

SOUTHWARK

◆ CATHEDRAL ◆

Education Centre Trust

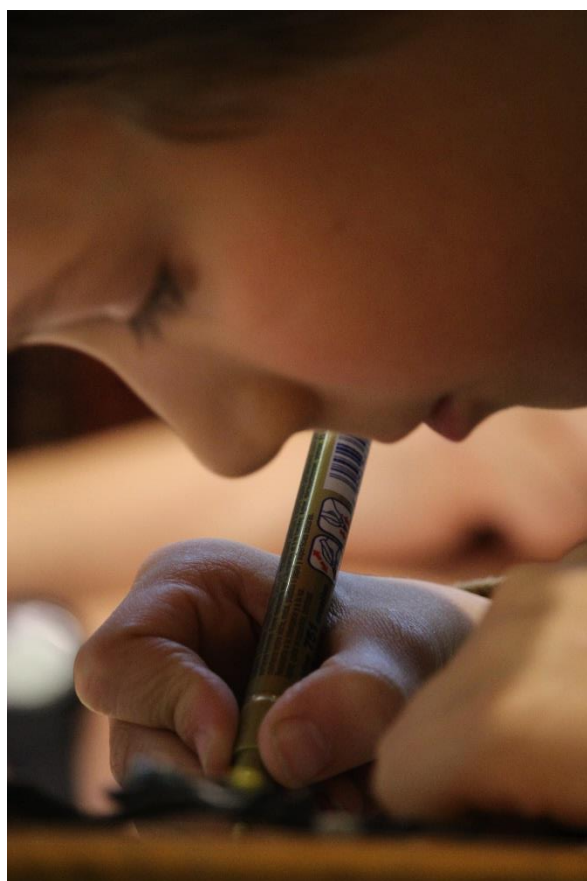
Annual Report 2019



cathedral.southwark.anglican.org/learning-and-education
Registered Charity: 1058369

Montague Chambers, London Bridge, London, SE1 9DA.
Phone: 0207 3676715
Email: edcentre@southwark.anglican.org

Key Facts and Figures



Visitor Numbers

Academic Year	Number of Visitors
2016-17	6,147
2017-18	5,524
2018-19	6,758

Most Popular Activities

Academic Year	Activity	Number of Visitors
2016-17	Victorian Artefacts*	608
	Stained Glass*	551
	Victorian Classroom*	546
	Roman Mosaics*	504
	General Tour	396
2017-18	Victorian Classroom*	774
	Experience Easter	505
	Victorian Artefacts*	504
	Monastic Life and the Reformation	376
	Other (new trails not yet on the booking tool)	359
2018-19	General Tour	1240
	Victorian Classroom*	873
	Victorian Artefacts*	728
	God's World	596
	Other	594

Activities marked with * do not include Cathedral access.

Financial Position

Financial year (April-March)	Surplus / Deficit	Total funds carried forward
2016-17	-£8,500	£154,000
2017-18	-£11,000	£144,000
2018-19	-£11,000	£133,000 (estimate; no accounts received yet)

Review of the Previous Year

The year has been one of consolidation and planning for the future for the Education Centre.

With school budgets still limited, it's been pleasing to see the growth in visitor numbers and we've welcomed a number of new schools as well as many regular visitors to the Cathedral this year.

There have been some significant developments over the past months which have seen the Centre undergo change and which have also given it a more viable future.

The Cathedral's 'Big Shift' will see the Education Centre move to a new space; plans reflect the needs of schools and the nature of our work with them. The Education Centre staff will also move into the Cathedral's main offices where they will work in closer proximity to their Cathedral colleagues, integrating them more closely into the Cathedral community.

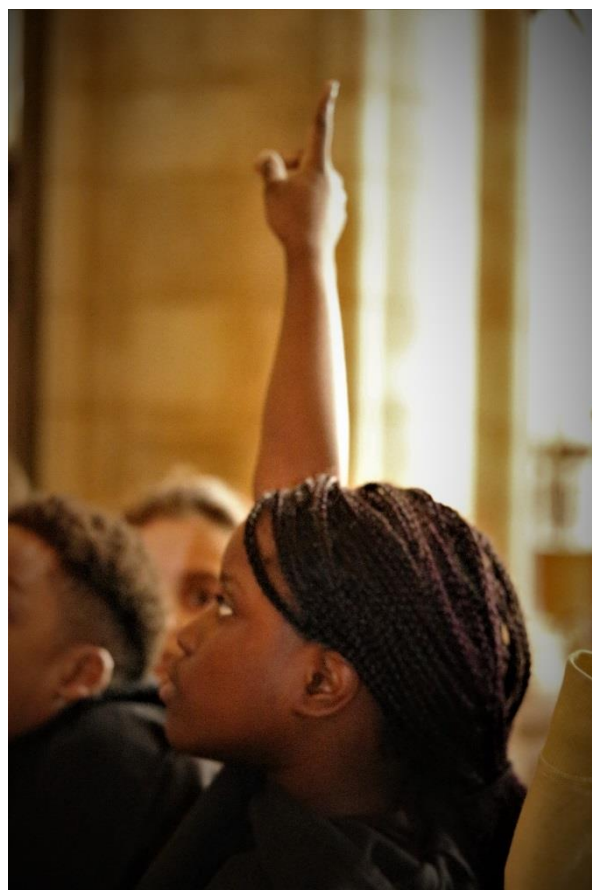
With effect from April 1st, the Education Officer's contracted hours reduced from 35 to 25 per week, worked over three days. We are still able to accommodate school visits on the other days, with the support of the Centre's committed team of volunteers and our Administrator.

