

Registered number: 04505111
Charity number: 1101431

CARITAS SOCIAL ACTION
(A company limited by guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

CARITAS SOCIAL ACTION
(A company limited by guarantee)

CONTENTS

	Page
Reference and administrative details of the Charity, its Trustees and advisers	1
Trustees' report	2 - 5
Independent examiner's report	6 - 7
Statement of financial activities	8
Balance sheet	9
Notes to the financial statements	10 - 22

CARITAS SOCIAL ACTION
(A company limited by guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 DECEMBER 2023

Trustees	Rt. Rev. Terence Drainey, Former Chair (Resigned 7 December 2023) Sr. Lynda Dearlove, Vice Chair (Resigned 28 June 2023) Rt. Rev. Thomas Williams (Resigned 31 October 2023) Ben Ryan (Resigned 31 October 2023) Maria Blazquez Richard Harries Elizabeth Palmer (Resigned 31 October 2023) Nicola Thomas Rt Rev Stephen Wright (Appointed 19 June 2023, Resigned 9 September 2023) Daphne Amevenu (Appointed 19 June 2023) Julia Corcoran (Appointed 19 June 2023) Jonathan Heard (Appointed 19 June 2023) Dr. Johan Bergstrom-Allen (Appointed 19 June 2023) Gareth Rowe, Treasurer (Appointed 12 January 2023, Resigned 15 May 2023) Sir John Battle (Appointed 7 December 2023) Rt. Rev. Paul Hendricks (Appointed 7 December 2023) Lisa Lilley (Appointed 7 December 2023) Most Rev. Malcolm McMahon, Chair (Appointed 7 December 2023)
Company registered number	04505111
Charity registered number	1101431
Registered office	Romero House 55 Westminster Bridge Rd London SE1 7JB
Company Secretary	Raymond Friel
Chief executive officer	Raymond Friel
Accountants	Crowe U.K. LLP Chartered Accountants Black Country House Rounds Green Road Oldbury, West Midlands B69 2DG
Bankers	HSBC 166 Vauxhall Bridge Rd. London SW1V 2RB

CARITAS SOCIAL ACTION
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2023

The Trustees present their annual report together with the financial statements of the Charity for the 1 January 2023 to 31 December 2023.

The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

The registered name of the charity and company is Caritas - Social Action, but the organisation uses the working name of Caritas Social Action Network, which may be abbreviated to CSAN.

Structure, Governance and Management

Caritas - Social Action is a registered charity (number 1101431), and was incorporated on 7th August 2002, commencing its operations on 1 January 2003. It was constituted under a Trust deed.

The Board of Trustees is responsible for the overall strategy and sets the annual strategic objectives. Day to day management of the charity is the responsibility of the Chief Executive who reports to the Board of Trustees. In addition to the CEO, the charity is staffed by a team of four officers.

The number of Trustees shall never be less than nine or more than fourteen members. The Trustees have the power to co-opt any person as a Trustee to fill a casual vacancy. Any person so co-opted shall retain office only until the next Annual General Meeting but shall then be eligible for re-election. The strategic direction of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

The number of Trustees and the skills set of the Trustees is monitored regularly. Succession planning is part of the ongoing risk assessment to ensure smooth transition for new Trustees. National adverts are placed for new trustees in the Catholic place and Charity Jobs. There is a rigorous interview process involving the CEO and appointed trustees. Appointments are approved by the board and ratified by the Catholic Bishops' Conference of England and Wales.

A regular observer at Trustee meetings is, ex-officio, the Chair of the Leaders' Alliance, the leadership group of the network. This enables communication from the leaders to the Trustee Board and vice-versa.

Risk Assessment is undertaken annually by the entire Trustee Board. In 2023, the Trustees have reviewed the risks to which the charity is exposed; have assessed the effectiveness of systems in place to mitigate the key risks; and are satisfied these systems are currently appropriate.

In December 2023, a significant case of misappropriation of funds was discovered by the temporary finance officer. The CEO was alerted, and an investigation was undertaken immediately, as well as the implementation of a more robust internal financial controls system. The matter was reported to the police and a Serious Incident Report (SIR) was submitted to the Charity Commission. The Commission replied on 5 January 2024 and said "you have assured us that the trustees are dealing with the matter appropriately and responsibly".

