

**FRIENDS OF LICHFIELD CATHEDRAL
[FELLOWSHIP OF ST CHAD]**

REGISTERED CHARITY NUMBER: 1102791

**ACCOUNTS YEAR ENDED
31 DECEMBER 2021**

**Dains LLP
Chartered Accountants
St John's Court
Wiltell Road
Lichfield
Staffordshire
WS14 9DS**

THE FRIENDS OF LICHFIELD CATHEDRAL (Fellowship of St. Chad)

Registered Charity Number 1102791 Annual Report for the year ending 31 December 2021

Principal address: The Friends Desk, 19a The Close, Lichfield, WS13 7LD *Tel:* 01543 306100

Patrons: Mr Ian Dudson, CBE, CStJ, Lord Lieutenant of Staffordshire
Mrs Anna Turner, JP, Lord Lieutenant of Shropshire

President: The Rt Revd Dr Michael Ipgrave, Bishop of Lichfield

Executive Council and Trustees 2021/22

Chairman (Ex Officio): The Very Revd A J Dorber

Vice Chairman: Mrs S Cottrell

Secretary:

Mrs S Perkins

Treasurer: Mr N Platts

Events Secretary:

Mr J Maxwell-Jones

Chapter Appointed: Mr M Hope-Urwin (24.5.21)

Elected Members: Mr P Harris (21.7.21) Miss K Martin (21.7.21) Mrs N J Provost

Mr C J Spruce Mrs K Toothill

Trustees who have retired in 2021: MR D T Cliffe Miss J Sutton Mr S Taylor

New trustees are provided with a copy of the governing constitution, a copy of the most recent annual report and accounts and minutes of recent Executive Council meetings. New trustees receive an email from the Charity Commission detailing their responsibilities. They are also encouraged to read guidance note "CC3: The Essential Trustee" via the Charity Commission website and the regularly emailed newsletters to keep them up to date with their duties and responsibilities.

Administrator: Mr O Birch *Editor:* Mr M Guest

Bankers: Lloyds Bank plc, 22 Conduit Street, Lichfield, WS13 6JS

Independent Examiner: A. P. Morris FCA of Dains LLP, St. John's Court, Wiltell Road, Lichfield, WS14 9DS

Minimum Subscription:

Life Membership: Ordinary £600

Life Membership: Senior Citizens (over 65) £300

Annual Minimum Subscription:

Individual Membership £25

Joint Membership £40

Overseas Membership £40

Email: friends@lichfield-cathedral.org

Web Address: www.lichfield-cathedral.org/friends

The Friends of Lichfield Cathedral Annual Report for the year ending 31 December 2021

Governance

The Friends of Lichfield Cathedral, founded in 1937, is governed by a Constitution approved on 21 May 2011 and is constituted as an unincorporated association.

Trustees

The trustees are set out on page 1. The chairman is an ex-officio officer and trustee. The four officers of vice chairman, secretary, treasurer and events secretary are elected annually by the membership and are trustees. Two trustees are appointed by the Chapter of Lichfield Cathedral. Nine trustees are elected by the membership for periods of three years and retire in rotation. No elected trustee may serve more than two terms of three years in one position. In addition, the Executive Council may appoint up to two trustees to represent the wider interests of the diocese.

Objects

- To further the religious and other charitable work of Lichfield Cathedral.
- To assist and promote the restoration, maintenance, repair and improvement of the Cathedral and to support the worship, music and ministry of the Cathedral.

Aims

- To draw into fellowship the people of the Diocese and others with an interest in Lichfield Cathedral.
- To work with the Chapter in furthering the religious and charitable work of the Cathedral.
- To assist the work of repairing and preserving the fabric of the Cathedral and its precincts, its furnishings and vestments and to enhance it with special gifts.
- To support the worship and music of the Cathedral.
- To arouse, stimulate and maintain parish and public interest in the Cathedral.
- To provide a means whereby people who have at heart the wellbeing, mission and purpose of the Cathedral can keep in touch with its life and work.
- To raise and invest money to further the objects of the Friends.
- To organise social events and opportunities of fellowship, and to support such other charitable purposes relating to Lichfield Cathedral as the Executive Council in its absolute discretion shall see fit.

