



**CAMINO PILGRIM**

THE CONFRATERNITY OF ST. JAMES

# **The Confraternity of Saint James**

(A company limited by guarantee)

**Report of the Trustees and Financial Statements**

**Year ended 30 September 2024**

Charity number 1091140

Company number 4096721

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## Legal and administrative information

The Confraternity of Saint James (CSJ) is a company limited by guarantee, incorporated on 25 October 2000, registered in England & Wales (Company no.4096721), and registered as a charity (no.1091140) on 15 March 2002. The governing documents are the Memorandum and Articles of Association, both as amended on 26 January 2002, 31 January 2004, 29 January 2005 and 30 January 2010. The company grew out of an unincorporated association founded on 13 January 1983 and registered as a charity (No. 294461) on 19 August 1986.

### Honorary President

HE The Spanish Ambassador

### Directors and Trustees

A Bull	(Resigned 27 January 2024)
M T Cavanagh	(Appointed 13 May 2024)
W A Chapman	
C J Davies	
R A Dorkings	(Resigned 13 May 2024)
M C Essery	
M C T Moseley	
H M Robinson	(Resigned 13 May 2024)
S J Sargeant	
C Taylor	
A Ward	
P White	

### General Manager

R E L Diaz-Pinto (In her absence on maternity leave B Tarring)

### Treasurer

M C Essery

### Company Secretary

A Ward

### Registered Office

27 Blackfriars Road, London SE1 8NY

Telephone	020 7928 9988
Website	<a href="http://www.csj.org.uk">http://www.csj.org.uk</a>
E-mail	<a href="mailto:office@csj.org.uk">office@csj.org.uk</a>

### Bankers (UK)

CAF Bank	25 Kings Hill Avenue, West Malling. Kent ME19 4JQ
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## Report of the trustees for the year ended 30 September 2024

The trustees are pleased to present their annual directors' report together with the financial statements for the year ending 30 September 2024 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with current statutory requirements including the Charities Act 2011, the Companies Act 2006, and the charities Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK issued in October 2019).

### Chair's report

2024 saw a wide range of changes for the CSJ. Rachael Diaz-Pinto, our general manager, went on maternity leave in February and subsequently gave birth to a healthy baby girl. We welcomed Brendan Tarring as her maternity replacement. Robin Dorkings stepped down as Chair after many dedicated and committed years of service to the CSJ, for which I greatly thank him. I was elected by the board in May to take his place.

These changes have allowed us to reflect on and review many of our practices, policies, and procedures with fresh eyes. Following two trustee strategy days in February and March, we were able to scrutinise and reflect on various aspects of the CSJ, including updating our mission statement to reflect a better sense of the organisation, discussing membership retention, identifying key areas where we need to update and review our profile within the camino community, identifying what a modern pilgrim needs from us, and profiling key priorities for the future of the charity.

Through direct communication with several associations, we now have much closer ties with our European partners in Galicia and other Jacobean associations and federations both in Europe and around the world. This has led to the Camino Society Ireland writing an article for our Bulletin magazine, encouraging a closer dialogue between us as neighbours. Our regular e-news for our members and for our worldwide supporters and subscribers ensures that we have an ongoing communication and interaction which is, in turn, enabling the support of our regional groups and events around the country.

In June, we joined a newly established association, the Camino Europa Compostela, which is made up of approximately 20 associations located in Belgium, Bosnia, Croatia, Spain, Finland, France, Romania, Hungary, Italy, Luxembourg, Netherlands, Malta and the UK, with many other countries looking to submit applications for their inclusion at the May 2025 AGM. This organisation was formed to foster our shared values, support partner associations in the provision of information to pilgrims, and to allow co-operation with other associations and civil institutions in the framework of the interests of the Ways of St. James. There is also an opportunity to submit applications for grant-based funding to support our albergues, provide signage, and improve accessibility for pilgrimage routes to ensure they are available to all.

Our connectivity to other pilgrim associations creates a greater understanding and involvement in the worldwide support network which I feel will be of benefit to the CSJ in the future.

