

Canterbury Cathedral Trust Fund

Trustees' Report and Financial Statements

For the year ended 31 March 2019

Company Registration Number: 5588837 (England and Wales)

Charity Registration Number: 1112590

Canterbury Cathedral Trust Fund

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Canterbury Cathedral Trust Fund

Trustees' report for the year ended 31 March 2019

The Trustees submit their annual report and the audited financial statements of Canterbury Cathedral Trust Fund (the charity) for the year ended 31 March 2019. The trustees confirm that the annual report and financial statements of the charity comply with current statutory requirements, the requirements of the charity's governing document, the Companies Act 2006 and the provisions of the 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) "Accounting and Reporting by Charities".

Objectives and Activities

The objectives of the charity are to support the priorities of Canterbury Cathedral, including to support the conservation, maintenance and improvement of the building and its collections; enhance access and interpretation; develop the site as a centre for learning; promote and perpetuate the choral music tradition of the Cathedral; create and sustain opportunities for craftsmen and women; and support such other charitable purposes for which the capitular revenues of the Cathedral are applicable. The main mechanisms for delivering its objectives are to raise funds and to make grants to the Chapter of Canterbury (the Chapter).

Grant giving is informed by the strategic aims of the Chapter of Canterbury and the recommendations of the Cathedral's Project Strategy Group and the Surveyor to the Fabric. Grants are agreed by the Trustees for specific projects based on the charity's available funds. Additionally, a long term designated "Music Fund" is administered by the charity, which was set up from income received in 1983 at the discretion of the Trustees and which was invested to generate further income to support the continuation of the Cathedral's Choir and musical tradition.

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit in determining the activities undertaken by the charity.

Canterbury Cathedral is a place of religious and historic significance – a vibrant working church and community within a site that has witnessed history spanning 1,400 years. Welcoming almost one million visitors each year and involving nearly 1,000 staff and volunteers, the Cathedral plays an important role in the local community and economy supporting employment, trade and tourism. The charity exists to support the activities and priorities set by the Chapter of Canterbury.

Achievements and performance

The charity raises funds for Canterbury Cathedral from individuals and organisations around the world. The Trustees have continued to support this work and extend their sincere thanks to those who have been so generous in the year.

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The Cathedral Organ Project

"This project will not only restore the Cathedral organ but also bring back some of the quality and beauty of the original Henry Willis instrument." – The Very Reverend Dr Robert Willis DL, Dean of Canterbury

Built in 1886 by Henry Willis and sited in the Cathedral's 12th century Quire, Canterbury's Great Organ was last restored in the 1970s. In an attempt to simplify the instrument's complex configuration, its pipes were dramatically reduced in size at this time – impacting gravely on the range and quality of its voice. The siting of the organ console on the Pulpitum Screen (between the Nave and the Quire) has also proved problematic – poor sightlines between the organist, conductor and choristers making essential communication between the musicians near impossible. The organ pipes being solely in the South side of the Quire's Triforium have added to the instrument's inadequacy by creating an ill-balanced sound. Surveys have confirmed the organ's appalling state – its lengthy list of failings including keys falling off the console.

Plans are underway to rebuild the Organ as close to its original specification as possible. Works are being carried out by trusted organ builders, Harrison & Harrison. Working alongside Harrison & Harrison are the Cathedral's expert team of craftspeople - the Cathedral Organ Project has afforded them rare access to the 12th century Quire, one of the oldest parts of the Cathedral and in urgent need of repair – marked as critical in the Cathedral's Quinquennial Inspection Report 2017 and demanding attention within two years.

The Cathedral Organ Project has an immovable deadline – July 2020. The Organ must be restored and repairs to ancient fabric in the Quire must be complete for the Lambeth Conference. Nine hundred bishops from around the globe will be attending this major global event that Canterbury is honoured to be hosting in July 2020.

The Organ currently has 54 stops. Following restoration, its capacity will increase to 89 stops (over 6,000 pipes including the reinstatement of the 32 feet pipes). This will dramatically improve the instrument's musicality and see Canterbury grow from housing one of the smallest Cathedral organs to one of the largest in Europe. The new console will be re-sited to improve sightlines and decrease sound delays to benefit all who enjoy music at Canterbury. The new and restored pipes will be re-ordered across the North and South Triforium to better balance the instrument's sound. The restored Organ will once again be a magnificent instrument – showcasing Canterbury's ancient choral history and also its bold musical ambitions. Following restoration by talented Cathedral craftspeople, the Quire that holds some of the nation's most precious fabric will stand safe and weather-tight for generations. Access hatches will simplify future maintenance.

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The Cathedral Organ Project carries a cost of £4.2m. The charity has approached a number of charitable trusts and individuals for support. Additionally, public-facing opportunities including contactless giving in the Cathedral and Adopt a Stop! (a pipe sponsorship programme) have been employed by the Charity. Thanks to the generosity of charitable trusts and individuals, the charity has secured £3.36m to date – a shortfall of £0.8m.

Canterbury Cathedral Trust has a proven track record of meeting funding targets for major projects. The charity is confident in its ability to complete the funding for the Cathedral Organ Project. However, in the event of the full cost of the project not being raised, a further sum from the charity's designated Music Fund will be released to close any funding gap. The Music Fund is an investment designed to generate income to support the Cathedral's choir and music programme.

The Canterbury Journey

Thanks to the support of the National Lottery Heritage Fund and other generous benefactors, the Canterbury Journey (2016-2021) will secure the Cathedral's iconic fabric, showcase its world-class collections and transform how visitors are welcomed.

In the year under review, excellent progress was made with this ambitious development project, most notably:

- The temporary roof over the Nave was removed to reveal the newly leaded roof. Approximately 56 metric tonnes of lead was recycled from the old roof and re-laid.
- The first new gargoyle in over a hundred years was installed on the Cathedral. It was one of eight carved stone gargoyles that will return to the roof as part of the Canterbury Journey.
- The construction of the Visitor Centre advanced dramatically. All at the Cathedral are excited about welcoming many more visitors when the free-to-enter Centre with viewing gallery and Community Studio opens in late summer 2019.
- Progress with the landscaping aspect of the Journey is transforming the Precincts. Improved accessibility and a better use of space will enormously benefit visitors.
- The presence of the Nave safety deck has made possible stunning exhibitions – Arabella Dorman's *Suspended* highlighted the plight of refugees around the world; Philip Baldwin and Monica Guggisberg's *Under An Equal Sky* reflected on themes of war and remembrance, migration and refugees – the centrepiece being 100 glass amphorae suspended in the shape of a ship in the Nave.
- The first objects to be displayed from the Cathedral's extraordinary collections were determined and include the Black Prince's achievements. A conservation hub was established for digital interpretation work as well as conservation.

