

Charity Registration Number: 1135474

Company Registration Number: 07010772 (England and Wales)

The Franciscan Missionaries of St. Joseph

Accounts

For the Year Ended 31 December 2020

Index

1	Charity Information
2	Report of the Trustees
41	Auditor's Report
45	Statement of Financial Activities
48	Balance Sheet
49	Consolidated Statement of Cash Flows
51	Notes to the Accounts

The Franciscan Missionaries of St. Joseph

Charity Information

For the Year Ended 31 December 2020

Trustees	Sister Maureen Murphy Sister Anne Moore Sister Margaret Nyabongoye Sister Brenda Makokha Sister Joan Kerley
Congregation Leader	Sister Maureen Murphy
Congregational Bursar	Sister Anne Moore
Secretary General	Sister Brenda Makokha
Registered Office	St Joseph's Convent 150 Greenleach Lane Worsley, Manchester M28 2TS
Registered Charity Number	1135474
Registered Company Number	07010772
Accountants	John A. Porter & Co. 74 Dickenson Road Manchester M14 5HF
Auditors	Azets Audit Services Alpha House, 4 Greek Street Stockport SK3 8AB
Bankers	Royal Bank of Scotland plc St Ann's Street, St Ann's Square Manchester M60 2SS
Investment Brokers	Earnshaw Consultants Ltd Cadman House 2 Wharf Road Sale M33 2AF
Solicitors	Stone King LLP 13 Queen Square Bath BA1 2HJ

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Report of the Trustees

The Trustees present the report and audited accounts for the Congregation of the Franciscan Missionaries of St Joseph for the year ended 31 December 2020.

Introduction

The Congregation of the Franciscan Missionaries of St Joseph of the Third Order Regular of St Francis of Assisi (the Order) was founded in 1883 and is regulated by a Trust Deed dated 27th December 1963.

The Order was incorporated by order of the Charity Commissioners sealed on the 2nd day of June 1983 in the matter of a Charity for Roman Catholic purposes administered in connection with the Congregation of the Franciscan Missionary Sisters of St. Joseph of the Third Order Regular of St Francis of Assisi (hereinafter called "the Congregation") which Charity is regulated by a Trust Deed dated the 27th day of December 1963 as varied or affected by Schemes of the Charity Commissioners of the 14th day of December 1982 and the 29th day of August 1996.

The Order is registered with the Charity Commission under Charity Registration Number 1135474 and with Companies House as a Charitable Company Limited by Guarantee with no Share Capital (Registered Company Number 07010772 (England and Wales)). The Company was incorporated on 7 September 2009 and the functions and assets of The Order were transferred to the Company on 1 January 2011 by a Transfer Deed dated 18 February 2011.

The Congregation is an international Roman Catholic religious congregation supporting 108 Sisters worldwide and it is divided into five distinct regions or administrative areas across the world.

Mission

The Congregation of the Franciscan Missionaries of St Joseph aims to support the religious and other charitable works carried on by the members of the Congregation and to care for those members throughout their lives within the Congregation.

The charitable work of the Congregation is authorised in England and Wales or elsewhere under the direction of the Congregation as the Trustees and this is currently undertaken in England, Ireland, United States of America, Kenya, Uganda, Ecuador, The Netherlands and Germany.

The ministries of the Sisters of the Congregation are built on and supported by a ministry of prayer and benefit large numbers of the general public. Our ministries fall into the following main areas:

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

- Social and Pastoral Work

Many Sisters of the Congregation are involved in various forms of social or pastoral work, including care of the elderly, the sick and under privileged and chaplaincy in hospitals and universities.

- Operation of Residential Care Establishments

During the year the Sisters provided care and assistance to the elderly at two establishments operated by the Charity; Franciscan Convent, Blackburn which provides care for Sisters of the Congregation and some members of the general public and Franciscan Convent, Burnley which provides care for Sisters of the Congregation in need of care.

- Overseas Missionary Work

The Sisters are engaged in missionary activity in and beyond our own country or culture. The Charity helps to support Sisters working in healthcare, education, social and pastoral ministries in Kenya, Uganda and Ecuador.

Governance, Structure and Management

In terms of Canon Law, the Congregation is governed at an international level by the Congregational Leader and her General Councillors in Manchester, UK. They are elected every six years at a meeting of representatives of all the regions of the Congregation. The Congregational Leader and her Council govern the whole Congregation and historically have particular responsibility for the UK, The Netherlands, The United States and Germany. Ireland, Ecuador and Kenya are governed by a Regional Leader and her Council but are responsible to the Congregational Leadership Team who are the Trustees of the Charity. Uganda is governed by the Regional Leader and Council in Kenya. The Trustees are elected for their personal qualities, their understanding and experience of the ministries of the Sisters and to secure a good skills mix among them.

Each community is governed by a local Leader appointed by the Regional or Congregational Leader. Four communities without a resident local leader are now responsible to one appointed local leader. There is a system of accountability operational throughout the Congregation to ensure that the Congregational Leader and her Councillors are aware of the progress and development of the ministries carried out by the Sisters of the Congregation. The Congregational Leader visits every community at least once every three years and visits are also made by the Sisters in the Leadership Team at regular intervals.

In terms of Civil Law the Charity is governed by a Trust Deed dated 27 December 1963 and is a Registered Charity. The Trustees of the Charity are the Congregational Leader, her four Councillors and the Congregational Bursar. At the present time the Congregational Bursar is also a Councillor and this means there are five instead of the normal six Trustees. As all the Trustees are members of the Congregation they have a detailed knowledge of the work of the Charity and its structure. On being appointed there is a handover period of up to six months during which time the old and new teams work together to ensure continuity and a

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

full understanding of responsibilities. Trustees are required to take part in on-going training to ensure they are kept up to date with changes in legal, accountancy and investment regulations.

The names of the Trustees who served during the year are set out as part of the reference and administrative details which follow, together with brief biographical details on each of the Trustees.

From 1 January 2020 to 31 December 2020

Congregation Leader	Sister Maureen Murphy
Congregational Councillors	Sister Anne Moore (Assistant Congregational Leader) Sister Margaret Nyabongoye Sister Brenda Makokha Sister Joan Kerley
Congregational Bursar	Sister Anne Moore

The Trustees were appointed at the General Chapter on 18 June 2017 for a six year term until the next General Chapter in June 2023.

The Secretary General's appointment expired at the 2017 General Chapter and Sister Brenda Makokha was appointed for a period of three years. Sister Brenda Makokha was re-appointed for a further period of three years in June 2020.

The Congregational Bursar's appointment expired at the 2017 General Chapter and Sister Anne Moore was reappointed for a three year period. Sister Anne Moore was re-appointed for a further period of three years in June 2020.

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Sister Maureen Murphy – Congregational Leader

Having had a career in hospital administration, Sister Maureen entered the Congregation at the age of 31. After initial training she completed a Certificate in Pastoral Studies at the Missionary Institute in London and was then appointed to Ecuador where she worked in catechetics, parish ministry and the initiation of Base Ecclesial Communities. After four years, sickness necessitated Sister Maureen's return to the UK where she was asked to work in congregational finance. In 1993 Sister Maureen was appointed Congregational Bursar, a position she held until the 2011 General Chapter. In 1999 she was elected a General Councillor and she was re-elected for a second term in 2005. Sister Maureen served for six years as Chair of the Association of Provincial Bursars. She is also Treasurer to the Christian Council on Ageing.

Sister Maureen's interest in theology led her to study by distance learning for a Bachelor of Theology Degree and she later obtained an MA in Theology, writing her dissertation on the subject of Spirituality and Ageing. Using her research she has been able to help members of our own Congregation who are ageing and has been invited to speak to other Congregations needing help in this area. She has also been able to train lay staff both in our own homes and those of other congregations.

Sister Maureen's experience in Ecuador means that she is a fluent Spanish speaker and therefore able to communicate with our young Sisters in Ecuador who are not yet fluent in English.

We live in a time of great change in every area of life and Sister Maureen has completed study at the Craighead Institute in Glasgow following a diploma course in Organisational consultancy and facilitation to help enable our Congregation to move forward, change and develop with the needs of our time. She has also trained as a spiritual director.

Sister Maureen was re-elected as Congregational Leader at the 2017 General Chapter for a six year term.

Sister Anne Moore – Assistant Congregational Leader and Congregational Bursar

Sister Anne entered the Congregation at the age of 17. After initial formation she trained as a teacher in Sedgley Park College of Education and then taught for one year in St Hilda's Comprehensive Secondary School in Burnley. She then did a diploma in Missiology at the Missionary Institute in London before going to Kenya in October 1976.

Sister Anne taught in a Secondary School in Kisii, Kenya, for eight years. From January 1985 till 2011 Sister Anne was the Religious Education Adviser for Kisumu diocese. This involved working with primary school teachers and catechists in the diocese. From 1993 to 2011 she was on the staff of the Mill Hill Missionaries Basic Formation Centre in western Kenya on a part time basis teaching some classes and helping with spiritual direction.

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

In 1987 she was appointed Regional Superior for Kenya for six years and at the end of this term was reappointed for another six years until 1999. In 1999 she went to the Jesuit Milltown Institute in Dublin for 2 years where she did an MA in Spirituality. She went back to Kenya in 2001 and was appointed Regional Bursar, a position she held until the General Chapter of 2011. Sister Anne was also the Juniorate Directress and Chairperson of the Formation Team. She was elected onto the Regional Council as the Assistant Regional Leader.

At the 2011 General Chapter Sister Anne was elected as a member of the General Council and also as the Assistant Congregational Leader for a period of 6 years. After being elected to the General Council Sister Anne returned to the UK. Sister Anne was re-elected as Assistant Congregational Leader at the 2017 General Chapter for a further six year term.

Following the 2011 General Chapter Sister Anne was appointed as the Congregational Bursar for a 3 year term and has been reappointed to this position for further 3 year terms in June 2014, June 2017 and June 2020.

Sister Margaret Nyabongoye

Sister Margaret joined the Congregation after working for over a year as a qualified Nurse and Midwife. She finished her initial formation at the age of 27 years and was then appointed to the Holy Family Convent, Kisumu, Kenya, where she did a one year certificate course in Public Health, and later worked in Community Based Health Care and Child Survival programmes in the Archdiocese of Kisumu. After some years she was appointed to Marigat Mobile Clinic, a clinic run by the Franciscan Missionaries of St Joseph in a semi-arid area of the Rift Valley, Kenya.

In 1998/1999, Sister Margaret did a one year certificate course in Franciscan Formation and Spiritual Direction at the Franciscan Study Centre, Canterbury, UK. After completion, in 2000, Sister Margaret was appointed to the Nairobi Novitiate as the Assistant Novice Mistress. While in the novitiate, she also did some more selected studies on Formation in Tangaza College in Nairobi and after two years of assisting in the Novitiate, she was appointed Novice Mistress, a position she held for six years and at the end of 2008 went for a 3 months sabbatical course.

Sister Margaret was part of the African Regional Leadership Team for three terms (9 years) and as Formator to the Temporary Professed Sisters in the African Region for 6 years. Sister Margaret was also involved (between 2009 and 2011) in Pastoral Work in the Parish of Luanda in western Kenya and at the same time assisted in the Mill Hill Missionaries/FMSJ Joint Formation Programme, mainly in the area of Pastoral Outreach and Spiritual direction.

In 2011, Sister Margaret was part of a team of four sisters commissioned in the foundation of a new FMSJ community in Panyangara, Kotido Diocese, Karamoja, which is a

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

marginalized region in the northern part of Uganda. In Panyangara, Sister Margaret engaged in Pastoral work with the local community. During this time Sister also attended a course organised by the Association of Religious of Uganda on basic Financial Management. At the end of 2016, after 5 years in Uganda, Sister Margaret was appointed back to Kenya to assist in the finance office at a Diocesan Secondary School in Mpektoni, Malindi Diocese.

At the 2017 General Chapter, Sister Margaret was elected as a member of the General Council for a six year term and was subsequently appointed as Novice Mistress in the UK for a period of three years. Sister Margaret was re-appointed to this position for a further period of three years in June 2020.

Sister Brenda Makokha – Secretary General

Sister Brenda entered the Congregation in 1997 at the age of 24. After her initial formation in Kenya, Sister Brenda was appointed to St. Theresa's community in Marigat, in the Kenyan Rift Valley and here she was involved in parish work from December 1999 to 2002, working with internally displaced people at St. Francis Centre.

From 2002 to 2005, Sister Brenda trained as a social worker at Kobujoi Development Training Institute, obtaining a Diploma in Social Development work. Upon completion of her studies, Sister Brenda was appointed to Witu Parish in Malindi diocese to open a new FMSJ community. In Witu Sister Brenda was involved in working with other denominations in interreligious dialogue on issues of security. She was also involved in working with people living with HIV/AIDS and women's groups. Due to the social dynamic of the ministry, Sister Brenda did a certificate course in Pastoral Counseling from December 2005 to August 2006 at Amani Counseling Centre in Nairobi.

From August 2007 to June 2008 the Congregation asked Sister Brenda to do a course in Formation and Administration at Loreto House/IMU in Dublin. She was then appointed pre-Novitiate director for the Congregation for a three year term. During this time Sister Brenda was part of the staff of the FMSJ and Mill Hill Missionaries Joint Basic Formation programme in Luanda.

In 2011, Sister Brenda was appointed Regional Superior for Africa covering Kenya and Uganda, for a six year period. During her term as Regional Superior, Sister Brenda also served as a member of the Executive Committee of the Sisterhoods of Kenya (AOSK) for six years, being responsible for formation. From 2013 to 2018 Sister Brenda was on the staff of the Mill Hill Missionaries formation programme in Nairobi accompanying students on their formation journey. In 2013 Sister Brenda also did an online certificate course in Child Protection in Development Practice through the Kimmage Development Studies Centre in Ireland. From 2016- 2018, Sister Brenda served on the Board of Trustees of Tangaza University College in Nairobi.

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

At the 2017 General Chapter, Sister Brenda was elected as a member of the General Council for a six year term. Following the General Chapter she was appointed as the Secretary General for a term of three years. Sister Brenda was re-appointed to this position for a further period of three years in June 2020.

Sister Joan Kerley

Sister Joan Kerley entered the Congregation in Albany, N.Y. in 1973 at the age of 26, having already completed a Bachelor of Science cum laude degree from the College of St. Rose and a Master of Science degree from the State University of New York at Albany. When she entered, she was a primary school teacher in Rensselaer, N.Y. and received tenure there shortly before resigning to enter the novitiate in June 1974. Sister Joan has worked in the United States in several parishes as a director of religious education and as a missionary in Kenya from 1980 to 1984 where she taught in a secondary girls' school in Nyabururu and then was the Director of Religious Education for the Diocese of Kisumu.

On her return to the U.S. Sister Joan attended the Institute of Religious Formation program in St. Louis, Mo., a post graduate program to prepare people for formation work. After 6 years as the Vocation Director in the U.S. and doing parish work in Middletown, Ct., Sister Joan attended Fordham University and completed a Master of Arts degree in Religious Education, specialising in spiritual direction and pastoral counselling. She has also completed a 3 year residency program in family systems therapy at Onondaga Pastoral Counseling Center to qualify as a fellow in the American Association of Pastoral Counseling. For the past 17 years, Sister Joan worked at Le Moyne College in Syracuse, N.Y. first in Campus Ministry and then as the first Director of the award winning Office of Service-learning. She also worked as a spiritual director for over 15 years at the Spiritual Renewal Center in Syracuse, where she did individual spiritual direction as well as being part of a team which directed the Spiritual Exercises of St. Ignatius in daily life.

After being elected to the General Council in June 2011, Sister Joan moved to Manchester in December 2011. Currently she is formation coordinator for the Congregation and ongoing formation coordinator for the FMSJ Associate programme.

At the 2017 General Chapter Sister Joan was re-elected as a General Councillor for a six year term.

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Trustees Responsibilities

The Trustees, who are also the Directors of The Franciscan Missionaries of St. Joseph for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources, including income and expenditure, of the Charitable Company for that year. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them on a consistent basis, making judgements that are prudent and reasonable.
- observe the methods and principles in the Charities SORP.
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue in Operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Structure and Management Reporting

The Trustees are ultimately responsible for the policies, activities and assets of the Charity. They meet regularly to review developments with regard to the Charity and to make any important decisions in conjunction with advice from our Professional Advisers.

Sisters live in the UK in 11 communities. The majority of houses are in Salford Diocese where the Congregation was founded, one house is in Leyland and one in Freshfield, Liverpool. From these various locations the Sisters minister to the poor and marginalised in society. Local leaders, in charge of these communities, liaise regularly with the Trustees.

The day to day responsibility for Franciscan Convent, Blackburn, a registered residential care home, rests with the Manager, Mrs Cheryl Weall. Similarly, day to day responsibility for Franciscan Convent, Burnley, rests with the Manager, Mrs Janet Crawford. Both Managers meet regularly with the Congregational Bursar who reports back to the Trustees.

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Overseas Houses

There are overseas houses located in Ireland, the United States of America, Kenya, Uganda and Ecuador. In addition there are two Sisters located in The Netherlands. The Dutch Sisters reside in a state run retirement home and their Dutch Pensions are used to pay the retirement home fees. Any surplus personal allowance is periodically remitted to the UK Central Fund. No bank account is maintained in The Netherlands.

Internal transactions of overseas houses are not incorporated in the financial statements set out on pages 45 to 71.

Unaudited accounts for each overseas region and notes thereon, are set out on pages 72A to 123A.

There is now only one Sister in the United States and an accountant is employed part-time to prepare the accounts. There is no longer a US Region, the remaining Sister living in America is now part of the UK area.

A program to strengthen financial management overseas is ongoing. This program includes regular visits to each Region by the Bursar General and a re-affirmation of the financial guidelines under which each Region operates with particular regard to the requirement to communicate financial changes and planned financial changes to the Bursar General.

Where appropriate, the appointment of external Regional accountants will be considered and this has already been actioned in the United States of America Area. The Africa Region have appointed external auditors who assist with the preparation of the Africa Region accounts which are set out on pages 91A – 118A.

Working with Other Organisations

The Charity works closely with a number of other charities in the field of providing care to the vulnerable and elderly. In some instances Sisters are employed by these organisations, whilst in other circumstances the relationships are more informal. In all cases, working together with other charities enhances communication and understanding, thus enabling services to the elderly to be provided more effectively and avoiding duplication of effort. Examples of the organisations for which members have worked and with which the charity has co-operated during the year are as follows:

- Roman Catholic Archdiocese of Liverpool
- Roman Catholic Diocese of Salford
- Caritas, Diocese of Salford
- Rainbow Family Trust, Salford
- Mill Hill Missionaries
- The Medaille Trust
- L'Arche, Manchester
- The DePaul Charity "Nightstop"

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

• **Risk Management**

In line with the requirement for Trustees to undertake a risk assessment, the Trustees have identified and reviewed the major risks to which the Charity is exposed and systems have been established to mitigate those risks. The Trustees have identified the following areas where risks may occur.