Reports from our albergues, Rabanal and Miraz, are included in your AGM papers. These include positive feedback and results, but the albergues do not run themselves - a huge effort and a great deal of logistical planning goes into maintaining and running them as well as planning for future improvements to keep them compliant with new Spanish guidelines. This is all done by a small army of dedicated volunteers and I would like to thank them for their hard work and commitment.

Our own UK sections of the Camino Inglés continue to create increasing opportunities for promoting the idea of walking a camino from your front door. Although this may not be a literal possibility for everyone, the increasing number of routes in the UK makes it possible if you include a short bus or train journey to join up with an established route. The Finchale Camino and St. James Way continue to be developed and publicised – more will be said about this in the afternoon session of the AGM from CSJ members Keith Taylor and David Sinclair, along with Antonio Leira and Lanzada Calatayud Alvarez from the Camino Inglés office in A Coruna, who are actively supporting the development of these routes.

Our online shop is currently being assessed to broaden its appeal and diversify its inventory. Our sale of pilgrim passports has continued to grow beyond our expectations, along with a strong sales record of the updated St. James Way Guide and its accompanying map book.

I want to thank the CSJ staff, Brendan Tarring, Kimberly Saward, and Rose Creaser, all of the many volunteers both in the CSJ office and around the country, our Bulletin editor Robert Clapham, our librarian William Griffiths, and all of our Trustees; it is their support and enthusiasm that continue to make Caminos a reality for so many people. I would also like to give a big thank you to so many of you who have donated so generously to the CSJ and our specific funds that support our albergues, and for your continued membership which enables us to offer this amazing service to so many pilgrims - your funding really does generate a new wave of pilgrims walking along many of the routes you have walked. They are walking in your footsteps. Thank you.

Sue Sargeant (Chair)

## Structure and objectives of the charity

The objectives of the CSJ are to advance the education of the public in and to promote the pilgrimage to Saint James of Compostela in the North Western Spanish region of Galicia and the related history, art, architecture and music. Activities have included promoting research, presenting educational programmes, identifying and preserving monuments, providing information on routes, establishing paths, maintaining hostels, and working in close co-operation with other bodies in furthering similar aims and objectives. The trustees continue to pursue all these objectives although, as always, it is not possible to fully quantify how the organisation meets these other than the positive feed-back received both verbally, in the comments book at each refuge, from returning pilgrims and from those with a personal interest in pilgrimage. As time progresses, the emphasis on what the CSJ concentrates on has and continues to change with the demands of pilgrims.

Under the Articles of the company, the trustees are elected at the Annual General Meeting to serve for a period of two years, half of their number being subject to re-election each year. The directors of the company are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. The Chairman and other honorary officers are appointed by the trustees at their first meeting after the Annual General Meeting.

The trustees are more than aware of their overall increasing age profile and are seeking to appoint new trustees over the coming months. As part of the induction process, all new trustees are provided with copies of minutes for the previous 12 months and an introduction to the finances of the organisation is given. They also spend time in the office to familiarise themselves with current procedures.

## Financial review and future developments

Overall, we were successful again in generating a small net surplus on our accounts for the year ending 30 September 2024 of £1,899 (2023 - £3,976). Our general fund generated a surplus of £928 (2023 -surplus £13,320). Encouragingly Miraz returned to generating a surplus for the year of £3,529 (2023 deficit £10,083). Restricted funds, including Rabanal, showed a deficit of £2,558 (2023 surplus £739).

The general fund income decreased in the year to £118,577 from £122,091. Donations fell due to timings with the receipt of several large donations. We were notified of two legacies in the year. A legacy of £1,000 was received in November 2024 and has been accrued in the accounts (note 2). We have also been notified of one residuary legacy. The value of this legacy is uncertain and the legacy has not been accrued (note 17).