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Trustees' report for the year ended 31 March 2019

The Charity is committed to ensuring that the supporters of the Canterbury Journey remain informed about the progress of the project and the positive impact of their generosity - achieved through the sending of regular newsletters and annual reports, bespoke reports and invitations to events.

The General Data Protection Regulation

The General Data Protection Regulation (GDPR) sets out the key principles, rights and obligations for most processing of personal data. The GDPR came into effect on 25 May 2018. Preparing for implementation proved a positive experience to review the charity's processes, identify ways to work more efficiently and ensure the best possible experience for those who support Canterbury Cathedral.

The charity aims to achieve best practice in the way in which it communicates with donors and other supporters. It takes care with the tone of its communications and the accuracy of its data to minimise the pressures on supporters. The charity is registered with the Fundraising Regulator and adheres to the Code of Fundraising Practice. It applies best practice to protect supporters' data and never sells data, never swaps data and ensures that communication preferences can be changed at any time. The charity manages its own fundraising activities. It does not employ the services of third party fundraisers. The charity undertakes to react to and investigate any complaints regarding its fundraising activities to learn from them and to improve its service. During 2018/19, the charity received no complaints about its fundraising activities.

Financial Review

The net income for the year, before net gains/losses on investments, was £1.18m after recognising grants payable to the Chapter of Canterbury of £0.24m. This compares with net expenditure of £5.62m in 2018 after recognising grants payable of £6.68m. After net gains/losses on investments, net income for the year was £1.25m compared with net expenditure of £5.76m in 2018.

Of the total income receivable in the year, 51.6% was receivable for restricted purposes. Legacies of £0.4m were received or notified in the year.

It is the charity's policy to recognise grants when they are approved and communicated to the Cathedral. A substantial grant was approved in the year ended 31 March 2018 and payments against the grant have been made regularly throughout the year. At the year end there remained £3.1m to be paid.

Financial Reserves

Total funds at the year end were £9.4m of which £2.2m was for restricted purposes and £6.9m was designated by the trustees for specific purposes. General funds (free reserves) were £0.3m. The Trustees have a policy of retaining between 6 and 12 months' operating costs as general funds.

Canterbury Cathedral Trust Fund

Trustees' report for the year ended 31 March 2019

At 31 March 2019, the Trustees were content that this policy was being achieved. At 31 March 2019, general funds represented around 11 months' operating costs based on the budget for 2019/20.

Investment Policy and Performance

Investments continue to be held in Charifund which is managed by M&G Securities Limited and in the Alpha CIF Fund managed by Sarasin & Partners LLP. In appointing fund managers the Trustees take account of social, environmental and ethical considerations. Neither fund invests in tobacco, pornography, armaments or gambling. The funds are kept under regular review. Performance is shown below.

Funds are held in cash where they will be transferred to the Cathedral within a short time period. Where funds are likely to be held for a significant period, longer term investments are made.

The investment in Charifund mainly represents the designated music fund which is invested for the long term with the income being transferred to the Chapter of Canterbury to help fund the music and choir of the Cathedral.

The investment managed by Sarasin & Partners LLP in the Alpha Fund represents the Marit and Hans Rausing Choir Bursary Fund which was established to provide bursaries for choristers. The income from the investment is available for bursaries.

The total return for each fund is shown below.

Investment Returns - M&G	One year Return	Three year Return	Five year Return
Total Cumulative Investment Return-Charifund	+6.07%	+25.89%	+34.67%
FTSE - All-Share Total Return (Cumulative)	+6.36%	+31.32%	+34.47%
Source; Morningstar, 31.03.2019			
Investment Returns - Sarasin	One year Return	Three year Return	Five year Return
Total Cumulative Investment Return-Alpha CIF	+6.80%	+27.20%	+38.70%
Benchmark UK CPI +4.5%	+7.10%	+25.10%	+39.70%
Source; Sarasin & Partners LLP 31.03.2019			

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Trustees' report for the year ended 31 March 2019

Risk Management

The Trustees have assessed the major risks to which the charity is exposed, including operational, financial and reputational risk. Trustees review and update the risk register at least once each year, employing a ranking system which considers likelihood of occurrence and subsequent impact. Mitigating steps are then agreed, to be employed by the charity as necessary. The current register, last reviewed November 2018, identified key areas of risk for the charity.

Risk	Mitigation/actions
Attracting unrestricted funds for long term sustainability	Develop new programmes to encourage regular planned giving. Recruitment of Head of Development.
Donor fatigue following 10-year appeal.	Identify new sources of funding through prospect research. Introduce a planned giving programme.
Ability to secure new major donors.	Work with the Cathedral to prioritise areas for fundraising over the next 5 years and seek opportunities to engage with new donors.
External issues impact on ability to fundraise – such as economic uncertainty due to Brexit.	Awareness of issues affecting charity sector and regular discussion with the Trustees.
Project delivery costs exceeding budgets on which fund raising was based and on which grants to the cathedral were agreed.	Project teams working closely with the Trust to allow further fund raising opportunities to be planned. Project teams working to achieve value engineering within projects to minimise risk of costs increasing.

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Trustees' report for the year ended 31 March 2019

Plans for Future Periods

The charity will continue to support the Cathedral's strategic objectives and core values:

1. To maintain and develop the tradition of Christian Worship at Canterbury Cathedral as Mother Church of the world-wide Anglican Communion and the seat of the Archbishop of Canterbury.
2. To maintain and develop the ministry of welcome to all visitors to the Cathedral and more widely in outreach to the local, national and international community.
3. To conserve and develop the fabric of Canterbury Cathedral, its ancillary buildings, monuments and precincts as part of a UNESCO World Heritage site. To minimise our impact on the environment and to adopt environmentally friendly practices wherever possible.
4. To be a centre of excellence for education and learning – in particular developing our much-respected apprenticeship programme for young people.
5. To manage the Cathedral, its assets and activities with financial and operational efficiency to ensure long term financial sustainability and self-sufficiency.

