

ST BONAVENTURE'S CHARITY TRUST
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022

ST BONAVENTURE'S CHARITY TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	J Partington P Carr S Partington
Charity number	1081964
Registered office	62 Kenworthy Lane Northenden Manchester M22 4EJ

ST BONAVENTURE'S CHARITY TRUST

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ST BONAVENTURE'S CHARITY TRUST

TRUSTEES' REPORT

FOR THE YEAR ENDED 30 JUNE 2022

The trustees present their annual report and financial statements for the year ended 30 June 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Charities Act 2011 and "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).

Objectives and activities

St Bonaventure's Charity Trust was founded in February 1991 by the friends and family of prospective residents. The prime purpose of St Bonaventure's Charity Trust's Residential Home is to provide a caring, supportive environment for their residents with learning disabilities.

All residents have their own personalised room with washing facilities and TV. Each bedroom is tailored to the residents interests, needs and choice i.e. décor, accessories and furniture.

The Homes' Statement of Purpose clearly states that the activities and resources people access are based on their interests, capabilities and age and they are supported to live in accordance with their cultural and religious wishes.

Residents are given the opportunity to develop their social, emotional, communication and independent living skills supported by the dedicated members of staff.

The residents, supported by staff, are encouraged to participate in all kinds of activities, educational, recreational and all life experiences and opportunities within the local community, appropriate to their interests, capabilities and culture. We organise activities both externally in the community and internally within the home. For example, going to the cinema, beauty salon, museums, days out, cycling. Within the home we do baking, arts and crafts, music, computers, themed party evenings and afternoon tea. At Easter, Halloween and Christmas the residents decorate the house and make festive decorations. We have a sensory garden which the residents created and continue to maintain where we grow herbs and vegetables. Each resident's key worker actively seeks appropriate opportunities for residents to attend placements, relevant courses and social activities.

Holidays are normally organised on a group basis and on an individual basis during the year depending on resident's interest and capabilities. St Bonaventures Charity Trust own an 8 bed caravan in North Wales at the New Pines Holiday Resort which is set in luxurious grounds near to the lovely village of Dyserth. The Caravan park offers a range of indoor facilities and activities such as swimming pool, sauna and steam room and all year round entertainment. Our residents enjoy holidays to Wales, Blackpool, Llandudno, Lake District.

Residents have monthly house meetings where they have the opportunity to plan activities ahead and discuss any household issues or requests.

We ensure all documents policies and procedures are available in picture format so that residents can understand (these are reviewed and updated regularly).

ST BONAVENTURE'S CHARITY TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

Our team

St Bonaventures have a team of 8 staff based at our home in Northenden, South Manchester.

We continue to have a well-established high performing team and all the staff are dedicated to the charity and the residents. Our management team have celebrated over 20 years' service and 4 members of our team have celebrated over 15 years' service and 1 member celebrated 10 years' service.

All staff support the residents in a person centred and respectful manner. All staff training and regular supervision ensure care is delivered in a way that meets residents' needs' and comply with relevant legislation and standards

We continually develop all our employees to ensure they have the necessary skills, knowledge and qualifications to meet the needs of our residents and promote their independency. All staff have monthly one to ones and monthly staff meetings where residents are invited to attend and contribute.

We continue to be extremely proud of our team who always go above and beyond.

We had fantastic feedback from our residents' questionnaires and family questionnaires.

Achievements and performance

The Care Quality Commission inspects our home under the Community Care Act 2000. All inspections are unannounced; the period of time between inspections is dependent on the current rating of the home. St Bonaventures previous inspection reports have been rated as Outstanding or Good. We are very proud to continue to receive fantastic feedback.