Membership income as shown in the SOFA decreased. As detailed in note 3, this mainly related to a reduction in gift aid claimed. Membership numbers have remained steady although subscription income in the year reduced slightly. The amount of subscriptions in advance, which is shown as deferred income in creditors see note 16, reduced due to the cycle of 3 yearly membership renewals. The trustees are currently reviewing the membership structure and membership subscription rates. A report of their findings will be made to the membership. Current membership subscription rates are detailed in note 3.

Books and publications continue to sell via our online shop. Due to the increased range of commercial guidebooks available for the most popular Camino routes, the decision remains to buy these in and concentrate our publishing efforts on the less popular routes. Sales income in the year increased by nearly 20% to £66,693 from £55,887. Details are given in note 6. Pilgrim passport sales increased by 35% to £33,682 from £24,846. Publications, driven by the sales of the St James Way Way Guidebook and Mapbook, increased by 25% to £10,124 from £8,075. Against this expenditure on the shop, as detailed in note 6a, increased by 2% to £38,212 from £37,313.

General fund operating costs rose to £79,437 from £71,458 after showing a small decrease in the previous year. The main element of the increase was additional staff costs to cover maternity leave.

As noted above the Miraz fund showed a surplus for the year. UK donations and donativo income during the year both increased. Expenditure on the building decreased substantially. Details are given in note 9. The Miraz fund is supported by the general fund.

Both members and trustees recognise that the primary purpose and duty of the charity is to provide benefit for its beneficiaries and to care for the public at large. In order to maximize this benefit, the members of the CSJ provide a valuable source of expertise and ideas as well as income.

## Risk management

The Company Secretary and Treasurer assist the trustees with ensuring that the CSJ organisation acts responsibly and in accordance with Company and Charity law.

The trustees acknowledge their legal and regulatory obligations and, in reviewing their approach to risk, have consulted Charity Commission guidance. The trustees consider that, as a small charity with few paid staff, the most significant risk was the unavailability of key personnel to undertake the essential day to day tasks and an over reliance on key staff with specialist skills. The trustees are looking at ways to provide cover/deputies as necessary.

Over the past few years Pilgrim passport sales have increased substantially. Without these we would not have built up our reserves. The trustees recognise the charity's reliance on this income and are looking to safeguard it by ensuring we remain authorised by Santiago cathedral to issue Pilgrim passports. They are also looking to diversify and increase other income.

The trustees in the past have considered the most significant risk to this charity is the financial risk related to or arising from the loss of our modestly priced office suite on Blackfriars Road. There is 3 years left on our current lease. Our landlord has indicated that there are no plans for Christ Church other than to support it as required by their founding document.

Increasing risks are injury to hospitaleros or pilgrims and/or the loss of or damage to property. All hospitaleros training days include detailed health and safety briefings.

An update of our risk tables is continuing a regular basis. In general terms, the trustees monitor all risks and take appropriate steps to mitigate identified risks.

## **Public Benefit Statement**

The organisation, in summary, provides a "one stop shop" for English speaking pilgrims and as such, provides the public with information and support and so complies with its duty as set out in section 17(5) of the 2011 Charities Act.

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance on public benefit and fee charging, as the CSJ is heavily dependent on membership subscriptions, donations and the income from its publications and other book sales to cover its operating costs.

The strategies employed to achieve the charity's aims and objectives are to:

1. present a broad range of free opportunities for members of the public to learn about the Camino and receive support and advice about making the pilgrimage
2. provide a range of route guides which offer up-to-date information including producing our own "in house" guides to lesser-known trails
3. support other organisations and initiatives with similar and complementary aims
4. work strategically with the authorities in Spain and with other pilgrims' associations across the world to improve the Camino experience for pilgrims
5. provide facilities for pilgrims at two refugios in Spain, where services are offered on a donation basis
6. allowing people of all incomes to benefit from our shelter and hospitality
7. celebrate the culture and experiences of the Camino, in words and events, via our e-newsletter and by inviting members and non-members to attend lectures and meet ups

Having put these strategies into action we have, in the year 2023/2024 provided:

- (a) for the general enquirer
  - provided access to our office, bookshop and library every Thursday Open Day, when members and other potential pilgrims can drop in or contact the office. 16 volunteers have together provided 202 days of advice and information to visitors.
  - Organised several guided walks and visits organised by Regional Groups around the UK
  - Run monthly Virtual Coffee Mornings and Virtual Albergues on Zoom
  - Run monthly Virtual Wine Bars and Book Clubs on Zoom
  - Run a website with information, advice and guidance including online shop dispatching purchase orders Monday and Friday
- (b) Sold 4,952 items through our online shop including tickets for events, guidebooks, literature, and Camino merchandise, as well as a small amount sold in the office at open days and events.
- (c) Supported our albergues at Refugio Gaucelmo and Albergue San Martín in providing a traditional pilgrim welcome.

## **Reserves Policy**

The trustees review the level of reserves annually, based on financial results for the current year, the forecast for the following year and the results of the annual review of risks. In particular, they wish to ensure that the charity can continue to fulfil its current objects and activities in the event of a significant fall in income. Ideally, the charity intends to maintain a level of unrestricted funds which consists of a) a period of 3 months of operating costs (12 months of UK operating costs for Rabanal and Miraz) and b) sufficient funds to cover known risks, contingencies and capital expenditure.

### **General – Unrestricted Funds**

The free unrestricted reserves at the year-end were £18,783. The trustees consider the most appropriate level of free reserves at 30 September 2024 would be about £20,000 to pay 3 months of general fund costs. The building of our reserves position will continue in 2024/24.

### **Rabanal – Restricted Income Fund**

The level of reserves required to cover 12 months UK operating costs in a normal year is £3,000 which is well covered (£10,221). This is retained for costs incurred in the UK via Blackfriars Road.

## **Investment Powers**

Under the Memorandum and Articles of Association, the charity has the power to make any investment which the trustees see fit. Currently we hold an interest-bearing deposit with the Charities Official Investment Fund and an interest-bearing account with CAF Bank. These are included in cash at bank.

## **Trustees' responsibilities in relation to the financial statements**

Company law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- 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 maintaining proper accounting records which 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.

Approved by the trustees on 20 January 2025 and signed on their behalf by:

M C Essery Treasurer

## **Independent Examiner's Report to the Trustees of the CSJ**

I report on the accounts of the company for the year ended 30 September 2024 as set out on pages 9 to 18.

Respective responsibilities of trustees and examiner:

The trustees (who are also the directors of the company for the purposes of company law) are responsible for 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.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

1. examine the accounts under section 145 of the 2011 Act
2. to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5) (b) of the 2011 Act)
3. to state whether 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**

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 of
  - (a) to keep accounting records in accordance with Section 130 of the 2011 Act: and
  - (b) to prepare accounts which accord with the accounting records,

have 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.

C D Abrahams  
Chartered Accountant  
19 Lincoln Lane, Thorpe-on-the-Hill, Lincoln LN6 9BH UK



## Statement of Financial Activities for year ending 30 September 2024

		Unrestricted Funds		Restricted Funds			
	Note	General	Miraz			2024	2023
Income		£	£	£	£	£	£
Donations & legacies	2	6,544	4,259	2,854	13,657	24,479	
<i>Income from charitable activities</i>							
Membership subscriptions	3	44,865	-	-	44,865	47,485	
Miraz Refugioe	9	-	16,728	-	16,728	15,020	
<i>Income from Other Trading Activities</i>							
Shop sales	4	66,693	-	-	66,693	56,474	
Investment Income	5	475	-	298	773	499	
<b>Total income</b>		<b>118,577</b>	<b>20,987</b>	<b>3,152</b>	<b>142,716</b>	<b>143,957</b>	
<b>Expenditure</b>							
<i>Costs of Raising Funds</i>							
Shop sales	6a	38,212	-	-	38,212	37,313	
<i>Expenditure on- Charitable Activities</i>							
Operating costs	6b	79,437	17,458	5,710	102,605	102,668	
<b>Total expenditure</b>		<b>117,649</b>	<b>17,458</b>	<b>5,710</b>	<b>140,817</b>	<b>139,981</b>	
<b>Net income/(expenditure) and net movement in funds for the year</b>		<b>928</b>	<b>3,529</b>	<b>(2,558)</b>	<b>1,899</b>	<b>3,976</b>	
<b>Reconciliation of funds</b>							
Total funds brought forward		<b>17,855</b>	<b>(323)</b>	<b>24,455</b>	<b>41,987</b>	<b>38,011</b>	
<b>Total funds carried forward</b>		<b>18,783</b>	<b>3,206</b>	<b>21,897</b>	<b>43,886</b>	<b>41,987</b>	