With support from the National Lottery Heritage Fund and other kind benefactors, the Canterbury Journey is meeting these objectives. Ancient, iconic fabric is being conserved by talented craftspeople and their apprentices. The Cathedral's extraordinary collections are being prepared for the inspiration and education of many more people. Staff and volunteers are delighted to be welcoming new audiences into the creative community at Canterbury.

"The Canterbury Journey presents many great opportunities, but there are also risks lying in wait, whether in the delivery of the project or against the wider background of global insecurity, falling visitor numbers and the need to generate enough income so that we can be worthy stewards of this place." – Commodore Martin Atherton OBE, Receiver General, Canterbury Cathedral

Sarah Frankland left the post of CEO in December 2018. Andrew Edwards was appointed in January 2019 to a newly created position of Executive Director, Strategic Development with responsibility for the strategic development of the Cathedral's Commercial and Enterprise businesses (Cathedral Shop, Hotel and International Study Centre), Cathedral Trust, Friends of Canterbury Cathedral (UK and US), Visitor Welcome, Trade and Group Sales, Events, Marketing and Communications. This role will encourage ideas and innovation to meet the challenges of the 21st century and ensure that Canterbury Cathedral is always here for the many communities it serves.

The Executive Director, in consultation with Trustees and The Chapter, is undertaking a review of the charity's activities, particularly with regard to the focus of the charity's work post- delivery of the Canterbury Journey and Organ projects. This review seeks to ensure that future activity is closely aligned to the Cathedral's wider needs.

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Structure, Governance and Management

The charity is governed by its Trustees who meet twice a year, when policy with regard to expenditure and future projects is discussed and decided upon.

New Trustees are recruited to provide a balance of skills and experience on the Trustee board. Their induction to the charity comprises a briefing on the constitution and current projects, tours of the works being done to the building and explanations of the rationale of the charity.

The strategic management of the charity is undertaken by the Executive Director, Strategic Development. The daily administration is carried out by staff and volunteers assisted by staff employed by the Chapter of Canterbury. The accounting function is undertaken partly by the charity and partly by the accounts department of the Chapter of Canterbury under the guidance and support of its Director of Finance and Planning who acts as Assistant Treasurer to this charity.

A sub-committee of the Trustees is set up as a Finance Committee which meets three times a year to discuss and monitor the financial position of the charity and to carry out the function of an Audit Committee.

Key management personnel include the CEO, Executive Director, Strategic Development, and the Trustees of the charity.

Trustees do not receive any remuneration. The remuneration of the CEO, Executive Director, Strategic Development is determined with reference to market rates for similar posts.

Canterbury Cathedral Trust Fund

Trustees' report for the year ended 31 March 2019

Reference and Administrative Details

Those Trustees, committee members and officers who have acted at any time during the course of the financial year and up to the date of this report are listed below:

Directors/ Trustees of Canterbury Cathedral Trust Fund:

The Viscount De L'Isle CVO MBE Lord-Lieutenant	President
Mr James Loudon DL	Co-Chairman / Treasurer
The Very Reverend Dr Robert Willis DL	Dean of Canterbury
Mr Paul Barrett MBE	
Mrs Amanda Cottrell OBE JP DL	
Mr Hugo Fenwick	
Mr Benedict Moorhead DL (until 19 October 2018)	
Mr Richard Oldfield OBE DL	Co-Chairman
The Reverend Canon Nicholas Papadopoulos (until 9 September 2018)	Canon Treasurer
The Rt Hon Sir Hugh Robertson KCMG DL	Chairman of Development

Patrons

Patron: HRH The Duke of Kent KG GCMG GCVO

Patron (United States of America): President George H W Bush (until his death on 30 November 2018)

Secretary

Commodore M J Atherton OBE MA FCMI FCILT RN

Chief Executive Officer

Ms Sarah Frankland (until 21 December 2018)

Executive Director, Strategic Development

Mr Andrew Edwards (appointed 1 January 2019)

The Finance Committee

This committee also meets as the Audit Committee of the charity.

The membership of the committee during the year was:

Mr James Loudon DL	Chairman
The Viscount De L'Isle CVO MBE Lord-Lieutenant	
The Very Reverend Dr Robert Willis DL	Dean of Canterbury
Mr Richard Oldfield OBE DL	
The Reverend Canon Nicholas Papadopoulos (until 9 September 2018)	Canon Treasurer
The Rt Hon Sir Hugh Robertson KCMG DL	

Canterbury Cathedral Trust Fund

Trustees' report for the year ended 31 March 2019

Company registration number:

5588837 (England and Wales)

Charity registration number:

1112590 (England and Wales)

Registered Office:

8 The Precincts
Canterbury
Kent CT1 2EE

Bankers:

Lloyds Bank plc
49 High Street
Canterbury
Kent CT1 2SE

Investment Managers:

M&G Charities Investment Managers Limited
PO Box 9038
Chelmsford CM 99 2XF

Registered Auditor:

Buzzacott LLP
130 Wood Street
London EC2V 6DL

Sarasin & Partners LLP
Juxon House
100 St Pauls Churchyard
London EC4M 8BU

Legal Structure

Canterbury Cathedral Trust Fund is registered in England and Wales as a Charitable Company limited by guarantee. Company registration number 5588837, Charity registration number 1112590. The liability of each member, should the charitable company be dissolved whilst they are a member or within 12 months thereafter, is limited to £10.

Canterbury Cathedral Trust Fund

Trustees' report for the year ended 31 March 2019

Trustees' Responsibilities in Relation to the Financial Statements

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

The law applicable to companies in England and Wales requires the Trustees to prepare financial statements 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 financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the principles and methods of the Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

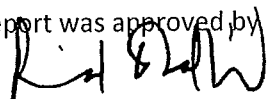
So far as each of the Trustees is aware at the time the report is approved:

- There is no relevant audit information of which the charitable company's auditor is unaware and
- Each Trustee has taken all steps that he ought to have taken to make himself aware of any relevant audit information and to establish that the auditor is aware of this information.

Auditor

The auditor, Buzzacott LLP will be proposed for reappointment in accordance with Section 485 of the Companies Act 2006.