Risk Register - Governance Risks				
This is the risk area / topic	These are the potential impacts on the organisation	This is how we are currently reducing the risk	Priority	This is what we need to do to further reduce the risk
Organisation lacks direction & forward planning	<ul style="list-style-type: none">• The organisation has no clear objectives, priorities or plans• Issues are addressed piecemeal with no strategic reference• Needs of beneficiaries not fully addressed• Financial management difficulties• Loss of reputation	<ul style="list-style-type: none">✓ Organisation established a strategic plan in 2017✓ 6 year strategic plan✓ Re-structuring process of The Order is due to complete in 2023 – external support working with the organisation✓ Ethos of organisation remains the provision of a service for the poor and vulnerable✓ Constitution & Directives related to revised strategy submitted for comment✓ Leadership Team meetings held monthly to review operations across the organisation✓ Financial and operational performance is reviewed at both Trustee & Leadership team meetings.	Low	Monitor & Maintain existing controls

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Risk Register - Governance Risks - Continued				
This is the risk area / topic	These are the potential impacts on the organisation	This is how we are currently reducing the risk	Priority	This is what we need to do to further reduce the risk
Trustee body lacks relevant skills or commitment	<ul style="list-style-type: none"> • Organisation fails to achieve its purpose • Trustees are bypassed in the decision making process • Resentment or apathy amongst staff & volunteers • Poor decision making reflected in poor service delivery 	<ul style="list-style-type: none"> ✓ Trustee Body membership static until 2023 with 6 year term served by Trustees ✓ Life commitment to The Order ✓ Trustee meetings held separate to Leadership Team meetings ✓ Production of a Trustee report annually ✓ Trustees receive reports from all operating areas and provide opportunity for regular communication (either virtually via Zoom or through use of WhatsApp) ✓ Trustee meetings held at least quarterly 	Low	Monitor & Maintain existing controls
Trustees dominated by one or two individuals (or connected individuals)	<ul style="list-style-type: none"> • Trustees body cannot operate effectively as a strategic body • Decisions made outside the Trustee body • Conflicts of interest • Pursuit of personal agenda • Culture of secrecy • Arbitrary overriding of control mechanisms 	<ul style="list-style-type: none"> ✓ Each Trustee has equal voting rights so no one individual with veto ✓ All Trustees are elected members of the organisation ✓ All decisions taken are ratified by either Trustees or Leadership Team ✓ The organisation promotes a culture of openness and communication across all operational areas with personnel required to declare any conflicts of interest ✓ Minutes of all meetings circulated between members of Leadership Team or Trustee Body ✓ Monthly newsletter produced and disseminated across the organisation 	Low	Monitor & Maintain existing controls

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Risk Register - Governance Risks - Continued				
This is the risk area / topic	These are the potential impacts on the organisation	This is how we are currently reducing the risk	Priority	This is what we need to do to further reduce the risk
Trustees are benefiting from the organisation	<ul style="list-style-type: none"> • Poor reputation, morale & ethos • Adverse impact on overall environment • Conflicts of interest • Possible regulatory action 	<ul style="list-style-type: none"> ✓ Trustees are all voluntary ✓ Feedback mechanisms in position for all personnel to ensure ethos, morale and reputation is maintained at all levels within the organisation ✓ Trustees are committed to ethos and operations of the organisation – life commitment ✓ Advice & guidance obtained as and when required from external specialists in relation to any potential adverse issue including regulatory concerns ✓ No historical or current legal issues impacting on the organisation 	Low	Monitor & Maintain existing controls
Conflicts of interest	<ul style="list-style-type: none"> • Organisation unable to pursue its own interests & agenda • Decisions may not be based on relevant considerations • Impact on reputation • Private benefit 	<ul style="list-style-type: none"> ✓ Regular meetings where any conflicts of interest would have to be declared ✓ All decisions taken relate to the operation of the organisation as all Trustees and members of the Leadership Team are 100% committed – life commitment ✓ Constitution of organisation – aims and objectives are reviewed on an ongoing basis ✓ Organisation activities subject to scrutiny via external specialists – e.g. firm of accountants etc to prevent any possible private benefit 	Low	Monitor & Maintain existing controls

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Risk Register - Governance Risks - Continued				
This is the risk area / topic	These are the potential impacts on the organisation	This is how we are currently reducing the risk	Priority	This is what we need to do to further reduce the risk
Ineffective organisational structure	<ul style="list-style-type: none"> • Remoteness from operational activities • Uncertainty as to roles & duties • Decisions made at inappropriate level to excessive bureaucracy 	<ul style="list-style-type: none"> ✓ Re-structure of congregation ongoing and due to be finalised in 2023 ✓ Regular contact between senior personnel and operating areas – Kenya & Ecuador plus care homes in Burnley and Blackburn etc. ✓ Regular meetings / discussions held with personnel in relation to the planned changes in the organisations structure ✓ Development of organisation identified as being required to address future requirements ✓ Use of Zoom meetings and WhatsApp to maintain communication throughout Covid-19 (coronavirus) pandemic 	Low	Monitor & Maintain existing controls
Loss of key staff	<ul style="list-style-type: none"> • Experience / skills are lost • Operational impacts on key projects & priorities • Loss of contact base & corporate knowledge 	<ul style="list-style-type: none"> ✓ Trustees and Leadership Team members in position for 6 year terms ✓ Personnel skills regularly reviewed and awareness of the relevant roles across the organisation ✓ Care Home Managers monitor skills and training of personnel within relevant locations ✓ Team based ethos in position to ensure coverage of requirements ✓ Local management are responsible for operational activities and ensuring key personnel in position to ensure maintenance of activities 	Low	Monitor & Maintain existing controls

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Risk Register - Governance Risks - Continued				
This is the risk area / topic	These are the potential impacts on the organisation	This is how we are currently reducing the risk	Priority	This is what we need to do to further reduce the risk
Reporting to Trustees	<ul style="list-style-type: none"> Inadequate information resulting in poor quality decision making Failure of Trustees to fulfil their control functions Trustee body becomes remote & ill informed 	<ul style="list-style-type: none"> ✓ Regular reports received and discussed from all operation areas ✓ Trustees and Leadership Team hold regular meetings with minutes circulated around members of the relevant bodies ✓ Ethos of organisation is openness and transparency ✓ Annual Trustees' report produced 	Low	Monitor & Maintain existing controls

Risk Register - Operational Risks				
This is the risk area / topic	These are the potential impacts on the organisation	This is how we are currently reducing the risk	Priority	This is what we need to do to further reduce the risk
Contract Risk	<ul style="list-style-type: none"> Contract has onerous terms and conditions Contract has penalties for non performance Contract does not comply with the organisations objectives 	<ul style="list-style-type: none"> ✓ Legal advice in position re contract terms and conditions ✓ External specialists are consulted for any activity which may have a level of risk associated and measures established accordingly ✓ Contracts with organisations reviewed on a regular basis ✓ Financial limit established for contracts which if exceeded requires the Trustees to review ✓ Employment law contracts in position 	Low	Monitor & Maintain existing controls

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Risk Register - Operational Risks - Continued				
This is the risk area / topic	These are the potential impacts on the organisation	This is how we are currently reducing the risk	Priority	This is what we need to do to further reduce the risk
Customer / client dissatisfaction	<ul style="list-style-type: none"> • Complaints are made by beneficiaries • Income is lost • Loss of significant contracts • Claims for negligence • Damage to reputation 	<ul style="list-style-type: none"> ✓ Whistleblowing policy in position ✓ External auditing via regulators – e.g. CQC & Fire authorities etc. would identify issues in respect of areas of concern & result in remedial action being undertaken by the organisation ✓ Feedback & reporting mechanisms in position to address any potential dissatisfaction ✓ Opportunities provided for personnel to discuss any issues on an ongoing basis with senior personnel 	Low	Monitor & Maintain existing controls
Lack of project or service development	<ul style="list-style-type: none"> • Lack of compatibility with objectives and strategies • Loss of financial support • Loss of relevant skills required for the project or service 	<ul style="list-style-type: none"> ✓ 6 year strategic plan in position & subject to ongoing review ✓ Recent expansion of projects in Kenya (December 2020) ✓ Financial support for projects is via a budget process which is subject to regular monitoring ✓ Investment Committee review funding requirements ✓ Funding obtained from external body in respect of development of projects / operations in Kenya 	Low	Monitor & Maintain existing controls

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Risk Register - Operational Risks - Continued				
This is the risk area / topic	These are the potential impacts on the organisation	This is how we are currently reducing the risk	Priority	This is what we need to do to further reduce the risk
Dependency on key supplier	<ul style="list-style-type: none"> • Loss of objectives if key supplier is not there • Lack of buying power by the organisation 	<ul style="list-style-type: none"> ✓ Organisation has no dependency upon any supplier ✓ Tendering process undertaken in respect of any large contracts – three quotations obtained ✓ Retained surveyor in position to review suppliers utilised or to be used and ensure objectives achieved ✓ Organisation conducts regular reviews of financial operations in conjunction with an external firm of accountants 	Low	Monitor & Maintain existing controls
Building & resource capacity unused	<ul style="list-style-type: none"> • Underutilised or lack of building space • Mismatch of staff allocations 	<ul style="list-style-type: none"> ✓ Organisation has 2 care homes – one of which is leased plus the Headquarters of the organisation in Worsley plus other premises which are rented out – currently the level of building space is felt to meet the needs of the organisation ✓ Recruitment policy in position to address any vacancies within care premises ✓ Recruitment levels monitored to ensure coverage of requirements for all operations – senior personnel at relevant sites responsible 	Low	Monitor & Maintain existing controls

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Risk Register - Operational Risks - Continued				
This is the risk area / topic	These are the potential impacts on the organisation	This is how we are currently reducing the risk	Priority	This is what we need to do to further reduce the risk
Security of assets / information	<ul style="list-style-type: none"> • Assets are lost or damaged • Assets are stolen 	<ul style="list-style-type: none"> ✓ Locations occupied on a 24/7 basis ✓ An Asset register is maintained via insurance contracts ✓ GDPR policy in position and communicated across the organisation ✓ Cloud system now used for 'backing-up' of data & data retrieval ✓ External IT support via a member of accountancy personnel ✓ Deeds for premises and contracts with Diocese held in a fireproof safe at the headquarters of the organisation 	Low	Monitor & Maintain existing controls
Employment Issues	<ul style="list-style-type: none"> • Disputes amongst staff • Non-compliance with employment law / health & safety law • Claims for unfair dismissal etc. • Perceived lack of equal opportunities • Lack of staff awareness & training • Low morale 	<ul style="list-style-type: none"> ✓ Professional advice and guidance obtained on both employment and health & safety issues ✓ DBS checks and references are obtained prior to personnel being employed ✓ Staff training matrices maintained at care facilities ✓ Conduct of 1-1 with senior personnel and supervisions / appraisals conducted by in-house managers for all members of personnel ✓ In person visits recommenced following Covid-19 (coronavirus) pandemic plus regular phone calls, emails and regular communication to maintain morale throughout pandemic ✓ Range of policies & procedures related to employment law and staffing requirements in position 	Low	Monitor & Maintain existing controls

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Risk Register - Operational Risks - Continued				
This is the risk area / topic	These are the potential impacts on the organisation	This is how we are currently reducing the risk	Priority	This is what we need to do to further reduce the risk
High turnover of staff	<ul style="list-style-type: none"> • Loss of specialist skills & experience • Increase in recruitment costs • Increase in training costs • Decrease in morale 	<ul style="list-style-type: none"> ✓ Regular review & monitoring of staffing requirements by senior personnel to ensure operations able to be maintained ✓ Exit interviews undertaken ✓ Relatively stable level of personnel for a consistent period 	Low	Monitor & Maintain existing controls
Health and safety compliance	<ul style="list-style-type: none"> • Injuries to staff, volunteers & members of the public • Damage to reputation • Increased insurance premiums • Loss of services through lack of personnel • Loss of services through enforcement action 	<ul style="list-style-type: none"> ✓ Fire authorities conduct visits to care homes to monitor compliance ✓ Professional advice and guidance is sought from specialists ✓ Safeguarding reporting procedures established & followed ✓ Regular review of policies and procedures ✓ General & specific risk assessments are conducted & reviewed ✓ Specific contract in position to cover legionella risk ✓ Insurance policy and coverage subject to annual review via senior Leadership team ✓ Care regulator – CQC – conduct visits to the care homes operated by the organisation with published reports 	Low	Monitor & Maintain existing controls

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Risk Register - Operational Risks - Continued				
This is the risk area / topic	These are the potential impacts on the organisation	This is how we are currently reducing the risk	Priority	This is what we need to do to further reduce the risk
Business continuity	<ul style="list-style-type: none"> • Lack of access to the premises • Loss of information & communication systems • Loss of personnel in a key job role 	<ul style="list-style-type: none"> ✓ Operations maintained effectively throughout the Covid-19 (coronavirus) pandemic ✓ Information 'backed up' in the cloud & new IT equipment obtained for assistant to the Bursar to enable 'home working' ✓ Continuity plans established for the care homes & head office ✓ Key staff have deputies and team based ethos in position within the organisation ✓ Organisational review currently in progress considering all aspects of the organisations' operations – 6 year strategic plan ✓ Organisation registered with the Information Commissioners' Office 	Low	Monitor & Maintain existing controls
Procedures & systems	<ul style="list-style-type: none"> • Lack of awareness of procedures and systems • Authority not sought for major decisions • Poor information technology systems 	<ul style="list-style-type: none"> ✓ Well established systems and procedures in position within the organisation ✓ Senior personnel aware of operations and maintenance and communication of systems and procedures ✓ Information technology systems are regularly reviewed in relation to organisational needs – availability of third-party support ✓ Leadership team reviews and communicates all major decisions ✓ Feedback obtained in respect of systems and procedures and linked to decision making of the Leadership team as required 	Low	Monitor & Maintain existing controls

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Risk Register - Financial Risks				
This is the risk area / topic	These are the potential impacts on the organisation	This is how we are currently reducing the risk	Priority	This is what we need to do to further reduce the risk
Control of budgets	<ul style="list-style-type: none"> Budget does not match organisational objectives Poor credit control 	<ul style="list-style-type: none"> ✓ Budget established and subject to regular review ✓ Investment performance is monitored via regular monthly meetings with external specialists (virtually at present) ✓ Procedures established to monitor the budget against income / expenditure ✓ Senior Leadership team undertake a quarterly review with external accountancy firm 	Low	Monitor & Maintain existing controls
Cash flow	<ul style="list-style-type: none"> Inability to meet commitments Impact on operational activities 	<ul style="list-style-type: none"> ✓ Cash flow projections obtained via liaison with accountants ✓ Reserves maintained at an agreed level to ensure organisation able to address relevant issues ✓ Commitments maintained as far as reasonably practicable & determined within the overall budget plan for the organisation ✓ Virtual monthly meeting of the Investment Committee to review performance of investments and to inform budgeting 	Low	Monitor & Maintain existing controls
Dependencies on income sources	<ul style="list-style-type: none"> Loss of income 	<ul style="list-style-type: none"> ✓ No major dependency on one source of income ✓ Diversification of investment plans has been made in conjunction with specialists retained by the organisation ✓ Income levels are monitored, and budgets adjusted accordingly 	Medium	Dependency on 'Irish Aid' for activities in Kenya to be kept under review with alternative sources of finance identified to cover requirements

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Risk Register - Financial Risks - Continued				
This is the risk area / topic	These are the potential impacts on the organisation	This is how we are currently reducing the risk	Priority	This is what we need to do to further reduce the risk
Investment	<ul style="list-style-type: none"> Financial loss through inappropriate investment Unforeseen investment conditions Cash flow difficulties 	<ul style="list-style-type: none"> ✓ Investment strategy is regularly reviewed in conjunction with specialists ✓ Professional, impartial investment advice is sought ✓ Regular meetings and appraisals take place with Investment Manager / Advisors ✓ Accountants / Fund Managers provide monthly information and provide regular briefings via telephone or 'Zoom' currently ✓ Ethical and socially responsible policy followed for investments 	Low	Monitor & Maintain existing controls
Financial guidelines	<ul style="list-style-type: none"> Enforcement action Reputational damage 	<ul style="list-style-type: none"> ✓ Qualified professionals are regularly consulted to review financial information and ensure it is in line with current legislation and best practice ✓ Regular appraisal meetings take place to keep Trustees up to date ✓ Pension scheme operated via retained accountants ✓ No member of personnel furloughed since end of March 2021ed via accountants with any changes to financial requirements and legislation identified – e.g. furlough pay for personnel 	Low	Monitor & Maintain existing controls
Fraud or error	<ul style="list-style-type: none"> Enforcement action Reputational damage 	<ul style="list-style-type: none"> ✓ Financial control procedures are regularly reviewed ✓ 'Financial norms' booklet issued to all personnel in The Order ✓ Spending guidelines and controls established with relevant personnel required to authorise spending of any funds ✓ Documented whistle blowing policy is in place ✓ Authorisation limits in position in relation to financial aspects 	Low	Monitor & Maintain existing controls

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Conflict of Interest

In order to follow best practice, the Charity requires a register of interests to be compiled and maintained by the Trustees on an ongoing basis. The table below records the potential conflicts of interest where one of the Trustees of The Franciscan Missionaries of St. Joseph is also a Trustee of other Charities.

Sister Maureen Murphy

Date of Entry on Register	Description of Potential Conflict of Interest
January 2014	Trustee of Christian Council on Ageing

Public Benefit

The Charity Commission now requires charities to make a statement in their Trustees Report about the benefit they provide to the public. We welcome this opportunity to highlight our work because all our ministries are people centred and this applies both at home and overseas.

A detailed list of our ministries is given under the section heading Social and Pastoral Work on page 25. In addition to these various works our Sisters strive in their daily living and contact with people to provide a listening ear, kindness and practical help in the form of food and clothing to the many people who come knocking on our doors, a situation which is becoming more frequent as government help decreases and more people need support.

We welcome into our homes those who wish to join our communities for prayer and who seek spiritual help and guidance. Many such people are unable to afford to pay for professional help and they welcome the opportunity to share problems and seek solutions through counselling or spiritual direction given by our Sisters.

Whilst much of our charitable work is highly visible there are also immeasurable benefits to the public which derive from our ministry of prayer. We receive prayer requests from all over the world through our website and people greatly value this service.

Our elderly and infirm Sisters remain fully engaged in this ministry long after they become frail and physically disabled and they therefore continue to contribute to the well being of those around them.

The Franciscan Missionaries of St. Joseph

Report of the Trustees

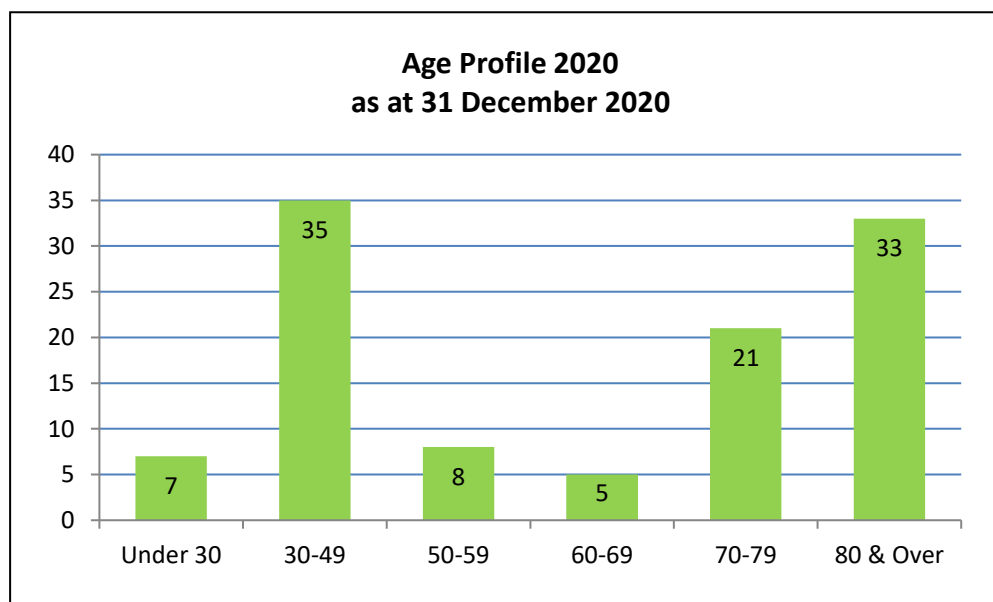
For the Year Ended 31 December 2020

Activities and specific objectives

As stated above under 'Mission' the activities of the Charity can be divided into four principal areas:-

1. Caring for Members of the Congregation

In common with many other religious congregations, the age profile of the Sisters in the Congregation is increasing as existing members grow older and there are fewer religious vocations except in our Kenya Region. The age profile is shown below.



The Congregation has an obligation, both legal and moral, to care for its members, none of whom have resources of their own and all of whom have devoted many years of their lives to the care of the elderly, poor and marginalized of our society. As the age profile of the Congregation increases so too does the need to provide increasing and increasingly expensive care to the Sisters. At the year end date, 14 Sisters were cared for in our two Care Homes. It remains the aim of the Trustees to:

- ensure all members of the Congregation are well cared for
- maintain our existing Care Homes and ensure that the properties continue to provide suitable accommodation
- enable all members of the Congregation to continue with their individual ministries for as long as possible
- ensure that funds are available for the training of the young Sisters, particularly in Africa, and that sufficient properties are available for accommodation. Training must include the transition of key roles from older European Sisters to younger local Sisters

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

2. Social and Pastoral Work

The following are examples of social and pastoral work undertaken by individual Sisters who play an important role in local communities.