Review of Activities and Achievements

Reporting on Friends activities for 2021, another extraordinary year of plans made and hopes dashed, will be brief. However, we were delighted that we did manage to hold the Annual General Meeting, in person, in the Cathedral in July when we received a fascinating talk by Dr Gareth Williams on the Kingdom of Mercia.

Fundraising activities also took place despite everything, we managed to hold two Classy Cast Off sales raising £1,225 and December saw the return of our Christmas Tree Festival which this year was so welcomed by the public and the Cathedral community. Despite fewer trees and more restricted opening, we managed to raise £15,200. After a year without the festival it was great to see the Quire aisles adorned with 44 beautifully decorated Christmas Trees and Friends greeting thousands of visitors to view them. A fitting end to what had been such a difficult year for so many. Many thanks are extended to our Administrator, Oliver Birch, Friends and committee members for all their support and help given in 2021.

A last minute change of plans saw 33 Friends going by coach to Chester on 15 December to visit the Cathedral, Christmas Market and beautiful town centre, and it was really wonderful to just be doing things together once again.

The Friends of Lichfield Cathedral Annual Report for the year ending 31 December 2021

Review of Activities and Achievements (cont'd)

In 2021, grants to the Cathedral included £100,000 towards the ReSource Appeal, £18,500 towards the final year of the Artist in Residence project, £2,500 towards an exhibition brochure and £250 towards plants for a new mediaeval herb garden. It was wonderful to see the statue of St Chad unveiled, albeit a little later than the original plan, The Friends of Lichfield Cathedral being amongst many providing donations towards this.

As we move forward into 2022 we will endeavour to arrange an interesting programme, giving opportunity to both share time together and offer support to our beautiful Cathedral in its 1350th year since St Chad, our Co-Patron's death.

Financial Review

i) Year End Results

The accounts for the year ended 31 December 2021 are attached which show net assets totalling £113,679, a decrease of £10,239 from the previous year.

The executive committee has continued to offer financial support to the Dean and Chapter at a time when the cathedral finances have been under pressure from the covid pandemic and other issues. After consideration of a request from the Dean and Chapter, £100,000 has been pledged to support the Cathedral ReSource Appeal. This commitment by The Friends has been the catalyst for the securing of further grants by the Dean and Chapter. Other grants have also been made as described in the review of activities below. The total of grants either made or committed to be made during the year amount to £121,250 and has been the major source of expenditure.

Income increased considerably by £78,774 from the previous year to £111,216. Thanks to our loyal support base, the total of £17,263 received in donations has held up well, being very slightly less than the previous year. As a result of the continuing covid pandemic, one social event and the AGM were organised which generated a small surplus of £382, a small reduction from the previous year. As mentioned in the Review of Activities above, fund raising events comprising "The Christmas Tree Festival" and two "Classy Cast Off" sales raised a combined surplus of £16,439. Investment income reduced by £672 to £2,078, partly owing to very low interest rates on cash deposits and the decision to sell some investments to shore up cash reserves. One third of the Investment Fund and the whole of the Fixed interest Fund were sold. The amount invested in the latter was relatively small at just over £5,000 and produced minimal income. However, legacies totalling £72,305 have been received or notified during the year, providing a significant addition to income. We were notified of a substantial legacy from Mr Mark Farrant comprising a pecuniary legacy of £50,000 together with a residual legacy which has yet to be properly quantified. The latter will be accounted for in a future year. We are most grateful indeed to our benefactors and for their generously in remembering The Friends.

Expenditure increased by £51,682 from the previous year to £129,869. As described above, grants totalling £121,250 were either made or committed to be made, an increase of £49,950 on the previous year. There was a small reduction of £657 in general expenditure from the previous year amounting to £6,230.

The value of investments decreased by £24,865 to £62,438, for reasons described above. However, the value of the remaining investment has held up well.