This report was approved by the Trustees on 10 July 2019 and signed on their behalf by:-



Mr Richard Oldfield OBE DL
Co-Chairman

Independent Auditor's Report to the members of Canterbury Cathedral Trust Fund

Opinion

We have audited the financial statements of Canterbury Cathedral Trust Fund (the 'charitable company') for the year ended 31 March 2019 which comprise the statement of financial activities, the balance sheet, the statement of cash flows, the notes to the financial statements including the principal accounting policies and the appendix. 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 financial statements:

- ◆ give a true and fair view of the state of the charitable company's affairs as at 31 March 2019 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 Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with 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 financial statements is not appropriate; or
- ◆ the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Independent Auditor's Report to the members of Canterbury Cathedral Trust Fund (continued)

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Trustees' Report and Financial Statements, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- ◆ the information given in the Trustees' report which is also the directors' report for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- ◆ the Trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report. We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- ◆ adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- ◆ the financial statements are not in agreement with the accounting records and returns; or
- ◆ certain disclosures of Trustees' remuneration specified by law are not made; or
- ◆ we have not received all the information and explanations we require for our audit; or
- ◆ the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' report and from the requirement to prepare a strategic report.

Independent Auditor's Report to the members of Canterbury Cathedral Trust Fund (continued)

Responsibilities of Trustees

As explained more fully in the statement of Trustees' responsibilities in relation to the financial statements, the Trustees, who are also the directors of the charitable company for the purposes of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company'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 charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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

A further description of our responsibilities for the audit of the financial statements 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 Accounts

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Buzzacott LLP

Amanda Francis (Senior Statutory Auditor)
For and on behalf of Buzzacott LLP, Statutory Auditor
130 Wood Street
London
EC2V 6DL

23 August 2019

Canterbury Cathedral Trust Fund

Statement of Financial Activities for the year ended 31 March 2019

	Note	General Fund	Designated Funds	Restricted Funds	Total 2019	Total 2018
		£	£	£	£	£
Income from:						
Donations and legacies	2	560,604	-	944,563	1,505,167	1,023,786
Investments and interest receivable	3	1,455	352,542	28,572	382,569	366,932
Total		<u>562,059</u>	<u>352,542</u>	<u>973,135</u>	<u>1,887,736</u>	<u>1,390,718</u>
Expenditure on:						
Raising funds	4	430,513	-	9,991	440,504	299,815
Charitable activities	5	37,444	205,531	25,872	268,847	6,714,666
Total		<u>467,957</u>	<u>205,531</u>	<u>35,863</u>	<u>709,351</u>	<u>7,014,481</u>
Net income/(expenditure) before revaluations		94,102	147,011	937,272	1,178,385	(5,623,763)
Net gains/(losses) on investments	8	-	47,554	20,007	67,561	(132,067)
Net income/(expenditure)		94,102	194,565	957,279	1,245,946	(5,755,830)
Transfers between funds	11	(45,000)	-	45,000	-	-
Net movement in funds		<u>49,102</u>	<u>194,565</u>	<u>1,002,279</u>	<u>1,245,946</u>	<u>(5,755,830)</u>
Reconciliation of funds:						
Balance brought forward at 1 April		288,050	6,691,846	1,218,992	8,198,888	13,954,718
Balance carried forward at 31 March		<u>337,152</u>	<u>6,886,411</u>	<u>2,221,271</u>	<u>9,444,834</u>	<u>8,198,888</u>

The above results reflect the total gains and losses of Canterbury Cathedral Trust Fund and arise wholly from continuing activities.

Comparative figures for the year ended 31 March 2018 can be found in the appendix.

Canterbury Cathedral Trust Fund

Balance Sheet as at 31 March 2019

	Note	General Fund	Designated Funds	Restricted Funds	Total 2019	Total 2018
		£	£	£	£	£
Fixed assets						
Investments	8	-	6,202,211	667,980	6,870,191	6,802,630
Current assets						
Debtors	9	132,120	-	-	132,120	375,158
Cash at bank		346,919	1,651,737	3,684,295	5,682,951	8,994,909
		479,039	1,651,737	3,684,295	5,815,071	9,370,067
Current liabilities						
Creditors: amounts falling due within one year	10	141,887	967,537	2,131,004	3,240,428	7,973,809
Net current assets		337,152	684,200	1,553,291	2,574,643	1,396,258
Total net assets		337,152	6,886,411	2,221,271	9,444,834	8,198,888
Funds	11	337,152	6,886,411	2,221,271	9,444,834	8,198,888

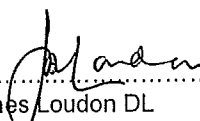
Revaluation reserves of £986,571 are included in the above funds (£818,591 in designated funds and £167,980 in restricted funds).

Designated funds represent funds set aside by the Trustees for specific purposes. The Trustees can amend the designation at any time.

The financial statements were approved and authorised for issue by the Trustees on 10 July 2019 and signed on their behalf by:-



Mr Richard Oldfield OBE DL
Co-Chairman



Mr James Loudon DL
Co-Chairman / Treasurer

Comparative figures for the year ended 31 March 2018 can be found in the appendix

Canterbury Cathedral Trust Fund is a registered company, number 5588837 (England and Wales)

Canterbury Cathedral Trust Fund
Statement of cash flows
For the year ended 31 March 2019

		2019	2018
	Note	£	£
Cash flows from operating activities:			
Net cash used in operating activities	A	<u>(3,694,527)</u>	<u>(2,717,661)</u>
Cash flows from investing activities:			
Investment income and interest received		<u>382,569</u>	<u>366,932</u>
Net cash provided by investing activities		<u>382,569</u>	<u>366,932</u>
Change in cash and cash equivalents in the year		(3,311,958)	(2,350,729)
Cash and cash equivalents at the beginning of the year		8,994,909	11,345,638
Cash and cash equivalents at the end of the year	B	<u><u>5,682,951</u></u>	<u><u>8,994,909</u></u>
Reconciliation of net income/(expenditure)/ to net cash used in operating activities			
		2019	2018
		£	£
A Net income/(expenditure) for the reporting period (as per SOFA)		1,245,946	(5,755,830)
Adjustments for:			
(Gains)/losses on investments		(67,561)	132,067
Investment income and interest receivable		(382,569)	(366,932)
Decrease/(increase) in debtors		243,038	(159,662)
(Decrease)/increase in creditors		(4,733,381)	3,432,696
Net cash used in operating activities		<u><u>(3,694,527)</u></u>	<u><u>(2,717,661)</u></u>
B Analysis of cash and cash equivalents:			
Total cash and cash equivalents: cash at bank		<u><u>5,682,951</u></u>	<u><u>8,994,909</u></u>

Canterbury Cathedral Trust Fund

Notes to the accounts for year ended 31 March 2019

1. Accounting policies

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

Basis of preparation of financial statements

These financial statements have been prepared for the year ended 31 March 2019 with comparative information given in respect to the year to 31 March 2018.