- nursing and hospice care
- parish Sisters visiting, running catechetical programmes, prayer groups and parish based organisations
- teaching and lecturing in paid and/or volunteer roles
- administrative duties within the Congregation
- chaplaincy work in hospitals, hospices, care homes, and universities
- work with the homeless
- spiritual direction and retreat work
- marriage tribunal work
- preventative healthcare work especially with AIDS sufferers
- teaching English to asylum seekers and pastoral care of asylum seekers and refugees
- bereavement counselling
- missionary awareness through public speaking and Mission Appeals
- chaplaincy work Philippino community

The aims of Trustees in this area include:

- enabling the Sisters of the Congregation to continue to carry out meaningful social and pastoral care in the local area, responding to local need. The Sisters who work in these apostolates strive to enhance the dignity and personal self esteem of each person, irrespective of creed, race, age, sex or religion, believing each human person to be equal in the eyes of God and with the same right to benefit from the services we offer
- expanding our ministries in response to local needs wherever we are able
- wherever possible ensuring that the Sisters are remunerated for such work by way of salary or stipend. Their income is donated to the Charity and helps to ensure that the work is continued

3. Care Homes

The Charity operates two registered Care Homes for the elderly. The philosophy of care in both homes aims to provide the residents with a secure, relaxed and homely environment in which their care, well being and comfort are of prime importance.

The mission of the Franciscan Missionaries of St Joseph flows from our belief in the sanctity of life and the dignity of the human person. We believe every person is created in the image of God and has an equal right to our respect, care and love.

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Our Franciscan ethos is the value base of our holistic care expressed in meeting the physical, spiritual, social and psychological needs of our older, sick and infirm Sisters. We provide this care in collaboration with our co-workers, sharing in the mission of Christ. "I have come that you may have life and have it abundantly" (John 10:10)

Franciscan Convent, Blackburn

There are thirteen registered rooms, several of which have en-suite facilities. There is also another floor which is not registered and which is used for the Sisters living in the convent but not requiring care. The Home provides care for both our own Sisters and for female members of the general public. The Home has its own chapel, which is open to visitors, and large grounds. The last Care Quality Commission Inspection which took place in January 2020 stated that the residents "told us they felt very safe and well cared for in the home and the staff were always kind, caring and respectful of their dignity and privacy". The family of Sister Germaine Henry who died in Blackburn wrote "On behalf of the Henry family I would like to pass on our sincere thanks for not only your long-time care of Sister Germaine but also for extending such wonderful hospitality on the day of the funeral. It was always a joy to visit in Blackburn, knowing we were met with friendship, and fellowship on our arrival (not to mention the very welcome tray of tea, coffee and biscuits!)"

An Infection Control Inspection was carried out by the Care Quality Commission in February 2021 and the report stated: "The registered manager had established robust infection prevention and control procedures which were understood and adhered to by the staff. Whilst the service was closed to all but essential visitors in accordance with Government guidelines, a room had been equipped with a screen to help facilitate safe visiting arrangements, when restrictions are eased. There was also clear signage for visitors and personal protective equipment (PPE) was available at the entrance to the home.

Franciscan Convent, Burnley

The Home has sixteen registered beds including three which are registered specifically for those suffering from dementia. Care is provided only for Sisters of the Congregation at the present time but can also be extended to Sisters of other Congregations. The Home has its own chapel, spacious lounges, a library and conservatory. Its town centre location means that it is easily accessible and ensures that the Residents can avail themselves of local facilities and amenities.

In running these two Homes the Trustees aim to:

- provide excellent residential care, ensuring that Residents needs are fully met and that they enjoy as high a quality of life as possible. Sister Kevina, who convalesced in the Home after an operation, wrote to the manager and staff saying, "Thank you for your welcome and all your care and help. You have all been very kind and most thoughtful"

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

- employ high quality trained staff to care for the residents and maintain standards which meet the requirements of the commission for social care and inspection.
- Act upon any recommendations made by the Care Quality Commission.
- During 2010 all care facilities had to re-register their service with the Care Quality Commission and we were successful in obtaining the registration of both our Homes. Both homes are regularly inspected and any indication of failure to comply with Care Quality Commission standards is immediately addressed and corrected.

4. Overseas Missionary Work

The Congregation has Sisters working overseas in Kenya, Uganda, Ecuador and Ireland. The one Sister in the USA is now retired though engages in voluntary work. There are two Sisters living in retirement in The Netherlands. A tremendous need continues for ministry overseas and the Sisters are engaged in many medical, pastoral, education, social work and catechetical apostolates particularly among the poor.

We closed Santa Clara house in Quito, Ecuador at the end of December 2018 and the Sister who lived there moved to our community in Puerto Quito in the costal region of Ecuador where she is engaged in parish and catechetical work.

The increased number of Sisters in Kenya has enabled our work there to expand and to respond to further unmet local needs. In promoting Christian values in their mission of evangelisation the Sisters endeavour to encourage confidence in the local people in order to help them to become self sufficient and to undertake leadership roles. We aim to continue to expand our work as needs arise.

In 2011 our Kenyan Sisters fulfilled their wish to become missionaries outside of Kenya when four sisters founded our new mission in Panyangara, Uganda.

At the beginning of May 2013 we closed our house in Nyabururu, in Kisii diocese, and opened a new house in Nyamira which is in a more remote and needy area of Kisii diocese.

A second house in Nairobi, Rochdale House, was opened in 2015 to support our Sisters' ongoing work in Kenya. We now have two houses in Nairobi, namely Ingham House and Rochdale House.

In late 2016 our Kenyan Sisters were pleased to open a new house in Mpeketoni, Lamu County which makes it our third house in Malindi Diocese.

In December 2020 our Kenyan Sisters took over the management of St Vincent de Paul Mission hospital from the Sisters of Mercy. The hospital is in Muhoroni which is an outlying, rural area, of Kisumu diocese. The Sisters of Mercy asked our Sisters to take over the running of the hospital as they no longer had the personnel. The hospital offers

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

a much needed service to the local community, comprising inpatient and outpatient care, maternity services, a mortuary, an x-ray department and a pathology laboratory.

The novitiate in Nairobi continues to thrive and £14,000 per year is transferred each year from the UK to fund Kenya formation programmes. It is the aim of the Trustees to continue this funding for as long as possible.

Protection of Children and Vulnerable Adults

The Trustees recognise the need to ensure the protection and safety of all those the Charity serves. This means that all Sisters who are in any kind of ministry in Great Britain have to obtain clearance from the Disclosure and Barring Service (DBS). The same applies to all staff and volunteers. The Trustees are committed to the implementation of all policies and procedures of the Catholic Safeguarding Advisory Service.

Investment Policy

The Trust Deed dated 27th December 1963 does not specify investment powers and the 1961 Trustee Investment Act therefore applied.

Under a scheme of the Charity Commissioners dated 29th August 1996 the Trustees were granted wider powers of investment with an 85%:15% split between wider and narrower range investments.

The Trustee Act 2000 superseded this scheme and investments are now regulated by the Trustee Act 2000.

The Charity's Investments are managed by Earnshaw Consultants Ltd of Sale, Cheshire. The investment strategy is set by the Trustees and takes into account income requirements in the short, medium and long term. An investment committee comprising of two Trustees, two Sisters of the Congregation and professional advisers meets monthly to review our investments. The aim is to provide income and capital growth to fund existing and future apostolates of the Congregation, both in the UK and overseas. Funds are also required for initial and on-going training programmes and for the costs of caring for our sick, elderly and incapacitated Sisters.

The policy is to maximise total return through a diversified portfolio and a level of income determined by the Trustees. We also endeavour to invest in socially responsible funds consistent with a Roman Catholic ethos in order to avoid investing in organisations or areas which have policies inconsistent with social justice.

Our ethical considerations will always take into account the requirement for security and the need to provide an acceptable investment performance but we are mindful of Christian teaching and endeavour to avoid investment in activities contrary to our beliefs.

Achievements and Performance – Review of activities

We now describe the main achievements during the year in each of our principal activities.

1. Care of the Members of the Congregation

Throughout the year the Charity continued to assist the Sisters of the Congregation in their charitable and religious work. Fourteen Sisters were cared for in the Charity's own care homes and the Charity enabled other Sisters to work and volunteer in their chosen ministries.

The 2017 General Chapter enabled a total review and evaluation of the Congregations work at home and overseas and formulated plans for future development.

The congregation is currently working on a revision and restructuring of our Constitutions and Directives. This is taking the place of the normal mid-Chapter evaluation and planning exercise across the congregation. The final proposals will be submitted to the Chapter in 2023 for formal approval and subsequently the new Constitutions will be sent to Rome for approval.

2. Social and Pastoral Work

Throughout the year Sisters continued to carry out various social and pastoral ministries and to play an invaluable role in local communities through their work. We continue to expand our ministries in response to local need and large numbers of people benefit from our work both in the UK and in all overseas missions. We describe the work of two of our sisters to illustrate some of our charitable activities.

a) Sister Maureen O'Driscoll

Sister Maureen O'Driscoll is a Registered General Nurse and a Registered Sick Children's Nurse and she has been working at Francis House Children's Hospice in Didsbury, Manchester, since it opened in 1991.



Sister Maureen with hospice resident

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

In 2014 a new unit called “Francis House Families Ltd” (website: www.francishouse.org.uk) opened and as an experienced senior nurse Sister Maureen was asked to go there to get the unit up and running.

The unit was set up in response to a need identified by hospice staff. It came to their attention that some of the young people who attended the hospice for regular care were returning home to very difficult circumstances. In one case, a single parent with health problems was struggling to provide 24 hour care for a young man with physical disabilities. The alternative would have been for him to be in a nursing home with elderly residents. The unit accommodates seven young people with serious life-limiting illnesses. Their ages range from 19 to 31 years. Sister Maureen says the demand for places in the unit is high and another similar unit is opening soon.

Sister Maureen’s role as Senior Nurse is full-time and involves shift work (evenings and weekends). It includes nursing care, attending hospital appointments, liaising with other health care professionals, management duties and staff training. Sister Maureen says: “Although I loved nursing at the hospice, I am more useful here and I know it is the right place for me to be at the moment”.

Pandemic

In common with most people Sister Maureen says that the pandemic has had a dramatic effect on their lives at Francis House. She says “we think we have come through it well, all things considered”.

She describes the impact of the pandemic in this way: “the young ones were officially “shielded” and not allowed out. This was difficult at first. Two of them, who attended college, were doing lessons at home. Families were not allowed to visit. We used virtual platforms such as zoom and facetime. Medical appointments were on-line or telephone consultations. We did social distancing as much as possible, especially at meal times. Staff wore face masks all the time, and gloves and aprons when needed. At one time it looked as though we were going to run out of P.P.E (personal protective equipment). Our suppliers had run out of stock. Fortunately, our manager was able to source additional supplies”.

Sister Maureen also relates that when the testing started, it became a regular routine for staff and residents. They are all tested three times a week (one P.C.R. test, and two rapid lateral flow tests). She goes on to say that for months everyone was clear. Then she says, “it happened !!” Two staff had positive results. Emergency testing was arranged for everyone and results came back showing 3 residents and 5 more staff were positive. This, Sister Maureen says, was very worrying because the young ones all have serious underlying conditions and less resistance to infection. They had to be transferred to the main hospice where isolation facilities are easier. Fortunately all three had mild or no symptoms and were able to return after 10 days. Some of the staff, however, were very unwell with breathing problems and fatigue. Working with reduced staffing levels was another difficulty.

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Sister Maureen is relieved to say that since then the unit and hospice are now in a better place as they have all had the vaccine and restrictions are lifting. They are still all tested three times a week. Sometimes staff have been tested positive and had to isolate. Sister Maureen says that this happened to her too. She had no symptoms, but the P.C.R. test came back positive and she had to stay at home for 10 days and she adds, “the other Sister in our convent had to stay home too. Friends and family brought food, so we were not short of anything”.

At the moment (May 2021), Sister Maureen feels the outlook is more optimistic in that things seem to be slowly returning to normal. She says, “our young ones can go out. Families can visit. Medical appointments can be face to face if needed. We are fortunate in that we live in a lovely residential area with easy access to parks, shops, cinema, restaurants, and good transport links to other areas. Our young ones can have a good quality of life where medical needs are met, independence is promoted and family involvement is encouraged”.

Over the years, Sister Maureen has seen Francis House Hospice change and grow as it responds to the needs of the children and families. She can remember the day in early 1990 when Sr. Aloysius came to tell us that “we are thinking about the possibility of starting a hospice, and if so we will be using this building” (our convent). She says “I think we can be very proud of what we have achieved so far and look to the future with confidence. I think it is especially significant that we respect and support families of “all faiths and none”. We have children, families and staff of Muslim, Jewish and Christian faiths. After all, in any culture, a sick child is a sick child, and a parent is a parent”.

b) Sister Anne Pilling

Sister Anne is a registered nurse who worked in Kenya for twenty years before coming to the UK in 2000. From 2000 to 2006 Sister Anne was the manager of the Residential Care Home for our Sisters in Burnley. In 2006 Sister Anne moved to the retirement home for British members of St. Joseph’s Missionary Society of Mill Hill (Mill Hill Missionaries) as the nurse/line manager. This house was established in the Formby area of Liverpool in 1935 to provide retirement facilities for those who had spent their lives working overseas as Missionaries in Africa, Asia and South America.



Sister Anne with some residents

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Sister Anne says that although the house is not a Registered Care Home following government regulations is a requirement and a high quality of care is provided. There are 28 residents in the home at present requiring different levels of care, ranging from those whose needs are greater to those who are fairly independent. There are twelve Care staff, which includes two nurses, as well as ancillary staff, providing 24 hour care.

Sister Anne says there is a good team spirit among the staff, the majority of whom have worked together for many years. Sister Anne sees her job as making sure the residents are given the best possible care whilst maintaining their independence, giving them freedom of choice, and ensuring their need for privacy is upheld.

Impact of the Pandemic

Sister Anne relates how things changed dramatically in the Home at the beginning of the pandemic, from 22nd March 2020. This began, she recounts, when six of the residents developed high temperatures and another had no sense of taste or smell. On 28th March two residents were seen by the paramedics and advised to isolate in their rooms. By 31st March one resident had deteriorated to such an extent that Sister Anne phoned the NHS Helpline and the paramedics returned wearing what appeared like space suits and took the resident to hospital. No one was allowed to accompany him. Sadly, the resident died on 3rd April. Another of the residents with a high temperature was admitted to hospital on the 6th April and died on the 9th. Then the other nurse and two other carers were diagnosed with covid 19 and one of the ancillary staff, a cleaner, was also off work as she was showing symptoms. As well as that two assistant cooks and three domestic staff were too afraid to travel by public transport, so were furloughed.

Sister Anne recalls that they were in desperate need of PPE (Personal Protective Equipment) and the Rector of the house spent days contacting various suppliers to order what was needed. Eventually on the 11th of April a roll of aprons, a box of 200 gloves and 100 masks were delivered. She says, "we then had a meeting of key people including six of the residents to work out a plan of action". The outcome of the meeting was that all residents were to be confined to their rooms and meals would be taken to them. There would also be no Mass in chapel. The residents were provided with meals in their rooms for many months. As a result of these measures the situation gradually began to improve. Sister Anne says there was a great sense of relief when all the remaining residents showing symptoms of covid 19 recovered well. As well as that staff off sick and on furlough returned to work when it was safe to do so, much to the relief of the staff left to care for the residents during these difficult months.

Sister Anne values and fosters a good rapport with the multidisciplinary medical personnel in the area. She says that since the onset of the Pandemic it is the

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

paramedics or a doctor allocated to the area, rather than a doctor from their own practice, that will come to the house to see a resident when necessary.

Sister Anne says, "I felt as if we were on a roller-coaster not knowing what was ahead of us. It was such a frightening, sad, and extremely difficult time for everyone". However, she says, "even though it was tough going for the few of us staff left to cope during this time we pulled together, no-one complained, and there was a good team spirit". Sister Anne says she is very happy to be able to use her gifts in caring for these retired members of the Mill Hill Missionaries who have spent their lives in service of the most disadvantaged and marginalised people in the poorer countries of the world.

3. Care Homes

Franciscan Convent, Blackburn

The quality of care provided in the Home is constantly monitored by the Trustees and the Home receives good reports from the Care Quality Commission. The care was recognised by Blackburn with Darwen Social Services and the Home was invited to be part of its Quality Assurance Scheme. All staff have recognised NVQ qualifications and many are now working to attain higher grades.

Franciscan Convent, Burnley

This home is also constantly monitored by the Trustees and inspected by the Care Quality Commission. It is well staffed by dedicated and qualified workers and an internal quality assurance scheme monitors the standard of care achieved. Starting in late October 2018 the windows were replaced at the home.

The works were finished in late March 2019 and the Congregation are extremely grateful to Salford Diocese for the generous contribution made for these works.

The home is used by the Congregation for UK gatherings of the Sisters so that the more frail Sisters who live there, and would otherwise be unable to travel, can still attend.

4. Overseas Missionary Work

A tremendous need continues for ministry overseas and the Sisters are engaged in many medical, pastoral, educational, social work and catechetical apostolates particularly among the poor. We have been able to expand our ministries in Kenya and particularly working with Street Children, widows and orphans of AIDS victims as well as AIDS patients in our clinics and home-based care programmes. The Sisters manage a home for physically disabled children who are stigmatised and ostracised in the society and culture.

Our numbers continue to expand in Kenya and Uganda and we are now in ten different areas of Kenya and one area in northern Uganda. Our houses are mostly in remote areas where our work includes health care, educational services, children's services, pastoral and social work with people who live in the poorest of circumstances.

In 2011 four of our Sisters opened a new mission in northern Uganda, among the Karamojong people. This is a very remote and neglected area of the country where access to maternal and child health care as well as to education is very limited. Our Sisters are making a difference to the quality of lives of the people. One Sister who is a qualified nursery school teacher runs the nursery school, another with a development degree is working pastorally among the people and a third is running a bakery project jointly with the Mill Hill Missionaries.

The mission in Witu located in Malindi Diocese has established a school for children who would otherwise not be educated. At the beginning of May 2013 we closed our house in Nyabururu, in Kisii diocese, and opened a new house in Nyamira which is in a more remote and needy area of Kisii diocese.

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

A second house in Nairobi, Rochdale House, was opened in 2015 to support our Sisters' ongoing work in Kenya. We now have two houses in Nairobi, namely Ingham House and Rochdale House. In late 2016 our Kenyan Sisters were pleased to open a new house in Mpeketoni, Lamu County which makes it our third house in Malindi Diocese.

At the end of November 2020 the Africa Region will take on the management of St. Vincent's Mission Hospital in Muhoroni which is in a rural area of Kisumu diocese in western Kenya. This will be our second house in Kisumu diocese. The hospital was started and developed by the Sisters of the Institute of Our Lady of Mercy who approached our congregation to take over the management of the hospital as they no longer have the personnel. This hospital offers a much needed service to the local community comprising inpatient and outpatient care, maternity services, a mortuary, an x-ray department and pathology laboratory. We are very grateful for this opportunity to expand our work for the benefit of the people in this area.

In Quito, Ecuador, one of our Sisters who started a counselling service for priests and religious in the city in 2008 is now working full time and providing a much needed service which also includes an increasing number of lay people among the clients. She also responds to requests from Religious Communities for workshops with a psycho-spiritual focus and also helps to run courses on Safeguarding. Santa Clara house in Quito closed in late December 2018. Santa Clara was one of our two houses in Quito. Apart from the one remaining house in Quito we also have a house in Puerto Quito in the coastal region of Ecuador where the Sisters are engaged in parish work, catechetics and healthcare for the disabled.

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Investment Performance

The Mill Hill Pension Fund investments suffered significant reductions in value in the Spring following the Covid-19 outbreak. Valuations more than recovered in the second half of the year, so producing a positive return for the year as a whole. Investments were made in accordance with the Trustees Investment Policy referred to earlier in this report and in compliance with ethical guidelines.

Financial Review

Results for the Year

During 2020 total incoming resources amounted to £1,129,554 (2019 £1,086,555). Of the incoming resources, a total of £25,119 (2019 £51,149) related to fees receivable and other income of the Charity's two care homes. £1,044,757 (2019 £898,301) was received by way of donations and legacies. This figure includes salaries and pensions of the Sisters amounting to £767,001 (2019 £523,473) covenanted to the Charity. Investment income and interest receivable totalled £27,203 (2019 £59,121) of which £24,843 (2019 £46,936) relates to designated funds.

Resources expended totalled £1,333,091 (2019 £1,537,967). The total expenditure on the Charity's two care homes amounted to £1,003,446 (2019 £1,080,705). Total staff costs represent a very significant proportion of expenditure and amounted to £721,170 (2019 £667,221).

Expenditure incurred on maintaining the members of the Congregation and supporting them in their pastoral work and ministry amounted to £141,038 (2019 £172,665). Expenditure on governance costs and the fees paid to the Charity's investment managers including fees paid to investment platforms during the year amounted to £59,009 (2019 £65,409).