The stated objects of the charity are to:

- further the charitable works of the Roman Catholic Church in England and Wales in accordance with its teaching through the development of the network of those working in social action;
- advance the education, training, practice and formation of those active in the field of social action;
- promote the development of individuals and communities for the benefit of the poor, the vulnerable and the marginalised of all faiths or none by offering a coherent Catholic voice in the public arena;

CARITAS SOCIAL ACTION
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2023

Since the Charity qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Financial Review 2023

a. Income and expenditure

The total income amounts to £444k in 2023 (2022: £404k), which included £130k of unrestricted funds from the Catholic Bishops' Conference, and £30k in a grant from Porticus to deliver formation programmes, £97k in restricted funds to deliver the 'Homes for Ukraine' project', and £10k in restricted funds from CCLA for our 'Do Justice' campaign.

The total expenditure on charitable activities amounted to £414k in 2023 (2022: £345k), which was spent on the charity objects and strategic objectives, as outlined in the strategic framework.

The cash has increased by £36k in 2023.

b. Reserves Policy

The Trustees' target for Reserves is to retain the equivalent of between six and twelve months' expenditure. At 31 December 2023, unrestricted reserves amounted to £363k (2022: £291k) (excluding fixed assets), and restricted reserves amounted to £55k (2022: £97k). Six to twelve months of expenditure in 2023 was £207k to £414k, which is £51k in unrestricted funds short of the twelve month target.

c. Public Benefit

The Trustees are fully aware of the Charity Commission's requirements on the subject of public benefit.

The Trustees have reviewed the charity's aims, objectives and planned future activities in the light of the public benefit regulations. The Charity contributes to the Common Good of society by;

- Developing the network of those working in Catholic social action
- Advancing the education, training, practice and formation of those active in the field of social, and by
- Offering a coherent Catholic voice in the public arena for the benefit of the poor, the vulnerable and the marginalised of all faiths or none.

The Trustees continuously monitor that the planned activities contribute to the aims and objectives of the organisation.

The Charity clearly provides a public benefit, without discrimination, and that each of its objectives incorporates this feature in positive terms.

CARITAS SOCIAL ACTION
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2023

Financial Review 2023 (continued)

d. Summary and Future Plans

In September 2021, the board of CSAN approved a strategic framework in line with the charity objects with the following four objectives :

1. To develop a set of alliances in the social mission of the Church which are mutually supportive and will build the capacity of the individual members to become more effective in their mission of social justice.

For this objective, our primary role is that of convener, animator and supporter of the social action network and its leadership.

2. To develop our formation and training capacity for the benefit of the social action network and its beneficiaries.

For this objective, our primary role is that of provider of formation and training pathways to build capacity and inspire engagement in the social action network.

3. To raise a coherent Catholic voice in the public arena for the benefit of those who are poor and marginalised.

For this objective, our primary role is that of prophetic voice and witness to Caritas in the public arena.

4. To develop a financial and organisational strategy to ensure that we are a sustainable and effective organisation that will deliver the mission and priorities outlined above.

For this objective, our primary role is to be a sustainable and mission-focused social action charity.

Significant progress was made towards all these objectives in 2023. The future plans will be shaped by the framework with a focus on:

- Co-ordinating and supporting the work of the network in the field of social justice, with more attention to co-construction and workstreams in between alliance meetings
- Developing the formation programmes of Caritas Academy, with a focus on the Aspiring Leaders programme and developing training programmes in Catholic Social Teaching;
- Developing a coherent Catholic voice in the public arena with a particular focus on revised advocacy priorities in the light of the General Election 2024 and an enhanced comms capacity.
- Maximising significant grant funding and re-organising the team's priorities to deliver on the revised strategic plan; continue to monitor the revised and enhanced internal financial controls in the light of the misappropriation of funds uncovered at the end of 2023.

CARITAS SOCIAL ACTION
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2023

Achievements and performance

a. Main achievements of the Charity

In 2023, CSAN continued to deliver on its main objectives, in line with its strategic objects, for the public benefit and the common good, in particular by:

- Convening a new infrastructure of alliances to more effectively support the CSAN members working across a wide range of social need
- Developing the Caritas Academy provision by adding a new course on an Introduction to Catholic Social Teaching, as well as building on the success of the Aspiring Leaders programme
- Preparing the 'Do Justice' campaign with the aim of encouraging schools and parishes to work more intentionally for a just society
- Supporting the 'Homes for Ukraine' scheme in partnership with CSAN member, St John of God Hospitaller Services

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Charity for the purposes of company law) 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).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

Approved by order of the members of the board of Trustees and signed on their behalf by:

Malcolm M' Mahon op

Most Rev. Malcolm McMahon
(Chair)

Date: 23 September 2024

CARITAS SOCIAL ACTION
(A company limited by guarantee)

INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2023

Independent Examiner's Report to the Trustees of Caritas Social Action ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 December 2023.