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

The financial statements 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 UK and Republic of Ireland (Charities SORP (FRS 102)) and with the Companies Act 2006.

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

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

Critical accounting estimates and areas of judgement

Preparation of the financial statements requires the Trustees and management to make significant judgements and estimates:

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

- assessing the probability of the receipt of legacy income;
- determining the value of designated funds needed at the year end to meet specific future expenditure; and
- the basis for the allocation of support costs.

Canterbury Cathedral Trust Fund

Notes to the accounts for year ended 31 March 2019

Assessment of going concern

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

The Trustees 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.

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 and investment income and interest receivable.

Legacies are recognised in the statement of financial activities when the trustees are satisfied that:

- the charity is entitled to the legacy,
- the value of the legacy can be reliably estimated,
- the executors have established that there are sufficient surplus assets in the estate to pay the legacy and that receipt of the legacy is therefore probable and
- fulfilment of any conditions attached to the legacy is wholly in the control of the Trustees.

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due. Interest on funds held on deposit is included when it is receivable; this is normally upon notification from the bank of the interest payable or paid.

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 and is stated inclusive of irrecoverable VAT.

Expenditure comprises direct costs and support costs. All expenditure is allocated to the relevant expenditure heading. The classification between activities is as follows:

Expenditure on raising funds comprises fundraising expenditure including support costs and governance costs.

Expenditure on charitable activities includes all costs of grant making.

Canterbury Cathedral Trust Fund

Notes to the accounts for year ended 31 March 2019

Donated facilities

The value of donated services and gifts in kind provided to the charity are recognised as income in the period that they are receivable, where the benefit can be reliably measured. An equivalent amount is recognised as expenditure under the appropriate heading on the Statement of Financial Activities unless the gift is a fixed asset when it would be capitalised and depreciated over its useful economic life.

Grants payable

Grants payable are accounted for when they are paid unless a firm commitment to pay the grant exists at a date prior to the year end. No conditional grants are awarded. Where the charity is awarding grants from funds which it has received subject to restricted terms, these restrictions are maintained within the award.

Support costs and governance costs

Support costs represent indirect expenditure. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management and administration costs.

Governance costs comprise the costs relating to the public accountability of the charity (including audit costs) and costs incurred in respect of its compliance with regulation and good practice.

All support costs and governance costs are included within expenditure on raising funds.

Fixed asset 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.

Realised gains (or losses) on investment assets are calculated as the difference between disposal proceeds and either their opening carrying value, or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value and the carrying value at year end. 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.

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 twelve months from the date of acquisition.

Canterbury Cathedral Trust Fund

Notes to the accounts for year ended 31 March 2019

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.

Fund structure

Restricted funds comprise monies raised for, or their use restricted to, a specified purpose or amounts subject to donor imposed conditions as to use.

Designated funds comprise monies set aside out of unrestricted general funds for specific future purposes or projects.

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

Pensions

The charity participates in a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the scheme in respect of the year.

Taxation

Canterbury Cathedral Trust Fund is a registered charity and, therefore, is not liable to income tax, corporation tax or capital gains tax on income or gains derived from its charitable activities, as they fall within the various exemptions available to registered charities.

Canterbury Cathedral Trust Fund

Notes to the accounts for year ended 31 March 2019

2. Income from donations and legacies

	General Funds £	Designated Funds £	Restricted Funds £	Total 2019 £	Total 2018 £
Trusts and Foundations	90,874	-	417,650	508,524	215,861
Legacies	383,890	-	13,972	397,862	352,477
Individuals	50,019	-	509,717	559,736	421,146
Collections	3,753	-	-	3,753	4,594
Donated Facilities	30,534	-	-	30,534	-
Other	1,534	-	3,224	4,758	29,708
Total	560,604	-	944,563	1,505,167	1,023,786

At the year end pledges received from donors payable in the next 3 years totalled £0.7million (2018 : £1.03million). These will be recognised when the funds are received.

3. Income from investments and interest receivable

	General Fund £	Designated Funds £	Restricted Funds £	Total 2019 £	Total 2018 £
Unit trusts	-	322,402	23,440	345,842	325,667
Bank and other interest	1,455	30,140	5,132	36,727	41,265
Total	1,455	352,542	28,572	382,569	366,932

4. Expenditure on raising funds

	General Fund £	Designated Funds £	Restricted Funds £	Total 2019 £	Total 2018 £
Staff costs (Note 7)	265,125	-	-	265,125	200,055
Event and campaign costs	65,777	-	9,991	75,768	30,729
Governance costs (Note 6)	9,000	-	-	9,000	8,520
Office and administration	43,080	-	-	43,080	34,227
Other fundraising costs	47,531	-	-	47,531	26,284
Total	430,513	-	9,991	440,504	299,815

Support costs of £133,543 are included in the above, (2018: £104,573).

Canterbury Cathedral Trust Fund

Notes to the accounts for year ended 31 March 2019

5. Expenditure on charitable activities

	General Fund £	Designated Funds £	Restricted Funds £	Total 2019 £	Total 2018 £
Grant funding: The Chapter of Canterbury	37,444	205,531	493	243,468	6,684,546
Chorister Bursaries	-	-	25,379	25,379	30,120
Total	<u>37,444</u>	<u>205,531</u>	<u>25,872</u>	<u>268,847</u>	<u>6,714,666</u>

6. Governance costs

	General Fund £	Designated Funds £	Restricted Funds £	Total 2019 £	Total 2018 £
Audit Fees	<u>9,000</u>	<u>-</u>	<u>-</u>	<u>9,000</u>	<u>8,520</u>

7. Staff costs

	General Fund £	Designated Funds £	Restricted Funds £	Total 2019 £	Total 2018 £
Salaries and wages	225,534	-	-	225,534	169,364
Social security costs	22,855	-	-	22,855	18,806
Pension costs	<u>16,736</u>	<u>-</u>	<u>-</u>	<u>16,736</u>	<u>11,885</u>
	<u>265,125</u>	<u>-</u>	<u>-</u>	<u>265,125</u>	<u>200,055</u>

The average number of full-time equivalent employees during the year was 3.8 (2018: 3.9 plus 0.2 engaged on a consultancy basis).