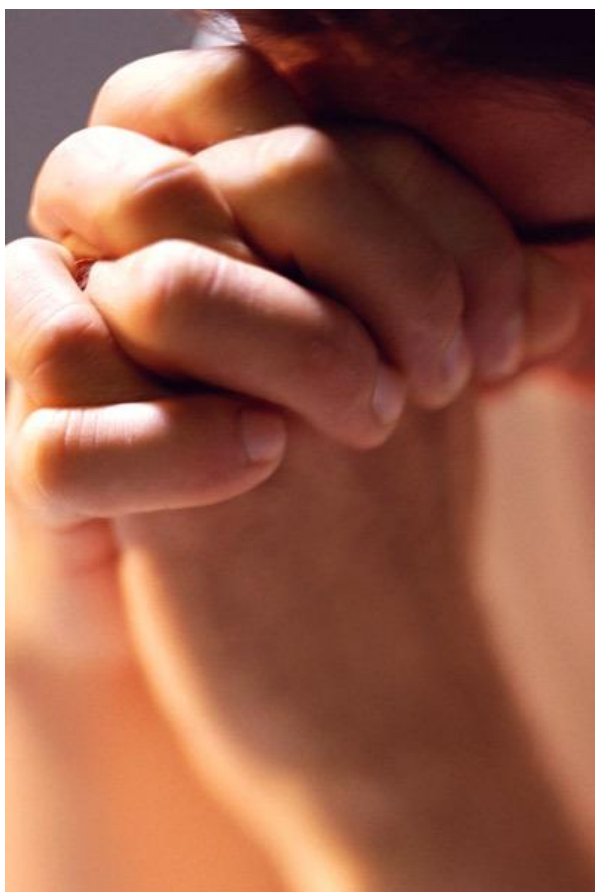
In recognition of the Education Officer's contribution to the Cathedral's ministry with children and young people, the Cathedral Chapter now makes a financial contribution for the use of her time. The Diocese has also made a financial commitment to the Centre to reflect the use of staff time for the operation of the Diocesan Resource Exchange.

Autumn Term

The Autumn term was a busy one, with a higher number of visitors than the previous year.

The most significant events of the term were our Remembrance Service and Journey to the Manger.





Our Remembrance Service, part of the Oasis *Inspire* initiative, but with a distinctly 'Southwark feel', presented significant challenges in the earlier planning stages.

However, with support from Canon Michael Rawson, a creative liturgy was planned and, led by Canon Mandy Ford and Bishop Jonathan Clark, we held a very successful and over-subscribed service at the beginning of November.

Journey to the Manger once again allowed us to welcome more than 200 Year 2 children from Diocesan schools to the Cathedral. Planned and led by our Education Officer and Shaun Burns, the Diocesan Primary RE Adviser, this day of interactive story telling and craft activities complements the Diocesan RE syllabus. In its second year and in response to feedback received in 2017, the event ran smoothly and good feedback was received from schools and volunteers alike.

Spring and Summer Terms

As in the Autumn term, we welcomed a higher number of visitors than in the same terms in the previous year. This year, however, saw a lower take-up of Experience Day places at Easter and Pentecost but, with Easter falling later in 2019 than 2018, the dates for these were in closer proximity to SATs week.

The Spring and Summer terms have been a significant time of change for the Education Centre, with a reduction in the Education Officer's contracted hours and preparation for the Cathedral's Big Shift. However, good visitor numbers have been maintained and high-quality experiences for schools provided.

Looking Ahead

Following the agreement of the Cathedral Chapter and the Diocese to contribute financially in recognition of the services provided to them by the Education Centre staff, as well as the restructuring of the Education Officer's role, the Trustees are confident that the Centre now has a more viable future.

Although the Centre will continue to run at a significant deficit until 2022, our current projections – outlined in our Growth Plan – indicate that this deficit will reduce in the following years.

We have now reached the end of our 2016-19 Strategic Plan. Many of our targets have been achieved, and where they have not, this is due to a change in priorities or circumstances beyond our control.

In the next phase of the Centre's life, reflected in a 2019-21 Plan, priorities for the coming year include consolidation of our work with schools and with children, young people and families in the Cathedral congregation – particularly as the Centre moves to its new accommodation.

The Very Revd Andrew Nunn
Chair of the Board of Trustees

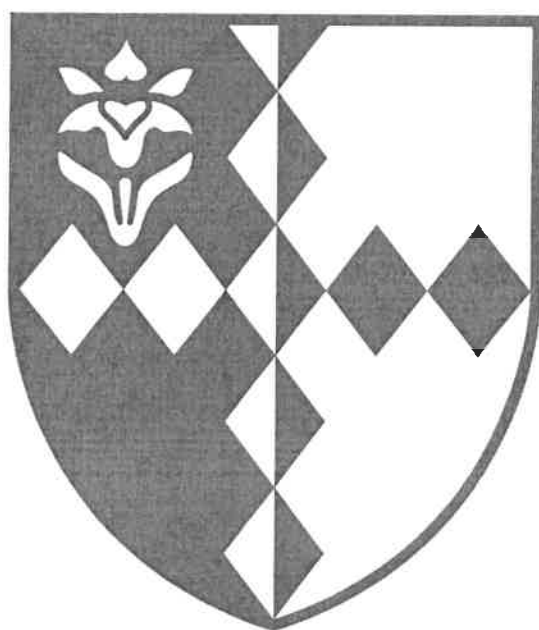


Education Centre Prayer:

Loving God
We pray for the work of the Education Centre.
Give us grace to inspire hearts and minds,
Enrich our words and work by your guidance,
Help us to sow seeds of learning and understanding,
So that those we encounter in this place may be moved by your Spirit
and respond to your love.
Amen

cathedral.southwark.anglican.org/learning-and-education
Registered Charity: 1058369

SOUTHWARK CATHEDRAL EDUCATION TRUST



**Report and Financial Statements
For the Year Ended 31 March 2019**

Charity number 1058369

SOUTHWARK CATHEDRAL EDUCATION TRUST

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SOUTHWARK CATHEDRAL EDUCATION TRUST

REFERENCE AND ADMINISTRATIVE DETAILS



CHARITY REGISTRATION NUMBER:	1058369
TRUSTEES:	<div>The Very Reverend Andrew Nunn Mr Colin Powell Professor Peter Toyne CBE The Reverend Canon Dr Amanda Ford Mrs Linda Hutchinson Mrs Laura Burman Mr Amir Eden Mrs Helen Quintrell</div> <div><i>Appointed September 2018</i></div>
REGISTERED ADDRESS:	<div>Education Centre Southwark Cathedral Montague Close London SE1 9DA</div>
INDEPENDENT EXAMINER:	<div>Tudor John Ltd Chartered Accountants Nightingale House 46/48 East Street Epsom Surrey KT17 1HQ</div>
BANKERS:	<div>National Westminster Bank plc (London Bridge Branch) PO Box No 35, 10 Southwark Street, London SE1 1TT</div> <div>The CBF Church of England Funds 80 Cheapside London EC2V 6DZ</div>
SOLICITORS:	<div>Winckworth Sherwood, 35 Great Peter Street, Westminster, London SW1P 3LR</div>

SOUTHWARK CATHEDRAL EDUCATION TRUST

ANNUAL REPORT OF THE TRUSTEES



The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice. Charity law 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 those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe methods and principles in the Charity SORP;
- make judgments and estimates that are reasonable and prudent; and
- prepare 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with law applicable to charities. 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.

