

REGISTERED CHARITY NUMBER: 274461

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2018
FOR**

**THE ENGLISH REGION OF THE SECULAR
INSTITUTE OF ST BONIFACE**

**THE ENGLISH REGION OF THE SECULAR
INSTITUTE OF ST BONIFACE**

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for the Year Ended 31 December 2018**

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**THE ENGLISH REGION OF THE SECULAR
INSTITUTE OF ST BONIFACE**

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 DECEMBER 2018**

TRUSTEES

Miss M Lohre
Miss A von Oy
Mrs P Tobin
Miss K Brueggenolte

PRINCIPAL ADDRESS

Lioba House
44 Exeter Road
London
NW2 4SB

REGISTERED CHARITY NUMBER

274461

INDEPENDENT EXAMINER

Richard Place Dobson Services Limited
Chartered Accountants
1-7 Station Road
Crawley
West Sussex
RH10 1HT

THE ENGLISH REGION OF THE SECULAR INSTITUTE OF ST BONIFACE

REPORT OF THE TRUSTEES for the Year Ended 31 December 2018

The trustees present their report with the financial statements of the charity for the year ended 31 December 2018. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Secular Institute St. Boniface solely pursues charitable and ecclesiastical aims. It promotes charitable, social and religious works in particular and ex-curricular education, professional training, youth and adult education. It collaborates worldwide within the Roman Catholic Mission giving aid to the developing countries.

Significant activities

The Secular Institute maintains one rental property for students. For the whole year all expenditure and all rental income is payable and receivable by The Secular Institute St. Boniface.

Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

In 2018 the English Region of the Secular Institute of St Boniface celebrated its 50th anniversary.

In 1968 women from the Saint Boniface Institute came to England from Germany to take over the running of "House Lioba" in London - a hostel offering au pair placement, advice and support for young students of different nationalities.

Even now, after 50 years of living and working in London, members of the Institute of St Boniface are still trying to help young people to grow more fully in their understanding of the importance of ethical values and their understanding of Christianity. They seek to inspire them to leave their own distinctive mark on the world and to support each other.

As nationalities mingle together in the hostel, the students have the chance to exchange ideas about their different cultural backgrounds and to learn from each other.

In addition, in June 2018 we liaised with the **Jesuit Refugee Service (JRS) UK** to become involved with their refugee hosting scheme for those at risk of street homelessness. The JRS does this by arranging for destitute refugees to be hosted within families or religious communities for a certain length of time. Their work is based on the principle of hospitality carried out with compassion and a spirit of solidarity, and their aim is to give hope, justice and dignity to refugees and forced migrants. We will be hosting a guest from Kongo/Kinshasa, a migrant seeking asylum in the UK. Our community will give her physical and material support e.g. safe accommodation, food and the bus pass. But above all and in accordance with catholic social teaching and the principles of the JRS we will welcome her 'to promote the welfare of others and protect them from harm'.

Despite the growing violence and difficulties in this country and in our world we encourage our young students not to be onlookers, but to help to build a better world based on love and mutual understanding, not on hate.

One member of the Secular Institute of St Boniface, Barbara von Alten, is currently employed as Youth Secretary (Youth Worker) by the German YMCA/ Youth Office (Registered Charity N°. 250118).

Further information about the charitable activities of the Secular Institute of St Boniface can be found in the Annual Report of the Institute: www.Institut-St-Bonifatius.de

FINANCIAL REVIEW

Financial position

The net outgoing resources for the year ended 31 December 2018 total £13 (2017 net incoming resources: £8,673). The Institute held £133,443 (2017: £128,498) in both bank and cash balances as at 31 December 2018 and, in the Trustees opinion, this level is sufficient to enable them to continue to pursue their charitable activities in the future.

**THE ENGLISH REGION OF THE SECULAR
INSTITUTE OF ST BONIFACE**

**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2018**

FINANCIAL REVIEW

Reserves policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to approximately 1 years expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a trust deed dated 20 September 1977 and constitutes and unincorporated charity.

The trustees who served during the year were:

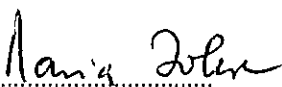
Miss M Lohre
Miss A von Oy
Mrs P Tobin
Miss K Brueggenolte

The power to appoints new trustees lies with the superior, who also has the power to remove a trustee from their position.

RISK MANAGEMENT

The trustees have a duty to identify and review the risk to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Approved by order of the board of trustees on05/10/19..... and signed on its behalf by:

.....

Miss M Lohre - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE ENGLISH REGION OF THE SECULAR
INSTITUTE OF ST BONIFACE**

Independent examiner's report to the trustees of The English Region of the Secular Institute of St Boniface

I report to the charity trustees on my examination of the accounts of the The English Region of the Secular Institute of St Boniface (the Trust) for the year ended 31 December 2018.

Responsibilities and basis of report

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

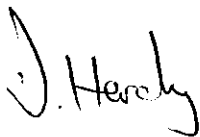
I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



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

Date:10/10/19.....