Actual average headcount for the year was 4.0 (2018: 4.0). In addition, one post was employed on a consultancy basis until July 2017.

One employee received emoluments (including taxable benefits but excluding employer pension and national insurance contributions) in the year of between £110,000 and £120,000 (2018: one between £80,000 and £90,000).

Remuneration paid to key management personnel in the year (including taxable benefits, employer pension and national insurance contributions) totalled £133,873 (2018: £91,433).

Canterbury Cathedral Trust Fund

Notes to the accounts for year ended 31 March 2019

8. Investments

	Designated Funds	Restricted Funds	Total 2019
	£ (M&G)	£ (Sarasin)	£
Movements in listed investments			
Market value 1 April 2018	6,154,657	647,973	6,802,630
Net unrealised gains	47,554	20,007	67,561
Market value 31 March 2019	<u>6,202,211</u>	<u>667,980</u>	<u>6,870,191</u>

All listed investments held by M&G Securities Limited comprise units in Charifund common investment fund whilst those held by Sarasin & Partners LLP comprise units in the Sarasin Endowments Fund, a charities authorised investment fund.

9. Debtors

	General Fund £	Designated Funds £	Restricted Funds £	Total 2019 £	Total 2018 £
Miscellaneous debtors	248	-	-	248	93
Prepayments and accrued income	6,872	-	-	6,872	30,065
Legacies receivable	125,000	-	-	125,000	345,000
	<u>132,120</u>	<u>-</u>	<u>-</u>	<u>132,120</u>	<u>375,158</u>

10. Creditors

	General Fund £	Designated Music Fund £	Restricted Funds £	Total 2019 £	Total 2018 £
Expense creditors	8	-	-	8	15,192
Accruals and deferred income	14,976	-	-	14,976	8,520
Amounts owed to the Chapter of Canterbury	123,656	967,537	2,131,004	3,222,197	7,947,802
Other creditors	3,247	-	-	3,247	2,295
	<u>141,887</u>	<u>967,537</u>	<u>2,131,004</u>	<u>3,240,428</u>	<u>7,973,809</u>

Canterbury Cathedral Trust Fund

Notes to the accounts for year ended 31 March 2019

11. Statement of Funds	As at 1 April 2018	Income	Fund raising Expenditure	Charitable Activities	Transfers between funds	Gains	As at 31 March 2019
	£	£	£	£	£	£	£
Unrestricted Funds							
General Funds	288,050	562,059	(430,513)	(37,444)	(45,000)	-	337,152
Designated funds							
Designated Music Fund	5,374,527	322,402	-	(205,531)	-	47,554	5,538,952
Designated Cathedral Organ Fund	-	6,221	-	-	-	-	6,221
Designated Music Campaign Fund	5,011	23	-	-	-	-	5,034
Designated Canterbury Journey Fund	1,312,308	23,896	-	-	-	-	1,336,204
	6,691,846	352,542	-	(205,531)	-	47,554	6,886,411
Restricted Funds							
Fabric and related expenditure							
Apprentices (Stonemasonry) Fund	-	1,573	-	-	-	-	1,573
Apprentices General	11,835	454	-	-	-	-	12,289
Archaeological Graffiti Survey	-	2,005	-	-	-	-	2,005
Stained Glass Studio	31,871	991	-	-	-	-	32,862
Stones	-	2,111	-	-	-	-	2,111
Bufs Chapel to Clean	32,467	147	-	-	-	-	32,614
Fabric Fund	-	2,224	-	-	7,358	-	9,582
North West Transept	104,376	433	-	-	(100,000)	-	4,809
Stone Auction Fabric Fund	209,749	947	-	-	-	-	210,696
Music							
Marit & Hans Rausing Choir Bursary	625,973	-	-	-	-	20,007	645,980
Rausing Choir Bursary Income	7,676	23,480	-	(21,084)	-	-	10,072
Chorister Scholarship fund	11,671	554	-	-	-	-	12,225
Music Fund	19,943	175	-	-	37,642	-	57,760
Music & Choir	-	3,000	-	-	-	-	3,000
John Sunley Memorial Bursary	19,551	79	-	(4,295)	-	-	15,335
Cathedral Organ Fund	119,496	272,646	(9,991)	-	100,000	-	482,151
Adopt a Stop (Organ)	-	170,165	-	-	-	-	170,165
The Canterbury Voice	-	680	-	-	-	-	680
Your Voice Endowment	-	601	-	-	-	-	601
Other							
Miscellaneous	1,168	1,458	-	-	-	-	2,626
Cathedral Models	2,652	12	-	-	-	-	2,664
Paper conservation	20,564	374	-	(493)	-	-	20,445
Canterbury Journey Project							
Project Delivery Phase Fund	-	489,026	-	-	-	-	489,026
	1,218,992	973,135	(9,991)	(25,872)	45,000	20,007	2,221,271
Total of Funds	8,198,888	1,887,736	(440,504)	(268,847)	-	67,561	9,444,834

Unrestricted funds are available for any of the purposes for which the Charity was established.

There are four designated funds: the Designated Music Fund which has been invested for the long term and whose income is used to support the music and choral tradition of the Cathedral; The Canterbury Journey Fund which has been designated to support the delivery of the various elements of The Canterbury Journey Project; the Cathedral Organ Fund which has been set aside for rebuilding the Cathedral Organ; and the Music Campaign Fund which will enable us to create new and bespoke events, working closely with colleagues across the Cathedral, particularly within the music team, the choirs and the lay Clerks.

Restricted funds have been established for specific purposes in line with the restrictions imposed by donors. Most restricted funds are expected to be spent within the next 36 months.

Canterbury Cathedral Trust Fund

Notes to the accounts for year ended 31 March 2019

12. Pension Commitments

The charity participates in a Group Personal Pension Scheme, whereby it agrees to pay, for eligible employees, a defined contribution into the members' individual pension plans. An insurance company independently administers contributions to the scheme. The pension cost for the year was £16,736 (2018: £11,885). Contributions of £3,249 were outstanding at the year end (2018: £2,295).