SOUTHWARK CATHEDRAL EDUCATION TRUST

ANNUAL REPORT OF THE TRUSTEES



The Trustees present their annual report and financial statements for the year ended 31st March 2019.

OBJECTIVES AND ACTIVITIES

Southwark Cathedral Education Trust, the "Trust", operates an education centre which aims to provide opportunities for children, families and adults to learn about the Christian faith in ways which stimulate curiosity, awe and wonder in the unique setting of Southwark Cathedral. The centre provides curriculum-linked trails, workshops and themed days for children and young adults with the aim to educate in an exciting, engaging and experiential way. The trustees have had regard to the Charity Commission Guidance on delivering public benefit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Trust is controlled by its constitution and represents an unincorporated charity. Trustees are appointed to have independent control, and legal responsibility for, the charity's management and administration. They are appointed as follows:

- I. One person to be nominated by the Very Reverend the Dean of Southwark
- II. Two persons to be nominated by the Cathedral Chapter
- III. One person to be nominated by the Southwark Diocesan Board of Education
- IV. One person to be nominated by the Southwark Borough Council who may be a member or an officer of that Council

TRUSTEES

The current trustees are shown on page 2 and they all served throughout the period.

MANAGEMENT AND REMUNERATION

The Trustees have appointed a Management Committee to manage the affairs of the Trust on their behalf. The names of those who served on the Management Committee during the year are:

The Reverend Canon Dr Mandy Ford	<i>Chairperson</i>
The Reverend Canon Michael Rawson	<i>Deputy Chairperson</i>
Ms Penny Smith-Orr	
Mrs Linda Hutchinson	
Mr Shaun Burns	
Mrs Karen Hansen	
Mrs Cath Mitchenall	
Mr David Wilcox	<i>Appointed September 2018</i>
Ms Elizabeth James	<i>Appointed September 2018</i>

The Trustees and members of the management committee give their time freely and receive no remuneration or other financial benefits. No Trustee or member of the Management Committee had any beneficial interest in the Trust in 2018 or 2017.

ACHIEVEMENTS AND PERFORMANCE

PRINCIPAL ACTIVITIES

The principal activities of the Trust are to educate children and young adults by using the Cathedral as an educational resource. During the year, the Education Centre worked with 5,015 visitors (2018; 5,801), a high percentage of which came from inner city schools in some of the most disadvantaged boroughs in the country.

Visitor Numbers	31ST MARCH 2019	31ST MARCH 2018
Primary	4,241	4,994
Secondary	714	602
Adults (INSET)	60	205
	5,015	5,801

SOUTHWARK CATHEDRAL EDUCATION TRUST

ANNUAL REPORT OF THE TRUSTEES



MAIN ACHIEVEMENTS

During the year the Education Centre worked with over 5,000 visitors, using the Cathedral as an inspirational resource by providing curriculum-linked trails and workshops. A high percentage of our users come from inner-London schools in some of the most disadvantaged boroughs in the country. We believe our work helps them extend their horizons, offering incentive and resource to their schools and their teachers.

Aside from those accompanying the students, 60 (2018; 205) adults came for In-service Training, highlighting another way in which the centre contributes to resourcing and enabling learning outside the classroom.

Big events such as "Experience Easter", "Journey to the Manger" and our Remembrance Service which are often done in conjunction with the Southwark Diocesan Board of Education, offer children the opportunity to learn through interactive workshops and activities and were oversubscribed.

OPERATIONAL REVIEW

During the year, the Trustees have worked to secure a more financially viable future for the Education Centre, remodelling the Education Officer's role and forming agreements with the Cathedral Chapter and Southwark Diocese to finance some aspects of the Education Centre's work.

Although the changes will not immediately rectify the Centre's financial difficulties, we hope to see the benefits of our restructuring by 2022.

We have seen a small rise in visitor numbers and our most popular activities were some of the larger-scale events, including the remembrance service and Journey to the Manger. The Management Committee have prioritised these larger events as a priority for development.

MOST POPULAR TRAILS

General Tour, Victorian Classroom, God's World, Remembrance Service, Meeting Jesus

MOST POPULAR WORKSHOPS

Victorian Artefacts, Stained Glass, Clay Tile Making, Roman Mosaic Making, Hot Seat

VOLUNTEERS

We are continually grateful to our team of volunteers, without whom the work of the Education Centre would not be possible. Through their gifts of time and the sharing of their teaching skills and experience, the volunteers bring learning to life for children visiting the Cathedral.

FINANCIAL REVIEW

The financial results for the year are set out in the 'Income Statement' on page 8 and show another deficit of £9,924 (2018; deficit of £9,525). Funds raised from grants have increased during the current year as well as income from schools. However, donations have decreased, mainly because Redevco didn't donate this year (2018; £7,500). Total funds at the end of the year amounts to £134,902 (2018: £144,826), these funds are held for future use in the charities activities and to ensure continuity.

It remains true that fundraising is our most serious challenge. A few years ago, we were in a very different climate of educational funding and local authority money which gave us core stability, however, this is no longer available. We are currently struggling to find resources to complete grant applications and, as a result, the centre is currently running at a loss. A formal budget is currently being implemented to provide more clarity on the future cash flows of the trust.

While money is wisely spent and the centre continues to deliver excellent value for money, there are concerns that costs outweigh income.

RISK POLICY

The Trustees have conducted a review of the major risks to which the Education Centre is exposed, as required by SORP 2015, to ensure the effectiveness of its internal operational and financial control systems.

The table below identifies the five major risks, their possible impact on the Centre and the measures taken to minimize such risk.

