

THE FRIENDS OF THE CONNECTION
AT ST MARTIN-IN-THE FIELDS

Charity Number 1040560

TRUSTEES' REPORT
AND FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

THE FRIENDS OF THE CONNECTION AT ST.MARTIN-IN-THE-FIELDS

**TRUSTEES' REPORT
AND FINANCIAL STATEMENTS**

YEAR ENDED 31 MARCH 2024

CHARITY INFORMATION

CHARITY NO: 1040560

**TRUSTEES (EXECUTIVE COMMITTEE) DURING THE YEAR ENDED 31
MARCH 2024**

Charles Woodd (Chair)
Margaret Beels (Deputy Chair)
Mary Keane (Secretary)
Chris Riley (Treasurer)
Sheila Batchelor
Emily Cecil-Dennett
Alex Gandini
Matthew Whalley (ex officio) – from September 2023

INDEPENDENT EXAMINER

Ashley N. Fox FCA, ACII
PRB Accountants LLP *Chartered Accountants*
Kingfisher House
Hurstwood Grange
Hurstwood Lane
Haywards Heath
RH17 7QX

BANKERS

HSBC
16 King Street
London
WC2E 8JF

PRINCIPAL OFFICE

12, Adelaide Street, London, WC2N 4HW

DATE OF FORMATION

Under a constitution dated 3rd December 1989, most recently amended on 29 June 2019

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their annual report and accounts for the year ended 31st March 2024.

The Executive Committee, who are the Board of Trustees and are listed on page 2, have reviewed the performance of the charity during the year and the position at 31 March 2024 and consider that the charity is in a good position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations.

Financial Performance and End of Year Position

The Trustees consider the financial performance of the charity during the year to have been very satisfactory.

The Friends were able to make grants totalling **£387,000** to The Connection during the year. This was slightly down on the previous year's figure, but still compares favourably with the total achieved in recent years. In fact the level of donations to the charity at £144,000 (excluding gift aid) was slightly higher than last year's level, despite a relatively poor outcome for the Spring Appeal. The level of subscriptions was slightly down, but overall, donations and subscriptions were up by £18,000. The 2023 Queen Eleanor Cycle Ride raised over £23,000 net, nearly £5,000 up on the previous year, and we also benefited from donations totalling over £4,300 in memory of Ken Mason, our long-standing supporter who sadly died in March 2023.

Our costs rose slightly to around £25,000, around 14% of our non-legacy income. The bulk of these were accounted for by staff costs, which included a significant rise in line with Connection Staff due to higher inflation.

As indicated in the Statement of Financial Activities, the accounts show an overall accounting deficit of just under £14,000, as we were able to pay over to the Connection Gift Aid income received which we accounted for in the previous year's accounts. Our net assets at the end of the year stood at over £40,000, more than enough for our needs.

Policies on reserves

The policy of the charity is to carry a cash reserve sufficient to cover 8 months of support costs, taking into account the fact that in earlier years income from donations has been relatively low over an 8-month period from the beginning of the year. That has been interpreted as maintaining a minimum cash reserve of around £20,000, erring in practice somewhat on the side of caution, and this was achieved.

Principal funding sources and plans for future development

The charity is dependent for its income on subscriptions from its members, voluntary donations, legacies and the income from fundraising events. During the year, the Committee continued to implement the agreed programme of operational integration with The Connection's Fundraising Team, with a view to reversing the decline in membership in recent years and increasing operational efficiency.

The aims of this programme are: to increase membership of the Friends, to involve the Friends more closely in the work of The Connection, to co-ordinate fully the two charities' communications, to use resources, staff and Trustee time more efficiently, and to avoid unnecessary duplication.

This closer working has been very beneficial in terms of shared resources and expertise, particularly thanks to the excellent support the Friends have received from Nicola Hollingworth, Head of Supporter Involvement, and her maternity replacement, Wendy Bryan, and other members of the Fundraising Team. However, it has taken rather longer than anticipated to move ahead with a more active Friends' social media presence, and attracting new members continues to be a significant challenge. This ongoing challenge was the focus for a further joint planning process between the Friends' Committee and the Connection's Fundraising Team in Spring 2024, which will provide the basis for further development in the coming period.