13. Capital and Financial Commitments

There were no capital or financial commitments at the year end which have not been recognised in the accounts (2018: £Nil).

Trustees are committed to providing the matched funds for the Cathedral's Heritage Lottery Fund (HLF) funded project, The Canterbury Journey, and expect to approve grants of around £1.83 million in the year ending 31 March 2020.

14. Contingent Liabilities

There were no contingent liabilities at the year end (2018 – £Nil).

15. Related party transactions and Trustees' remuneration

No remuneration was paid to the Trustees, nor were any expenses reimbursed to them in the current or prior year. No travel expenses were met for Trustees travelling on business for the charity (2018: £Nil).

Donations received from Trustees during the year were £3,530 (2018: £5,060).

Canterbury Cathedral Trust Fund is wholly for the benefit of Canterbury Cathedral but is not controlled by the Chapter of Canterbury.

Grants payable to the Chapter of Canterbury during the year are as set out in note 5.

The charity occupies premises owned by the Chapter of Canterbury for which a full rent is paid of £11,275 (2018: £11,275). The Chapter of Canterbury met sundry costs of £14,665 (2018: £8,918) which have been recharged to the charity.

Appendix – comparative information

Canterbury Cathedral Trust Fund

Statement of Financial Activities
for the year ended 31 March 2018

	Note	General Fund	Designated Funds	Restricted Funds	Total 2018
		£	£	£	£
Income from:					
Donations and legacies	2	459,216	-	564,570	1,023,786
Investments and interest receivable	3	1,649	314,410	50,873	366,932
Total		<u>460,865</u>	<u>314,410</u>	<u>615,443</u>	<u>1,390,718</u>
Expenditure on:					
Raising funds	4	299,815	-	-	299,815
Charitable activities	5	1	2,399,869	4,314,796	6,714,666
Total		<u>299,816</u>	<u>2,399,869</u>	<u>4,314,796</u>	<u>7,014,481</u>
Net income/(expenditure) before revaluations		161,049	(2,085,459)	(3,699,353)	(5,623,763)
Net losses on investments	8	-	(128,840)	(3,227)	(132,067)
Net income/ (expenditure)		<u>161,049</u>	<u>(2,214,299)</u>	<u>(3,702,580)</u>	<u>(5,755,830)</u>
Transfers between funds		(305,011)	305,011	-	-
Net movement in funds		<u>(143,962)</u>	<u>(1,909,288)</u>	<u>(3,702,580)</u>	<u>(5,755,830)</u>
Reconciliation of funds:					
Balance brought forward at 1 April		432,012	8,601,134	4,921,572	13,954,718
Balance carried forward at 31 March		<u>288,050</u>	<u>6,691,846</u>	<u>1,218,992</u>	<u>8,198,888</u>

The above results reflect the total gains and losses of Canterbury Cathedral Trust Fund and arise wholly from continuing activities.

Appendix – comparative information

Canterbury Cathedral Trust Fund

Balance Sheet as at 31 March 2018

	Note	General Fund	Designated Funds	Restricted Funds	Total 2018
		£	£	£	£
Fixed assets					
Investments	8	-	6,154,657	647,973	6,802,630
Current assets					
Debtors	9	375,158	-	-	375,158
Cash at bank		7,757	2,837,994	6,149,158	8,994,909
		<u>382,915</u>	<u>2,837,994</u>	<u>6,149,158</u>	<u>9,370,067</u>
Current Liabilities					
Creditors: amounts falling due within one year	10	94,865	2,300,805	5,578,139	7,973,809
Net current assets		<u>288,050</u>	<u>537,189</u>	<u>571,019</u>	<u>1,396,258</u>
Total net assets		<u>288,050</u>	<u>6,691,846</u>	<u>1,218,992</u>	<u>8,198,888</u>
Funds	11	<u>288,050</u>	<u>6,691,846</u>	<u>1,218,992</u>	<u>8,198,888</u>

Revaluation reserves of £919,010 are included in the above funds (£771,037 in designated funds and £147,973 in restricted funds).

Designated funds represent funds set aside by the Trustees for specific purposes. The Trustees can amend the designation at any time.

Appendix – comparative information

2. Income from donations and legacies

	General Funds £	Designated Funds £	Restricted Funds £	Total 2018 £
Trusts and Foundations	33,822	-	182,039	215,861
Legacies	352,477	-	-	352,477
Individuals	61,330	-	359,816	421,146
Collections	4,594	-	-	4,594
Other	6,993	-	22,715	29,708
	<u>459,216</u>	<u>-</u>	<u>564,570</u>	<u>1,023,786</u>

At the year end pledges received from donors payable in the next 3 years totalled £1.03 million.
These will be recognised when the funds are received.

3. Income from investments and interest receivable

	General Fund £	Designated Funds £	Restricted Funds £	Total 2018 £
Unit trusts	-	303,260	22,407	325,667
Bank and other interest	1,649	11,150	28,466	41,265
	<u>1,649</u>	<u>314,410</u>	<u>50,873</u>	<u>366,932</u>

4. Expenditure on raising funds

	General Fund £	Designated Funds £	Restricted Funds £	Total 2018 £
Staff costs (Note 7)	200,055	-	-	200,055
Event and campaign costs	30,729	-	-	30,729
Governance costs (Note 6)	8,520	-	-	8,520
Office and administration	34,227	-	-	34,227
Other fundraising costs	26,284	-	-	26,284
	<u>299,815</u>	<u>-</u>	<u>-</u>	<u>299,815</u>

Support costs of £104,573 are included in the above, (2017: £90,080).

5. Expenditure on charitable activities

	General Fund £	Designated Funds £	Restricted Funds £	Total 2018 £
Grant funding: The Chapter of Canterbury	1	2,399,869	4,284,676	6,684,546
Chorister Bursaries	-	-	30,120	30,120
	<u>1</u>	<u>2,399,869</u>	<u>4,314,796</u>	<u>6,714,666</u>

Appendix – comparative information

6. Governance costs	General Fund £	Designated Funds £	Restricted Funds £	Total 2018 £
Audit Fees	<u>8,520</u>	<u>-</u>	<u>-</u>	<u>8,520</u>

7. Staff costs	General Fund £	Designated Funds £	Restricted Funds £	Total 2018 £
Salaries and wages	169,364	-	-	169,364
Social security costs	18,806	-	-	18,806
Pension costs	<u>11,885</u>	<u>-</u>	<u>-</u>	<u>11,885</u>
	<u>200,055</u>	<u>-</u>	<u>-</u>	<u>200,055</u>

The average number of full-time equivalent employees during the year was 3.9. In addition to the direct employees, 0.2 full time equivalent was engaged on a consultancy basis to July 2017.