SOUTHWARK CATHEDRAL EDUCATION TRUST

ANNUAL REPORT OF THE TRUSTEES



Risk	Impact	Measures to Minimise risk
Safeguarding children, staff and volunteers	<ul style="list-style-type: none"> Exposure to physical and emotional danger Reputational damage to the Centre and the Cathedral 	<ul style="list-style-type: none"> Safeguarding and Health & Safety policies High educational standards enacted Formal recruitment procedure Attention paid to children with special needs Maintenance of resources and equipment
Poor performance by paid and voluntary staff	<ul style="list-style-type: none"> Educational quality decreases Reduction in numbers of visits Reputational damage for the Centre and the Cathedral The Centre fails to uphold Cathedral / Christian values & ethos 	<ul style="list-style-type: none"> Formal recruitment procedures Active line management In service training Regular reporting to Management Committee Regular feedback from schools Occasional external inspection
Poor governance	<ul style="list-style-type: none"> Project loses sense of strategic direction Lack of project development Relationship with Cathedral weakened Staff and volunteers unmonitored and unmotivated 	<ul style="list-style-type: none"> Regular Trustee and management committee meetings Robust and clear reports to Trustee and management committees Regular reporting to other stakeholders, e.g. Cathedral Chapter and funders Trustees and members of the Management Committee are experienced individuals with knowledge of education and/or of the Cathedral and its mission
Inadequate fundraising	<ul style="list-style-type: none"> Inability to sustain a full and exciting range of trails and workshops Long term viability of the centre 	<ul style="list-style-type: none"> Regular agenda item for Trustee and Management Committee Information and reporting to funders to actively maintain relationships Financial reserves policy to protect against short term deficits
Financial mismanagement	<ul style="list-style-type: none"> Errors in Financial Statements Financial Fraud Loss of confidence by funders 	<ul style="list-style-type: none"> Regular reporting to Trustees and Management Committee Experienced and qualified Treasurer Dual control over all payments Annual Independent Examination

Approved by the Trustees and signed on their behalf by:

The Very Reverend Andrew Nunn
Trustee

Date: 17/12/2019



INDEPENDENT EXAMINER'S REPORT

I report on the accounts for the year ended 31 March 2019 set out on pages 8 to 12.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

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

Basis of the independent examiner's report

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

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

H Day BSc (Hons) FCA DChA
Tudor John Ltd
Nightingale House
46-48 East Street
Epsom
Surrey
KT17 1HQ

Date:

SOUTHWARK CATHEDRAL EDUCATION TRUST

STATEMENT OF FINANCIAL ACTIVITIES – FOR YEAR ENDED 31ST MARCH 2019



NOTES		31ST MARCH 2019		31ST MARCH 2018	
		Restricted Funds	Unrestricted Funds	Total Funds	Total Funds
		£	£	£	£
INCOMING RESOURCES					
Grants received	[3]	26,176	-	26,176	23,000
Donations	[4]	-	8,013	8,013	15,808
Gift Aid		-	1,748	1,748	1,660
Income from schools		-	30,862	30,862	24,360
Investment income		-	646	646	401
		26,176	41,269	67,445	65,229
RESOURCES EXPENDED					
Salaries and pension	[5]	-	48,428	48,428	47,535
Rent and services		20,000	-	20,000	20,000
Depreciation		-	-	-	-
Other expenses	[6]	4,127	4,894	9,021	7,219
		24,127	53,322	77,449	74,754
NET INCOMING / (OUTGOING) RESOURCES					
		2,049	(12,053)	(10,004)	(9,525)
TOTAL FUNDS BROUGHT FORWARD					
		2,497	142,329	144,826	154,351
TOTAL FUNDS CARRIED FORWARD					
		4,546	130,276	134,822	144,826

SOUTHWARK CATHEDRAL EDUCATION TRUST

BALANCE SHEET – As At 31ST MARCH 2019



	NOTES	31ST MARCH 2019 £	31ST MARCH 2018 £
NON CURRENT ASSETS			
Tangible Fixed Assets	[7]	-	-
CURRENT ASSETS			
Debtors: amounts falling due within one year	[8]	2,895	3,813
Cash at bank and in hand		136,838	143,926
		139,733	147,739
CURRENT LIABILITIES			
Creditors: amounts falling due within one year	[9]	4,911	2,913
		4,911	2,913
NET ASSETS		134,822	144,826
REPRESENTING:			
Unrestricted funds	[10]	130,276	142,329
Restricted funds	[10]	4,546	2,497
TOTAL CHARITY FUNDS		134,822	144,826

The financial statements were approved by the Board of Trustees on 17 December 2019 and were signed on its behalf by:

The Very Reverend Andrew Nunn
Trustee

SOUTHWARK CATHEDRAL EDUCATION TRUST

CASHFLOW STATEMENT – FOR YEAR ENDED 31ST MARCH 2019



	NOTES	31ST MARCH 2019 £	31ST MARCH 2018 £
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash generated from operations	[11]	(7,088)	(11,058)
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES			
		(7,088)	(11,058)
CHANGE IN CASH AND CASH EQUIVALENTS IN THE REPORTING PERIOD			
		(7,088)	(11,058)
Cash and cash equivalents at the beginning of the year			
		143,926	154,984
CASH AND CASH EQUIVALENTS AT THE END OF THE REPORTING PERIOD			
		136,838	143,926



1. GENERAL INFORMATION

The Southwark Cathedral Education Trust is a registered charity which operates the Southwark Cathedral Education Centre. The charity is controlled by its governing document and constitutes an unincorporated charity. The principal activities of the Trust are to educate children and young adults by using the Cathedral as an educational resource.

The registered address of the charity is:

Education Centre
Southwark Cathedral
Montague Close
London
SE1 9DA

These financial statements have been prepared under the historical cost convention, and in accordance with the "Statement of Recommended Practice; Accounting and Reporting by Charities" SORP (FRS 102).

The financial statements have been prepared on the going concern basis and are presented in Sterling, the functional currency of the Trust, rounded to the nearest £1.

2. ACCOUNTING POLICIES

INCOMING RESOURCES

All incoming resources are included on the Statement of Financial Activities when the Trust is legally entitled to the income and the amount can be quantified with reasonable accuracy. Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the Trust. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Designated funds are those unrestricted monies which the trustees have decided to set aside for a specific purpose or for use in a specific period.

RESOURCES EXPENDED

Expenditure is accounted for on an accruals basis and has been classified under headings which aggregate all cost related to that category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

TANGIBLE FIXED ASSETS

Tangible Assets above £500 are capitalised on the balance sheet as fixed assets. Fixed assets are stated in the accounts under the historical costs basis less accumulated depreciation. Depreciation is provided at the following annual rates;

Fixtures and fittings	25%
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FINANCIAL INSTRUMENTS

Financial instruments are classified and accounted for, according to the substance of the contractual arrangement, as either financial assets, financial liabilities or equity instruments.