Recruitment and appointment of new trustees

Trustees are elected at the Annual General Meeting (AGM) and together form the Executive Committee of the Friends. Candidates must be members of the Friends and be proposed and seconded by members of the Friends. At the 2023 AGM, the Deputy Chair Margaret Beels and the Treasurer Chris Riley were re-elected for a further three-year term, while the Chair Charles Woodd and the Secretary Mary Keane continued in post. Emily Cecil-Dennett was re-elected for a further three-year term as a member of the Committee. In addition, the AGM noted that, following the resignation of Rev Richard Carter as the ex officio representative of St Martin-in-the-Fields, Matthew Whalley had been appointed to take up that position on the Committee. The Trustees have continued to seek to recruit trustees with skills in fundraising policy and practice. The Trustees will also continue to seek to increase diversity in the membership of the Committee.

Induction and on-going training of Trustees

New trustees are given a copy of The Essential Trustee (published by the Charity Commission – document CC3) as well as the Friends' constitution, and serve a probationary period as required by the constitution. The Chair informs them of their duties and responsibilities. Trustees are asked regularly to review their understanding of their obligations. All Trustees are notified of any new legislation pertinent to the running of a charity when this has been issued from the Charity Commission or other relevant regulator.

The organisational structure of the charity and how decisions are made

The charity is managed by the Executive Committee (Trustees) as laid down in the constitution. As noted above, the Executive Committee is elected by the members at the AGM and is responsible for strategic decisions. Committee meetings are routinely attended by the Connection CEO and the Director of Fundraising and Communications or the Head of Supporter Involvement, to ensure that the Committee is well briefed about the strategy and activities of the Connection. Committee members have specific responsibilities so as to share the workload. The Committee is supported by the part-time Charity Administrator, Rupert Dean, employed by the Friends and seconded to the Connection, who handles everyday office and financial administration, leaving Committee members free to give priority to the crucial tasks of strategic direction, recruiting new members and expanding our fundraising activities.

Risk Management

The Executive Committee continues to review the risk register and the means by which risks can be minimised. The main risks during the year have been: (i) the continuing need to arrest the decline in membership, and therefore income from donations; and (ii) adjusting to the fundraising situation that pertains following the Covid pandemic. Another potential risk is that the Friends' Offer might not attract new Friends. A risk around dependency on the Charity's administrator has been addressed by his closer working with The Connection's fundraising team.

We are very grateful to the Charity Administrator for continuing to work flexibly and to support the charity from a home base where appropriate. As a very small charity with minimal staff, we identified the risks that were presented by the Covid pandemic and mitigated these by separating functions, working with The Connection. A member of The Connection opens all the Friends' post and records any donations made before the paperwork is passed to the Friends' office.

The Committee has continued to seek ways of reversing the decline in membership (risk (i)), through the new collaborative arrangements instituted formally from 1 April 2021.

Objectives and Activities

Our objectives are laid down in our Constitution: "The object of the Friends shall be to support the charitable work of The Connection at St Martin's in such manner as the Committee, in consultation with the Trustees of The Connection at St Martin's, shall from time to time determine, provided that such support does not relieve expenditure which a body or authority is under a statutory duty to provide."

The Friends' main activities are collecting subscriptions and donations from members, including the receipt of legacies, recruiting new members, promoting greater awareness about homelessness and the work of The Connection amongst our members and the general public, organising fundraising and awareness-raising events in central London, organising the annual Queen Eleanor Cycle Ride, and encouraging members and others to raise funds for the Friends.

The results of these efforts have been positive and can be seen from the following highlights of the year:

- Donations, subscriptions and other non-legacy income totalled around £177,000. Income from legacies totalled over £222,000, enabling grants to be made to The Connection totalling £387,000.
- The 15th Queen Eleanor Cycle Ride attracted 14 cyclists for the full 4 days, and another 7 who cycled for shorter periods. They raised a total of around £23,000, including Gift Aid, and after deducting expenses, which was a creditable increase on the previous year's total. We must acknowledge that the continuing success of the QECR depends on the dedicated efforts of the QECR Committee and support team, many of whom have served for many years, and on the ongoing generous support received from hosts along the route
- Our Speakers Panel was largely dormant during the year, apart from one talk to an Over-50s Group in Salisbury from which we received donations of £216.

- Carol singing on Charing Cross Station resumed this year, and the Friends contributed to a total of nearly £500 raised by The Connection. Over £4,300 was generously donated by friends of the late Ken Mason, in response to an appeal in his memory. As we acknowledged in last year's Report, Ken was a very active life-long supporter of the Friends and the work of the Connection.

Our part-time Charity Administrator, Rupert Dean, continued to provide excellent support to the Committee by providing essential office back-up and day-to-day financial administration, with both imagination and initiative, and an impressive attention to detail. Rupert's work continued to work closely with colleagues in the Connection's Fundraising Team.