Responsibilities and Basis of Report

As the Trustees of the Charity (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no other matters, other than those fully detailed below, have come to my attention in connection with the examination giving me reasonable cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

Matter of concern

I have identified a matter of concern in my report because there is material expenditure in the financial statements which was unauthorised expenditure and has been identified as fraudulent transactions.

Further details are disclosed in note 8 of the financial statements.

CARITAS SOCIAL ACTION
(A company limited by guarantee)

INDEPENDENT EXAMINER'S REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2023

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Helen Blundell

Signed:

Dated: 23 September 2024

Helen Blundell

LLB FCA FCIE DChA

Crowe U.K. LLP
Black Country House
Rounds Green Road
Oldbury
West Midlands
B69 2DG

CARITAS SOCIAL ACTION
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2023**

	Note	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from:					
Donations and legacies	3	202,467	117,434	319,901	287,563
Charitable activities	4	-	115,550	115,550	114,181
Investments - bank deposits	5	-	8,941	8,941	1,970
Total income		202,467	241,925	444,392	403,714
Expenditure on:					
Charitable activities		230,150	184,031	414,181	344,074
Total expenditure		230,150	184,031	414,181	344,074
Net (expenditure)/income		(27,683)	57,894	30,211	59,640
Transfers between funds	16	(8,222)	8,222	-	-
Net movement in funds		(35,905)	66,116	30,211	59,640
Reconciliation of funds:					
Total funds brought forward		96,745	290,646	387,391	327,751
Net movement in funds		(35,905)	66,116	30,211	59,640
Total funds carried forward		60,840	356,762	417,602	387,391

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 10 to 22 form part of these financial statements.

CARITAS SOCIAL ACTION
(A company limited by guarantee)
REGISTERED NUMBER: 04505111

BALANCE SHEET
AS AT 31 DECEMBER 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	13	6,786	9,439
Current assets			
Debtors	14	20,780	821
Cash at bank and in hand		409,282	378,053
		430,062	378,874
Creditors: amounts falling due within one year	15	(19,246)	(922)
Net current assets		410,816	377,952
Total net assets		417,602	387,391
Charity funds			
Restricted funds	16	60,840	96,745
Unrestricted funds	16	356,762	290,646
Total funds		417,602	387,391

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

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

Malcolm Mc Mahon op

.....
Most Rev. Malcolm McMahon

Date: 23 September 2024

The notes on pages 10 to 22 form part of these financial statements.

CARITAS SOCIAL ACTION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

1. General information

Caritas - Social Action is both a company (limited by guarantee) registered in England under Registration No.4505111 and a registered charity (limited by guarantee) under Registration No.1101431. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the Charity's operations is to advance the education of the Roman Catholic religion and to promote the development of individuals and communities for the benefit of the poor.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statement are presented in British pound sterling and is rounded to the nearest £.

Caritas Social Action meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Assessment of going concern

The Trustees have assessed whether the use of the going concern assumption is appropriate in preparing these accounts. The Trustees have made this assessment in respect to a period of one year from the date of approval of these accounts. The Trustees of the charity have concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The Trustees are of the opinion that the charity will have sufficient resources to meet all its liabilities as they fall due.

2.3 Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a conference or the provision of other specified service is deferred until the criteria for income recognition are met.

CARITAS SOCIAL ACTION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

2. Accounting policies (continued)

2.4 Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

2.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs associated with attracting income and the costs of trading for fundraising purposes
- Expenditure on charitable activities includes the costs of advocacy, conferences, projects and research activities undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

2.6 Interest receivable

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

2.7 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Office equipment	-	20% on the straight line basis
Computer equipment	-	25% on the straight line basis

2.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

CARITAS SOCIAL ACTION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

2. Accounting policies (continued)

2.9 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2.10 Cash at bank and in hand

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

2.11 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.12 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific artistic projects being undertaken by the charity.

Investment income, gains and losses are allocated to the appropriate fund.

2.13 Pension contributions

Contributions in respect of the charity's defined contribution pension scheme are charged to the statement of financial activities when they are payable to the scheme. The charity's contributions are restricted to the contributions disclosed in note 9. There were no outstanding contributions at the year end. The charity has no liability beyond making its contributions and paying across the deductions for the employees' contributions.