Net outgoing resources for the year, were then £203,537 (2019 £451,412). Investment gains of £260,905 (2019 £866,408) resulted in a net inflow of funds for the year of £57,368 (2019 £414,996).

Reserves Policy and Financial Position

Reserves Policy

The reader will discern from the foregoing that the Charity carries out a diverse range of activities and is responsible for care and support of Sisters whose average age is increasing and whose needs are changing. The Trustees have examined the need for free reserves i.e. those unrestricted funds not invested in tangible fixed assets, designated for specific purposes or otherwise committed and endeavour to balance the need for such free reserves with the desire to more fully fund the reserves needed to support Sisters in their retirement.

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Such free reserves are needed to support the work of the Sisters in the future, in particular the support of the Congregation's missionary and healthcare work overseas. There has been a release from the Maintenance of Retired Sisters Reserve in the year of £300,000 (2019 £350,000) to maintain the level of such free reserves.

Financial Position

The balance sheet shows total reserves of £6,953,687 (2019 £6,896,319). Of this, £1,430,443 (2019 £1,466,849) is represented by properties and other tangible fixed assets essential for the support and work of the Sisters.

The funds set aside to provide for the Sisters in their retirement, none of whom have resources of their own, have been reassessed during the year. The calculation, based on actuarial methods, indicated that £6.85M (2019 £6.82M) is needed to be set aside in order to provide a minimum pension. A minimum pension was set at £5,000 in 2003 and is rebased for inflation thereafter. In these accounts £1.45M (2019 £1.75M) has been set aside for this purpose. These funds embrace and are supplemented by the Mill Hill Pension Fund, a designated fund for the maintenance of retired Sisters created from donations by the Mill Hill Society primarily for that purpose and amounting to £5,302,480 (2019 £5,048,679) at the year end date. In addition, there are investments and monies in bank deposit accounts held within the United States of America and Ireland Regions totalling £852,083 (2019 £838,016) and £567,733 (2019 £623,671) respectively which are held for the future maintenance of retired Sisters.

Monies held in the United States of America included monies previously lodged in a deposit account which was regarded as constituting the Ecuadorian Sisters Retirement Fund. The account was closed towards the end of 2018 due to poor investment performance and the monies were transferred to the Albany House Investments Portfolio managed by Wells Fargo. In 2019, the monies were transferred to a new dedicated account managed by Wells Fargo and were substantially invested in fixed interest quoted securities and other cash equivalents. In March 2020, the monies were transferred to the UK and are presently held in a deposit account. It is intended that these monies will be set aside in their own dedicated bank deposit account, once interest rates return to normal. The monies representing the Ecuadorian Retirement Fund amounted to £88,188 (2019 £73,207)

The Covid-19 (coronavirus) pandemic significantly impacted our Mill Hill pension fund investments, and this was in line with stock markets worldwide. Investment valuations initially fell significantly but had fully recovered by the end of the year. Whilst we were pleased with this recovery in equity markets, it is clear that Covid-19 will continue to be a significant factor, with regard to equity markets, for many months to come. The investment committee continue to meet through technological means so as to manage the designated investments that comprise the Mill Hill Pension Fund.

The Trustees hope that, in the medium to long term, investment markets will continue to improve and that they will be able to designate more funds to the Sisters' retirement fund. The calculations show clearly that this is a prudent and sensible policy.

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Future Plans

The Trustees do not anticipate any significant change to the Charity or its activities in the coming year. It is our intention to continue to meet the following objectives:

- To continue to care for the Sisters and enable them to continue their various ministries among the poor and marginalized of society.
- To continue to run two Care Homes for the elderly and those suffering from dementia.
- To meet the requirements of the Care Standards Act 2000 and inspections conducted by the Care Quality Commission.
- To continue to provide training to all our staff.
- To continue to expand our work in Kenya and Uganda and to continue the transition of responsibilities to our Kenyan Sisters.
- To continue to fund the formation training of our Sisters in Kenya.
- On the advice of our Solicitors to facilitate having Sisters living overseas as Trustees we have registered as a Company and a new Charity (a Charitable Company Limited by Guarantee with no Share Capital (Registered Company Number 07010772 (England and Wales)) (Registered Charity Number 1135474)). The transition of the functions and assets of The Order to the new Company and Charity was implemented on 1 January 2011 by a Transfer Deed dated 18 February 2011. The transfer of the Irish properties (see Note 3 on Page 76A) to the new Charity required a separate legal process and the Trustees are pleased to report that the transfer was successfully completed in April 2019.

It is not thought that at this stage of the Covid-19 (coronavirus) pandemic, there will be any marked structural impact on our operating income and expenditure. However, this is premised on the continued avoidance of infection amongst the Congregation. If this position was to change in a material way then it would not be realistic to supply future guidance, beyond saying that we remain confident that the financial consequences of such a crisis could be weathered. The Trustees are of the opinion that the financial position is such that we will be able to continue to meet our future planned objectives with no significant change in our operations or activities for the next two years and indeed for the foreseeable future notwithstanding the adverse impact of the Covid-19 (coronavirus) pandemic on our financial investments.

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

The Covid-19 (coronavirus) pandemic is having a significant impact on The Order as our Sisters have not been able to perform their social and pastoral ministries through attending groups and individuals. We have consequently embraced technological means including 'Zoom' so that our Sisters can keep in touch with their ministries and to continue the invaluable role that they provide in their communities.

At the present time the whole congregation is engaged in a process of consultation with regard to reorganising and restructuring the governance of the congregation to make it more relevant for our present reality. Our final proposals will require the approval of Vatican authority and should be implemented following our next General Chapter in 2023.

The Franciscan Missionaries of St. Joseph

Report of the Trustees

For the Year Ended 31 December 2020

Employees, Advisors and Members of the Congregation

The Trustees wish to record their recognition and gratitude to all their staff, professional advisors and individual Sisters of the Congregation for their dedication and commitment to the works of the Congregation throughout the year.

Approved by the Trustees on 16th September 2021 and signed on their behalf by:

.....

Sister Maureen Murphy

Trustee and Congregational Leader

.....

Sister Anne Moore

Trustee and Congregational Bursar

Registered Charity Number 1135474

Independent Auditor's Report to the Members of
The Franciscan Missionaries of St. Joseph
For the Year Ended 31 December 2020

Opinion

We have audited the financial statements of The Franciscan Missionaries of St. Joseph (the 'Charity') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2020 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Independent Auditor's Report to the Members of
The Franciscan Missionaries of St. Joseph
For the Year Ended 31 December 2020 - Continued

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the Trustees' Report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees, who are also the directors of the Charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Independent Auditor's Report to the Members of
The Franciscan Missionaries of St. Joseph
For the Year Ended 31 December 2020 - Continued

Auditor's responsibilities for the audit of the financial statements - Continued

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above and on the Financial Reporting Council's website, to detect material misstatements in respect of irregularities, including fraud.

We obtain and update our understanding of the entity, its activities, its control environment, and likely future developments, including in relation to the legal and regulatory framework applicable and how the entity is complying with that framework. Based on this understanding, we identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. This includes consideration of the risk of acts by the entity that were contrary to applicable laws and regulations, including fraud.

In response to the risk of irregularities and non-compliance with laws and regulations, including fraud, we designed procedures which included:

- Enquiry of management and those charged with governance around actual and potential litigation and claims as well as actual, suspected and alleged fraud;
- Reviewing minutes of meetings of those charged with governance;
- Assessing the extent of compliance with the laws and regulations considered to have a direct material effect on the financial statements or the operations of the entity through enquiry and inspection;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management bias and override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for indicators of potential bias.

Independent Auditor's Report to the Members of
The Franciscan Missionaries of St. Joseph
For the Year Ended 31 December 2020 - Continued

Extent to which the audit was considered capable of detecting irregularities, including fraud - Continued

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

Use of our report

This report is made solely to the Charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulation 2008. Our audit work has been undertaken so that we might state to the Charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Don Bancroft (Senior Statutory Auditor)
for and on behalf of Azets Audit Services
Chartered Accountants
Statutory Auditors

Alpha House
4 Greek Street
Stockport, SK3 8AB

Azets is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under of section 1212 of the Companies Act 2006.

The Franciscan Missionaries of St. Joseph

Statement of Financial Activities

For the Year Ended 31 December 2020

	Note	Unrestricted Funds	Designated Funds	Restricted Funds	2020 Total Funds	2019 Total Funds
Incoming Resources		£	£	£	£	£
Voluntary Income	2	944757	100000	-	1044757	898301
Activities for Generating Funds	3	330	-	-	330	319
Investment Income	4	2360	24843	-	27203	59121
Incoming Resources from Charitable Activities	5	25626	-	-	25626	51384
Other Incoming Resources	6	31638	-	-	31638	77430
Total Incoming Resources		1004711	124843	-	1129554	1086555

The Franciscan Missionaries of St. Joseph

Statement of Financial Activities - Continued

For the Year Ended 31 December 2020

	Note	Unrestricted Funds	Designated Funds	Restricted Funds	2020 Total Funds	2019 Total Funds
Resources Expended		£	£	£	£	£
Costs of Generating Funds						
Fundraising trading: cost of goods sold and other costs	7	-	-	-	-	720
Investment Management Costs	8	-	24040	-	24040	26106
Charitable Activities						
Charitable Activities	9	1274082	-		1274082	1471838
Governance Costs	10	34969	-	-	34969	39303
Total Resources Expended		1309051	24040	-	1333091	1537967
Net Outgoing Resources before Gains/(Losses) on investments		(304340)	100803	-	(203537)	(451412)

The Franciscan Missionaries of St. Joseph

Statement of Financial Activities - Continued

For the Year Ended 31 December 2020

	Note	Unrestricted Funds	Designated Funds	Restricted Funds	2020 Total Funds	2019 Total Funds
Gains/(Losses) on Investments		£	£	£	£	£
Profit/(Loss) on Sale of Investment Assets		-	270647	-	270647	698607
Movement in Value of Investment Assets		-	(97930)	-	(97930)	167801
Transfer of Ecuadorian Retirement Funds		-	88188	-	88188	-
Movement in Value of MHP Fund		-	(19719)	-	(19719)	(171087)
Movement in MHP Designated Fund		19719	-	-	19719	171087
Net Movement in Funds		(284621)	341989	-	57368	414996
Reconciliation of Funds						
Total Funds Brought Forward		1847640	5048679		6896319	6481323
Total Funds Carried Forward		<u>1563019</u>	<u>5390668</u>	<u>-</u>	<u>6953687</u>	<u>6896319</u>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

The Franciscan Missionaries of St. Joseph

Balance Sheet as at 31 December 2020

	Note	£	2020 £	£	2019 £
Fixed Assets					
Freehold & Leasehold Property		1421358		1456789	
Other Tangible Assets		9085		10060	
Total Tangible Fixed Assets	14		1430443		1466849
Designated Funds Investments	15		5302480		5048679
Investments					
Quoted Investments		-		-	
Unquoted Investments at Cost		280		280	
	16		280		280
Total Fixed Assets			6733203		6515808
Current Assets					
Sundry Debtors	20	9099		98556	
Cash at Bank - Deposit Accounts		276958		332214	
Cash at Bank - Current Accounts		15170		16998	
Cash in Hand		2423		3964	
		303650		451732	
Liabilities					
Creditors: due within one year	21	83166		71221	
Net Current Assets			220484		380511
Total Net Assets			6953687		6896319
The Funds of the Charity:					
Restricted Funds					
			-		-
Designated Funds			5390668		5048679
Unrestricted Funds					
Maintenance Reserve	17	1450000		1750000	
General Fund		113019		97640	
			1563019		1847640
Total Charity Funds	24		6953687		6896319

..... Sister Maureen Murphy
 Sister Anne Moore

Directors

Approved by the Directors on 16 September 2021

Registered Charity Number 1135474

The Franciscan Missionaries of St. Joseph

Consolidated Statement of Cash Flows

For the Year Ended 31 December 2020

		2020 £	2019 £
Cash flows from operating activities			
Net cash (outflow) in respect of operating activities	A	(7533)	(523202)
Cash flows from investing activities			
Investment income and interest received		27203	59121
Proceeds from the disposal of tangible fixed assets		650	100
Write back of provision for professional fees in relation to Blackrock Cork.		6513	-
Purchase of tangible fixed assets		(4374)	-
Proceeds from the disposal of investments		510245	1579450
Purchase of investments		(420000)	(1005011)
Net cash provided by investing activities		<u>120237</u>	<u>633660</u>
Increase/(decrease) in cash and cash equivalents		112704	110458
Cash and cash equivalents as at 1 January 2020	B	723390	612932
Cash and cash equivalents as at 31 December 2020	B	<u><u>836094</u></u>	<u><u>723390</u></u>

The Franciscan Missionaries of St. Joseph

Consolidated Statement of Cash Flows - Continued

For the Year Ended 31 December 2020

A Reconciliation of net movement in funds to net cash used in operating activities

	2020	2019
	£	£
Net movement in funds (as per the Statement of Financial Activities)	57368	414996
Adjustments for:		
Depreciation charge	34267	36459
(Gain) on sale of investment assets	(270647)	(698607)
(Gain)/Loss on movement in value of investment assets	97930	(167801)
Movement in Value of MHP Fund	19719	171087
Investment income and interest receivable	(27203)	(59121)
(Surplus) on disposal of tangible fixed assets	(650)	(100)
Decrease/(increase) in debtors	89457	(21318)
(Decrease)/increase in creditors	11945	(27710)
Movement in Designated Fund	(19719)	(171087)
Net cash (outflow) in respect of operating activities	<u>(7533)</u>	<u>(523202)</u>

* see note 15b

B Analysis of cash and cash equivalents

	2020	2019
	£	£
MHP Bank Account *	523402	343204
MHP Monies held on Investment Platforms *	18141	27010
Cash at Bank - Deposit Accounts	276958	332214
Cash at Bank - Current Accounts	15170	16998
Cash in Hand	2423	3964
	<u>836094</u>	<u>723390</u>

* see note 15b

1 Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the accounts are laid out below.

a) Company Information:

The Franciscan Missionaries of St. Joseph is a Private Company Limited by Guarantee incorporated in England and Wales. The registered office is St. Joseph's Convent, 150 Greenleach Lane, Worsley, Manchester, M28 2TS.

b) Basis of Preparation:

The accounts have been prepared in accordance with the Charity's governing document, the Companies Act 2006 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 accounts have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn. The accounts are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £. The accounts have been prepared under the historical cost convention except as disclosed in the accounting policies certain items are shown at fair value. The principal accounting policies adopted are set out below.

c) Critical accounting estimates and areas of judgement:

Preparation of the accounts requires the Trustees to make significant judgements and estimates. The items in the accounts where these judgements and estimates have been made include:

- estimating the useful economic life of tangible fixed assets

1 Accounting Policies - Continued

d) Assessment of going concern:

The Trustees have assessed whether the use of the going concern assumption is appropriate in preparing these accounts. The Trustees have made this assessment in respect to a period of one year from the date of approval of these accounts.

The Trustees of the Charity continue to think that the Covid-19 (coronavirus) pandemic, will have no marked structural impact on our operating income and expenditure. However, this is premised on the continued avoidance of infection amongst the Congregation. If this position was to change in a material way then it would not be realistic to supply future guidance, beyond saying that we remain confident that the financial consequences of such a crisis could be weathered.

The Trustees have therefore concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees are of the opinion that the Charity will have sufficient resources to meet its liabilities as they fall due.

The most significant areas of judgement that affect items in the accounts are detailed above. With regard to the next accounting period, the year ended 31 December 2021, the most significant areas that affect the carrying value of the assets held by the Charity, notwithstanding the adverse impact of the Covid-19 (coronavirus) pandemic on our investments, are the level of investment return and the performance of the investment markets (see the investment policy and the risk management section of the Trustees' Report for more information).

e) Income Recognition:

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

Sisters' salaries and pensions are received under deeds of covenant and are stated inclusive of income tax but net of any deductions for social security payments and contributions to occupational pension schemes if relevant.

Donations are recognised on a remittance basis. Receipts of property, investments or other gifts in kind are included at market value.

Government coronavirus (Covid-19) grants are recognised in an appropriate manner that matches them with the expenditure towards which they are intended to contribute.

In accordance with the Charities SORP and FRS102, volunteer time is not recognised.

1 Accounting Policies - Continued

e) Income Recognition - Continued:

Dividends are recognised once the dividend has been declared as becoming payable and notification received of the dividend due. Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the bank.

f) Expenditure Recognition:

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

- Expenditure on raising funds includes all expenditure associated with raising funds for the Charity. This includes investment management fees.
- Expenditure on charitable activities includes the costs of running the Charity's convents as well as all other costs associated with furthering the charitable purposes of the Charity through the provisions of its charitable activities. These costs comprise charitable grants and donations, direct and support costs in respect to the support of members of the Congregation and their ministry. It also includes governance costs.

Charitable grants and donations are made where the Trustees consider there is a real need following a review of the details of each particular case. Grants and donations are included in the statement of financial activities when approved for payment. Provision is made for grants and donations approved but not paid over at the year end date.

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

g) Support and Governance Costs:

Support costs represent indirect charitable expenditure. In order to carry out the primary purposes of the Charity, it is necessary to provide support in the form of personnel development, financial procedures, provision of office services and equipment and a suitable working environment.

Governance costs comprise the costs involving the public accountability of the Charity (including audit costs) and costs in respect to its compliance with regulation and good practice.

h) Tangible Fixed Assets:

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided in equal amounts each year in order to write off the cost of fixed assets over their useful lives i.e.

Buildings and Alterations	2 %
Fixtures, Fittings and Furniture	15 %
Office Equipment	15 %
Motor Vehicles	25 %

Buildings are in constant use in furtherance of the Order's charitable objectives and are properly maintained to standards that ensure that their residual value is not less than their book value. Notwithstanding this, the Trustees have decided to depreciate buildings and alterations at the rate of 2% per annum.

- i) Quoted investments are stated at mid-market value at the balance sheet date. Unrealised investment gains and losses are calculated as the difference between the valuation at the balance sheet date and their valuation at the last balance sheet date or purchase price, if acquired during the year and are reflected in the statement of financial activities.

j) Debtors:

Debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

k) Cash at Bank and in Hand:

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account. Deposits for more than three months and up to one year have been disclosed as short term deposits. Cash placed on deposit for more than one year is disclosed as a fixed asset investment.

l) Creditors and Provisions:

Creditors and provisions are recognised where the Charity has an obligation at the balance sheet date as a result of a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts that may be due.

1 Accounting Policies - Continued

m) Services provided by Members of the Congregation:

For the purposes of these accounts, no value has been placed on administrative and other services provided by Members of the Congregation.

n) Pension Contributions:

Contributions in respect of the Charity's defined contribution pension scheme are charged to the statement of financial activities as they become payable in accordance with the rules of the scheme. The Charity has no liability beyond making its contributions and paying across the deductions for the employees' contributions.

o) United Kingdom Sister Houses:

Transactions of United Kingdom Sister Houses are incorporated in the financial statements.

p) Overseas Houses:

The unaudited overseas accounts are set out on pages 72A - 123A and are not incorporated in the main accounts.

There are overseas houses located in Ireland, the United States of America, Kenya, Uganda and Ecuador.

There are two Sisters located in The Netherlands. The one Sister located in Munich, Germany transferred to the United Kingdom in Autumn 2020. The Dutch Sisters reside in a state run retirement home and their Dutch Pensions are used to pay the retirement home fees. Any surplus personal allowance is periodically remitted to the UK Central Fund. No bank account is maintained in The Netherlands.

The program to strengthen financial management, reporting and communication of all overseas regions is continuing.

As part of this program the Bursar General makes regular visits to each Region to re-affirm the financial guidelines under which each Region operates with particular regard to the requirement to communicate financial changes and planned financial changes to the Bursar General.

Where appropriate, the appointment of external Regional accountants will be considered and this has already been actioned in the United States and Africa Regions.

2 Voluntary Income

	2020 £	2019 £
Donations and Other Voluntary Contributions	7379	262393
Other Donations:		
Salaries and Remuneration	208824	214305
State Benefits	31336	24300
Pensions (Great Britain) *	444293	207442
Pensions (Missions and Houses overseas) *	82548	77426
Coronavirus (Covid-19) Grant Income	55143	-
Legacies	26747	20878
Voluntary Contributions for Missions **	71117	73104
Mission Appeals **	17370	18453
	<u>944757</u>	<u>898301</u>
Voluntary Contributions for Designated Funds	100000	-
	<u><u>1044757</u></u>	<u><u>898301</u></u>
	£	£
Restricted Funds	-	-
Designated Funds	100000	-
Unrestricted Funds	944757	898301
	<u><u>1044757</u></u>	<u><u>898301</u></u>

* includes overseas pensions relating to Sisters now located in Great Britain.