Actual average headcount for the year was 4.0. In addition, one post was employed on a consultancy basis.

One employee received emoluments (including taxable benefits but excluding employer pension and national insurance contributions) in the year of between £70,000 and £80,000.

Remuneration paid to key management personnel in the year, (including taxable benefits, employer pension and national insurance contributions), totalled £91,433.

8. Investments	Designated Funds £ (M&G)	Restricted Funds £ (Sarasin)	Total 2018 £
Movements in listed investments			
Market value 1 April 2017	6,283,497	651,200	6,934,697
Net unrealised losses	(128,840)	(3,227)	(132,067)
Market value 31 March 2018	<u>6,154,657</u>	<u>647,973</u>	<u>6,802,630</u>

All listed investments held by M&G Securities Limited comprise units in Charifund common investment fund whilst those held by Sarasin & Partners LLP comprise units in the Sarasin Endowments Fund, a charities authorised investment fund.

Appendix – comparative information

9. Debtors

	General Fund £	Designated Funds £	Restricted Funds £	Total 2018 £
Miscellaneous debtors	93	-	-	93
Prepayments and accrued income	30,065	-	-	30,065
Legacies receivable	345,000	-	-	345,000
	<u>375,158</u>	<u>-</u>	<u>-</u>	<u>375,158</u>

10. Creditors

	General Fund £	Designated Music Fund £	Restricted Funds £	Total 2018 £
Expense creditors	5,152	-	10,040	15,192
Accruals and deferred income	8,520	-	-	8,520
Amounts owed to the Chapter of Canterbury	78,898	2,300,805	5,568,099	7,947,802
Other creditors	2,295	-	-	2,295
	<u>94,865</u>	<u>2,300,805</u>	<u>5,578,139</u>	<u>7,973,809</u>

Appendix – comparative information

11. Statement of Funds

	As at 1 April 2017	Income	Fund raising Expenditure	Charitable Activities	Transfers between funds	Losses	As at 31 March 2018
	£	£	£	£	£	£	£
Unrestricted Funds							
General Funds	432,012	460,865	(299,815)	(1)	(305,011)	-	288,050
Designated funds							
Designated Music Fund	6,303,497	303,260	-	(303,260)	(800,130)	(128,840)	5,374,527
Designated Cathedral Organ Fund	615,489	3,487	-	(1,719,106)	1,100,130	-	-
Designated Music Campaign Fund	-	-	-	-	5,011	-	5,011
Designated Canterbury Journey Fund	1,682,148	7,663	-	(377,503)	-	-	1,312,308
	8,601,134	314,410	-	(2,399,869)	305,011	(128,840)	6,691,846
Restricted Funds							
Fabric and related expenditure							
Apprentices (Stonemasonry) Fund	-	31,000	-	(31,000)	-	-	-
Apprentices General	1,222	1,365	-	9,248	-	-	11,835
Stained Glass Studio	29,861	2,010	-	-	-	-	31,871
Stones	14,060	1,188	-	-	(15,248)	-	-
Bell Harry	27,939	-	-	(27,939)	-	-	-
Buffs Chapel to Clean	35,229	154	-	(2,916)	-	-	32,467
Fabric Fund	36,073	1,000	-	-	(37,073)	-	-
Glass Guardians	1,003	-	-	-	(1,003)	-	-
Stone Masons	6,136	-	-	(6,136)	-	-	-
North West Transept	165,935	3,097	-	(64,682)	26	-	104,376
Lead Tiles	11,660	27	-	(11,660)	(27)	-	-
Roof	6	-	-	-	(6)	-	-
Stone Auction Fabric Fund	208,798	951	-	-	-	-	209,749
Music							
Marit & Hans Rausing Choir Bursary	629,200	-	-	-	-	(3,227)	625,973
Rausing Choir Bursary Income	15,314	22,482	-	(30,120)	-	-	7,676
Chorister Scholarship fund	643	11,028	-	-	-	-	11,671
Music Fund	75,688	217	-	(17,728)	(38,234)	-	19,943
John Sunley Memorial Bursary	4,496	15,055	-	-	-	-	19,551
Cathedral Organ Fund	-	42,750	-	(14,819)	91,565	-	119,496
Other							
Schools/Education	2,886	1,000	-	(3,886)	-	-	-
Sackler Fund	1,163	5	-	-	-	-	1,168
Cathedral Models	2,640	12	-	-	-	-	2,652
Cathedral Exhibitions	-	5,000	-	(5,000)	-	-	-
David Austin Fund	1,393	-	-	(1,393)	-	-	-
Paper conservation	1,697	18,847	-	-	20	-	20,564
Archives	20	-	-	-	(20)	-	-
Canterbury Journey Project							
Project Delivery Phase Fund	3,648,510	458,255	-	(4,106,765)	-	-	-
	4,921,572	615,443	-	(4,314,796)	-	(3,227)	1,218,992
Total of Funds	13,954,718	1,390,718	(299,815)	(6,714,666)	-	(132,067)	8,198,888

Unrestricted funds are available for any of the purposes for which the Charity was established.

There are four designated funds: the Designated Music Fund which has been invested for the long term and whose income is used to support the music and choral tradition of the Cathedral; The Canterbury Journey Fund which has been designated to support the delivery of the various elements of The Canterbury Journey Project; the Cathedral Organ Fund which has been set aside for rebuilding the Cathedral Organ; and the Music Campaign Fund which will enable us to create new and bespoke events, working closely with colleagues across the Cathedral, particularly within the music team, the choirs and the lay Clerks.

Restricted Funds have been established for specific purposes in line with the restrictions imposed by donors. Most restricted funds are expected to be spent within the next 36 months. During the year, certain restricted fund balances have been transferred to other restricted funds with consistent purposes in order to rationalise the number of funds.