CARITAS SOCIAL ACTION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

3. Income from donations and legacies

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £
Donations			
Catholic Bishop Conference of E&W	-	90,000	90,000
Donations received from individuals	-	27,434	27,434
Grants			
CCLA Leadership Grant	10,000	-	10,000
CSAN Formation Programme	18,038	-	18,038
CATEW Migration Officer Grant	40,000	-	40,000
Porticus Grant	29,989	-	29,989
Homes for Ukraine Grant	97,451	-	97,451
CATHD Clifton Cathedral	6,989	-	6,989
	<u>202,467</u>	<u>117,434</u>	<u>319,901</u>
	<u>2022</u>	<u>2022</u>	<u>2022</u>
	<u>£</u>	<u>£</u>	<u>£</u>
Donations			
CaTEW Community Sponsorship	5,000	-	5,000
Catholic Bishop Conference of E&W	-	90,000	90,000
Donations received from individuals	-	27,563	27,563
Grants			
CCLA Leadership Grant	25,000	-	25,000
CATEW Racial Justice grant	7,500	-	7,500
CATEW Migration Officer Grant	40,000	-	40,000
Porticus Grant	40,000	-	40,000
Homes for Ukraine Grant	27,500	-	27,500
CCLA Formation Programme	21,450	3,550	25,000
	<u>166,450</u>	<u>121,113</u>	<u>287,563</u>

CARITAS SOCIAL ACTION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

4. Income from charitable activities

	Unrestricted funds 2023 £	Total funds 2023 £
Subscriptions and other fees	<u>115,550</u>	<u>115,550</u>
	<i>Unrestricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Subscriptions and other fees	<u>114,181</u>	<u>114,181</u>

5. Investment income

	Unrestricted funds 2023 £	Total funds 2023 £
Bank deposit interest	<u>8,941</u>	<u>8,941</u>
	<i>Unrestricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Bank deposit interest	<u>1,970</u>	<u>1,970</u>

CARITAS SOCIAL ACTION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

6. Analysis of expenditure on charitable activities

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £
Summary by fund type			
Promoting CST	126,151	-	126,151
Governance costs (including Independent Examination Fees)	-	30,460	30,460
Mission & Advocacy	69,989	81,934	151,923
Caritas Development Grants	34,010	-	34,010
Staff Termination Costs	-	24,100	24,100
Fraudulent Transactions	-	47,537	47,537
	<u>230,150</u>	<u>184,031</u>	<u>414,181</u>

	<i>Restricted funds 2022 £</i>	<i>Unrestricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Summary by fund type			
Promoting CST	21,687	140,446	162,133
Governance Costs (including Independent Examination Fees)	-	19,328	19,328
Mission & Advocacy	47,614	92,886	140,500
Caritas Development Grants	-	22,113	22,113
	<u>69,301</u>	<u>274,773</u>	<u>344,074</u>

CARITAS SOCIAL ACTION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

7. Analysis of direct costs

Expense type	2023 £	2022 £
Salaries	118,828	116,195
Pensions	1,411	1,689
CSAN Network	20,274	30,523
Printing, postage and stationery	20,399	18,977
Travel and subsistence	901	2,679
Conference and events	5,945	28,338
General office expenses	4,679	817
Meetings	11,944	14,668
	-	-
	184,381	213,886

CARITAS SOCIAL ACTION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

8. Analysis of support costs

Expense type	2023 £	2022 £
Salaries	65,178	62,566
National Insurance	14,176	14,754
Pensions	3,504	4,135
Travel and subsistence	-	566
Insurance	788	799
Severance payment	24,100	-
Fraudulent transactions*	47,537	-
Computer expenses	4,331	7,415
Books and marketing	27,658	18,038
Printing, postage and stationery	455	1,089
Subscriptions	7,453	4,267
Telephone	509	48
Legal and professional fees	14,184	4,602
Accountancy fees	9,006	2,958
Depreciation	2,653	3,676
Training costs	7,241	1,254
Bank charges	107	143
General office expenses	522	3,573
Meetings	398	305
Total	229,800	130,188

*Disclosed above is expenditure of £47,537 which was unauthorised expenditure in the year believed to be fraudulent transactions. Evidence indicates that fraudulent expenditure transactions may also have arisen in the prior period. Comparative prior year figures have not been adjusted as investigation is ongoing but the impact would not be expected to change the income and expenditure reported, only the reclassification between categories of expenditure

CARITAS SOCIAL ACTION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

9. Staff costs

	2023 £	2022 £
Wages and salaries	184,006	178,761
Social security costs	14,176	14,754
Contribution to defined contribution pension schemes	4,915	5,824
Staff Termination Costs	24,100	-
	<u>227,197</u>	<u>199,339</u>

The above staff termination costs relate to 1 employee.