**THE ENGLISH REGION OF THE SECULAR
INSTITUTE OF ST BONIFACE**

**STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 December 2018**

		Unrestricted fund	Designated funds	31.12.18 Total funds	31.12.17 Total funds
	Not es	£	£	£	£
INCOME FROM					
Donations and legacies		5,133	-	5,133	50
Charitable activities					
Promote charitable, social and religious work		24,766	-	24,766	25,283
Investment income	2	43,130	-	43,130	44,499
Other income		<u>5</u>	<u>-</u>	<u>5</u>	<u>-</u>
Total		73,034	-	73,034	69,832
EXPENDITURE ON					
Charitable activities	3				
Promote charitable, social and religious work		<u>68,272</u>	<u>4,775</u>	<u>73,047</u>	<u>61,159</u>
NET INCOME/(EXPENDITURE)		4,762	(4,775)	(13)	8,673
RECONCILIATION OF FUNDS					
Total funds brought forward		57,963	224,087	282,050	273,377
TOTAL FUNDS CARRIED FORWARD		<u>62,725</u>	<u>219,312</u>	<u>282,037</u>	<u>282,050</u>

The notes form part of these financial statements

**THE ENGLISH REGION OF THE SECULAR
INSTITUTE OF ST BONIFACE**

**BALANCE SHEET
At 31 December 2018**

	Notes	Unrestricted fund £	Designated funds £	31.12.18 Total funds £	31.12.17 Total funds £
FIXED ASSETS					
Tangible assets	8	577	149,312	149,889	154,856
CURRENT ASSETS					
Debtors	9	2,203	-	2,203	2,184
Cash at bank and in hand		<u>63,443</u>	<u>70,000</u>	<u>133,443</u>	<u>128,498</u>
		65,646	70,000	135,646	130,682
CREDITORS					
Amounts falling due within one year	10	<u>(3,498)</u>	-	<u>(3,498)</u>	<u>(3,488)</u>
NET CURRENT ASSETS		<u>62,148</u>	<u>70,000</u>	<u>132,148</u>	<u>127,194</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>62,725</u>	<u>219,312</u>	<u>282,037</u>	<u>282,050</u>
NET ASSETS		<u>62,725</u>	<u>219,312</u>	<u>282,037</u>	<u>282,050</u>
FUNDS	11				
Unrestricted funds:					
General fund				62,725	57,963
Land and Building Fund				149,312	154,087
Welfare Fund				<u>70,000</u>	<u>70,000</u>
				<u>282,037</u>	<u>282,050</u>
TOTAL FUNDS				<u>282,037</u>	<u>282,050</u>

The financial statements were approved by the Board of Trustees on 05/10/19 and were signed on its behalf by:

.....
Miss M Lohre - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective 1 April 2005 which has since been withdrawn.

Financial reporting standard 102 - reduced disclosure exemptions

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

- the requirements of Section 7 Statement of Cash Flows.

Income

Donations and gifts are included in the year in which they are receivable, which is when the charity becomes entitled to the resource.

Income from Investments and other income is included in the SOFA in the year in which it is receivable.

Charitable activity income includes sisters income and is recognised in the period to which it relates which is when the charity becomes entitled to the resource.

Expenditure

Expenditure is recognised in the period in which the charity has incurred the expense and the amount can be measured with reasonable certainty.

Costs are attributable to the Institutes principal activities and have been allocated between donations to fund mission work in developing countries via their motherhouse Institute St. Bonifatius e.V. in Detmold and costs of activities for charitable objectives which relates to all costs of running the institution. One Charitable activity has been identified by the trustees.

Charitable activities

Costs of charitable activities are incurred on the charity's educational operations, including support costs which included costs relating to the governance of the charity apportioned to charitable activities.

Allocation and apportionment of costs

The main activity of the charity is to support society through income provided by the trust property, so all costs related to this are classed as direct charitable costs and all other costs are allocated as support costs.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 December 2018

1. ACCOUNTING POLICIES - continued

Tangible fixed assets

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

Freehold property	- 2.5% Straight line
Fixtures and fittings	- 20% Straight line

All assets costing more than £500 are capitalised.

Taxation

As a charity, the organisation is not subject to corporation tax or any taxes on income and gains arising from its charitable activities.

Fund accounting

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

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

Further explanation of the nature and purpose of each designated fund is included in the notes to the financial statements.

Debtors

Debtors are recognised at the settlement amount due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors

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

Key judgements and accounting estimates

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

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

- Accruals - Management has made estimates and established accruals in respect of potential liabilities as at the balance sheet date.
- Depreciation - Management has made assumptions and estimated depreciation rates in respect of showing a true and fair view of the assets at the balance sheet date.

**THE ENGLISH REGION OF THE SECULAR
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NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 December 2018

1. ACCOUNTING POLICIES - continued

Going Concern

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

Financial instruments

The trust only has financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments comprise bank loans which are subsequently measured at the carrying value plus accrued interest less repayments.