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The previous year Statement of Financial Activities is provided in Note 20.

## Balance sheet as at 30 September 2024

	Note	2024	2023
<b>Fixed assets</b>		£	£
Computers and Office etc	13	2,339	2,421
Works of Art		4,790	4,790
<b>Total fixed assets</b>		<b>7,129</b>	<b>7,211</b>
<b>Current assets</b>			
Stock	14	12,772	9,320
Debtors	15	14,677	9,727
Cash at bank and in hand		36,840	47,159
<b>Total current assets</b>		<b>64,289</b>	<b>66,206</b>
<b>Liabilities</b>			
Creditors falling due within one year	16	(27,532)	(31,430)
<b>Net current assets</b>		<b>36,757</b>	<b>34,776</b>
<b>Net assets</b>		<b>43,886</b>	<b>41,987</b>
<b>The funds of the charity:</b>			
Unrestricted funds – General		18,783	17,855
Unrestricted funds – Designated		3,206	(323)
Restricted funds		21,897	24,455
<b>Total charity funds</b>		<b>43,886</b>	<b>41,987</b>

## Audit Exemption

- a) For the year ended 30 September 2024 the company was entitled to exemption under section 477 of the Companies Act 2006 ("the Act")
- b) Members have not required the company to obtain an audit in accordance with section 476 of the Act.
- c) The directors acknowledge their responsibility for:
  - i) ensuring the company keeps accounting records which comply with sections 386 and 387 of the Act; and
  - ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its profit or loss for the financial year, in accordance with the requirements of sections 394 and 395 of the Act, and which otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company.
- d) The accounts have been prepared in accordance with the special provisions of Part 15 of the Act relating to small companies.

Approved by the trustees on 20 January 2025 and signed on their behalf by:

M C Essery Treasurer

# Notes on the Financial Statements for the year to 30 September 2024

## 1. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

### (a) Basis of preparation

The financial statements have been prepared under the historic cost convention and in accordance with the charities Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK issued in October 2019 (FRS102)) and the Companies Act 2006.

The trustees have again assessed going concern. General fund reserves have increased during the year. The charity continues to enjoy the continued support of the trustees and members and the financial statements have been prepared under the going concern basis of accounting.

### (b) Income

Income is recognised when the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Legacies are recognised when the amount receivable can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material (see note 17).

Incoming resources from tax claims are included within the Statement of Financial Activities (SOFA) when the funds are received, and a claim can be made.

Subscriptions paid in advance under the discounted membership scheme are recognised in the membership year to which they relate.

### (c) Investment Income

Income from investments is included in the SOFA in the year in which it is receivable.

### (d) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside for a specific purpose. Restricted funds are donations raised for particular areas of the charity's work.

### (e) Expenditure and irrecoverable VAT

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. All costs have been directly attributed to one of the functional categories of resources expended in the SOFA.

The charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

### (f) Tangible Fixed Assets & Depreciation

Fixed assets currently include Works of Art both historic and contemporary. Depreciation is not charged on these as their residual value is considered to be higher than their carrying value. The library is held in the unincorporated association for the time being for the benefit of the public and does not form part of the assets of the company. All expenditure on the Refugio at Miraz is written off as spent including any improvements on the building, on the basis that any expenditure is of a purely charitable nature and of no future major financial value to the charity. All assets costing more than £500 are capitalised. Depreciation of computers, related software and other office equipment is charged over four years.

### (g) Stock

Stock is included at the lower of cost or net realisable value.

