



# ANNUAL REPORT AND FINANCIAL STATEMENTS

**For the Year Ended 31 December 2023**

Blackburn Cathedral Trust

Company number: 07044409

Registered Charity number: 1137237

# Blackburn Cathedral Trust

## Annual Report and Accounts

### For the year ended 31 December 2023

The trustees, who served the charity during the year and subsequently, are listed below. The trustees, who are also directors of the company for the purposes of the Companies Act, present their report and accounts for the year ended 31 December 2023.

Charity Name:	Blackburn Cathedral Trust
Charity Number:	1137237
Company Number:	07044409
Charity Offices:	Cathedral Office Cathedral Close Blackburn BB1 5AA
Trustees:	Ann Dean (Chair) The Very Revd Peter Howell-Jones Alan T Rowntree Kathleen S M Hughes Christiana Buchanan Peter Whitman Russell Millhouse Richard France (appointed 19 January 2023) Anne Kershaw (appointed 26 October 2023)
Treasurer:	Alan T Rowntree
Independent Examiner:	Ceri Dixon BSc (Hons) FCA PM+M Solutions for Business LLP Chartered Accountants New Century House Greenbank Technology Park Challenge Way Blackburn BB1 5QB
Bankers:	National Westminster Bank plc 35 King William Street Blackburn BB1 7DL

**Blackburn Cathedral Trust**  
Annual Report and Accounts  
For the year ended 31 December 2023

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# Blackburn Cathedral Trust

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## Trustees' Annual Report

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### Structure, Governance and Management

The Trustees are responsible for the day-to-day management of the Trust and meet formally on a regular basis and liaise constantly between meetings.

### Governing Document

The organisation is a private company limited by guarantee and is governed by its Articles of Association.

### Charitable Status

The company received charitable status on 2 August 2010.

### Risk Management

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

### Recruitment and Appointment of Trustees

New Trustees are elected by the members at the AGM or are co-opted by the existing Trustees, who assess what skills and experience are required. New Trustees receive an induction pack with a copy of the Memorandum and Articles, recent accounts and minutes.

### Objectives, Aims and Activities for the public benefit

As Trustees of the charitable company, the Directors confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance and have referred to the Charity Commission's general guidance on public benefit when reviewing aims and objectives and in planning future activities.

The object for which the Company is established is to promote the religious and charitable work of the Church of England by providing additional support for all or any of the charitable purposes to which the capitular revenues of the Dean and Chapter of the Cathedral Church of St Mary the Virgin in Blackburn are applicable.

### Financial Review, Achievements and Future Plans

The past twelve months have seen the Trust continuing with its charitable fundraising and support of the Cathedral. During the year, it has received personal and trust donations of £3,811 (2022 - £3,835), secured grants of £4,000 (2022 - £4,500), claimed gift aid of £502 (2022 - £363) and received bank interest of £1,657 (2022 - £285).

During the year it made grants of £27,077 (2022 - £26,416) to Blackburn Cathedral to continue the funding of the Choral Scholars, the Education Officer, and support of the musical life of the Cathedral and administration costs totaled £1,416 (2022 - £2,130).

Events held during 2023 generated a surplus of £28,904 (2022 £14,258).

The financial statements show that for the year ended 31 December 2023 there was net income of £10,381 (2022- excess of expenditure over income of £5,305) and total funds at the year-end were £160,907 (2022 - £150,526).

# Blackburn Cathedral Trust

## Annual Report and Accounts

### For the year ended 31 December 2023

The Trustees have resolved to designate £134,456 (2022 - £111,369) towards the development of the Cathedral Crypt. There was net income on Unrestricted Funds of £22,141 (2022 - £12,111) and net expenditure of £11,760 (2022 - £17,416) on Restricted Funds. The balance of the Unrestricted General Funds at 31 December 2023 was a surplus of £18,577 (2022 - £19,523) and the surplus on the Restricted Funds at that date was £7,874 (2022 - £19,634).

It is expected that during the coming year the Trust will continue to support the Cathedral by carrying out fundraising activities to enable ongoing projects to be fulfilled and continue to identify additional funders who can offer their support.

### Reserves Policy and Going Concern

Since the primary objective is to raise funds for the Cathedral Church of St Mary the Virgin, Blackburn, it is not the policy to hold reserves of more than an adequate amount to enable the Trust to have sufficient working capital to enable it to continue in operation. Unrestricted General Funds were in surplus of £18,577 (2022 - £19,523) at 31 December 2023. The Trustees are satisfied that future donations and fundraising efforts will cover costs and allow the surplus position to be maintained.