** see note 13

3 Activities for Generating Funds

	2020 £	2019 £
Book and Calendar Receipts	330	319
Other Fund Raising Activities	-	-
	<u>330</u>	<u>319</u>

4 Investment Income

	2020 £	2019 £
Dividends and Interest Received on Quoted Investments	24488	57085
Interest Received on Unquoted Investments	-	-
Bank Interest Received	2715	2036
	<u>27203</u>	<u>59121</u>

Dividends and Interest Received on Quoted Investments and Bank Interest Received include income from designated funds of £24,843 (2019 £46,936) - see note 15.

5 Incoming Resources from Charitable Activities

	2020 £	2019 £
Fees and Remuneration - Residential Care Homes	25119	51149
Other Miscellaneous Income	507	235
	<u>25626</u>	<u>51384</u>

6 Other Incoming Resources

	2020 £	2019 £
Surplus on Sale of Motor Cars & Property	650	100
Bank Charges Managers Refund	-	35
Transfers from Regions - see note 13	30988	77295
	<u>31638</u>	<u>77430</u>

Bank Charges Managers Refund include income from designated funds of £Nil (2019 £35) - see note 15.

7 Fundraising Trading: cost of goods sold and other costs

	2020 £	2019 £
Cost of Book Expenses	-	720
Other Fund Raising Costs	-	-
	<u>-</u>	<u>720</u>

8 Investment Management Costs

	2020 £	2019 £
Investment Advice Fees	20724	20369
Investment Platform Fees - see note 15	3316	5737
	<u>24040</u>	<u>26106</u>
	£	£
Restricted Funds	-	-
Designated Funds	24040	24754
Unrestricted Funds	-	1352
	<u>24040</u>	<u>26106</u>

9 Charitable Activities

	2020	2019
	£	£
Education and Tuition	2910	11049
Sister House Expenses	141038	172665
Cont. to Missions External Programs - see note 13	23394	97797
Residential Care Home Expenses	1003446	1080705
Formation	14000	14096
Support Costs - see note 11	89294	95526
	<u>1274082</u>	<u>1471838</u>
	£	£
Restricted Funds	-	10323
Designated Funds	-	-
Unrestricted Funds	1274082	1461515
	<u>1274082</u>	<u>1471838</u>

10 Governance Costs

	2020	2019
	£	£
Audit Fee	9006	9600
Legal and Other Professional Charges	25963	29703
	<u>34969</u>	<u>39303</u>

11 Support Costs

	2020 £	2019 £
Office Expenses	9688	12212
Administration Salaries	14396	13825
Insurance	6784	7120
Travel	22454	26671
Bank Charges	1464	1022
Upkeep of Buildings	-	-
Depreciation - Vehicles and Fixtures & Fittings	5350	4589
Depreciation - Buildings & Alterations	28918	28918
General Chapter Expenses	-	-
Other Expenses	240	1169
	<u>89294</u>	<u>95526</u>

12 Wages & National Insurance

	2020 £	2019 £
a) Gross Wages	681847	627282
Employers National Insurance	28395	30934
Employers Pension Contributions - NEST	10928	9005
	<u>721170</u>	<u>667221</u>
	£	£
b) Residential Care Home Employees	689649	637204
Sister House Employees	17125	16192
Central Fund Employees	14396	13825
	<u>721170</u>	<u>667221</u>
c) Average number of full time equivalent employees:		
Residential Care Home Employees	36	33
Sister House Employees	1	1
Central Fund Employees	1	1
	<u>38</u>	<u>35</u>

d) No employees had emoluments in excess of £60,000 in either year.

12 Wages & National Insurance - Continued

- e) There are no key management salaries. All key managers are Trustees of the Charity and receive no remuneration.

13 MISSIONS

This note brings together the UK income and expenditure for sisters based overseas. The overseas accounts are not audited.

a) Income for Missions and Other Houses Overseas

<u>Region</u>	Ireland £	USA £	Africa £	Ecuador £	Total £	2019 £
Srs. Pensions *	70538	-	9010	5633	85181	80031
Vol. Contbs. *	-	-	18579	51888	70467	73104
	<u>70538</u>	<u>-</u>	<u>27589</u>	<u>57521</u>	<u>155648</u>	<u>153135</u>
Transfers from Regions to Central Fund **			-		30988	77295
	<u>70538</u>	<u>-</u>	<u>27589</u>	<u>57521</u>	<u>186636</u>	<u>230430</u>
Mission Appeals *					17370	18453
					<u>204006</u>	<u>248883</u>

* see note 2

** see note 6

- b) Pensions remitted from The Netherlands amounted to £9,432 (2019 £7,251).

c) Expenditure relating to Mission and Other Houses Overseas

	Ireland £	USA £	Africa £	Ecuador £	Total £	2019 £
N.I. Contributions	-	-	-	-	-	-
Other Srs. Exps.	15	-	-	-	15	72
	<u>15</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>15</u>	<u>72</u>
Transfer from Central Fund for External Pgrms.	-	-	19868	3526	23394	97797
	<u>15</u>	<u>-</u>	<u>19868</u>	<u>3526</u>	<u>23409</u>	<u>97869</u>

13 MISSIONS - Continued

- d) In addition to the above there are transfers from the Central Fund to the Africa Region totalling £14,000 (2019 £14,096). These monies are to be used for formation.
- e) Income and Expenditure for the African Region comprise 10 Houses located in Kenya and Panyangara House which is located in Uganda.

14 Tangible Fixed Assets

	Freehold Land and Buildings £	Motor Cars £	Office Equipment £	Fixtures & Fittings £	Total £
a) Cost or Valuation:					
As at 1 January 2020	1659215	121142	31441	1029933	2841731
Additions at Cost	-	-	2214	2160	4374
Impairment	(6513)	-	-	-	(6513)
Disposals	-	(2900)	-	-	(2900)
At 31 December 2020	<u>1652702</u>	<u>118242</u>	<u>33655</u>	<u>1032093</u>	<u>2836692</u>
b) Depreciation:					
As at 1 January 2020	202426	112889	30970	1028597	1374882
Charge for the Year	28918	4352	144	853	34267
Disposals	-	(2900)	-	-	(2900)
At 31 December 2020	<u>231344</u>	<u>114341</u>	<u>31114</u>	<u>1029450</u>	<u>1406249</u>
c) Net Book Value:					
As at 31 December 2020	<u>1421358</u>	<u>3901</u>	<u>2541</u>	<u>2643</u>	<u>1430443</u>
As at 31 December 2019	<u>1456789</u>	<u>8253</u>	<u>471</u>	<u>1336</u>	<u>1466849</u>

14 Tangible Fixed Assets - Continued

d)	Freehold Land and Buildings include alterations and are stated:	£
	At 1 January 2020	
	At 1987 Valuation	310000
	At Cost	1349215
	Cost or Valuation at 1 January 2020	<u>1659215</u>
	At 31 December 2020	
	At 1987 Valuation	310000
	At Cost	1342703
	Cost or Valuation at 31 December 2020	<u>1652703</u>
e)	Fixtures and Fittings are stated:	
	At 1 January 2020	
	At 1998 Valuation	908750
	At Cost	121183
	Cost or Valuation at 1 January 2020	<u>1029933</u>
	At 31 December 2020	
	At 1998 Valuation	908750
	At Cost	123343
	Cost or Valuation at 31 December 2020	<u>1032093</u>
f)	Motor Cars and Office Equipment are stated at cost.	
g)	Other capital expenditure authorised or contracted for before the year end date for which no provision has been made in the accounts is £Nil.	

15 Designated Fund: MHP

In 1994 The Congregation created a pension fund for the maintenance of retired Sisters from donations made by the Mill Hill Society primarily for that purpose.

a) The Mill Hill Pension Fund account for the year is as follows:

	2020 £	2019 £
Balance as at 1 January 2020	5048679	4348177
Mill Hill Donation	100000	-
Net Transfers (to)/from Central Fund	(19719)	(171087)
Movement on Value of Investments Held	(97930)	205575
Bank Interest Received	405	800
Investment Income	24438	46136
Profit on Sale of Investments	270647	643797
Investment Advice Fees	(20724)	(19017)
Investment Platform Fees	(3316)	(5737)
Bank Charges Managers Refund	-	35
	<u>5302480</u>	<u>5048679</u>
Balance as at 31 December 2020	<u>5302480</u>	<u>5048679</u>

b) Funds are invested as follows:

	2020 £	2019 £
Quoted Investments	4760937	4678465
Cash at Bank - Deposit Account	523402	343204
Monies Held on Investment Platforms	18141	27010
Net Sundry Debtors	-	-
	<u>5302480</u>	<u>5048679</u>

c) Quoted Investments are incorporated at Market Value i.e.

	2020 £	2019 £
Cost	2733371	2552969
Surplus on Valuation	2027566	2125496
Market Value	<u>4760937</u>	<u>4678465</u>

15A Designated Fund: MHP - Continued

d) The movement in quoted investments during the year is as follows:	2020 £	2019 £
Cost as at 1 January 2020	2552969	2239803
Disposals	(239598)	(691845)
Additions	420000	1005011
Cost as at 31 December 2020	<u>2733371</u>	<u>2552969</u>

- e) The Mill Hill pension fund includes the following investments which represent more than 5% of the value of the portfolio at the start of the year or/and at the end of the year.

	2020 £	2019 £
ASI UK Ethical Equity	360009	392990
Fidelity Sustainable European Equity	291620	264579
Invesco UK Smaller Companies Fund	192949	268742
Aegon Ethical Equity	260413	262570
Jupiter UK Smaller Companies	254369	264122
Schroder UK Smaller Companies Fund	201520	261284
	<u>1560880</u>	<u>1714287</u>

15B Designated Fund - Ecuadorian Sisters Retirement Fund

Monies constituting the Ecuadorian Sisters Retirement Fund, previously located and managed in the United States, were transferred to the Central Fund in March 2020.

	2020	2019
	£	£
Balance as at 1 January 2020	-	-
Funds transferred from United States	88188	-
Add Annual Supplement	-	-
Balance as at 31 December 2020	<u>88188</u>	<u>-</u>

It is intended that these monies will be set aside in their own dedicated bank deposit account, once interest rates return to normal.

Meanwhile, it has been agreed that an annual addition will be made to the fund calculated in line with deposit account interest rates available to The Order.

16 Investments

- a) The movement in quoted investments during the year is as follows:

	2020	2019
	£	£
Cost as at 1 January 2020	-	184406
Disposals	-	(184406)
Additions	-	-
Cost as at 31 December 2020	<u>-</u>	<u>-</u>

- b) The movement in unquoted investments during the year is as follows:

	2020	2019
	£	£
Cost as at 1 January 2020	280	280
Cost as at 31 December 2020	<u>280</u>	<u>280</u>

17 Maintenance Of Retired Sisters

There is a substantial liability for the future costs of maintenance of Sisters in their retirement.

To provide for this Reserves have in the past been created by transfers from the Capital Fund of the Order. It is now necessary to supplement the operating funds by transfers from these reserves i.e.

Maintenance Reserve	2020 £	2019 £
Balance as at 1 January 2020	1750000	2100000
Less Transfer to Capital Account this Year	300000	350000
Balance as at 31 December 2020	<u>1450000</u>	<u>1750000</u>

The Mill Hill Pension Funds support the Retired Sisters Maintenance Fund and total £5,302,480 (2019 £5,048,679).

A full report on the Mill Hill Pension Fund is provided in Note 15.

17 Maintenance Of Retired Sisters - Continued

The maintenance of retired Sisters has, as in previous years, been charged as an expense when the cost was incurred.

It has been possible in previous years to meet these costs from current income without recourse to the Pension Funds. This practice has not been sustainable since 2011 and the release of reserves to supplement current income will continue for the foreseeable future.

A pension of £8,100 (2019 £7,987) per Sister is regarded as the minimum target but is significantly less than the current need.

The effects of inflation are recognised and the annual pension target is now being indexed accordingly from a base figure of £5,000 in 2003.

The Trustees estimate that the funds needed to provide an annual inflation indexed pension of £8,100 (2019 £7,987) per sister from the date of retirement exceeds £6.85 million (2019 £6.82 million) of which £3.74 million (2019 £3.74 million) relates to Sisters over the age of 65.

The calculations continue the policy adopted in 2010 which incorporates different Regional life expectancy rates.

It is intended that further additions, whenever possible, will be made to the Pension Funds towards ensuring that future costs can be met.

18 United Kingdom Sister Houses

Transactions of United Kingdom Sister Houses are fully incorporated in the financial statements.

19 Taxation

Due to the charitable status of the Company, its activities are not liable to Corporation Tax.

20 Debtors

	2020	2019
	£	£
Salaries Receivable	6974	2474
Legacies Receivable	-	-
Income Tax Repayable	2125	813
Prepayments	-	-
Other Debtors	-	-
Settlement of Investments Sold	-	95269
	<u>9099</u>	<u>98556</u>

21 Creditors : Amounts Due Within One Year

	2020	2019
	£	£
Pension Contributions, Social Security and Other Taxes	13693	11539
Accruals	46453	30132
Dowries Reserve	561	561
Settlement of Investments Purchased	-	-
Other Creditors	8121	14638
Africa Regional Fund	14338	14351
	<u>83166</u>	<u>71221</u>

22 Lease Commitments

At the year end date the Company had outstanding commitments for future minimum lease payments under non-cancellable operating leases as follows

	2020 £	2019 £
Rental Property	<u>3115</u>	<u>3115</u>

23 Contingent Liability

A liability exists for the repayment of legacies inherited by individual Sisters and is contingent on their departure

	2020 £	2019 £
The total of such legacies were	<u>57479</u>	<u>57479</u>

24 Funds Analysis

	As at 1 Jan 2020 £	Received £	Expended £	Transfer £	As at 31 Dec 2020 £
Restricted Fund	-	-	-	-	-
Designated Fund					
Mill Hill Pension Fund	5048679	395490	(121970)	(19719)	5302480
Ecuador R'ment Fund	-	-	-	88188	88188
Unrestricted Funds					
Maintenance Reserve	1750000	-	-	(300000)	1450000
General Fund	97640	1004711	(1309051)	319719	113019
	<u>6896319</u>	<u>1400201</u>	<u>(1431021)</u>	<u>88188</u>	<u>6953687</u>

Designated Fund

A pension fund for the maintenance of retired Sisters has been created from donations made by the Mill Hill Society. See notes 15 and 17 for a full report.

25 Analysis of Net Assets between Funds

	Unrestricted £	Designated £	Restricted £	Total £
Fund balances at 31 December 2020 are represented by:				
Tangible Fixed Assets	1430443	-	-	1430443
Designated Fund Investments	-	5302480	-	5302480
Investments	280	-	-	280
Net Current Assets	132296	88188	-	220484
	<u>1563019</u>	<u>5390668</u>	<u>-</u>	<u>6953687</u>

26 Additional Information

The Company is a Charitable Company Limited by Guarantee with no Share Capital and registered in England & Wales.

The Registered Number is 07010772

The registered office is located at St Joseph's Convent, 150 Greenleach Lane, Worsley, Manchester, M28 2TS.

The Trustees were not re-imbursed for any expenses. There are no other related party transactions to report.

Contingent liabilities are reported in Note 23. There are no other contingent liabilities to report.

There are no post balance sheet events to report.

Index

72A	Accounts for the Ireland Region
81A	Accounts for the United States of America Area
90A	Accounts for the Africa Region
119A	Accounts for the Ecuador Region

The Franciscan Missionaries of St. Joseph

Income for the Year Ended 31 December 2020

Ireland Region

2019			
£		£	£
	Salaries and Pensions		
32270	Salaries	34519	
128005	Pensions	131984	
-	Benefits	-	
<u>160275</u>			166503
2214	Voluntary Contributions		1382
	Financial Receipts		
-	Bank and Building Society Interest Received		
6	and Other Similar Income	6	
3244	Investment Income	2551	
<u>3250</u>			2557
547658	Mission Income		288693
	Other Income		
-	Profit on Sale of Motor Car	-	
-	Herald Magazine	-	
-	Sister House Income	93	
<u>-</u>			93
<u>713397</u>	Total Income for the Year		<u>459228</u>

The Franciscan Missionaries of St. Joseph

Expenditure for the Year Ended 31 December 2020

Ireland Region

2019			
£		£	£
26	Education and Tuition		-
	Sister House Expenses		
-	Upkeep of Buildings	-	
137469	Other Sister House Expenses	123701	
<u>137469</u>			123701
	Establishment Expenses		
2821	Office Expenses	1983	
1009	Travel	807	
270	Donations	236	
<u>4100</u>			3026
	Financial Expenses		
90	Bank Charges	78	
38977	Exchange Adjustments	(49863)	
4749	Investment Management Fees	2284	
1620	Professional Fees	-	
207	Depreciation	207	
<u>45643</u>			(47294)
500532	Mission and Other Houses Overseas		335965
-	Formation		-
<u>687770</u>	Total Expenditure For The Year		<u>415398</u>
25627	Surplus/(Deficit) for the Year		43830
<u><u>713397</u></u>			<u><u>459228</u></u>

The Franciscan Missionaries of St. Joseph**Balance Sheet as at 31 December 2020****Ireland Region****2019**

£

£

Capital Account

647046	Capital as at 1st January 2020	768409
95709	Movement in Value of Investments	(74316)
27	Profit on Sale of Investments	(20200)
25627	Surplus/(Deficit) for the Year	43830
<hr/> 768409	Capital Fund	<hr/> 717723

Current Liabilities

2187	Sundry Creditors	-
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770596

717723

The Franciscan Missionaries of St. Joseph

Balance Sheet as at 31 December 2020

Ireland Region

2019			
£		£	£
	Fixed Assets		
12940	Freehold Property		13580
846	Fixtures and Fittings		902
3	Motor Cars		3
<hr/> 13789	Total Tangible Fixed Assets		<hr/> 14485
565801	Investments		505770
<hr/> 579590	Total Fixed Assets		<hr/> 520255
	Current Assets		
-	Sundry Debtors	-	
57870	Cash at Bank - Deposit Accounts	61963	
84800	Cash at Bank - Current Accounts	132871	
45885	Cash at Bank - Mísean Cara Current Account	81	
2451	Cash in Hand	2553	
<hr/> 191006		<hr/>	197468
<hr/> <hr/> 770596	Total Assets		<hr/> <hr/> 717723

The Franciscan Missionaries of St. Joseph**Notes to the Accounts for the Year Ended 31 December 2020****Ireland Region****1 Transactions with other Regions**

Income and expenses of the Region which have been transacted through the United Kingdom Central Fund and which are not therefore included in the Regional account were as follows:-

	2020	2019
	£	£
Pensions Received	70538	65594
Expenses	15	-

2 Foreign Currencies

Transactions conducted in Euros are converted into Sterling at the average rate of exchange during the year. Assets and liabilities are converted at rates of exchange ruling at the balance sheet date.

3 Tangible Fixed Assets

	Freehold land and building £	Motor Cars £	Fixtures and Fittings £	Total £
a) Cost or Valuation				
At 1 January 2020	14346	28010	148288	190644
Additions at cost	-	-	-	-
Disposals	-	-	-	-
Exchange Adjustments	946	1850	9789	12585
At 31 December 2020	<u>15292</u>	<u>29860</u>	<u>158077</u>	<u>203229</u>
b) Depreciation				
At 1 January 2020	1406	28008	147441	176855
Charge for the Year	207	-	-	207
On Disposals	-	-	-	-
Exchange Adjustments	99	1849	9734	11682
At 31 December 2020	<u>1712</u>	<u>29857</u>	<u>157175</u>	<u>188744</u>

The Franciscan Missionaries of St. Joseph

Notes to the Accounts for the Year Ended 31 December 2019

Ireland Region

	Freehold land and building £	Motor Cars £	Fixtures and Fittings £	Total £
c) Net Book Value				
At 31 December 2020	13580	3	902	14485
At 31 December 2019	12940	2	847	13789

d) Basis of Valuation

Freehold land and building and motor cars are stated at cost.

e) Property located in Dublin and Cork totalling £416,116 was paid for by the United Kingdom Central Fund and is accordingly excluded from the Ireland Region Accounts.

f) A grant of £7,295 towards the cost of the extension located at the Blackrock, Cork and received in 1997, has been treated as income of the United Kingdom Central Fund.

g) The status of property included in these accounts and property reported in note (e) is reported in Note 14 of the main accounts.

h) Depreciation

Depreciation is provided in equal amounts each year in order to write off the cost of fixed assets over their useful lives i.e.:

Buildings and Alterations	2%
Fixtures and Fittings	15%
Motor Vehicles	25%

Buildings are in constant use in furtherance of the Order's charitable objectives and are properly maintained to standards that ensure that their residual value is not less than their book value. Notwithstanding this, the Trustees have decided to depreciate buildings and alterations from 1 January 2013 at the rate of 2% per annum and as such this was a change of accounting policy in 2013.