2. INVESTMENT INCOME

	31.12.18	31.12.17
	£	£
Rental income	42,939	44,421
Interest receivable	<u>191</u>	<u>78</u>
	<u>43,130</u>	<u>44,499</u>

3. CHARITABLE ACTIVITIES COSTS

	Direct costs	Support costs (See note 4)	Totals
	£	£	£
Promote charitable, social and religious work	<u>69,017</u>	<u>4,030</u>	<u>73,047</u>

4. SUPPORT COSTS

	Management	Finance	Totals
	£	£	£
Promote charitable, social and religious work	<u>3,976</u>	<u>54</u>	<u>4,030</u>

Support costs, included in the above, are as follows:

Management

	31.12.18	31.12.17
	Promote charitable, social and religious work	Total activities
	£	£
Accountancy and bookkeeping	3,846	4,153
Legal and professional fees	<u>130</u>	<u>-</u>
	<u>3,976</u>	<u>4,153</u>

**THE ENGLISH REGION OF THE SECULAR
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NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 December 2018

4. SUPPORT COSTS - continued

Finance

	31.12.18	31.12.17
	Promote charitable, social and religious work	Total activities
	£	£
Bank charges	<u>54</u>	<u>-</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

Some of the trustees are maintained by the charity and premises, meals and other living expenses are paid by the charity. None of the trustees (or any persons connected with them) received any remuneration during the year or receive any reimbursement of expenses other than those received as an acting member of the institute.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2018 nor for the year ended 31 December 2017.

6. STAFF COSTS

	31.12.18	31.12.17
	£	£
Wages and salaries	<u>3,408</u>	<u>4,652</u>

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

	31.12.18	31.12.17
	1	1
Cleaner	<u>1</u>	<u>1</u>

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

Key Management Personnel

There were no members of key management personnel who received any benefits during the year.

7. 2017 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES AS RESTATED

	Unrestricted fund £	Designated funds £	Total funds £
INCOME FROM			
Donations and legacies	50	-	50
Charitable activities			
Promote charitable, social and religious work	25,283	-	25,283
Investment income	<u>44,499</u>	<u>-</u>	<u>44,499</u>
Total	69,832	-	69,832

**THE ENGLISH REGION OF THE SECULAR
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NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 December 2018

7. 2017 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES AS RESTATED - continued

	Unrestricted fund £	Designated funds £	Total funds £
EXPENDITURE ON			
Charitable activities			
Promote charitable, social and religious work	<u>56,384</u>	<u>4,775</u>	<u>61,159</u>
Total	<u>56,384</u>	<u>4,775</u>	<u>61,159</u>
NET INCOME/(EXPENDITURE)	13,448	(4,775)	8,673
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>44,515</u>	<u>228,862</u>	<u>273,377</u>
TOTAL FUNDS CARRIED FORWARD	<u>57,963</u>	<u>224,087</u>	<u>282,050</u>

8. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Totals £
COST			
At 1 January 2018 and 31 December 2018	<u>191,015</u>	<u>11,230</u>	<u>202,245</u>
DEPRECIATION			
At 1 January 2018	36,928	10,461	47,389
Charge for year	<u>4,775</u>	<u>192</u>	<u>4,967</u>
At 31 December 2018	<u>41,703</u>	<u>10,653</u>	<u>52,356</u>
NET BOOK VALUE			
At 31 December 2018	<u>149,312</u>	<u>577</u>	<u>149,889</u>
At 31 December 2017	<u>154,087</u>	<u>769</u>	<u>154,856</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.18 £	31.12.17 £
Other debtors	<u>2,203</u>	<u>2,184</u>

**THE ENGLISH REGION OF THE SECULAR
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NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 December 2018

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.18	31.12.17
	£	£
Other creditors	<u>3,498</u>	<u>3,488</u>

11. MOVEMENT IN FUNDS

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

	Balance at 1 January 2018 £	Incoming Resources £	Movement in funds Resources expended £	Transfers £	Balance at 31 December 2018 £
Land and Building Fund	154,087	-	(4,775)	-	149,312
Welfare Fund	<u>70,000</u>	-	-	-	<u>70,000</u>
	<u>224,087</u>	-	<u>(4,775)</u>	-	<u>219,312</u>

	Balance at 1 January 2017 £	Incoming Resources £	Movement in funds Resources expended £	Transfers £	Balance at 31 December 2017 £
Land and Building Fund	158,862	-	(4,775)	-	154,087
Welfare Fund	<u>70,000</u>	-	-	-	<u>70,000</u>
	<u>228,862</u>	-	<u>(4,775)</u>	-	<u>224,087</u>

The designated Land and Building fund represents the funds necessarily set aside for the charity's occupation of the land and buildings.

The designated welfare fund was set up with the funds necessarily set aside for the support of the sisters in their retirement.

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2018.