### Statement of Trustees' Responsibilities

The Trustees (who are also Directors of Blackburn Cathedral Trust for the purposes 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 required the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period in preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- 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 the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 18<sup>th</sup> July 2024

And signed on their behalf by:



Ann Dean

Chair, Board of Trustees

# Blackburn Cathedral Trust

Annual Report and Accounts

For the year ended 31 December 2023

## Independent examiner's report on the unaudited accounts of Blackburn Cathedral Trust

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 December 2023, which are set out on pages 4 to 13.

### Responsibilities and basis of report

As the charity Trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination. I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### Independent examiner's statement

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

- accounting records were not kept in respect of the company as required by section 145;
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102).

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



Ceri Dixon BSc (Hons) FCA  
PM+M Solutions for Business LLP  
New Century House  
Greenbank Technology Park  
Challenge Way  
Blackburn  
BB1 5QB

Date: 1<sup>st</sup> August 2024.

# Blackburn Cathedral Trust

Annual Report and Accounts

For the year ended 31 December 2023

## Statement of Financial Activities

### Including Income & Expenditure Account

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
<b>INCOME</b>					
Donations and similar incoming resources	2	3,313	5,000	8,313	8,698
Other trading activities					
Fundraising	3	40,570	-	40,570	29,900
Investment income	4	1,657	-	1,657	285
<b>TOTAL INCOME</b>		<b>45,540</b>	<b>5,000</b>	<b>50,540</b>	<b>38,883</b>
<b>EXPENDITURE</b>					
Cost of raising funds:					
Generating voluntary income		5,916	-	5,916	6,630
Fundraising activities		16,563	-	16,563	15,642
Charitable activities:					
Promotion of religious and charitable activities		920	16,760	17,680	21,916
<b>TOTAL EXPENDITURE</b>	5	<b>23,399</b>	<b>16,760</b>	<b>40,159</b>	<b>44,188</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>22,141</b>	<b>(11,760)</b>	<b>10,381</b>	<b>(5,305)</b>
Transfer between funds		-	-	-	-
<b>NET MOVEMENT</b>		<b>22,141</b>	<b>(11,760)</b>	<b>10,381</b>	<b>(5,305)</b>
Reconciliation of funds					
Total funds brought forward		130,892	19,634	150,526	155,831
Total funds carried forward		153,033	7,874	160,907	150,526
		=====	=====	=====	=====

There are no recognised gains or losses other than the net movements in funds for the year.  
All incoming resources and resources expended derive from continuing activities.

The notes on pages 6 to 13 form part of these accounts.

# Blackburn Cathedral Trust

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For the year ended 31 December 2023

## Balance Sheet at 31 December 2023

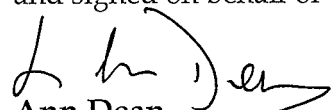
	Note	2023 £	2022 £
<b>CURRENT ASSETS</b>			
Debtors	7	6,215	2,560
Cash at bank and in hand		156,142	149,426
		<u>162,357</u>	<u>151,986</u>
<b>CREDITORS</b>			
Amounts falling due within one year	8	(1,450)	(1,460)
		<u>160,907</u>	<u>150,526</u>
<b>NET ASSETS</b>		<u>=====</u>	<u>=====</u>
<b>FUNDS</b>			
Unrestricted funds:	9		
General funds		18,577	19,523
Designated funds - Crypt Development		134,456	111,369
		<u>153,033</u>	<u>130,892</u>
Restricted funds:	10	7,874	19,634
		<u>160,907</u>	<u>150,526</u>
		<u>=====</u>	<u>=====</u>

For the financial year ended 31 December 2023 the company was entitled to exemption from audit under section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 286 of the Act and for preparing financial statements which give a true and fair view of the state of the affairs of the company as at the end of the financial period and of its income and expenditure for the financial period in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to the accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime within part 15 of the Companies Act 2006.

Approved by the Trustees and authorised for issue on 18<sup>th</sup> July 2024  
and signed on behalf of the Trustees by:

  
Ann Dean  
Chair, Board of Trustees

Company registration No.: 07044409

The notes on pages 6 to 13 form part of these accounts.



# Blackburn Cathedral Trust

Annual Report and Accounts

For the year ended 31 December 2023

## Notes to the Accounts

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### 1. Principal accounting policies

#### Company status

Blackburn Cathedral Trust is a private company limited by guarantee; the Trustees who are also the members are listed on the contents page. The company is registered in England and Wales. In the event of the Trust being wound up, the liability in respect of the guarantee is limited to £1 per member of the Trust.

#### Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (as amended for accounting periods commencing from 1 January 2016) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 Section 1A) and the Companies Act 2006.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Blackburn Cathedral Trust meets the definition of a public entity under FRS 102.