Ultimately, the responsibility for running the charity lies with the members of the Committee, and the charity owes an enormous debt to our dedicated Committee members, who give greatly both of their time and expertise. The Connection's CEO, Pam Orchard, has been most generous with her time and wise counsel, speaking at events and supporting our strategic thinking. She has been ably supported by the Connection's Director of Fundraising and Communications, Elizabeth Charles, and her maternity replacement Lanner Feltham as well as by Nicola Hollingworth, the Head of Supporter Involvement and her maternity replacement Wendy Bryan. They have regularly attended Committee meetings in an advisory capacity. We continue to value our connection with St Martin-in-the-Fields, and were delighted to welcome Matthew Whalley as the new representative appointed to the Committee by St Martin-in-the-Fields. We look forward to his contribution in helping us to further strengthen our relationship with the congregation of St Martin's.

At the 2023 AGM, a richly deserved tribute was paid to our Deputy Chair, Margaret Beels, with her receipt of the Guy Mason Award, to recognise her 16 years of outstanding service on the Friends Committee, in which she has variously served as Secretary, Vice President, Acting Treasurer and now Deputy Chair.

Public Benefit Statement

The Trustees confirm that they have referred to the guidance as published by the Charity Commission on public benefit. All charitable activities highlighted in this report are undertaken in furtherance of our charitable objects and for the public benefit.

Statement of Trustees' Responsibilities

Charity law requires Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Trustees are required to:

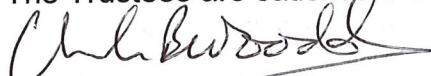
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business;

- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The Trustees are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. Trustees are required to show and explain the charity's transactions and the financial statements must comply with regulations made under the Charities Act. Trustees 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.

The Trustees are also responsible for the contents of the Trustees' Report, and the responsibility of the independent examiner in relation to the Trustees' Report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

The Trustees are satisfied that they have fully discharged these responsibilities.



Charles Woodd

Chair

19 September 2024

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE FRIENDS OF THE CONNECTION AT ST MARTIN-IN-THE-FIELDS

I report on the accounts of the Trust for the year ended 31st March 2024, which are set out on pages 10 to 15.

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 needed.

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 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 the seeking of 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 statement below.

Independent examiner's statement

I have completed my examination.

I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect: the accounting records were not kept in accordance with section 130 of the 2011 Act; or the accounts did not accord with the accounting records; or the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Ashley N. Fox FCA, ACII

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Haywards Heath, RH17 7QX

19 September 2024

**THE FRIENDS OF THE CONNECTION
AT ST MARTIN-IN-THE-FIELDS**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	Unrestricted £	Restricted £	2023-24 Total £	2022-23 Total £
Income and endowments from:					
Donations and legacies	2	397,137	0	397,137	436,357
Other trading activities		2,102	0	2,102	2,128
Total income and endowments		399,239	0	399,239	438,485
Expenditure on:					
Raising funds	3, 4	24,944	0	24,944	20,949
Charitable activities	5, 6	388,176	0	388,176	411,093
Total expenditure		413,121	0	413,121	432,042
Net income/expenditure		-13,882	0	-13,882	6,443
Transfers between funds		0	0	0	0
Net movement in funds		-13,882	0	-13,882	6,443
Total funds brought forward		56,235	0	56,235	49,791
Total funds carried forward	7	42,353	0	42,353	56,235

**THE FRIENDS OF THE CONNECTION
AT ST MARTIN-IN-THE-FIELDS**

**BALANCE SHEET
AS AT 31 MARCH 2024**

	Notes	2024 £	2023 £
Tangible fixed assets:			
Office equipment		1	1
Total fixed assets	8	1	1
Current assets:			
Debtors	9	24,160	38,871
Cash at bank and in hand		20,386	18,666
Total current assets		44,546	57,537
Current liabilities:			
Creditors: amounts falling due within one year	10	-2,194	-1,304
Total current liabilities(-)		-2,194	-1,304
Net current assets		42,352	56,234
Total net assets		42,353	56,235
Funds	11		
Unrestricted		42,353	56,235
Restricted	12	0	0
Total		42,353	56,235

The notes on pages 12 to 15 form an integral part of these financial statements.

C J Riley
Treasurer
On behalf of the Trustees



19 September 2024

**THE FRIENDS OF THE CONNECTION
AT ST MARTIN-IN-THE-FIELDS**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

1. ACCOUNTING POLICIES

Basis of preparation of the accounts

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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

Accounting convention

The financial statements are prepared on a going concern basis, and the assets and liabilities valued accordingly.