3. GRANTS RECEIVED

	31ST MARCH 2019	31ST MARCH 2018
	£	£
RESTRICTED FUNDS		
Southwark Cathedral	20,000	20,000
St Olave's & St Saviour	400	
SLCF & SDBF South London Church	5,776	
Resource Exchange		3,000
	26,176	23,000

RESTRICTED FUNDS

During the year the charity received a donation of £20,000 (2018 - £20,000), from Southwark Cathedral, where The Very Reverend Andrew Nunn, a trustee of the charity, is the Dean. The grant from Southwark Cathedral represents the donation of rental space occupied by the Education Centre.

The grant from St Olaves & St Saviours is for art resources whereas the funds received from South London Church is for running the Resource Exchange (which funds the trust's resources and postage).

UNRESTRICTED FUNDS

There were no unrestricted funds as at 31/03/2019 (2018: nil)

4. DONATIONS

	31ST MARCH 2019	31ST MARCH 2018
	£	£
UNRESTRICTED FUNDS		
Circle Of Support	7,710	6,405
Donations	303	9,403
	8,013	15,808

Circle of support donations are from a group of people who value the advantages given by their own education to want to encourage the centre in its work, by making a commitment to help with our funding.

Donations are much lower in 2019; the 2018 donations included a £7,500 donation from Redevco.

SOUTHWARK CATHEDRAL EDUCATION TRUST

NOTES TO THE FINANCIAL STATEMENTS – FOR YEAR ENDED 31ST MARCH 2019



5. EMPLOYEE COSTS

	31ST MARCH 2019	31ST MARCH 2018
	£	£
UNRESTRICTED FUNDS		
Wages and salaries	45,247	44,444
Social security costs	919	880
Defined contribution pension costs	2,262	2,211
Administration costs	-	-
	48,428	47,535

No employee has received total employee benefits of more than £60,000. The average number of administrative employees per month was 2.

TRUSTEES REMUNERATION

No trustees' received any remuneration or other benefits in respect of services rendered to the Trust or the years ended 31 March 2019 and 31 March 2018.

PENSION SCHEME

Southwark Cathedral Education Trust arrangements for the provision of pension benefits consists of a defined contribution scheme which is managed by Southwark Diocesan Board of Education. Contributions into the scheme during the period were £2,262 (2018 - £2,211) and there was no liability at the year-end or prior year-end.

6. OTHER EXPENSES

	31ST MARCH 2019	31ST MARCH 2018
	£	£
RESTRICTED FUNDS		
Education Supplies	3,840	63
Other expenses	287	440
	4,127	503
UNRESTRICTED FUNDS		
Education supplies	1,992	2,896
Insurance	140	140
Workshops & volunteers	449	615
Bank charges	159	172
Other expenses	2,154	2,893
	4,894	6,716

Governance costs of £1,200 are included in other expenses.

SOUTHWARK CATHEDRAL EDUCATION TRUST

NOTES TO THE FINANCIAL STATEMENTS – FOR YEAR ENDED 31ST MARCH 2019



7. TANGIBLE FIXED ASSETS

	FIXTURES AND FITTINGS	TOTAL
	£	£
COST		
As at 1 st April 2018	4,244	4,244
Additions	-	-
As at 31 st March 2019	4,244	4,244
ACCUMULATED DEPRECIATION		
As at 1 st April 2018	4,244	4,244
Charge for the year	-	-
As at 31 st March 2019	4,244	4,244
Net Book Value at 31 st March 2018	-	-
Net Book Value at 31 st March 2019	-	-

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31 ST MARCH 2019	31 ST MARCH 2018
	£	£
Amounts owed from schools	1,147	1,283
Gift Aid recoverable	1,748	2,530
	2,895	3,813

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31 ST MARCH 2019	31 ST MARCH 2018
	£	£
Accrued expenses	1,200	1,200
Deferred income	3,711	1,713
	4,911	2,913

Deferred income comprises school income which has been received in advance.

SOUTHWARK CATHEDRAL EDUCATION TRUST

NOTES TO THE FINANCIAL STATEMENTS – FOR YEAR ENDED 31ST MARCH 2019



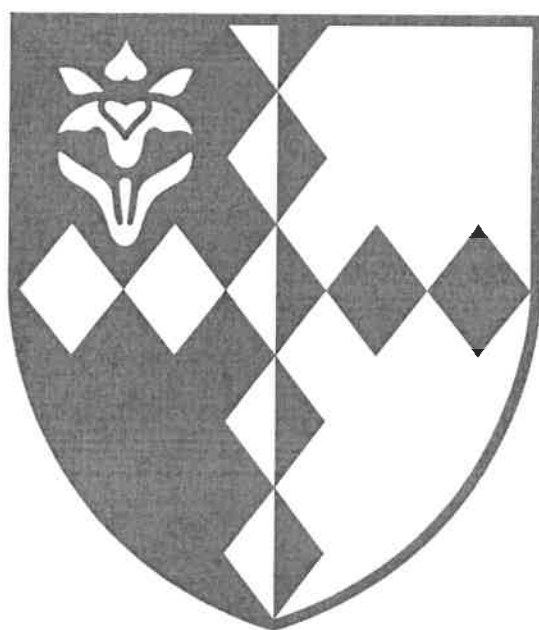
10. ANALYSIS OF CHARITABLE FUNDS

	RESTRICTED FUNDS	UNRESTRICTED FUNDS	TOTAL
	£	£	£
Funds at 1 st April 2017	-	154,351	154,351
Incoming resources	23,000	42,229	65,229
Resources expended	(20,503)	(54,251)	(74,754)
Total funds at 31 st March 2018	2,497	142,329	144,826
Funds at 1 st April 2018	2,497	142,329	144,826
Incoming resources	26,176	41,269	67,445
Resources expended	(24,127)	(53,322)	(77,449)
Total funds at 31 st March 2019	4,546	130,276	134,822

11. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2019	2018
	£	£
Net income/(expenditure) for the reporting period	(10,004)	(9,525)
Adjustments for:		
Decrease / (increase) in debtors	918	(1,961)
Increase/(decrease) in creditors	1,998	428
Net cash provided by/ (used in) operating activities	(7,088)	(11,058)

SOUTHWARK CATHEDRAL EDUCATION TRUST



**Report and Financial Statements
For the Year Ended 31 March 2019**

Charity number 1058369

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REFERENCE AND ADMINISTRATIVE DETAILS