#### Going concern

The Trustees are satisfied the Trust remains a going concern and the financial statements are prepared on this basis.

#### Intangible income

The value of services from volunteers has not been included in the financial statements.

#### Grants

Income receivable under grants is recognised when the obligations under those grants are performed.

#### Donations and other forms of voluntary income

Donations and other forms of voluntary income are recognised in full in the Statement of Financial Activities when notification of entitlement is received and the amount receivable can be measured with sufficient reliability.

#### Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis inclusive of VAT which cannot be recovered and are recognised in the period in which they are incurred.

- Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes;
- Charitable expenditure comprises those costs incurred by the company in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them;
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and costs linked to the strategic management of the charity;

# Blackburn Cathedral Trust

Annual Report and Accounts

For the year ended 31 December 2023

## Notes to the Accounts (cont'd)

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### 1. Principal accounting policies (cont'd)

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Support costs are apportioned on an appropriate basis, e.g. percentage of income.

#### Restricted funds

Restricted funds are to be used for specified purposes as laid down by the provider of the funds. Expenditure which meets these criteria is allocated to the fund, together with a fair allocation of support costs.

#### Unrestricted funds

Unrestricted funds are donations and other income received or generated for the objects of the company without further specified purpose and are available as general funds.

#### Fixed assets

Fixed asset items costing under £1,000 are not capitalised and are written off during the period.

#### Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

### 2. Donations and similar incoming resources

	Unrestricted funds	Restricted funds	Total
	£	£	2023
			£
Personal and trust donations	2,811	1,000	3,811
Amounts recoverable under gift aid	502	-	502
Corporate, Personal and Trust Grants	-	4,000	4,000
	<hr/>	<hr/>	<hr/>
	3,313	5,000	8,313
	=====	=====	=====

# Blackburn Cathedral Trust

Annual Report and Accounts

For the year ended 31 December 2023

## Notes to the Accounts (cont'd)

### 2. Donations and similar incoming resources (cont'd)

	Unrestricted funds £	Restricted funds £	Total 2022 £
Personal and trust donations	3,835	-	3,835
Amounts recoverable under gift aid	363	-	363
Corporate, Personal and Trust Grants	-	4,500	4,500
	<u>4,198</u>	<u>4,500</u>	<u>8,698</u>
	=====	=====	=====

### 3. Fundraising

	Unrestricted funds £	Restricted funds £	Total 2023 £
Dean's Dinner	35,410	-	35,410
Golf Day	3,300	-	3,300
Champagne and Roses	1,860	-	1,860
	<u>40,570</u>	<u>-</u>	<u>40,570</u>
	=====	=====	=====

	Unrestricted funds £	Restricted funds £	Total 2022 £
Dean's Dinner	21,299	-	21,299
Concert	1,856	-	1,856
Golf Day	5,745	-	5,745
Other	1,000	-	1,000
	<u>29,900</u>	<u>-</u>	<u>29,900</u>
	=====	=====	=====

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## Notes to the Accounts (cont'd)

### 4. Investment income

	Unrestricted funds	Restricted funds	Total 2023
	£	£	£
Bank interest	1,657	-	1,657
	=====	=====	=====

	Unrestricted funds	Restricted funds	Total 2022
	£	£	£
Bank interest	285	-	285
	=====	=====	=====

### 5. Resources expended

	Generating Voluntary Income	Fundraising Initiatives	Promotion of Religious Charitable Activities	2023 Total
	£	£	£	£
Direct Costs				
Grants to Blackburn Cathedral				
- Choral Scholars	-	-	7,000	7,000
- Education Officer	-	-	2,760	2,760
- Furtherance of Music	-	-	7,000	7,000
Professional costs	1,095	-	-	1,095
Insurance	213	-	-	213
Blackburn Cathedral administration support	4,500	-	-	4,500
Artwork design costs	108	-	-	108
Golf Day	-	1,584	-	1,584
Dean's Dinner	-	9,142	-	9,142
Champagne and Roses	-	940	920	1,860
Crypt Development	-	4,897	-	4,897
	=====	=====	=====	=====
Total Resources Expended	5,916	16,563	17,680	40,159

During the year, independent examination fees totaled £960 (2022: £900).