The Franciscan Missionaries of St. Joseph**Notes to the Accounts for the Year Ended 31 December 2020****Ireland Region****4 Investments**

Davy Group stockbrokers manage a portfolio of equity and bond funds.

The Davy Portfolio account for the year is as follows:

	2020 £	2019 £
Value as at 1 January 2020	563614	456810
Movement in Value this year	(71942)	138416
Investment Income	2551	3244
Profit on Sale of Investments	(20200)	27
Investment Management Fees	(2167)	(4749)
Exchange Adjustment	34180	(30134)
Balance as at 31 December 2020	<u>506036</u>	<u>563614</u>

Funds are invested as follows:

	2020 £	2019 £
Quoted Investments	505770	565801
Cash at Bank	266	-
Sundry Creditors	-	(2187)
	<u>506036</u>	<u>563614</u>

Quoted Investments are incorporated
at Market Value i.e.

	2020 £	2019 £
Cost	478058	470091
Surplus on Valuation	27712	95710
Market Value	<u>505770</u>	<u>565801</u>

The Franciscan Missionaries of St. Joseph

Notes to the Accounts for the Year Ended 31 December 2020

Ireland Region

4 Investments - Continued

The Davy portfolio include the following investments which represent more than 5% of the value of the portfolio at the start of the year or/and at the end of the year.

	2020	2019
	£	£
Aberdeen Standard UK Ethical Platform 1 RETL Acc	-	122139
Liontrust Investments Ltd UK Ethical 2 Net Acc Nav	-	79380
Edentree Inv Management Amity UK Fund B Inst Inc	-	112982
Kames Capital plc Ethical Corp Bond Retl Acc Nav	-	129787
Kames Capital plc Ethical Equity B Instl Acc Nav	-	121513
Davy Funds PLC GPS Balanced Growth B EUR ACC	505770	-
	<u>505770</u>	<u>565801</u>

The Franciscan Missionaries of St. Joseph

Notes to the Accounts for the Year Ended 31 December 2020

Ireland Region

5 Missions

Expenditure relates to transfers for missions in Kenya and Ecuador and to donations to missions of other congregations and contributions to external mission programmes.

6 Mísean Cara

Funds totalling €626,552 (2018 €516,574) were received from Mísean Cara Ireland and were banked in a separate Mission bank account together with other private mission donations. The Mission bank transactions are summarised as follows:

	2020	2019
	£	£
Balance brought forward	45885	118
Amounts Received from Mísean Cara	287629	545872
Other Donations	1063	1786
	<u>334577</u>	<u>547776</u>
Remitted to Ecuador	-	-
Remitted to Kenya	332643	500532
Training	3323	-
Exchange Adjustments	(1470)	1359
Total Expended	<u>334496</u>	<u>501891</u>
Balance Carried Forward	81	45885
Total	<u>334577</u>	<u>547776</u>

Training relates to a contribution to Maynooth University located in County Kildare Ireland and relates to funding an on line course relating to safeguarding in Kenya/Uganda.

The Congregation is grateful to Mísean Cara for these funds which enabled the Sisters to carry out a number of mission projects and to help many people.

The Franciscan Missionaries of St. Joseph

Income for the Year Ended 31 December 2020

United States of America Area

2019			
£		£	£
	Salaries and Pensions		
-	Salaries	-	
4712	Pensions including Government Covid supplements	6266	
<u>4712</u>			6266
-	Voluntary Contributions		-
	Financial Receipts		
-	Bank Interest Received	-	
98748	Investment Income	95627	
<u>98748</u>			95627
-	Mission Appeals		-
-	Sister House Income		-
	Other Income		
28431	Contribution from Mill Hill Sisters of New York Charitable Trust		85396
<u>131891</u>	Total Income for the Year		<u>187289</u>

The Franciscan Missionaries of St. Joseph

Expenditure for the Year Ended 31 December 2020

United States of America Area

2019			
£		£	£
-	Education and Tuition		-
33325	Sister House Expenses		28936
	Establishment Expenses		
-	Office Expenses	-	
-	Travel	-	
-	Donations	-	
-			-
	Financial Expenses		
-	Bank Charges	-	
26211	Exchange Adjustments	21319	
2390	Professional Fees	1888	
2691	Depreciation	2601	
31292			25808
-	Missions		-
-	Contribution to Ecuadorian Retirement Fund		11882
-	Formation		-
64617	Total Expenditure for the Year		66626
67274	Surplus For The Year		120663
131891			187289

The Franciscan Missionaries of St. Joseph**Balance Sheet as at 31 December 2020****United States of America Area**

2019		
£		£
	Capital Account	
660435	Capital as at 1 January 2020	664365
67274	Surplus For The Year	120663
(15368)	Transfers to Ecuador Region	(17824)
-	Transfer from Ecuador Region (for pension contribution)	11882
<u>712341</u>		<u>779086</u>
(47976)	Remitted to UK Central Fund	(30988)
<u>664365</u>	Capital Fund	<u>748098</u>
	Designated Fund	
180106	Mill Hill Sisters of New York Charitable Trust	109500
	Current Liabilities	
73207	Ecuadorian Retirement Fund	-
<u><u>917678</u></u>		<u><u>857598</u></u>

The Franciscan Missionaries of St. Joseph

Balance Sheet as at 31 December 2020

United States of America Area

2019			
£			£
	Fixed Assets		
-	Freehold Property		-
-	Fixtures and Fittings		-
3961	Motor Cars		1283
<hr/>			<hr/>
3961	Total Tangible Fixed Assets		1283
	Designated Funds Investments		
180106	Mill Hill Sisters of New York Charitable Trust		109500
	Investments		
657910	Investments		742583
73207	Ecuadorian Retirement Fund Dedicated Portfolio		-
	Current Assets		
-	Sundry Debtors	-	
2494	Other Cash and Bank Balances	4232	
<hr/>			<hr/>
2494			4232
<hr/>			<hr/>
917678	Total Assets		857598
<hr/>			<hr/>

1 Transactions with other Regions

Income and expenses of the Area which have been transacted through the United Kingdom Central Fund and which are not therefore included in the Area account were as follows:

	2020	2019
	£	£
Pensions Received	-	-
Expenses	-	-

2 Foreign Currencies

Transactions conducted in US Dollars are converted into Sterling at the average rate of exchange during the year. Assets and liabilities are converted at rates of exchange ruling at the balance sheet date.

3 Tangible Fixed Assets

	Motor Cars £	Fixtures & Fittings £	Total £
a) Cost or Valuation			
At 1 January 2020	10560	1889	12449
Additions at cost	-	-	-
Disposals	-	-	-
Exchange Adjustments	(306)	(55)	(361)
At 31 December 2020	<u>10254</u>	<u>1834</u>	<u>12088</u>
b) Depreciation			
At 1 January 2020	6599	1889	8488
Charge for the Year	2601	-	2601
On Disposals	-	-	-
Exchange Adjustments	(229)	(55)	(284)
At 31 December 2020	<u>8971</u>	<u>1834</u>	<u>10805</u>

The Franciscan Missionaries of St. Joseph

Notes to the Accounts for the Year Ended 31 December 2020

United States of America Area

3 Tangible Fixed Assets - continued

	Motor Cars £	Fixtures Fittings £	Total £
c) Net Book Value			
At 31 December 2020	1283	-	1283
At 31 December 2019	3961	-	3961

d) Basis of Valuation

Motor cars are stated at cost.

The Trustees revalued the fixtures and fittings on 30 November 1998.

e) Capital Expenditure

Capital Expenditure authorised or contracted for before 31 December 2019 for which no provision has been made in the accounts is £Nil.

The Franciscan Missionaries of St. Joseph**Notes to the Accounts for the Year Ended 31 December 2020****United States of America Area****4 Quoted Investments**

Quoted investments are stated at market value and comprise:

	2020	2019
	£	£
Christian Brothers CUIT Balanced Fund	400471	358157
Albany House Investments managed by Wells Fargo	342112	299753
	<u>742583</u>	<u>657910</u>

The Albany House investments, managed by Wells Fargo, are substantially invested in fixed interest quoted securities and other cash equivalents.

The movement in quoted investments during the year is summarised as follows:

	2020	2019
	£	£
Investments as at 1 January 2020	657910	723811
Transfer from Mill Hill Sisters of New York	29335	-
Withdrawal Wells Fargo Dedicated Ecuadorean Account	-	(69018)
Missions	(17824)	(15747)
Transfer to UK Central Fund	-	(47976)
Management Expenses	(1888)	(2390)
Investment Surplus/(Deficit)	95627	97864
Exchange Adjustments	(20577)	(28634)
Investments as at 31 December 2020	<u>742583</u>	<u>657910</u>

Investment income is reinvested.

Investment income comprises dividends and interest received, the surpluses on the sale of investments and the movement arising on the value of unrealised investments.

The Franciscan Missionaries of St. Joseph

Notes to the Accounts for the Year Ended 31 December 2020

United States of America Area

5 Designated Fund

The Mill Hill Sisters of New York Charitable Trust was established in 1999. Its purpose is the care of the elderly sisters of the community (that is, the Mill Hill Sisters of New York/Franciscan Missionaries of St. Joseph), and those who regardless of age become disabled or those who for whatever reason become unemployed.

The Trust Agreement provides for the return of all residual monies to the Albany Diocese once all the Sisters have been cared for.

	2020 £	2019 £
Fund value as at 1 January 2020	180106	188480
Transfer to UK Central Fund	(30988)	-
Transfer to Albany House Investment Funds	(29335)	-
Withdrawal	(24507)	(27663)
Management Expenses	(1094)	(1258)
Bank Charges	(30)	-
Movement in value of funds Surplus/(Deficit)	20168	28502
Exchange Adjustment	(4820)	(7955)
Fund value as at 31 December 2020	<u>109500</u>	<u>180106</u>

Income is reinvested. There have been no other additions to the fund in the year. Withdrawals contribute to the maintenance of retired sisters from the United States including those sisters from the United States who now reside in the UK.

The funds are managed by Wells Fargo and are substantially invested in fixed interest quoted securities and other cash equivalents.

The Franciscan Missionaries of St. Joseph

Notes to the Accounts for the Year Ended 31 December 2020

United States of America Area

6 Ecuador Region

The Ecuadorian Retirement Fund investments were held in a dedicated account managed by Wells Fargo. In March 2020 the fund was relocated and is now held in the UK Central Fund. All the unvestments were sold and the resulting cash balance was transferred to the UK on 5 March 2020.

	2020	2019
	£	£
Balance as at 1 January 2020	73207	73018
Movement in value of funds Surplus/Deficit	1681	3398
Transferred from Ecuador Region	11882	-
Investment Management Charges	(75)	(410)
Monies Donated by USA Area	-	-
Exchange Adjustment	1493	(2799)
Transfer to UK Central Fund to close	(88188)	-
Balance as at 31 December 2020	<u>-</u>	<u>73207</u>

7 Charitable Status

The Region was incorporated on the 21 January 1975 as the Mill Hill Sisters of New York pursuant to section 402 of the Not-For-Profit Corporation Law of the United States of America. In October 2007 the Region was reclassified as an Area. Accounts for the United States of America Area will continue to be reported separately in view of the amount of assets still managed in the United States.

The Franciscan Missionaries of St. Joseph

Notes to the Accounts for the Year Ended 31 December 2020

Africa Region

The accounts for the Africa Region for the year ended 31 December 2020 have been prepared and audited by the Kenyan accountants, PAM & Associates and are reproduced on pages 91A - 118A.

FRANCISCAN MISSIONARIES OF ST JOSEPH
AFRICA REGION
CONSOLIDATED FINANCIAL REPORT
FOR THE YEAR ENDED DECEMBER 31ST,2020

CONTENTS	PAGE
LIST OF COMMUNITIES	1
TRUSTEES REPORT	2
STATEMENT OF TRUSTEES RESPONSIBILITIES	3
REPORT OF THE INDEPENDENT AUDITORS	4 to 7
STATEMENT OF COMPREHENSIVE INCOME	8 to 10
STATEMENT OF FINANCIAL POSITION	11
STATEMENT OF CASH FLOWS	12
NOTES TO THE FINANCIAL STATEMENTS	13 to 26

FRANCISCAN MISSIONARIES OF ST JOSEPH AFRICA REGION

LIST OF COMMUNITIES

- 1 Regional Office, Nairobi: Sr Margaret Bradbury
- 2 Ingham House, Nairobi: Sr. Bibiana Shilwatso
- 3 Rochdale House, Nairobi: Sr. Medrine Musundi
- 4 Novitiate Program, Ingham House, Nairobi: Sr. Bibiana Shilwatso
- 5 Holy Family Convent, Kisumu: Sr. Bernadette Nealon
- 6 Our Lady of Divine Providence Convent, Nyamira: Sr. Benter Atieno
- 7 St. Joseph's Convent Luanda: Sr. Dorcas Moraa
- 8 St. Francis Convent, Salawa: Sr. Veronica Asiago
- 9 St. Therese's Convent, Marigat: Sr. Florence Boyani
- 10 St. Claire's Convent, Malindi: Sr. Margaret Obwoye
- 11 Amani Convent, Witu: Sr. Phaustine Wangwa
- 12 St. Michael's Convent, Mpeketoni: Sr. Angelina Munyao
- 13 Maria Toto Ngina Ke'ekisii, Uganda: Sr. Christabel Shistukane

FRANCISCAN MISSIONARIES OF ST JOSEPH-AFRICA REGION

TRUSTEES REPORT

FOR THE YEAR ENDED DECEMBER 31ST, 2020

The Trustees have the pleasure of presenting their report together with the consolidated audited financial statements for the year ended December 31st, 2020

VISION

A transformed society living life to the full through our Lord and saviour Jesus Christ.

VALUES

Respect

Human Dignity

Commitment

Prayer

Integrity

Compassion

Justice and Peace

Results

The results for the year are set out on pages 8 to 26

Trustees/Regional Team

Trustees who served during the year are as follows:

Sister Tecla Chepng'eno-Regional Leader

Sister Margaret Obwoye: Assistant Regional Leader

Sister Benter Atieno-Member

Sister Margaret Tambasi-Member

Sister Benardette Nealon-Member

Sister Margaret Bradbury-Regional Bursar

Sister AnnJentrix Murundu-Co-Regional Leader

Sister Medrine Musundi-Co-Regional Leader

Sister Prisca Bonareri-Member

Sister Mary Monari-Member

Sister Bernadette Nealon-Member

Sister Margaret Bradbury-Regional Bursar

Registered Office

Ingham House

Ngong Road

P.O. Box 21032-00505

Nairobi.

Bankers

KCB

NCBA

Centenary Bank-Uganda

Auditors

Pam & Associates, Certified Public Accountants(Kenya) were appointed auditors for the year and have indicated their willingness to continue in office in accordance with the provisions of Section 159(2) of the Companies Act and the Trustees (Perpetual Succession) Act.

By Order of the Trustees

Sister AnnJentrix Murundu


Co-Regional Leader

Sister Medrine Musundi

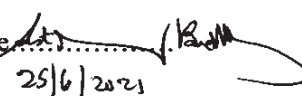
Co-Regional Leader

Sister Margaret Bradbury

Regional Bursar

Signature.....
26/6/2021

Signature.....

Signature.....
25/6/2021

FRANCISCAN MISSIONARIES OF ST JOSEPH AFRICA REGION

CONSOLIDATED STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees are required to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the Region as at the end of the financial year and of its operating results for that year. It also requires the Trustees to ensure that the Region keeps proper accounting records that disclose, with reasonable accuracy, at any time the financial position of the Region. They are also responsible for safeguarding the assets of the Congregation at the Regional Level.

The Trustees accept responsibility for the annual financial statements, which have been prepared using appropriate accounting policies supported by reasonable, prudent judgements and estimates in conformity with International Financial Reporting Standards and the requirements of the Trustees (Perpetual Succession) Act.

The Trustees are of the opinion that the financial statements give a true and fair view of the state of the financial affairs of the Region and of its operating results. The Trustees further accept responsibility for the maintenance of the accounting records, which may be relied upon in the preparation of the financial statements as well as adequate systems of internal financial control.

Nothing has come to the attention of the Trustees to indicate that the Region will not remain a going concern for at least the next twelve months from the date of this statement.

Signed:



Sister AnnJentrix Murundu
Co-Regional



Sister Medrine Musundi
Co-Regional



Sister Margaret Bradbury
Regional Bursar

Date...25th.....June 2021.

INDEPENDENT AUDITOR'S REPORT

To the Trustees of Franciscan Missionaries of St Joseph Africa Region

Report on the Audit of the Financial Statements

Opinion

We have audited the Consolidated Financial Statements of Franciscan Missionaries of St Joseph Africa Region as set out on pages 8 to 26. These financial statements comprise the consolidated statement of financial position as at December 31st, 2020 and the consolidated statement of comprehensive income, comprehensive statement of change in equity and comprehensive statement of cash flows for the period then ended and a summary of accounting policies and other explanatory notes. In our opinion, the accompanying consolidated financial statements present fairly in all material respects, the consolidated financial position of the Region as at December 31st, 2020 and its consolidated financial performance and its consolidated cash flows for the year then ended in accordance with International Financial Reporting Standards (IFRS) and the Trustees(Perpetual Succession) Act.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing. Those Standards require that we comply with ethical requirements and plan and perform our audit to obtain reasonable assurance that the financial statements are free from material misstatements. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Trust's internal control. An audit includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by the directors, as well as evaluating the overall presentation of the financial statements. We are independent of the Trust.

Key Audit Matters

Key audit matters are those matters that, in our professional judgement, were of most significance in our audit of the financial statements of the current period. Those matters were addressed in the context of our audit of the financial statements as a whole, and in forming our opinion thereon, and we do not provide a separate opinion on these matters.

Key audit matter	How the matter was addressed
Fixed Assets	Our procedures in relation to the key audit matter included, among others:
<p>1)There was no fixed assets register maintained. This was also observed by the previous Auditor.</p> <p>2)Fixed assets had not been captured in the financial statements.</p> <p>3)Absence of fixed assets greatly affected the financial statements as figures reported for the assets were understated to a large extent for both the Region and Communities.</p> <p>4)No depreciation expense was also recorded in the statement of Comprehensive Income.</p> <p>5)FMSJ Sisters carry out their mission in the Dioceses in various areas around the country and they have purchased assets for their Communities and constructed buildings. These assets have not been captured in these Financial Statements as the assets are located on pieces of land they don't have title deeds too and therefore don't possess full ownership rights. The only assets captured are for the Region, Novitiate Ingham and St. Joseph Convent, Luanda.</p>	<p>1)Regional Leadership Team was able to get a valuation report for some assets e.g motor vehicles. For furnitures, fixtures, and fittings purchase details were obtained from previous years QuickBooks postings in the system. For the buildings, the value posted was as per the Valuation Report of 2010.</p> <p>2)The Auditors assisted the Accountant to open a Fixed Assets Register to start capturing Fixed Assets as they are purchased.</p> <p>3)Fixed assets have now been partially captured and respective depreciation calculated and reflected in the Statement of Comprehensive Income.</p> <p>4)The Regional Leadership Team agreed to follow up the matter of accountability of the properties situated on Diocesan lands with the Secretary General of Kenya Conference of Catholic Bishops who would assist them with clarifying with Kenya Revenue Authority on the way forward.</p> <p>5)Revaluation of the building at Ingham House should be done immediately so as to get the correct current market value.</p>
<p>Bank Charges</p> <p>1)We observed that bank charges were relatively high</p> <p>2)Upon closer verification we noticed that even withholding taxes in respect of both bank and investments interest had been posted as bank charges.</p> <p>3)We were therefore not able to match the KRA withholding tax certificates with the QuickBooks records as no withholding tax account existed.</p> <p>4)FMSJ would therefore not be able to properly claim the withholding taxes deducted.</p>	<p>1)The Auditors guided the Regional Bursar to open a new account 'Withholding Tax' in the Quickbooks system.</p> <p>2)With the assistance of The Auditors, withholding tax amounts were removed from bank charges account and transferred to the new account 'withholding tax.'</p> <p>3)The Auditors through the Regional Bursar also wrote a letter to the Bank-NCBA to provide details of the amounts making upto the withholding taxes paid as per monthly KRA withholding tax certificates and the NCBA Bank responded positively.</p>

Information other than the financial statements and auditor's report thereon

The Trustees are responsible for the other information. The other information comprises the (information included in the Annual Report), but does not include the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether this other information is materially inconsistent with the other financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information. We are required to report this fact. We have nothing to report in this regard.