### (h) Exchange rates

Moneys received and paid in Euros are converted at the actual exchange rate on the transaction date with the exception of moneys received and paid at Miraz on a daily basis where the seasonal midpoint exchange rate is used. The exchange rate used at the accounting date was 1.202 Euros to the £ (2023 – 1.152 Euros to the £).

## 2. Income from donations and legacies

	2024	2023
	£	£
Gifts	12,657	24,479
Legacy	1,000	-
	<u>13,657</u>	<u>24,479</u>

The income from donations and legacies was £13,657 (2023: £24,479) of which £6,544 was general donations (2023: £17,831), £4,259 related to the refuge in Miraz (2023: £1,752) and £2,854 was restricted (2023: £4,896).

The charity benefits greatly from the involvement and enthusiastic support of its volunteers. In accordance with FRS 102 and the Charities SORP, the economic contribution of general volunteers is not recognised in the accounts.

## 3. Membership subscriptions & gift aid

Subscription income decreased slightly in the year down to £37,457 from £38,015 in 2023. Tax reclaimed on subscriptions and general fund donations also decreased to £7,408 (2023 £9,470). The decrease was due to the reduction in donations and membership subscriptions. Gift Aid tax claims are recognised when a claim can be made, hence when members are paying 3 years subscription, a claim is made in the first year for the full amount received.

Current subscription rates are:

Type	Region	Rate
<b>1 year</b>		
Individual Member	UK and Europe	£35.00
Household	UK and Europe	£40.00
<b>3 years</b>		
Individual Member	UK and Europe	£94.50
Household	UK and Europe	£108.00

## 4. Shop sales

	2024	2023
	£	£
Publications	10,124	8,075
Books	8,685	11,138
Kindle and webinars	344	1,110
Postage	9,739	8,268
Other Items	4,119	3,037
Pilgrim passports	33,682	24,846
	<u>66,693</u>	<u>56,474</u>

## 5. Investment Income

Investments which generate income consist of one interest-bearing deposit account with the Charities Official Investment Fund and one interest-bearing account with CAF bank.

## 6. Expenditure on Charitable Activities

### (a) Shop

	2024	2023
	£	£
Publications	5,260	6,819
Books	5,271	8,361
Postage	9,325	6,762
Other items	1,987	3,231
Assistance	10,582	7,550
Marketing	399	990
Pilgrim passports	5,388	3,600
	<u>38,212</u>	<u>37,313</u>

### (b) Operating costs

	2024	2023
	£	£
Bulletin	3,428	3,745
Library	2,606	2,515
Miraz	17,458	26,855
Rabanal	3,127	3,720
St James	1,400	635
St Christopher	587	-
Technology fund	596	-
Website	4,837	4,484
Office costs	68,566	60,714
	<u>102,605</u>	<u>102,668</u>

The office costs include governance costs of £35 paid for the Data Protection licence.

## 7. Grants

There was 1 grant made in the year. This was made for managing the library and was given to an unincorporated association, registered charity number 294461. The grant amounted to £2,606 (2023 £2,515).

## 8. Refugio Gaucelmo, Rabanal del Camino

Payments made from funds held by CSJ in the year related to the Hospitaleros Thank You and Training Days and a small allocation of £720 towards the salary costs at Blackfriars Road. Donations included £128 (2023 £235) Gift Aid claimed.

The Refugio is run as a joint venture partnership with the Amigos del Camino del Bierzo. Pilgrim donations and related expenditure on food, hospitality, cleaning etc. in Spain are solely for the benefit of the Refugio at Rabanal and are not consolidated in the charity accounts. The surplus is put towards overheads such as electricity, bank charges, repairs etc.