CHARITY REGISTRATION NUMBER:	1058369
TRUSTEES:	<p>The Very Reverend Andrew Nunn Mr Colin Powell Professor Peter Toyne CBE The Reverend Canon Dr Amanda Ford Mrs Linda Hutchinson Mrs Laura Burman Mr Amir Eden Mrs Helen Quintrell</p> <p><i>Appointed September 2018</i></p>
REGISTERED ADDRESS:	<p>Education Centre Southwark Cathedral Montague Close London SE1 9DA</p>
INDEPENDENT EXAMINER:	<p>Tudor John Ltd Chartered Accountants Nightingale House 46/48 East Street Epsom Surrey KT17 1HQ</p>
BANKERS:	<p>National Westminster Bank plc (London Bridge Branch) PO Box No 35, 10 Southwark Street, London SE1 1TT</p> <p>The CBF Church of England Funds 80 Cheapside London EC2V 6DZ</p>
SOLICITORS:	<p>Winckworth Sherwood, 35 Great Peter Street, Westminster, London SW1P 3LR</p>

SOUTHWARK CATHEDRAL EDUCATION TRUST

ANNUAL REPORT OF THE TRUSTEES



The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice. Charity law 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 those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe methods and principles in the Charity SORP;
- make judgments and estimates that are reasonable and prudent; and
- prepare 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with law applicable to charities. 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.

SOUTHWARK CATHEDRAL EDUCATION TRUST

ANNUAL REPORT OF THE TRUSTEES



The Trustees present their annual report and financial statements for the year ended 31st March 2019.

OBJECTIVES AND ACTIVITIES

Southwark Cathedral Education Trust, the "Trust", operates an education centre which aims to provide opportunities for children, families and adults to learn about the Christian faith in ways which stimulate curiosity, awe and wonder in the unique setting of Southwark Cathedral. The centre provides curriculum-linked trails, workshops and themed days for children and young adults with the aim to educate in an exciting, engaging and experiential way. The trustees have had regard to the Charity Commission Guidance on delivering public benefit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Trust is controlled by its constitution and represents an unincorporated charity. Trustees are appointed to have independent control, and legal responsibility for, the charity's management and administration. They are appointed as follows:

- I. One person to be nominated by the Very Reverend the Dean of Southwark
- II. Two persons to be nominated by the Cathedral Chapter
- III. One person to be nominated by the Southwark Diocesan Board of Education
- IV. One person to be nominated by the Southwark Borough Council who may be a member or an officer of that Council

TRUSTEES

The current trustees are shown on page 2 and they all served throughout the period.

MANAGEMENT AND REMUNERATION

The Trustees have appointed a Management Committee to manage the affairs of the Trust on their behalf. The names of those who served on the Management Committee during the year are:

The Reverend Canon Dr Mandy Ford	<i>Chairperson</i>
The Reverend Canon Michael Rawson	<i>Deputy Chairperson</i>
Ms Penny Smith-Orr	
Mrs Linda Hutchinson	
Mr Shaun Burns	
Mrs Karen Hansen	
Mrs Cath Mitchenall	
Mr David Wilcox	<i>Appointed September 2018</i>
Ms Elizabeth James	<i>Appointed September 2018</i>

The Trustees and members of the management committee give their time freely and receive no remuneration or other financial benefits. No Trustee or member of the Management Committee had any beneficial interest in the Trust in 2018 or 2017.

ACHIEVEMENTS AND PERFORMANCE

PRINCIPAL ACTIVITIES

The principal activities of the Trust are to educate children and young adults by using the Cathedral as an educational resource. During the year, the Education Centre worked with 5,015 visitors (2018; 5,801), a high percentage of which came from inner city schools in some of the most disadvantaged boroughs in the country.

Visitor Numbers	31ST MARCH 2019	31ST MARCH 2018
Primary	4,241	4,994
Secondary	714	602
Adults (INSET)	60	205
	5,015	5,801



ANNUAL REPORT OF THE TRUSTEES

MAIN ACHIEVEMENTS

During the year the Education Centre worked with over 5,000 visitors, using the Cathedral as an inspirational resource by providing curriculum-linked trails and workshops. A high percentage of our users come from inner-London schools in some of the most disadvantaged boroughs in the country. We believe our work helps them extend their horizons, offering incentive and resource to their schools and their teachers.

Aside from those accompanying the students, 60 (2018; 205) adults came for In-service Training, highlighting another way in which the centre contributes to resourcing and enabling learning outside the classroom.

Big events such as "Experience Easter", "Journey to the Manger" and our Remembrance Service which are often done in conjunction with the Southwark Diocesan Board of Education, offer children the opportunity to learn through interactive workshops and activities and were oversubscribed.

OPERATIONAL REVIEW

During the year, the Trustees have worked to secure a more financially viable future for the Education Centre, remodelling the Education Officer's role and forming agreements with the Cathedral Chapter and Southwark Diocese to finance some aspects of the Education Centre's work.

Although the changes will not immediately rectify the Centre's financial difficulties, we hope to see the benefits of our restructuring by 2022.

We have seen a small rise in visitor numbers and our most popular activities were some of the larger-scale events, including the remembrance service and Journey to the Manger. The Management Committee have prioritised these larger events as a priority for development.

MOST POPULAR TRAILS

General Tour, Victorian Classroom, God's World, Remembrance Service, Meeting Jesus

MOST POPULAR WORKSHOPS

Victorian Artefacts, Stained Glass, Clay Tile Making, Roman Mosaic Making, Hot Seat

VOLUNTEERS

We are continually grateful to our team of volunteers, without whom the work of the Education Centre would not be possible. Through their gifts of time and the sharing of their teaching skills and experience, the volunteers bring learning to life for children visiting the Cathedral.

FINANCIAL REVIEW

The financial results for the year are set out in the 'Income Statement' on page 8 and show another deficit of £9,924 (2018; deficit of £9,525). Funds raised from grants have increased during the current year as well as income from schools. However, donations have decreased, mainly because Redevco didn't donate this year (2018; £7,500). Total funds at the end of the year amounts to £134,902 (2018: £144,826), these funds are held for future use in the charities activities and to ensure continuity.

