts Year to 31 December 2018

16 Designated funds (continued)

	At 1 January 2017 £	New designations £	At 31 December 2017 £
Grace Fowler fund	234,071	6,430	240,501
Retirement reserve	5,250,000	500,000	5,750,000
	<u>5,484,071</u>	<u>506,430</u>	<u>5,990,501</u>

The Grace Fowler fund represents the net book value of a freehold property, certain investments and cash at bank, all of which have been set aside to benefit, as directly as possible, the personal needs of the sisters.

The retirement reserve represents monies designated by the trustees to provide for the sisters in their retirement. It is calculated on actuarial principles and is reviewed annually by the trustees in the light of the resources available.

17 Analysis of net assets between funds

	General funds £	Tangible fixed assets fund £	Designated funds £	Restricted funds £	Total 2018 £
Fund balances at 31 December 2018 are represented by:					
Tangible fixed assets	—	6,145,665	127,908	—	6,273,573
Fixed asset investments	(21,602)	—	5,846,443	—	5,824,841
Net current assets	1,122,686	—	3,525	195,182	1,321,393
Total net assets	1,101,084	6,145,665	5,977,876	195,182	13,419,807
	General funds £	Tangible fixed assets fund £	Designated funds £	Restricted funds £	Total 2017 £
Fund balances at 31 December 2017 are represented by:					
Tangible fixed assets	—	6,111,011	127,908	—	6,238,919
Fixed asset investments	688,710	—	5,862,138	—	6,550,848
Net current assets	1,269,531	—	455	198,770	1,468,756
Total net assets	1,958,241	6,111,011	5,990,501	198,770	14,258,523

Notes to the accounts Year to 31 December 2018

17 Analysis of net assets between funds (continued)

The total unrealised gains as at 31 December 2018 constitute movements on revaluation of investments and are as follows:

	2018 £	2017 £
Total unrealised gains at 31 December 2018	164,807	918,768

	2018 £	2017 £
Reconciliation of movements in unrealised gains		
Unrealised gains at 1 January 2018	918,768	601,711
In respect to disposals in year	(123,201)	(38,565)
Net (losses) gains arising on revaluation in the year	(630,760)	355,622
Total unrealised gains at 31 December 2018	164,807	918,768

18 Trustees' expenses and remuneration and transactions with trustees

The charity's trustees are all members of the Congregation and consequently their living and personal expenses, all of which are consistent with the amounts paid in respect to other members of the Congregation, are borne by the charity. No trustee received any remuneration or reimbursement of expenses in connection with their duties as trustees (2017 - none).

As members of the Congregation, none of the trustees have resources of their own as all earnings, pensions and other income have been donated to the charity under a Gift Aid compliant Deed of Covenant. During the year, the total amount donated by the trustees to the charity was £73,343 (2017 - £72,650).

19 Ultimate control

The charity, which is constituted as a trust, was controlled throughout the period by The English Province of the Congregation of the Sisters of St Joseph of Annecy by virtue of the fact that the Superior of the Province appoints the trustees.

20 Post balance sheet events

Since the year end, the charity has disposed of its freehold property at Malpas, Newport. The property had a net book value at 31 December 2018 of £535,000. The sale was completed on 30 April 2019 and sales proceeds (before expenses) amounted to £550,000.

Also, since the year end, the charity has disposed of a parcel of land adjoining Llantarnam Abbey, Llantarnam. The sale was completed on 29 July 2019 and the disposal proceeds (before expenses) amounted to £126,000.