A copy of the latest report is available upon request from the Manager Mrs J Ryan or by contacting the inspection body at the address below:

Care Quality Commission
North West Regional Contact Team
City Gate
Gallow Gate
Newcastle Upon Tyne
NE1 4PA

Email: enquires@cqc.org.uk

This year we have passed inspections by:-

- Manchester City Council
- Environmental health inspection
- Infection control
- Manchester Fire Service

ST BONAVENTURE'S CHARITY TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

Financial review

Income is in line with the exception of the legacy received in the previous year. Expenditure is in line (household expenditure fell back in line with pre-covid expenditure). The investments return 'rollercoaster' continued and this year there was a fall of £28,673 this is a reflection on the current market. Overall, the net funds increased by £15k.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Plans for future periods

Continue to monitor investment and explore other opportunities to act upon best return on investment.

Continue to regularly monitor and review the incoming and outgoing expenditure and budgets in place.

Structure, governance and management

The Trust is a registered charity (number 1081964) governed by a declaration of trust dated 8 September 1999. The board of Trustees (currently three in number) meets regularly during the year to monitor expenditure and determine incoming resources.

Risk Assessment

The trustees continue to examine the major strategic business and operational risks which the charity faces and confirms that policies have been established to ensure regular monitoring and reporting. This will allow timely intervention when necessary to lessen the risks.

Reserves Policy

It is the policy of the charity to maintain unrestricted funds at a level sufficient to support the day to day running of the charity should the funding of the homes dramatically decrease. We have provided for this possible occurrence by taking out an appropriate insurance policy.

The trustees who served during the year and up to the date of signature of the financial statements were:

J Partington

P Carr

S Partington

The trustees' report was approved by the Board of Trustees.

J Partington

Trustee

Dated: 30 April 2023

ST BONAVENTURE'S CHARITY TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF ST BONAVENTURE'S CHARITY TRUST

I report to the trustees on my examination of the financial statements of St Bonaventure's Charity Trust (the charity) for the year ended 30 June 2022.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable 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 ICAEW, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I 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 financial statements to be reached.

Mark Turner FCA

1 Worsley Court
High Street
Worsley
Manchester
M28 3NJ

Dated: 30 April 2023

ST BONAVENTURE'S CHARITY TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2022

		Unrestricted funds 2022 £	Unrestricted funds 2021 £
	Notes		
<u>Income and endowments from:</u>			
Donations and legacies	3	-	15,432
Investments	4	45	115
Other income	5	305,528	297,820
Total income		<u>305,573</u>	<u>313,367</u>
<u>Expenditure on:</u>			
Charitable activities	6	<u>262,077</u>	<u>269,689</u>
Net gains/(losses) on investments	10	<u>(28,673)</u>	<u>30,120</u>
Net movement in funds		14,823	73,798
Fund balances at 1 July 2021		<u>1,102,687</u>	<u>1,028,889</u>
Fund balances at 30 June 2022		<u><u>1,117,510</u></u>	<u><u>1,102,687</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

ST BONAVENTURE'S CHARITY TRUST

BALANCE SHEET

AS AT 30 JUNE 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	12		16,048		21,102
Investments	13		318,086		346,759
			<u>334,134</u>		<u>367,861</u>
Current assets					
Debtors	14	4,255		4,522	
Cash at bank and in hand		794,862		752,210	
		<u>799,117</u>		<u>756,732</u>	
Creditors: amounts falling due within one year	15	(15,741)		(21,906)	
Net current assets			<u>783,376</u>		<u>734,826</u>
Total assets less current liabilities			<u><u>1,117,510</u></u>		<u><u>1,102,687</u></u>
Income funds					
Unrestricted funds			<u>1,117,510</u>		<u>1,102,687</u>
			<u><u>1,117,510</u></u>		<u><u>1,102,687</u></u>

The financial statements were approved by the Trustees on 30 April 2023

J Partington
Trustee

P Carr
Trustee

ST BONAVENTURE'S CHARITY TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2022

1 Accounting policies

Charity information

St Bonaventure's Charity Trust is an unincorporated charity.