The Friends of Lichfield Cathedral Annual Report for the year ending 31 December 2021

Financial Review (cont'd)

i) Year End Results (cont'd)

In summary whilst total assets have decreased by just over £10,000 during the year, legacies and the surplus from fund raising events have mitigated the amount of the decrease thus enabling the level of financial support to the Dean and Chapter to be met whilst at the same time maintaining an appropriate level of financial reserves.

ii) Financial Reserves Policy

Cash reserves are held in a Lloyds Bank current account for everyday purposes and a Church of England Deposit Fund account. A Church of England Investment Unit Trust Fund is also held which is designed specifically for the charity sector to generate both income and capital growth. The fund or part thereof can be readily liquidated should the need for cash arise. The trustees regularly monitor interest rates and investment performance.

Net assets are unrestricted, and the funds can be freely used by the trustees. The trustees review the total reserves at each of their quarterly executive council meetings. They have estimated that a reserve of £20,000 is required to maintain the efficient running of the charity and to provide the required level of services to donors for a period of one year. Further reserves are required from time to time to meet the commitments made to the Dean and Chapter and furthermore as a contingency should unforeseen circumstances arise. The trustees consider that the net assets meet these criteria.

iii) Financial Controls Policy

The trustees have put a Financial Controls Policy in place as recommended by the Charity Commission in guidance note CC8. This is to ensure that assets are properly used, funds are spent effectively, and financial affairs are well managed. The policy is reviewed annually.

Risk Review

The trustees have examined the major internal and external risks which the charity faces and confirm that systems have been established to minimise these risks.

Public Benefit

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and have complied with their duties under the Charities Act 2011.

Signed on behalf of the charity's trustees on 18th March 2021



Sandra Cottrell, Vice Chair

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE EXECUTIVE COUNCIL OF THE FRIENDS OF LICHFIELD CATHEDRAL [FELLOWSHIP OF ST CHAD]

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2021 which comprise the Statement of Financial Activities, the Balance Sheet and associated notes.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 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 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts to be reached.

A P Morris FCA
of Dains LLP
St. John's Court
Wiltell Road
Lichfield
Staffordshire,
WS14 9DS

Date: 18 March 2022

**FRIENDS OF LICHFIELD CATHEDRAL [FELLOWSHIP OF ST CHAD]
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021**

	Note	Total 2021 £	Total 2020 £
Income from:			
Donations and similar incoming resources	2	18,005	18,611
Legacies	3	72,305	11,000
Activities for generating funds	4	18,828	81
Investments	5	2,078	2,750
		<hr/>	<hr/>
Total Income		111,216	32,442
Expenditure on:			
Raising funds – Christmas tree festival		2,389	-
General and publicity expenditure	6	6,230	6,887
Grants payable	7	121,250	71,300
		<hr/>	<hr/>
Total		129,869	78,187
		<hr/>	<hr/>
Net gains/(losses) on investments		8,414	5,471
Net income/(expenditure)		(10,239)	(40,274)
Reconciliation of funds:			
Total funds brought forward		123,918	164,192
		<hr/>	<hr/>
Total funds carried forward		113,679	123,918
		<hr/>	<hr/>

**FRIENDS OF LICHFIELD CATHEDRAL [FELLOWSHIP OF ST CHAD]
BALANCE SHEET 31 DECEMBER 2021**

	Notes	£	2021 £	£	2020 £
Fund balances					
General funds			113,679		123,918
			<hr/>		<hr/>
The fund balances are represented by:					
Investments	1b & 9		62,438		87,303
Current assets					
Debtors	10	57,527		4,511	
CBF deposit		37,185		38,829	
Cash at bank and in hand		10,003		5,959	
			<hr/>	<hr/>	
			104,715	49,299	
			<hr/>	<hr/>	
Current liabilities					
Creditors: Grant		50,000		12,000	
: Other		3,474		684	
			<hr/>	<hr/>	
			53,474	12,684	
			<hr/>	<hr/>	
Net current assets			51,241		36,615
			<hr/>		<hr/>
Net assets			113,679		123,918
			<hr/>		<hr/>

The Members of the Executive Council acknowledge their responsibilities for:

1. Ensuring that the Charity keeps accounting records which comply with the Charities Act 2011;
2. Preparing accounts which give a true and fair view of the state of affairs of the Charity as at the end of each financial year and its financial activities for each financial year in accordance with the requirements of the Charities Act 2011 relating to accounts so far as applicable to the Charity.