Responsibilities of Regional Leadership Team and Those Charged with Governance for the Financial Statements

The Regional Leadership Team is responsible for the preparation and fair presentation of the financial statements in accordance with IFRSs, and for such internal control as the Regional Leadership Team determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the Regional Leadership Team is responsible for assessing the Trust's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Trust or to cease operations, or have no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Trust's financial reporting process.

Auditor's Responsibilities for the Audit of the Trust's Financial Statements

Our objectives are to obtain reasonable assurance that the financial statements are free from material misstatements, whether due to fraud or error, and to issue an Auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but it is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the Financial Statements.

As part of an audit in accordance with ISAs, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Trust's internal control.

Evaluate the appropriateness of the accounting policies used and the reasonableness of accounting estimates and related disclosures made by the management.

Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists, related to events or conditions that may cast significant doubt on the Trust's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our Auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our Auditor's report. However, future events or conditions may cause the Trust to cease to continue as a going concern.

Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Obtain sufficient appropriate audit evidence regarding the financial information of the Trust to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the Trust audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Other Legal and Regulatory Requirements

The Companies Act 2015 requires that in carrying out our audit we consider and report to you on the following matters. We confirm that:

- 1) We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purposes of our audit;
- 2) In our opinion proper books of account have been kept by the Trust so far as it appears from the examination of those books;
- 3) The Trust's comprehensive statement of financial position is in agreement with the books of account.

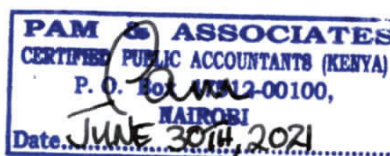
The engagement partner on the audit resulting in this independent auditor's report is:

CPA Pamela Awiti Mbogo

Practising Certificate No. P931/PF616

PAM& ASSOCIATES

CERTIFIED PUBLIC ACCOUNTANTS(KENYA)



**FRANCISCAN MISSIONARIES OF ST JOSEPH
KENYA REGION
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED DECEMBER 31ST, 2020**

INCOME	Notes 4	2019 KSHS	2019 £	2020 KSHS	2020 £
FMSJ -UK(Mother House)		1,765,251	12,722	1,872,851	12,624
ASEC		101,980	735	-	-
Catholic Scholarship		35,000	252	35,000	236
Lilian Fonds/Cheshire Grant		202,680	1,461	-	-
FMSJ Ireland		12,940	93	-	-
Persons of Goodwill		1,224,646	8,826	3,562,032	24,010
Sisters Salaries		14,489,786	104,429	15,809,119	106,561
Contribution From FMSJ Projects		3,291,220	23,720	3,107,973	20,949
Interest Income		503,671	3,630	350,137	2,360
Investment Income		-	-	484,936	3,269
Sustainability Income		3,048,560	21,971	793,308	5,347
Other Income		2,669,030	19,236	137,468	927
Garden/Farm Income		133,900	965	125,605	847
Gain/Loss on Exchange		-	-	-333,143	(2,246)
TOTAL INCOME		27,478,664	198,040	25,945,286	174,884

EXPENDITURES		2019	2019	2020	2020
Physical Well Being	4	KSHS	£	KSHS	£
Food		2,949,696	21,259	3,025,463	20,393
Garden/Farm Expenses		299,941	2,162	255,361	1,721
Household		743,854	5,361	695,390	4,687
Power and Fuel		829,216	5,976	921,441	6,211
Security		300,435	2,165	315,720	2,128
Maintenance		890,055	6,415	544,691	3,671
Insurance		84,816	611	40,188	271
Sisters Expenses		290,002	2,090	305,035	2,056
Medical Expenses		4,802,945	34,615	1,449,329	9,769
Personal Allowance		949,726	6,845	1,202,923	8,108
Medical Insurance		-	-	1,231,090	8,298
Physical Well Being-Other		4,885	35	-	-
Total Physical Well Being		12,145,571	87,534	9,986,631	67,313
Mental Well Being	4				
Recreation Expenses		21,910	158	28,995	195
Books/Periodicals/Subscriptions		132,369	954	232,440	1,567
Holiday		354,697	2,556	242,532	1,635
Education - Pre- Novitiate		5,000	36	33,500	226
Novitiate		-	-	35,390	239
Juniorate		732,473	5,279	219,065	1,477
On-Going Formation		137,022	988	256,723	1,730
Other		23,578	170	20,520	138
Celebration/Events-Professions		17,805	128	609,084	4,106
Sisters Celebration		185,153	1,334	263,682	1,777
Others		5,250	38	-	-
Mental Well Being-Others		585	4	-	-
Total Mental Well Being		1,615,842	11,645	1,941,931	13,090
Spiritual Well Being	4				
Chapel		90,073	649	88,210	595
Pastoral Expenses		239,760	1,728	237,951	1,604
Donation		151,878	1,095	163,454	1,102
Retreat & Recollection		1,113,307	8,024	1,297,241	8,744
Spiritual Direction		11,193	81	10,000	67
Sisters Welfare		28,675	207	105,000	708
Spiritual Well Being-Other		7,490	54	-	-
Total Spritual Well Being		1,642,376	11,837	1,901,856	12,820
Sustainability Expenses	4				
Retirement Expenses		4,700,000	33,873	-	-
FMSJ Development		2,429,281	17,508	-	-
Vocation Promotion		200,753	1,447	23,000	155
Total Suistanability Expenses		7,330,034	52,828	23,000	155

		2019	2019	2020	2020
		KSHS	£	KSHS	£
Administration	4				
Transport		1,069,463	7,708	823,799	5,553
Motor Vehicle Running Expenses		847,288	6,106	1,050,263	7,079
Stationery/Postage/Printing		131,817	950	132,694	894
Telephone & Internet		83,750	604	282,698	1,906
Government Documents		173,149	1,248	106,445	717
Bank Charges		205,265	1,479	168,583	1,136
Dues & Subscriptions		95,253	686	38,903	262
Other Expenses		930	7	500	3
Foreign Exchange		180,707	1,302	-	-
Total Administration		2,787,622	20,090	2,603,885	17,551
Personnel	4				
Staff Capacity Building		214,740	1,548	157,500	1,062
Staff Welfare		31,027	224	20,060	135
Salaries & Wages		1,659,952	11,963	1,516,747	10,224
Employer Contribution		-	-	81,186	547
Total Personnel		1,905,719	13,735	1,775,493	11,968
Governance	4				
Audit		257,520	1,856	124,079	836
Meetings-Stakeholder Hospitality		15,200	110	36,558	246
Planning & Evaluation		622,722	4,488	47,702	322
Monitoring & Evaluation		31,900	230	38,577	260
Total Governance		927,342	6,684	246,916	1,664
Cheshire/Lilian Fonds	4				
Feeding Programme		7,650	55	-	-
School Fees		150,580	1,085	29,500	199
Total Cheshire/Lilian Fonds		158,230	1,140	29,500	199
Depreciation	3				
Depreciation-Buildings		-	-	2,014,514	13,579
Depreciation-Vehicles		-	-	675,000	4,550
Depreciation-Furniture, fittings & Equipment		-	-	90,905	613
Depreciation-Computers		-	-	147,360	993
Depreciation-Equipment		-	-	27,476	185
Total Depreciations		0	-	2,955,255	19,920
Total Expenditures		28,512,736	205,493	21,464,467	144,680
Surplus/(Deficit)		-1,034,072	(7,453)	4,480,819	30,204

**FRANCISCAN MISSIONARIES OF ST JOSEPH
AFRICA REGION
STATEMENT OF FINANCIAL POSITION
AS OF DECEMBER 31ST, 2020**

	Notes	2019 KSHS	2019 £	2020 KSHS	2020 £
NON CURRENT ASSETS					
Property, Plant& Equipment	3	172,950	1,246	41,473,271	279,551
CURRENT ASSETS					
Trade Receivables		36,460	263	1,700	12
Investment		4,762,704	34,325	5,309,713	35,790
Prepaid Insurance		-	-	84,442	569
Bank & Cash	5	38,457,209	277,163	53,386,847	359,853
Undeposited Funds		-	-	1,000	7
TOTAL CURRENT ASSETS		43,256,373	311,751	58,783,702	396,231
TOTAL ASSETS		43,429,323	312,997	100,256,973	675,782
EQUITY AND LIABILITIES					
Common Funds	6	-2,226,356	(16,046)	46,175,697	311,247
CURRENT LIABILITIES					
Designated Funds	7	45,398,159	327,187	53,954,504	363,680
Trade Payables		257,520	1,856	970	7
Accrued Expenses		-	-	125,802	848
Total Current Liabilities		45,655,679	329,043	54,081,276	364,535
TOTAL EQUITY AND LIABILITIES		43,429,323	312,997	100,256,973	675,782

The financial statements set out on pages 8 to 26 were approved by the Trustees and signed on their behalf by the following:-

Signed:

Co-Regional: Sr AnnJentrix Murundu Signature..... 

Co-Regional: Sr Medrine Musundi Signature..... 

Regional Bursar: Sr Margaret Bradbury Signature..... 

Date..... 25th June 2021

FRANCISCAN MISSIONARIES OF ST. JOSEPH -AFRICA REGION
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31ST, 2020

	2019	2019	2020	2020
	KSHS	£	KSHS	£
Surplus/ (Deficit) for the year	-1,034,072	(7,453)	4,480,819	30,203
Depreciation	-	-	2,955,255	19,920
(Increase)/ Decrease in receivables	324,598	2,339	34,760	234
(Increase)/Decrease in Pre-Payments	-	-	-84,442	(569)
Increase/(Decrease) in payables	810,882	5,844	8,425,597	56,793
Adjustments	-602,542	-4,342	-4,480,819	(30,203)
NET CASH INFLOW/ (OUTFLOW) FROM OPERATING ACTIVITIES	-501,134	-3,612	11,331,170	76,378
INVESTING ACTIVITIES				
Addition of assets	-	-	-44,255,576	(298,305)
NET CASH INFLOW/(OUTFLOW) FROM INVESTING ACTIVITIES	-	-	-44,255,576	(298,305)
FINANCING ACTIVITIES				
Decrease/(Increase) in Fixed Deposit	-4,762,704	-34,325	-	-
(Decrease)/Increase in reserves	-	-	48,402,053	326,253
Decrease/(Increase) in Investments	-	-	-547,009	(3,687)
NET CASH INFLOW/ (OUTFLOW) FROM FINANCING ACTIVITIES	-4,762,704	-34,325	47,855,044	322,566
ANALYSIS OF CHANGES IN CASH AND CASH EQUIVALENTS	-5,263,838	(37,937)	14,930,638	100,639
Increase/ Decrease in bank and cash balances				
Reconciliation				
Opening cash and cash equivalents	43,721,048	315,100	38,457,209	259,221
Closing cash and cash equivalents	38,457,209	277,163	53,387,847	359,860
Net increase/ (decrease) in cash	-5,263,839	-37,937	14,930,638	100,639

FRANCISCAN MISSIONARIES OF ST JOSEPH AFRICA REGION

NOTES TO THE FINANCIAL STATEMENTS **FOR THE YEAR ENDED DECEMBER 31ST, 2020**

NOTE 1 SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of these financial statements are set out below:

a) Basis of preparation

(i) Basis of measurement

These financial statements set out on pages 8 to 26 have been prepared under historical cost convention.

(ii) Statement of compliance

The financial statements have been prepared in accordance with International Financial Reporting Standards (IFRS)

(iii) Use of estimates and judgements

The preparation of financial statements requires management to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates. Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the year in which the estimate is revised and in any future periods affected.

b) Revenue recognition

Revenue is mainly received from donations ,salaries and stipends earned in the Communities where Sisters work as nurses or teachers , rent and other income. The Congregation also receives money from the Projects that are under their management.

c) Currency

These financial statements are presented in Kenya Shillings (KShs) which is the Trust's functional currency.

d) Cash and Cash equivalents

For the presentation of cash flows in the financial statements, the cash and cash equivalents include cash in hand and cash at bank and mpesa.

e) Transactions in foreign currency

Funds received in foreign currency are converted to KShs using the exchange rate on the day of conversion as given by the bank.

Exchange rates:	Dec 31st,2019	Dec 31st,2020
UK £	138.7531	148.3570
UGSHS	36.1667	33.3812
Euro	113.3679	133.895

f) Depreciation

Depreciation is charged so as to write off the assets over a period of expected life on reducing balance basis. A full year's depreciation is provided on all acquisitions

The rates used for this purpose are:

	% per annum
Buildings	5%
Computers	30%
Fixtures, Furniture & Fittings	12.5%
Office Equipment	12.5%
Motor Vehicles	25%

NOTE 2

	2019 KSHS	2019 £	2020 KSHS	2020 £
Depreciation	-	-	2,955,255	19,920
Audit Fees	257,520	1,856	124,079	836

FRANCISCAN MISSIONARIES OF ST. JOSEPH
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31ST, 2020

NOTE 3

PROPERTY, PLANT & EQUIPMENT

NO	PARTICULARS	LAND	BUILDING	FURNITURE & FITTINGS	EQUIPMENTS	MOTOR VEHICLE	COMPUTERS	TOTAL
		0%	5%	12.50%	12.50%	25%	30%	
		KSH.	KSH.	KSH.	KSH.	KSH.	KSH.	KSH.
1	REGIONAL OFFICE COST	-	-	-	31,450	-	141,500	172,950
	Additions	-	32,000,000	713,640	156,180	2,700,000	316,700	35,886,520
	Disposals	-	-	-	-	-	-	-
	Total 31.12.2020	-	32,000,000	713,640	187,630	2,700,000	458,200	36,059,470
	DEPRECIATION							
	1.1.2020	-	-	-	-	-	-	-
	Charges for the year	-	1,600,000	89,205	23,454	675,000	137,460	2,525,119
	31.12.2020	-	1,600,000	89,205	23,454	675,000	137,460	2,525,119
	31.12.2020 Net book value(NBV)	-	30,400,000	624,435	164,176	2,025,000	320,740	33,534,351
	31.12.2019 Net book values(NBV)	-	-	-	31,450	-	141,500	172,950
2	NOVITIATE INGHAM HOUSE COST							
	1.1.2020	-	-	-	-	-	-	-
	Additions	-	-	13,600	-	-	-	13,600
	Disposals	-	-	-	-	-	-	-
	Total 31.12.2020	-	-	13,600	-	-	-	13,600
	DEPRECIATION							
	1.1.2020	-	-	-	-	-	-	-
	Charges for the year	-	-	1,700	-	-	-	1,700
	31.12.2020	-	-	1,700	-	-	-	1,700
	31.12.2020 Net book value(NBV)	-	-	11,900	-	-	-	11,900
	31.12.2019 Net book value(NBV)	-	-	-	-	-	-	-

PARTICULARS	LAND	BUILDING	FURNITURE & FITTINGS	EQUIPMENTS	MOTOR VEHICLE	COMPUTERS	TOTAL
	0%	5%	12.50%	12.50%	25%	30%	
3 ROCHDALE HOUSE							
COST							
1.1.2020	-	-	-	-	-	-	-
Additions	-	-	-	9,830	-	-	9,830
Disposals	-	-	-	-	-	-	-
Total 31.12.2020	-	-	-	9,830	-	-	9,830
DEPRECIATION							
1.1.2020	-	-	-	-	-	-	-
Charges for the year	-	-	-	1,229	-	-	1,229
31.12.2020	-	-	-	1,229	-	-	1,229
31.12.2020 Net book value(NBV)	-	-	-	8,601	-	-	8,601
31.12.2019 Net book value(NBV)	-	-	-	-	-	-	-
4 OUR LADY OF DIVINE PROVIDENCE							
COST							
1.1.2020	-	-	-	-	-	-	-
Additions	-	-	-	12,950	-	16,498	29,448
Disposals	-	-	-	-	-	-	-
Total 31.12.2020	-	-	-	12,950	-	16,498	29,448
DEPRECIATION							
1.1.2020	-	-	-	-	-	-	-
Charges for the year	-	-	-	1,619	-	4,950	6,569
31.12.2020	-	-	-	1,619	-	4,950	6,569
31.12.2020 Net book value(NBV)	-	-	-	11,331	-	11,548	22,879
31.12.2019 Net book value(NBV)	-	-	-	-	-	-	-

PARTICULARS		LAND	BUILDINGS	FURNITURE & FITTINGS	EQUIPMENTS	MOTOR VEHICLE	COMPUTERS	TOTAL
5 ST. JOSEPH CONVENT	COST	0%	5%	12.50%	12.50%	25%	30%	
	1.1.2020							
	Additions	-	-	-	-	-	-	-
	Disposals	-	8,282,964	-	-	-	16,498	8,299,462
	Total 31.12.2020	-	<u>8,282,964</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>16,498</u>	<u>8,299,462</u>
	DEPRECIATION							
	1.1.2020	-	-	-	-	-	-	-
	Charges for the year	-	414,148	-	-	-	4,950	419,098
	31.12.2020	-	<u>414,148</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,950</u>	<u>419,098</u>
	31.12.2020 Net book value(NBV)	-	<u>7,868,816</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>11,548</u>	<u>7,880,364</u>
6 ST. CLARE'S CONVENT	COST							
	1.1.2020	-	-	-	-	-	-	-
	Additions	-	-	-	9,390	-	-	9,390
	Disposals	-	-	-	-	-	-	-
	Total 31.12.2020	-	<u>-</u>	<u>-</u>	<u>9,390</u>	<u>-</u>	<u>-</u>	<u>9,390</u>
	DEPRECIATION							
	1.1.2020	-	-	-	-	-	-	-
	Charges for the year	-	-	-	1,174	-	-	1,174
	31.12.2020	-	<u>-</u>	<u>-</u>	<u>1,174</u>	<u>-</u>	<u>-</u>	<u>1,174</u>
	31.12.2020 Net book value(NBV)	-	<u>-</u>	<u>-</u>	<u>8,216</u>	<u>-</u>	<u>-</u>	<u>8,216</u>
	31.12.2019 Net book value(NBV)	-	-	-	-	-	-	-

PARTICULARS		LAND	BUILDING	FURNITURE EQUIPMENTS & FITTINGS	MOTOR VEHICLE	COMPUTERS	TOTAL
		0%	5%	12.50%	12.50%	25%	30%
7	MARIA TOTO COST						
	1.1.2020						
	Additions	-	-	-	-	-	-
	Disposals	-	7,326	-	-	-	7,326
	Total 31.12.2020	-	7,326	-	-	-	7,326
	DEPRECIATION						
	1.1.2020	-	-	-	-	-	-
	Charges for the year	-	366	-	-	-	366
	31.12.2020	-	366	-	-	-	366
	31.12.2020 Net book value(NBV)	-	6,960	-	-	-	6,960
	31.12.2019 Net book value(NBV)						
		SUMMARY					
	TOTAL COST	-	40,290,290	727,240	219,800	2,700,000	44,428,526
	TOTAL CHARGES FOR THE YEAR	-	2,014,514	90,905	27,476	675,000	2,955,255
	GRAND TOTAL NET BOOK VALUE	-	38,275,776	636,335	192,324	2,025,000	41,473,271