Donations and the Friends grant to the Connection

In 2023-24 these have been measured excluding the matched amounts provided under the Big Give scheme in respect of donations by Friends. This is a change since the 2022-23 accounts made necessary to ensure consistency by a change this year in the convention adopted by the Connection. In this report and in the tables presented here, figures for 2022-23 for comparison purposes have been adjusted to reflect the same convention as in the current year, so that changes between years are measured correctly.

Incoming resources

All incoming resources are accounted for when the charity has entitlement to the funds, certainty of receipt and the amount is measurable. Where income is received in advance of a performance or service, it is deferred until the charity is entitled to that income. Legacy income is recognised when it can be measured or estimated with sufficient reliability, and is not discounted by the time value of money if it is receivable within one year.

Resources expended

All resources expended are recognised once there is a legal or constructive obligation to make a payment to a third party.

Costs of generating funds

Comprise the costs associated with attracting voluntary income.

Charitable activities

Comprise donations made to The Connection at St Martin-in-the-Fields.

Governance costs

Comprise those costs associated with meeting the constitutional and statutory requirements of the charity.

Allocation of support costs

Administrative support costs have been allocated to "Costs of raising funds". Accountancy, audit fee and AGM costs are allocated to "Governance Costs".

Expenses paid to Trustees or connected persons

None

**THE FRIENDS OF THE CONNECTION
AT ST MARTIN-IN-THE-FIELDS**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024 (cont.)**

	Unrestricted £	Restricted £	2023-24 Total £	2022-23 Total £
2. Donations and legacies				
Subscriptions	6,856	0	6,856	7,926
Donations	144,627	0	144,627	125,479
Legacies	222,570	0	222,570	275,986
Gift aid	23,083	0	23,083	26,966
Total	397,137	0	397,137	436,357
3. Expenditure on raising funds				
Staff costs	20,732	0	20,732	16,668
Events and activities*	1,373	0	1,373	1,362
Other current spending*	2,839	0	2,839	2,918
Total	24,944	0	24,944	20,949
4. Expenditure on goods and services* (events, activities and other current)				
Postage	414	0	414	352
Stationary and printing	1,444	0	1,444	1,550
Insurance	409	0	409	628
Legal and professional fees	35	0	35	53
Design	100	0	100	0
Bank/Just Giving charges	191	0	191	215
Other goods and services	1,619	0	1,619	1,482
Total	4,213	0	4,213	4,280
5. Expenditure on charitable activities				
Grants to the Connection at St Martin's	387,424	0	387,424	410,391
Governance costs	752	0	752	702
Total	417,851	0	388,176	411,093
6. Governance costs				
Independent examiner fee	752	0	752	702
AGM	0	0	0	0
Total	752	0	752	702

**THE FRIENDS OF THE CONNECTION
AT ST MARTIN-IN-THE-FIELDS**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024 (cont.)**

	2023-24
7. Movement in Unrestricted Funds	
Opening fund 1 April 2023	56,235
Incoming resources	399,239
Outgoing resources	413,121
Closing fund 31 March 2024	42,353

8. Fixed assets for use by the charity

Cost at 1 April 2023	979
Depreciation at 1 April 2023	978
Depreciation charged in year	0
Depreciation at 31 March 2024	978
Net book value at 31 March 2023	1
Net book value at 31 March 2024	1

	31-Mar-24	31-Mar-23
9. Current assets: debtors		
Legacies	7,000	0
Gift Aid due	16,986	38,691
Donations due	0	0
Tax rebate due	174	174
Direct debit refund due	0	6
Total	24,160	38,871

10. Current liabilities: amounts due within one year

Independent examiner fee	750	700
Employee payroll admin, tax and pension payments	1,436	593
Bank charges due	8	11
Total	2,194	1,304

11. Analysis of net assets between funds

	Unrestricted	Restricted	Total
Fund balances at 31 March 2024:			
Tangible fixed assets	1	0	1
Current assets	44,546	0	44,546
Current liabilities	-2,194	0	-2,194
Total	42,353	0	42,353

**THE FRIENDS OF THE CONNECTION
AT ST MARTIN-IN-THE-FIELDS**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024 (cont.)**

12. Restricted funds

Donations in 2023-24

No donations during 2023-24 were received with a requirement that they should be used for specific purposes.

13. Related Party

The Connection at St Martin-in-the-Fields (CSTM) is a related party. As stated in the constitution, all funds are collected on behalf of this entity.