These accounts were approved by the Executive Council on 18 March 2022 and signed on their behalf by:

A J Dorber } Members of the

N Platts } Executive Council

**FRIENDS OF LICHFIELD CATHEDRAL [FELLOWSHIP OF ST CHAD]
NOTES TO THE ACCOUNTS 31 DECEMBER 2021**

1. Accounting Policies

- a] The accounts have been prepared in accordance with the Statement of Recommended Practice: 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) effective 1 January 2019 and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.
The charity constitutes a public benefit entity as defined by FRS 102.
- b] The accounts are prepared on an historical cost basis except that investments are included at market value.
- c] The accounts have been prepared on an accruals basis.
- d] Life Members pay a one-off subscription which is credited to income in full in the year of receipt.
- e] Grants payable are charged in the year when the offer is conveyed to the recipient, except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled.
Grants offered subject to conditions which have not been met at the year end are noted as a commitment but not accrued as expenditure.

2. Donations and similar incoming resources	2021	2020
	£	£
Subscriptions and donations including gift aid	17,623	17,726
Social events surplus	382	885
	<hr/>	<hr/>
	18,005	18,611
	<hr/>	<hr/>
3. Legacies		
Mr A A Waters	10,000	-
Miss L J Gibson	12,305	-
Mr M H L Farrant	50,000	
Mrs A J De Hamel	-	3,000
Mrs C L Glover	-	5,000
Mr W Kenyon-Slaney	-	2,000
Mrs J M Paddock	-	1,000
	<hr/>	<hr/>
	72,305	11,000
	<hr/>	<hr/>
4. Activities for generating funds		
Christmas Tree Festival including gift aid	17,603	81
Other	1,225	-
	<hr/>	<hr/>
	18,828	81
	<hr/>	<hr/>
5. Investment income		
Income from listed investments	2,055	2,476
Deposit interest	23	274
	<hr/>	<hr/>
	2,078	2,750
	<hr/>	<hr/>

FRIENDS OF LICHFIELD CATHEDRAL [FELLOWSHIP OF ST CHAD]
NOTES TO THE ACCOUNTS 31 DECEMBER 2021 [Continued]

	2021 £	2020 £
6. General and publicity expenditure		
Dean and Chapter – administration	4,200	4,200
Independent examination	720	720
Annual Report and Mailings	918	1,575
Trustees' and public liability insurance	392	392
	<hr/> 6,230	<hr/> 6,887
7. Grants payable		
Dean and Chapter –		
Cathedral Gardening Group	250	-
Retrospective Booklet	2,500	-
ReSource Appeal	100,000	-
Covid-19 Crisis	-	5,800
NHLF Project	-	20,000
Artist in Residence	18,500	18,500
Covid-19 Recovery (Music)	-	15,000
Big Give Christmas Challenge 2020	-	12,000
	<hr/> 121,250	<hr/> 71,300
8. Related party transactions and trustees remuneration and expenses		
No remuneration or expenses, directly or indirectly, out of the funds of the Charity were paid or payable for the year to any trustee or to any person or persons known to be connected to them. (2020 - £nil).		
9. Investments	2021 £	2020 £
Investments held at 1 January 2021	87,303	81,832
Sale proceeds	(33,279)	-
Profit on disposal	565	-
Net gain/ (loss) on revaluation	7,849	5,471
	<hr/>	<hr/>
Investments held at 31 December 2021	62,438	87,303
The Investments comprise		
CBF Fixed Interest Securities Fund	-	5,418
CBF Investment Fund	62,438	81,885
	<hr/>	<hr/>
	62,438	87,303
10. Debtors		
Tax repayable	1,801	1,371
Legacies	50,000	3,000
Other	5,726	140
	<hr/>	<hr/>
	57,527	4,511
	<hr/>	<hr/>

**FRIENDS OF LICHFIELD CATHEDRAL [FELLOWSHIP OF ST CHAD]
NOTES TO THE ACCOUNTS 31 DECEMBER 2021 [Continued]**

11. Contingent Asset

The trustees have been notified that the charity is the beneficiary of two estates for which the amounts to be paid to the charity have not yet been confirmed. In view of the uncertainty over the amounts that may be received, the trustees have concluded that the conditions for recognition of these legacies have not yet been met and accordingly these legacies are not reflected in the financial statements.