NOTE 4

111A

EXPENDITURES		REGIONAL	INGHAM H	NOVITIA	ROCHDAL	HOLY FAN	ST. JOSEPH	ST. FRANCIS	ST. THERESE	ST. CLARE	AMANI CC	ST. MICHAEL	FOUR LADIES	MARIA TC	TOTAL 2020	TOTAL 2019
Physical Well Being																
Food		11,386	476,496	-	202,700	218,689	343,426	251,331	337,144	273,481	304,967	244,332	197,299	164,212	3,025,463	2,949,696
Garden/Farm Expenses		30,128	16,771	-	19,589	3,000	14,850	72,110	68,435	400	10,410	15,170	2,800	1,698	255,361	299,941
Household		37,550	87,935	-	24,772	50,084	61,320	35,395	93,800	69,170	79,558	40,440	74,633	40,733	695,390	743,854
Fuel		9,740	220,642	-	21,890	89,026	113,388	90,810	121,805	80,828	55,901	26,450	65,300	25,661	921,441	829,216
Security		-	180,000	-	-	-	135,720	-	-	-	-	-	-	-	315,720	300,435
Maintenance		269,329	2,420	-	1,200	23,060	104,150	29,800	31,440	18,850	14,580	7,300	11,170	31,392	544,691	890,055
Insurance		40,188	-	-	-	-	-	-	-	-	-	-	-	-	40,188	84,816
Sister's Expenses		48,404	6,800	22,640	3,530	20,555	42,220	62,979	30,368	45,700	5,779	12,200	930	2,930	305,035	290,002
Medical		1,173,947	1,410	63,405	300	19,015	50,068	1,695	28,960	75,511	3,420	15,525	12,600	3,473	1,449,329	4,802,945
Personal Allowances		55,000	118,000	-	93,000	86,000	111,000	90,000	188,000	94,000	117,000	96,000	78,000	76,923	1,202,923	949,726
Medical Insurance		1,231,090	-	-	-	-	-	-	-	-	-	-	-	-	1,231,090	-
Physical Well Being-Other		-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,885
Total		2,906,762	1,110,474	86,045	366,981	509,429	976,142	634,120	899,952	657,940	591,615	457,417	442,732	347,022	9,986,631	12,145,571
Mental Wellbeing																
Recreation Expenses		6,000	-	19,240	755	-	800	-	-	-	-	-	2,200	-	28,995	21,910
Books/Periodicals/Sub		50,400	10,920	2,720	913	1,140	4,242	9,748	33,289	500	36,179	33,111	34,653	14,625	232,440	132,369
Holiday		102,473	4,000	-	12,225	11,041	9,000	6,000	28,800	2,000	26,000	26,500	7,500	6,993	242,532	354,697
Education-Pre Novitiate		13,000	-	-	-	-	20,500	-	-	-	-	-	-	-	33,500	5,000
Novitiate		-	-	35,390	-	-	-	-	-	-	-	-	-	-	35,390	-
Juniorate		153,285	-	-	46,000	19,780	-	-	-	-	-	-	-	-	219,065	732,473
On-Going		223,058	-	-	32,000	-	-	-	-	-	-	-	-	1,665	256,723	137,022
Other		-	-	-	-	-	-	-	520	-	-	20,000	-	-	20,520	23,578
Celebration /Events-Pre		595,184	-	-	-	-	2,500	-	-	2,200	2,500	6,700	-	-	609,084	17,805
Sisters Cel		38500	39,945	-	20,200	28,090	40,750	3,200	-	30,330	17,350	-	29,000	16,317	263,682	185,153
Other		-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,250
Mental Welbeing-Other		-	-	-	-	-	-	-	-	-	-	-	-	-	-	585
Total		1,181,900	54,865	57,350	112,093	60,051	77,792	18,948	62,609	35,030	82,029	86,311	73,353	39,600	1,941,931	1,615,842
Spiritual Wellbeing																
Chapel		36,050	2,535	10,610	452	2,860	5,225	7,750	4,847	1,700	2,172	4,920	4,660	4,429	88,210	90,073
Pastoral Expenses		42,710	13,500	-	480	100,061	-	200	-	31,500	8,000	41,500	-	-	237,951	239,760
Donations		72,754	16,100	3,640	3,060	5,000	800	13,200	8,500	-	7,690	5,500	4,845	22,365	163,454	151,878
Retreat & Recollection		1,214,056	-	16,035	150	40,000	15,000	3,500	-	500	8,000	-	-	-	1,297,241	1,113,307
Spiritual Direction		-	-	7,000	1,000	-	-	-	-	-	-	-	2,000	-	10,000	11,193
Sisters Welfare		70,000	-	-	-	-	3,000	-	-	-	10,000	22,000	-	-	105,000	28,675
Spiritual Wellbeing-Other		-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,490
Total		1,435,570	32,135	37,285	5,142	147,921	24,025	24,650	13,347	33,700	35,862	73,920	11,505	26,794	1,901,856	1,642,376
Sustainability Expenses																
Vocation Promotion		23,000	-	-	-	-	-	-	-	-	-	-	-	-	23,000	200,753
Retirement Expenses		-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,700,000
FMSJ Development		-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,429,281
Total		23,000	0	0	0	0	0	0	0	0	0	0	0	0	23,000	7,330,034

	REGIONAL O	INGHAM HC	NOVITIATE	ROCHDALE	HOLY FAMIL	ST. JOSEPH	ST. FRANCIS	ST. THERESA'S CONVE	AMANI CO	ST. MICHA	OUR LADY	MARIA TO	TOTAL 2020	TOTAL 2019
Administration														
Transport	588,872	5,240	6,260	10,920	30,675	39,000	25,450	47,890	11,515	29,920	5,559	1,598	823,799	1,069,463
Motor Vehicle Runt	730,462	6,750	11,000	23,480	66,765	-	2,500	66,100	20	58,600	63,490	21,096	1,050,263	847,288
Stationery/Postage/I	82,816	1,735	14,670	1,650	12,161	819	380	9,280	1,675	700	4,850	1,958	132,694	131,817
Telephone & Intern	183,304	350	16,100	22,720	4,000	6,276	4,900	21,180	2,429	-	-	167	282,698	83,750
Government Docum	75,790	-	-	3,206	-	-	-	6,050	450	5,350	8,050	599	106,445	173,149
Bank Charges	110,632	5,457	1,944	3,342	1,265	4,914	1,134	3,575	6,871	8,521	15,300	-	168,583	205,265
Dues & Subscription	31,270	-	-	-	-	1,410	-	-	3,250	1,473	-	-	38,903	95,253
Other Expenses	-	-	-	-	-	-	500	-	-	-	-	-	500	930
Foreign Exchange L	-	-	-	-	-	-	-	-	-	-	-	-	-	180,707
Total	1,803,146	19,532	49,974	65,318	114,866	52,419	34,864	154,075	26,210	104,564	97,249	25,418	2,603,885	2,787,622
Personnel														
Salaries & Wages	223,365	305,620	-	-	168,330	91,524	110,160	205,997	73,674	88,911	88,697	4,063	1,516,747	1,659,952
Staff Welfare	17,560	-	-	-	-	-	-	-	-	2,500	-	-	20,060	31,027
Staff Capacity Build	157,500	-	-	-	-	-	-	-	-	-	-	-	157,500	214,740
Employer Contribut	81,186	-	-	-	-	-	-	-	-	-	-	-	81,186	-
Total	479,611	305,620	0	0	168,330	91,524	110,160	205,997	73,674	91,411	88,697	4,063	1,775,493	1,905,719
Governance														
Audit	124,079	-	-	-	-	-	-	-	-	-	-	-	124,079	257,520
Meetings-Stakehold	36,558	-	-	-	-	-	-	-	-	-	-	-	36,558	15,200
Planning & I	47,702	-	-	-	-	-	-	-	-	-	-	-	47,702	622,722
Monitoring &	38,577	-	-	-	-	-	-	-	-	-	-	-	38,577	31,900
Chesire/Lilian Fond	-	-	-	-	-	29,500	-	-	-	-	-	-	29,500	150,580
Feeding	-	-	-	-	-	-	-	-	-	-	-	-	-	7,650
Total	246,916	0	0	0	0	29,500	0	0	0	0	0	0	276,416	1,085,572
Other Expenses														
Tax on interests	52,771	-	-	-	-	-	-	-	-	-	-	-	52,771	-
Total	52,771	-	-	-	-	-	-	-	-	-	-	-	52,771	-
Depreciation&Amortz														
Depreciation-Buildi	2,014,514	-	-	-	-	-	-	-	-	-	-	-	2,014,514	-
Depreciation-Vehicl	675,000	-	-	-	-	-	-	-	-	-	-	-	675,000	-
Deprec-Fum&Fritgs	90,905	-	-	-	-	-	-	-	-	-	-	-	90,905	-
Deprec-Computers	147,360	-	-	-	-	-	-	-	-	-	-	-	147,360	-
Deprec-Office Equip	27,476	-	-	-	-	-	-	-	-	-	-	-	27,476	-
Total	2,955,255	0	0	0	0	0	0	0	0	0	0	0	2,955,255	-
TOTAL EXPENSE	11,084,931	1,522,626	230,654	549,534	1,000,597	1,251,402	822,742	1,335,980	809,390	813,623	713,536	442,897	21,517,238	28,512,736
Surplus/(Deficit)	4,270,868	-1,620	80,046	11,716	96,799	-25,319	-13,877	-3,228	-6,558	-11,094	52,302	-1,755	4,428,048	(1,034,072)

FRANCISCAN MISSIONARIES OF ST. JOSEPH

AFRICA REGION

NOTES TO THE FINANCIAL STATEMENT

FOR THE YEAR ENDED DECEMBER 31ST, 2020.

NOTE 5

PARTICULARS (Cash & Bank)	REGIONAL OFFICE-KCB-Ksh.		ROCHDAL HOUSE		NOVITIATE HOUSE		HOLY FAMILY CONVENT		OUR LADY PROVIDENCE		ST. JOSEPH CONVENT		ST. FRANCIS CONVENT		ST. THERESE CONVENT		ST. CLARE CONVENT		AMANI CONVENT		ST. MICHAEL CONVENT		MARIA TO NGINA KE'UGANDA		TOTAL KSH.	
	NAIROBI	HOUSE	NAIROBI	HOUSE	NAIROBI	HOUSE	NAIROBI	HOUSE	NAIROBI	HOUSE	NAIROBI	HOUSE	NAIROBI	HOUSE	NAIROBI	HOUSE	NAIROBI	HOUSE	NAIROBI	HOUSE	NAIROBI	HOUSE	2020	2019		
1 Bank-Regional office-KCB-Ksh.	8,849,172																						8,849,172	7,255,034		
2 Bank-Regional office-KCB-Curd	53,617																						53,617	53,617		
3 Bank-Centenary-Ugx	1,939,419																						1,939,419	215,003		
4 Bank-Regional-NIC-Ksh.	35,750,870																						35,750,870	30,002,697		
5 Bank-Regional-NIC-Euro.	6,094,938																						6,094,938	504,652		
6 Cash-projects	0																					0	0			
7 Cash-Regional office-Ksh.	76,063																					76,063	52,034			
8 Cash-Regional-Ugx	90,771																					90,771	156			
9 Cash-Regional-Ksh.	0																					0	0			
10 Mpesa-Regional office-Ksh.	4,467																					4,467	52,397			
11 Mpesa-Saving-Mshwari-Ksh.	10,000																					10,000	10,000			
12 Bank-Ingham-KCB-Ksh.		4,484																				4,484	5,900			
13 Cash-Ingham-Ksh.		776																				776	1,426			
14 Bank-Rochdale-Ksh.			7,074																			7,074	4,482			
15 Cash-Rochdale-Ksh.			845																			845	1,551			
16 Cash-Novitiate-Ksh.					20,395																	20,395	6,005			
17 Bank-Novitiate-Ksh.					57,621																	57,621	6,566			
18 Bank-Holy Family KCB-Ksh.							82,962															82,962	6,937			
19 Cash-Holy Family-Ksh.							20,169															20,169	0			
20 Bank-KCB-Our Lady Div-prov-Ksh.									246													246	566			
21 Cash-Our Lady of Dev-prov-Ksh.									23,503													23,503	328			
22 Bank-KCB-St Joseph-Ksh.											72,001											72,001	59,942			
23 Cash-St Joseph-Ksh.											4,788											4,788	18,319			
24 Bank-St Francis-KCB-Ksh.												27,150										27,150	34,039			
25 Cash-St Francis-Ksh.												4,282										4,282	2,130			
26 Cash-St Francis-Farm.												29,515										29,515	29,515			
27 Cash-Liliane-Fonds												129,380										129,380	46,880			
28 Bank-St Therese-KCB-Ksh.															4,296							4,296	7,038			
29 Cash-St Therese-Ksh.												79										79	565			
30 Bank-St Claire-KCB-Ksh.																3,241						3,241	5,413			
31 Cash-St Claire-Ksh.																844						844	28,294			
32 Bank-Amami-KCB-Ksh.																	814					814	5,336			
33 Cash-Amami-Ksh.																			7,131			7,131	11,331			
34 Mpesa Amami																			3,844			3,844	1,680			
35 Cash-St Michael-Ksh.																					1,180	1,180	13,791			
36 Bank-St Michael-KCB-Ksh.																					983	983	-534			
37 Cash-Maria Toto-Ugx.																						3,377	2,382			
38 Cash-M. Toto-Kitchen Garden-Ugx.																							3,377	6,550		
TOTAL	52,869,317	5,260	7,919	7,074	78,016	103,131	23,749	76,789	190,327	4,375	4,085	11,789	2,163	9,927	53,386,847	38,457,210										

	2019	2020
NOTE 6 COMMON FUNDS		
As of 01.01.2020	-589,741	-2,226,356
Surplus/(Deficit)	-1,034,072	4,480,819
Adjustments	-602,542	43,921,234
As of 31.12.2020	-2,226,356	46,175,697

NOTE 7 Designated Funds-Projects/Individuals/Communities

Convents

St. Francis	113,000	14,000
Maria Toto Ngina Ke'ekisii	6,256	0
Holy Family	7,508	-
	<u>126,764</u>	<u>14,000</u>

FMSJ Projects

Cardinal Voughan Hope Centre	1,626,356	2,720,904
Marigat Mission Dispensary	1,434,374	2,326,761
Salawa Mission Dispensary	4,994,840	3,831,332
St. Francis Rehab Project	4,807,257	5,884,680
St. Joseph Rehab Centre	5,877,520	3,992,051
St. Vincent de Paul Charity Prog	5,722,519	6,541,883
Tuvumiliane HIV and Aids Support	2,315,142	2,456,616

Development Office	602,591	4,216,256
Designated for the Poor	3,448,024	1,648,024
	<u>30,828,623</u>	<u>33,618,507</u>

Individuals

Fr. Jim O'Connell	407,021	1,139,399
John Mary	196,918	173,918
	<u>603,939</u>	<u>1,313,317</u>

Regional Office	<u>-</u>	<u>(12,226)</u>
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Non FMSJ Projects

Chesire Disabilities	4,935	5,289
Ebukuya	143,653	107,653
EMP Feeding Program	568,978	99,031
EMP Kotido Nursery	101,493	0.71
EMP Luanda Widows	566,965	647,230
EMP MC Kisumu/KUAP Services	-	4,574,739
EMP Nyamira School	33,786	8,633
EMP Amani Nursary	63,942	-
Kotido Projects	-	1,576,849
EMP Amani Catholic Academy	-	25,000
	<u>1,483,752</u>	<u>7,044,424</u>

Regional Miscan Cara Indirect I **2,935,089** **2,745,590**

Sisters

Sr. Medrine Musundi	-	107,145
Sr. Ann Moore	682,244	615,286
Sr. Bernadette Nealon	1,453,852	1,117,874
Sr. Margaret Bradbury	87,513	50,591
Sr. Phaustine Wangwa	18,356	-
Sr. Margaret K. Obwogi	395	(1)
	<u>2,242,360</u>	<u>1,890,895</u>

FMSJ Development Funds

FMSJ Restricted Funds	4,700,000	4,700,000
Retirement Funds	<u>2,429,281</u>	<u>2,429,281</u>
	<u>7,129,281</u>	<u>7,129,281</u>

Total **45,349,808** **53,743,789**

Other Designated Funds

St. Joseph's Convent-Luanda	-	98,075
St. Francis Convent-Salawa	-	<u>112,640</u>
Total	-	<u>210,715</u>

Grand Total **45,349,808** **53,954,504**


WEAR & TEAR ALLOWANCE SCHEDULE-2020

COST	Equipment, Furn&Fittings 10 % KSHS	M.Vehicles 25 % KSHS	Computers 25 % KSHS	TOTALS KSHS
01.01.2020		-	-	0
Additions	947,040	2,700,000	491,196	4,138,236
Disposals				
31.12.2020	947,040	2,700,000	491,196	4,138,236
Wear&Tear Allowance	94,704	675,000	122,799	892,503
NBV 2020	852,336	2,025,000	368,397	3,245,733
NBV 2019	-	-	-	0

TAX COMPUTATION SCHEDULE-DECEMBER 31ST, 2020

	2019 <u>KSHS</u>	2020 <u>KSHS</u>
Profit/(Loss) before tax	13,635,932	4,480,819
Add: Depreciation	-	2,955,255
: Donations	-	163,454
Less: Wear & Tear	-	-892,503
Adjusted profit/ (loss)	13,635,932	6,707,025
Loss b/fwd	-30,694,736	-17,058,804
Adjusted profit/(loss)	-17,058,804	-10,351,779
Tax payable* 25%	-	-
Tax due previous period	-	-
Tax now due	-	-
Tax paid	-	-52,771
Tax due current period	-	-52,771
Tax payable		

Signed by:


.....
Sr. AnnJentrix Murundu
Co-Regional Leader


.....
Sr Medrine Musundi
Co-Regional Leader


.....
Sr Margaret Bradbury
Regional Bursar

Date: 25th June 2021

The Franciscan Missionaries of St. Joseph
Income for the Year Ended 31 December 2020
Ecuador Region

2019		
£		£
	Salaries and Pensions	
2812	Salaries	1926
38648	Voluntary Contributions	9675
	Financial Receipts	
433	Bank Interest Received	4459
-	Sister House Income	-
15368	Sale Proceeds from Santa Clara House	-
<u>57261</u>	Total Income for the Year	<u>16060</u>

The Franciscan Missionaries of St. Joseph

Expenditure for the Year Ended 31 December 2020

Ecuador Region

2019			
£		£	£
-	Education and Tuition		-
48532	Sister House Expenses		50132
	Establishment Expenses		
203	Office Expenses	261	
4965	Travel	1423	
1249	Donations	3196	
<u>6417</u>		<u>3196</u>	4880
	Financial Expenses		
559	Bank Charges	690	
1560	Professional Fees	1299	
4648	Exchange Adjustments	3166	
<u>6767</u>		<u>3166</u>	5155
-	Formation		19
-	Contribution to External Programs		-
<u>61716</u>	Total Expenditure for the Year		<u>60186</u>
(4455)	Surplus/(Deficit) for the Year		(44126)
<u><u>57261</u></u>			<u><u>16060</u></u>

The Franciscan Missionaries of St. Joseph

Balance Sheet as at 31 December 2020

Ecuador Region

2019

£

£

Capital Account

116004	Capital as at 1 January 2020	126780
15231	Add Transfers from U.S.A.	17824
<u>131235</u>		<u>144604</u>
-	Less Transfer to Maintenance Reserve	11882
<u>131235</u>		<u>132722</u>
(4455)	Surplus/(Deficit) for the Year	(44126)
<u>126780</u>	General Funds	<u>88596</u>
73207	Maintenance Reserve	88188
<u><u>199987</u></u>	Total Funds	<u><u>176784</u></u>

Represented By

126780	Cash and Bank Balances	88596
73207	Monies Held in U.S.A.	88188
<u><u>199987</u></u>		<u><u>176784</u></u>

1 Transactions with other Regions

Income and expenses of the Region which have been transacted through the United Kingdom Central Fund and which are not therefore included in the Regional account were as follows: -

	2020	2019
	£	£
Pensions Received	5633	5633
Voluntary Contributions	51888	49160
Expenses	-	-

Voluntary Contributions include monies raised for external programmes.

2 Foreign Currencies

Transactions conducted in American Dollars are converted into Sterling at the average rate of exchange during the year. Assets and liabilities are converted at rates of exchange ruling at the balance sheet date.

3 Tangible Fixed Assets

The cost of property and other tangible fixed assets purchased by the Region is written off to expenditure in the year in which it is incurred .

This policy is considered appropriate given the political instability of the region.

The Franciscan Missionaries of St. Joseph

Notes to the Accounts for the Year Ended 31 December 2020

Ecuador Region

4 Maintenance Reserve

The Ecuadorian Retirement Fund investments were held in a dedicated account managed by Wells Fargo in the USA. In March 2020 the fund was relocated and is now held in the UK Central Fund. All the investments were sold and the resulting cash balance was transferred to the UK on 5 March 2020.

	2020	2019
	£	£
Balance as at 1 January 2020	73207	73018
Movement in value of funds Surplus/Deficit	1681	3398
Transferred from Ecuador Region	11882	-
Investment Management Charges	(75)	(410)
Monies Donated by USA Area	-	-
Exchange Adjustment	1493	(2799)
Balance as at 31 December 2020	<u>88188</u>	<u>73207</u>