## 9. Refugio de Peregrinos de Miraz

<b>Income</b>	<b>2024</b>	<b>2023</b>
	£	£
Donations UK including gift aid	4,259	1,752
Donativos Spain	16,728	15,020
	<hr/> 20,987	<hr/> 16,772
 <b>Expenditure</b>	 <b>2024</b>	 <b>2023</b>
	£	£
Building upkeep	4,440	15,071
Food, household and travel	5,753	5,736
Oil, gas and water	3,462	2,242
Phones	519	655
Insurance	630	571
Sundries	1,627	1,778
Exchange difference	307	82
Salary allocation	720	720
	<hr/> 17,458	<hr/> 26,855

## 10. Bulletin

The Bulletin is published half yearly – March and September, many copies are now being sent electronically.

## 11. Staff costs

	<b>2024</b>	<b>2023</b>
	£	£
Salaries	53,508	38,908
Pension costs	1,631	875
	<hr/> 55,139	<hr/> 39,783

No employees had employee benefits in excess of £60,000 (2023: nil)

The charity trustees were not paid or received any other benefits from employment with the charity in the year  
Personal travel expenses of £115 (2023: £nil) were reimbursed to 1 (2023: nil) trustees.

## 12. Staff numbers

The average monthly headcount was 3.6 staff (2023: 2) and the average monthly number of full-time equivalent employees during the year were as follows:

	2024	2023
	No.	No.
Shop sales	0.4	-
Membership and office	1.7	1.2
	<u>2.1</u>	<u>1.2</u>

## 13. Fixed Assets

	Works of Art	Office Equipment	Total
Costs	£	£	£
At 1 Oct 2023	4,790	18,569	23,359
Additions	-	870	870
At 30 Sep 2024	<u>4,790</u>	<u>19,439</u>	<u>24,229</u>
<b>Depreciation</b>			
At 1 Oct 2023	-	16,148	16,148
Charge for year	-	952	952
At 30 Sep 2024	<u>-</u>	<u>17,100</u>	<u>17,100</u>
<b>Net Book Value</b>			
At 1 Oct 2023	4,790	2,421	7,211
At 30 Sep 2024	<u>4,790</u>	<u>2,339</u>	<u>7,129</u>

Works of Art comprise a medieval oak carving of Saint James (valued at £3,400) and an embroidered banner (valued at £500), both in the assets of the General Fund, and an icon of Saint James (valued at its cost of £890, covered by donations in memory of Stephen Badger) in the Rabanal Fund.

Office equipment includes items with a cost of £2,383 purchased using funds raised through the Technology Appeal. The depreciation on these amounts amounted to £596 in the financial year. This has been charged to the Technology Appeal, which is a restricted fund.

## 14. Stock

	2024	2023
	£	£
Publications	2,771	2,958
Books	3,973	3,216
Other Items	1,533	1,261
Pilgrim passports	4,495	1,885
	<u>12,772</u>	<u>9,320</u>

## 15. Debtors

	2024	2023
	£	£
Prepayments	4,112	1,515
Accrued income and other debtors	9,565	8,212
Accrued Income - Legacies	1,000	-
	<u>14,677</u>	<u>9,727</u>

Legacies accrued include £1,000 which was received in November 2024.

## 16. Creditors: Amounts falling due within one year

	2024	2023
	£	£
Trade Creditors	6,570	6,750
Deferred Income - Subscriptions in Advance	20,962	24,680
	<u>27,532</u>	<u>31,430</u>

Subscriptions paid in advance total £20,962 and relate to the years 2025 (paid from 1 July 2024), 2026 and 2027. These have been shown as falling due within 1 year as the actual subscription has been received.

## 17. Contingent assets – legacy income

As at 30 September the charity had been notified of one residuary legacy. The value of this is uncertain as it depends on the amount received from the sale of a property. Due to this uncertainty the legacy has not been accrued.