1.1 Accounting convention

The accounts have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

ST BONAVENTURE'S CHARITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

1 Accounting policies

(Continued)

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Motor Vehicles	20% Straight line
Fixtures, fittings & equipment	15% Reducing balance
Computers	33.3% Straight line
Caravan	20% Straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.6 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

ST BONAVENTURE'S CHARITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

1 Accounting policies

(Continued)

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

ST BONAVENTURE'S CHARITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2022

3 Donations and legacies

	Total Unrestricted funds	
	2022	2021
	£	£
Other	-	15,432

4 Investments

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Interest receivable	45	115

5 Other income

	2022	2021
	£	£
Rents received from residents	23,084	21,830
Grants	282,444	275,990
	305,528	297,820

ST BONAVENTURE'S CHARITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2022

6 Charitable activities

	2022 £	2021 £
Staff costs	180,652	178,456
Depreciation and impairment	5,054	5,148
Bank Charges	152	123
Rent and rates	21,111	20,839
Insurance	2,684	2,149
Heat and light	5,099	7,285
Repairs and maintenance	3,543	5,525
Telephone	2,078	1,462
Motor Expenses	3,378	2,172
Housekeeping expenses	31,534	41,007
Training	1,466	979
Legal and professional	2,530	1,748
	<u>259,281</u>	<u>266,893</u>
Share of support costs (see note 7)	2,796	2,796
	<u>262,077</u>	<u>269,689</u>

7 Support costs

	Support costs £	Governance costs £	2022 £	Support costs £	Governance costs £	2021 £
Accountancy	2,100	-	2,100	2,100	-	2,100
Payroll	696	-	696	696	-	696
	<u>2,796</u>	<u>-</u>	<u>2,796</u>	<u>2,796</u>	<u>-</u>	<u>2,796</u>
Analysed between Charitable activities	<u>2,796</u>	<u>-</u>	<u>2,796</u>	<u>2,796</u>	<u>-</u>	<u>2,796</u>

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

ST BONAVENTURE'S CHARITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2022

9 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
	8	8
	<u>8</u>	<u>8</u>
Employment costs	2022 £	2021 £
Wages and salaries	161,477	160,680
Social security costs	14,387	12,963
Other pension costs	4,788	4,813
	<u>180,652</u>	<u>178,456</u>

There were no employees whose annual remuneration was more than £60,000.

10 Net gains/(losses) on investments

	Unrestricted funds	Unrestricted funds
	2022 £	2021 £
Revaluation of investments	(28,673)	30,120
	<u>(28,673)</u>	<u>30,120</u>

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.

ST BONAVENTURE'S CHARITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

12 Tangible fixed assets

	Motor Vehicles	Fixtures, fittings & equipment	Computers	Caravan	Total
	£	£	£	£	£
Cost					
At 1 July 2021	14,839	41,091	5,071	57,000	118,001
At 30 June 2022	14,839	41,091	5,071	57,000	118,001
Depreciation and impairment					
At 1 July 2021	5,936	28,892	5,071	57,000	96,899
Depreciation charged in the year	2,968	2,086	-	-	5,054
At 30 June 2022	8,904	30,978	5,071	57,000	101,953
Carrying amount					
At 30 June 2022	5,935	10,113	-	-	16,048
At 30 June 2021	8,903	12,199	-	-	21,102

13 Fixed asset investments

	Listed investments £	Cash in portfolio	Total £
Cost or valuation			
At 1 July 2021 & 30 June 2022	346,549	210	346,759
Carrying amount			
At 30 June 2022	346,549	210	346,759
At 30 June 2021	346,549	210	346,759

14 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Prepayments and accrued income	4,255	4,522

ST BONAVENTURE'S CHARITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2022

15 Creditors: amounts falling due within one year

	2022	2021
	£	£
Other creditors	4,716	10,770
Accruals and deferred income	11,025	11,136
	<u>15,741</u>	<u>21,906</u>