# Blackburn Cathedral Trust

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## Notes to the Accounts (cont'd)

### 5. Resources expended (cont'd)

	Generating Voluntary Income	Fundraising Initiatives	Promotion of Religious Charitable Activities	2022 Total
	£	£	£	£
Direct Costs:				
Grants to Blackburn Cathedral				
- Choral Scholars	-	-	1,000	1,000
- Furtherance of Music	-	-	20,916	20,916
Professional costs	1,595	-	-	1,595
Insurance	224	-	-	224
Blackburn Cathedral administration support	4,500	-	-	4,500
Golf Day	-	2,520	-	2,520
Dean's Dinner	-	11,069	-	11,069
Concert	-	1,500	-	1,500
Other	311	553	-	864
Total Resources Expended	6,630	15,642	21,916	44,188
	=====	=====	=====	=====

### 6. Trustee Remuneration

The Trustees, who are considered key management personnel, neither received nor waived any emoluments during the year, in their roles as Trustees. No out-of-pocket expenses were reimbursed.

### 7. Debtors

	2023 £	2022 £
Prepayments and accrued income	5,180	153
Other debtors	1,035	2,407
	6,215	2,560
	=====	=====

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

	2023 £	2022 £
Other creditors	450	360
Accruals	1,000	1,100
	1,450	1,460
	=====	=====

# Blackburn Cathedral Trust

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## Notes to the Accounts (cont'd)

### 9. Unrestricted funds

	1 <sup>st</sup> Jan 2023 £	Incoming Resources £	Resources Expended £	Transfers £	31 <sup>st</sup> Dec 2023 £
General Funds	19,523	4,970	(5,916)	-	18,577
Designated Funds:					
Cathedral Crypt development	111,369	40,570	(17,483)	-	134,456
	<u>130,892</u>	<u>45,540</u>	<u>(23,399)</u>	<u>-</u>	<u>153,033</u>
	=====	=====	=====	=====	=====
	1 <sup>st</sup> Jan 2022 £	Incoming Resources £	Resources Expended £	Transfers £	31 <sup>st</sup> Dec 2022 £
General Funds	22,670	3,483	(6,630)	-	19,523
Designated Funds:					
Cathedral Crypt development	96,111	30,900	(15,642)	-	111,369
	<u>118,781</u>	<u>34,383</u>	<u>(22,272)</u>	<u>-</u>	<u>130,892</u>
	=====	=====	=====	=====	=====

### 10. Restricted funds

	1 <sup>st</sup> Jan 2023 £	Incoming Resources £	Resources Expended £	Transfers £	31 <sup>st</sup> Dec 2023 £
Blackburn Cathedral:					
Music Outreach	7,000	-	(7,000)	-	-
Fabric fund	6,374	-	-	-	6,374
Education Officer	2,760	1,000	(2,760)	-	1,000
Choral Scholars	3,000	4,000	(7,000)	-	-
Crypt Development	500	-	-	-	500
	<u>19,634</u>	<u>5,000</u>	<u>(16,760)</u>	<u>-</u>	<u>7,874</u>
	=====	=====	=====	=====	=====

# Blackburn Cathedral Trust

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## Notes to the Accounts (cont'd)

### 10. Restricted funds (cont'd)

	1 <sup>st</sup> Jan 2022 £	Incoming Resources £	Resources Expended £	Transfers £	31 <sup>st</sup> Dec 2022 £
Blackburn Cathedral:					
Furtherance of Music	20,916	-	(20,916)	-	-
Music Outreach	7,000	-	-	-	7,000
Fabric fund	6,374	-	-	-	6,374
Education Officer	2,760	-	-	-	2,760
Choral Scholars	-	4,000	(1,000)	-	3,000
Crypt Development	-	500	-	-	500
	<u>37,050</u>	<u>4,500</u>	<u>(21,916)</u>	<u>-</u>	<u>19,634</u>
	=====	=====	=====	=====	=====

### 11. Analysis of assets and liabilities between funds

	Unrestricted Funds £	Restricted funds £	2023 Total £
Current assets:			
- Debtors	6,215	-	6,215
- Cash at bank and in hand	148,268	7,874	156,142
Creditors	(1,450)	-	(1,450)
	<u>153,033</u>	<u>7,874</u>	<u>160,907</u>
	=====	=====	=====

	Unrestricted Funds £	Restricted funds £	2022 Total £
Current assets:			
- Debtors	2,560	-	2,560
- Cash at bank and in hand	129,792	19,634	149,426
Creditors	(1,460)	-	(1,460)
	<u>130,892</u>	<u>19,634</u>	<u>150,526</u>
	=====	=====	=====

# Blackburn Cathedral Trust

Annual Report and Accounts

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## Notes to the Accounts (cont'd)

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### 12. Related party transactions

The Blackburn Cathedral Trust operates independently of Blackburn Cathedral Chapter but is wholly for the benefit of the Cathedral. Therefore, Blackburn Cathedral Chapter is deemed to be a related party. During the year, grants totaling £27,077 (2022: £26,416) were made to the Blackburn Cathedral Chapter.