It remains true that fundraising is our most serious challenge. A few years ago, we were in a very different climate of educational funding and local authority money which gave us core stability, however, this is no longer available. We are currently struggling to find resources to complete grant applications and, as a result, the centre is currently running at a loss. A formal budget is currently being implemented to provide more clarity on the future cash flows of the trust.

While money is wisely spent and the centre continues to deliver excellent value for money, there are concerns that costs outweigh income.

RISK POLICY

The Trustees have conducted a review of the major risks to which the Education Centre is exposed, as required by SORP 2015, to ensure the effectiveness of its internal operational and financial control systems.

The table below identifies the five major risks, their possible impact on the Centre and the measures taken to minimize such risk.

SOUTHWARK CATHEDRAL EDUCATION TRUST

ANNUAL REPORT OF THE TRUSTEES



Risk	Impact	Measures to Minimise risk
Safeguarding children, staff and volunteers	<ul style="list-style-type: none"> Exposure to physical and emotional danger Reputational damage to the Centre and the Cathedral 	<ul style="list-style-type: none"> Safeguarding and Health & Safety policies High educational standards enacted Formal recruitment procedure Attention paid to children with special needs Maintenance of resources and equipment
Poor performance by paid and voluntary staff	<ul style="list-style-type: none"> Educational quality decreases Reduction in numbers of visits Reputational damage for the Centre and the Cathedral The Centre fails to uphold Cathedral / Christian values & ethos 	<ul style="list-style-type: none"> Formal recruitment procedures Active line management In service training Regular reporting to Management Committee Regular feedback from schools Occasional external inspection
Poor governance	<ul style="list-style-type: none"> Project loses sense of strategic direction Lack of project development Relationship with Cathedral weakened Staff and volunteers unmonitored and unmotivated 	<ul style="list-style-type: none"> Regular Trustee and management committee meetings Robust and clear reports to Trustee and management committees Regular reporting to other stakeholders, e.g. Cathedral Chapter and funders Trustees and members of the Management Committee are experienced individuals with knowledge of education and/or of the Cathedral and its mission
Inadequate fundraising	<ul style="list-style-type: none"> Inability to sustain a full and exciting range of trails and workshops Long term viability of the centre 	<ul style="list-style-type: none"> Regular agenda item for Trustee and Management Committee Information and reporting to funders to actively maintain relationships Financial reserves policy to protect against short term deficits
Financial mismanagement	<ul style="list-style-type: none"> Errors in Financial Statements Financial Fraud Loss of confidence by funders 	<ul style="list-style-type: none"> Regular reporting to Trustees and Management Committee Experienced and qualified Treasurer Dual control over all payments Annual Independent Examination

Approved by the Trustees and signed on their behalf by:

The Very Reverend Andrew Nunn
Trustee

Date: 17/12/2019



INDEPENDENT EXAMINER'S REPORT

I report on the accounts for the year ended 31 March 2019 set out on pages 8 to 12.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

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

Basis of the independent examiner's report

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

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

H Day BSc (Hons) FCA DChA
Tudor John Ltd
Nightingale House
46-48 East Street
Epsom
Surrey
KT17 1HQ

Date:

SOUTHWARK CATHEDRAL EDUCATION TRUST

STATEMENT OF FINANCIAL ACTIVITIES – FOR YEAR ENDED 31ST MARCH 2019



NOTES		31ST MARCH 2019		31ST MARCH 2018	
		Restricted Funds	Unrestricted Funds	Total Funds	Total Funds
		£	£	£	£
INCOMING RESOURCES					
Grants received	[3]	26,176	-	26,176	23,000
Donations	[4]	-	8,013	8,013	15,808
Gift Aid		-	1,748	1,748	1,660
Income from schools		-	30,862	30,862	24,360
Investment income		-	646	646	401
		26,176	41,269	67,445	65,229
RESOURCES EXPENDED					
Salaries and pension	[5]	-	48,428	48,428	47,535
Rent and services		20,000	-	20,000	20,000
Depreciation		-	-	-	-
Other expenses	[6]	4,127	4,894	9,021	7,219
		24,127	53,322	77,449	74,754
NET INCOMING / (OUTGOING) RESOURCES					
		2,049	(12,053)	(10,004)	(9,525)
TOTAL FUNDS BROUGHT FORWARD					
		2,497	142,329	144,826	154,351
TOTAL FUNDS CARRIED FORWARD					
		4,546	130,276	134,822	144,826

SOUTHWARK CATHEDRAL EDUCATION TRUST



BALANCE SHEET – As At 31ST MARCH 2019

	NOTES	31ST MARCH 2019 £	31ST MARCH 2018 £
NON CURRENT ASSETS			
Tangible Fixed Assets	[7]	-	-
CURRENT ASSETS			
Debtors: amounts falling due within one year	[8]	2,895	3,813
Cash at bank and in hand		136,838	143,926
		139,733	147,739
CURRENT LIABILITIES			
Creditors: amounts falling due within one year	[9]	4,911	2,913
		4,911	2,913
NET ASSETS		134,822	144,826
REPRESENTING:			
Unrestricted funds	[10]	130,276	142,329
Restricted funds	[10]	4,546	2,497
TOTAL CHARITY FUNDS		134,822	144,826

The financial statements were approved by the Board of Trustees on 17 December 2019 and were signed on its behalf by:

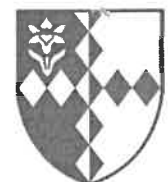
The Very Reverend Andrew Nunn
Trustee

SOUTHWARK CATHEDRAL EDUCATION TRUST

CASHFLOW STATEMENT – FOR YEAR ENDED 31ST MARCH 2019



	NOTES	31ST MARCH 2019 £	31ST MARCH 2018 £
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash generated from operations	[11]	(7,088)	(11,058)
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES			
		(7,088)	(11,058)
CHANGE IN CASH AND CASH EQUIVALENTS IN THE REPORTING PERIOD			
		(7,088)	(11,058)
Cash and cash equivalents at the beginning of the year		143,926	154,984
CASH AND CASH EQUIVALENTS AT THE END OF THE REPORTING PERIOD		136,838	143,926



1. GENERAL INFORMATION

The Southwark Cathedral Education Trust is a registered charity which operates the Southwark Cathedral Education Centre. The charity is controlled by its governing document and constitutes an unincorporated charity. The principal activities of the Trust are to educate children and young adults by using the Cathedral as an educational resource.