## 18. Analysis of charitable funds

### (a) Analysis of movements in unrestricted funds

	At 1 Oct 2023	Incoming Resources	Outgoing Expenses	At 30 Sep 2024
	£	£	£	£
General fund	17,855	118,577	(117,649)	18,783
Designated Miraz fund	(323)	20,987	(17,458)	3,206
	<u>17,532</u>	<u>139,564</u>	<u>(135,107)</u>	<u>21,989</u>

### (b) Analysis of movements in unrestricted funds – previous year

	At 1 Oct 2022	Incoming Resources	Outgoing Expenses	At 30 Sep 2023
	£	£	£	£
General fund	4,535	122,091	(108,771)	17,855
Designated Miraz fund	9,760	16,772	(26,855)	(323)
	<u>14,295</u>	<u>138,863</u>	<u>(135,626)</u>	<u>17,532</u>



Funds are held on behalf of the Refuge at Miraz. A bank account is held at Santander in Friol but operated from Blackfriars Road to pay expenses such as electricity, telephone and insurance. This account also receives cash locally via donativos from pilgrims.

**(c) Analysis of movements in restricted funds**

	At 1 Oct 2023	Incoming Resources	Outgoing Expenses	At 30 Sep 2024
	£	£	£	£
Rabanal fund	11,639	1,709	(3,127)	10,221
Ted Dickinson Fund	2,543	133		2,676
St. Christopher Fund	5,362	840	(587)	5,615
St James Way fund	2,778	361	(1,400)	1,739
Technology fund	2,133	109	(596)	1,646
	<b>24,455</b>	<b>3,152</b>	<b>(5,710)</b>	<b>21,897</b>

**(d) Analysis of movements in restricted funds – previous year**

	At 1 Oct 2023	Incoming Resources	Outgoing Expenses	At 30 Sep 2024
	£	£	£	£
Rabanal fund	13,477	1,882	(3,720)	11,639
Ted Dickinson Fund	2,455	88		2,543
St. Christopher Fund	4,473	889		5,362
St James Way fund	3,311	102	(635)	2,778
Technology fund	-	2,133	-	2,133
	<b>23,716</b>	<b>5,094</b>	<b>(4,355)</b>	<b>24,455</b>

Rabanal Fund:	For capital projects, upkeep of the fabric and miscellaneous expenses at Refugio Gaucelmo. A separate bank account is kept at Banco Abanka in Ponferrada which, due to the joint venture with the Amigos del Camino del Bierzo is not consolidated within these accounts. The credit balance on this account at the accounts date was €32,904 (£27,374) and on 1 October 2023 €32,128 (£27,889).
Ted Dickinson Fund:	Raised by special subscription in memory of a member who died in 1994. It is for helping pilgrims in financial hardship and associated purposes
St. Christopher Fund:	Founded in 2002 to enable frail or elderly pilgrims to take a companion with them to Santiago.
St James Way Fund:	Set up in 2022 to pay for the installation of a cross and support the pilgrim way from Reading to Southampton.

## 19. Capital Commitments

There are no capital commitments outstanding at the accounting date

## 20. Previous year Statement of Financial Activities

		Unrestricted Funds		Restricted Funds	
	Note	General	Miraz		2023
Income		£	£	£	£
Donations & legacies	2	17,831	1,752	4,896	24,479
<i>Income from charitable activities</i>					
Membership subscriptions	3	47,485	-	-	47,485
Refuge	9	-	15,020	-	15,020
<i>Income from Other Trading Activities</i>					
Shop sales	4	56,474	-	-	56,474
Investment Income	5	301	-	198	499
<b>Total income</b>		<b>122,091</b>	<b>16,772</b>	<b>5,094</b>	<b>143,957</b>
<b>Expenditure</b>					
<i>Costs of Raising Funds</i>					
Shop sales	6a	37,313	-	-	37,313
<i>Expenditure on- Charitable Activities</i>					
Operating costs	6b	71,458	26,855	4,355	102,668
<b>Total expenditure</b>		<b>108,771</b>	<b>26,855</b>	<b>4,355</b>	<b>139,981</b>
<b>Net income/(expenditure) and net movement in funds for the year</b>		<b>13,320</b>	<b>(10,083)</b>	<b>739</b>	<b>3,976</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		<b>4,535</b>	<b>9,760</b>	<b>23,716</b>	<b>38,011</b>
<b>Total funds carried forward</b>		<b>17,855</b>	<b>(323)</b>	<b>24,455</b>	<b>41,987</b>