The average number of persons employed by the Charity during the year was as follows:

	2023 No.	2022 No.
Employees	<u>7</u>	<u>7</u>

One employee received remuneration amounting to more than £60,000 in the current and previous year.

Key Management Personnel

The key management personnel of the charity, in charge of directing, controlling, and operating the charity on a day-to-day basis, comprise the trustees (who receive no remuneration) and 1 Employee, the Chief Executive Officer (2022:1).

The total remuneration (including taxable benefits, employer's pension contributions and employer's National Insurance contributions) of these employees was £63,707 (2022: £66,899).

10. Trustees' remuneration and expenses

During the year ended 31 December 2023, no Trustees received any remuneration or other benefits (2022 - £NIL).

During the year ended 31 December 2023, expenses totalling £533 were reimbursed or paid directly to 1 Trustee (2022 - £3570 to 12 Trustees). The expenses were incurred in connection with the affairs of the charity.

11. Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

CARITAS SOCIAL ACTION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

12. Members' liability

The charity is constituted as a company limited by guarantee and has no share capital. The liability of each member is limited to the sum of £1 per member.

13. Tangible fixed assets

	Office and computer equipment £
Cost or valuation	
At 1 January 2023	38,203
At 31 December 2023	38,203
Depreciation	
At 1 January 2023	28,764
Charge for the year	2,653
At 31 December 2023	31,417
Net book value	
At 31 December 2023	6,786
At 31 December 2022	9,439

14. Debtors

	2023 £	2022 £
Due within one year		
Trade debtors	20,780	-
Prepayments and accrued income	-	821
	20,780	821

CARITAS SOCIAL ACTION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

15. Creditors: Amounts falling due within one year

	2023 £	2022 £
Accruals & other creditors	6,218	922
Trade creditors	13,028	-
	19,246	922

16. Statement of funds

Statement of funds - current year

	Balance at 1 January 2023 £	Income £	Expenditure £	Transfers In/out £	Balance at 31 December 2023 £
Unrestricted funds					
General Funds	290,646	241,925	(184,031)	8,222	356,762
	96,745	202,467	(230,150)	(8,222)	60,840
Restricted funds					
CCLA Leadership Grant	-	28,038	(16,097)	-	11,941
Society of Jesus Community project support	2,546	-	-	(2,546)	-
Racial Justice Fund	5,676	-	-	(5,676)	-
Homes for Ukraine	48,523	97,451	(103,065)	-	42,909
Porticus Grant	40,000	29,989	(69,989)	-	-
CATHD Clifton Cathedral	-	6,989	(6,989)	-	-
CATEW Migration Officer	-	40,000	(34,010)	-	5,990
	387,391	444,392	(414,181)	-	417,602
Total of funds					

CARITAS SOCIAL ACTION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

16. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 January 2022</i>	<i>Income</i>	<i>Expenditure</i>	<i>Balance at 31 December 2022</i>
	£	£	£	£
Unrestricted funds				
General Funds	306,705	258,714	(274,773)	290,646
Restricted funds				
Caritas Development Grant	15,000	5,000	(20,000)	-
Racial Justice Fund	-	7,500	(1,824)	5,676
CCLA Women's Leadership	3,500	-	(3,500)	-
CCLA Leadership Grant	-	25,000	(25,000)	-
Homes for Ukraine	-	67,500	(18,977)	48,523
Porticus Grant	-	40,000	-	40,000
Society of Jesus Community project support	2,546	-	-	2,546
	<u>21,046</u>	<u>145,000</u>	<u>(69,301)</u>	<u>96,745</u>
Total of funds	<u><u>327,751</u></u>	<u><u>403,714</u></u>	<u><u>(344,074)</u></u>	<u><u>387,391</u></u>

17. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Restricted funds 2023	Unrestricted funds 2023	Total funds 2023
	£	£	£
Tangible fixed assets	-	6,786	6,786
Current assets	60,840	369,222	430,062
Creditors due within one year	-	(19,246)	(19,246)
Total	<u><u>60,840</u></u>	<u><u>356,762</u></u>	<u><u>417,602</u></u>

CARITAS SOCIAL ACTION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

17. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	<i>Restricted funds 2022 £</i>	<i>Unrestricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Tangible fixed assets	-	9,439	9,439
Current assets	96,745	282,129	378,874
Creditors due within one year	-	(922)	(922)
Total	<u>96,745</u>	<u>290,646</u>	<u>387,391</u>

18. Related party transactions

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 December 2023.