The registered address of the charity is:

Education Centre
Southwark Cathedral
Montague Close
London
SE1 9DA

These financial statements have been prepared under the historical cost convention, and in accordance with the "Statement of Recommended Practice; Accounting and Reporting by Charities" SORP (FRS 102).

The financial statements have been prepared on the going concern basis and are presented in Sterling, the functional currency of the Trust, rounded to the nearest £1.

2. ACCOUNTING POLICIES

INCOMING RESOURCES

All incoming resources are included on the Statement of Financial Activities when the Trust is legally entitled to the income and the amount can be quantified with reasonable accuracy. Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the Trust. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Designated funds are those unrestricted monies which the trustees have decided to set aside for a specific purpose or for use in a specific period.

RESOURCES EXPENDED

Expenditure is accounted for on an accruals basis and has been classified under headings which aggregate all cost related to that category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

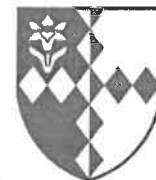
TANGIBLE FIXED ASSETS

Tangible Assets above £500 are capitalised on the balance sheet as fixed assets. Fixed assets are stated in the accounts under the historical costs basis less accumulated depreciation. Depreciation is provided at the following annual rates;

Fixtures and fittings	25%
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FINANCIAL INSTRUMENTS

Financial instruments are classified and accounted for, according to the substance of the contractual arrangement, as either financial assets, financial liabilities or equity instruments.



3. GRANTS RECEIVED

	31ST MARCH 2019	31ST MARCH 2018
	£	£
RESTRICTED FUNDS		
Southwark Cathedral	20,000	20,000
St Olave's & St Saviour	400	
SLCF & SDBF South London Church	5,776	
Resource Exchange		3,000
	26,176	23,000

RESTRICTED FUNDS

During the year the charity received a donation of £20,000 (2018 - £20,000), from Southwark Cathedral, where The Very Reverend Andrew Nunn, a trustee of the charity, is the Dean. The grant from Southwark Cathedral represents the donation of rental space occupied by the Education Centre.

The grant from St Olaves & St Saviours is for art resources whereas the funds received from South London Church is for running the Resource Exchange (which funds the trust's resources and postage).

UNRESTRICTED FUNDS

There were no unrestricted funds as at 31/03/2019 (2018: nil)

4. DONATIONS

	31ST MARCH 2019	31ST MARCH 2018
	£	£
UNRESTRICTED FUNDS		
Circle Of Support	7,710	6,405
Donations	303	9,403
	8,013	15,808

Circle of support donations are from a group of people who value the advantages given by their own education to want to encourage the centre in its work, by making a commitment to help with our funding.

Donations are much lower in 2019; the 2018 donations included a £7,500 donation from Redevco.

SOUTHWARK CATHEDRAL EDUCATION TRUST

NOTES TO THE FINANCIAL STATEMENTS – FOR YEAR ENDED 31ST MARCH 2019



5. EMPLOYEE COSTS

	31ST MARCH 2019	31ST MARCH 2018
	£	£
UNRESTRICTED FUNDS		
Wages and salaries	45,247	44,444
Social security costs	919	880
Defined contribution pension costs	2,262	2,211
Administration costs	-	-
	48,428	47,535

No employee has received total employee benefits of more than £60,000. The average number of administrative employees per month was 2.

TRUSTEES REMUNERATION

No trustees' received any remuneration or other benefits in respect of services rendered to the Trust or the years ended 31 March 2019 and 31 March 2018.

PENSION SCHEME

Southwark Cathedral Education Trust arrangements for the provision of pension benefits consists of a defined contribution scheme which is managed by Southwark Diocesan Board of Education. Contributions into the scheme during the period were £2,262 (2018 - £2,211) and there was no liability at the year-end or prior year-end.

6. OTHER EXPENSES

	31ST MARCH 2019	31ST MARCH 2018
	£	£
RESTRICTED FUNDS		
Education Supplies	3,840	63
Other expenses	287	440
	4,127	503
UNRESTRICTED FUNDS		
Education supplies	1,992	2,896
Insurance	140	140
Workshops & volunteers	449	615
Bank charges	159	172
Other expenses	2,154	2,893
	4,894	6,716

Governance costs of £1,200 are included in other expenses.

SOUTHWARK CATHEDRAL EDUCATION TRUST

NOTES TO THE FINANCIAL STATEMENTS – FOR YEAR ENDED 31ST MARCH 2019



7. TANGIBLE FIXED ASSETS

	FIXTURES AND FITTINGS	TOTAL
	£	£
COST		
As at 1 st April 2018	4,244	4,244
Additions	-	-
As at 31 st March 2019	4,244	4,244
ACCUMULATED DEPRECIATION		
As at 1 st April 2018	4,244	4,244
Charge for the year	-	-
As at 31 st March 2019	4,244	4,244
Net Book Value at 31 st March 2018	-	-
Net Book Value at 31 st March 2019	-	-

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31 ST MARCH 2019	31 ST MARCH 2018
	£	£
Amounts owed from schools	1,147	1,283
Gift Aid recoverable	1,748	2,530
	2,895	3,813

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31 ST MARCH 2019	31 ST MARCH 2018
	£	£
Accrued expenses	1,200	1,200
Deferred income	3,711	1,713
	4,911	2,913

Deferred income comprises school income which has been received in advance.

SOUTHWARK CATHEDRAL EDUCATION TRUST

NOTES TO THE FINANCIAL STATEMENTS – FOR YEAR ENDED 31ST MARCH 2019



10. ANALYSIS OF CHARITABLE FUNDS

	RESTRICTED FUNDS	UNRESTRICTED FUNDS	TOTAL
	£	£	£
Funds at 1 st April 2017	-	154,351	154,351
Incoming resources	23,000	42,229	65,229
Resources expended	(20,503)	(54,251)	(74,754)
Total funds at 31 st March 2018	2,497	142,329	144,826
Funds at 1 st April 2018	2,497	142,329	144,826
Incoming resources	26,176	41,269	67,445
Resources expended	(24,127)	(53,322)	(77,449)
Total funds at 31 st March 2019	4,546	130,276	134,822

11. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2019	2018
	£	£
Net income/(expenditure) for the reporting period	(10,004)	(9,525)
Adjustments for:		
Decrease / (increase) in debtors	918	(1,961)
Increase/(decrease) in creditors	1,998	428
Net cash provided by/ (used in) operating activities	(7,088)	(11,058)