

# Carmelite Monastery

Charity No: 1168127

Receipts and Payments Accounts for the year from 1st January 2020 to 31st December 2020

## Section A Receipts and Payments

	Unrestricted £	Restricted £	Endowment £	Total £	Prior year £
<b>A1 Receipts</b>					
Altar Bread and Linen Sales	85,077	-	-	85,077	115,562
Cottage Rent	6,000	-	-	6,000	6,000
Donations from Retreats	1,815	-	-	1,815	3,290
General Donations	26,795	-	-	26,795	5,309
Investment Dividend Income	28,172	-	-	28,172	35,024
Investment Interest Income	8,799	-	-	8,799	8,738
Shop Sales	807	-	-	807	2,604
Sundry Income	-	-	-	-	3,009
<b>Sub total (Gross income for AR)</b>	<b>157,465</b>	<b>-</b>	<b>-</b>	<b>157,465</b>	<b>179,536</b>
<b>A2 Sale of Equities</b>	<b>-</b>	<b>-</b>	<b>256,250</b>	<b>256,250</b>	<b>154,029</b>
<b>Total Receipts</b>	<b>157,465</b>	<b>-</b>	<b>256,250</b>	<b>413,715</b>	<b>333,565</b>
<b>A3 Payments</b>					
Alms, Gifts and Donations	9,005	-	-	9,005	9,118
Altar Bread Purchases	39,704	-	-	39,704	91,323
Bank Charges	1,715	-	-	1,715	1,900
Chapel Maintenance	5,232	-	-	5,232	8,306
Faith Related Activities and Promotion	7,646	-	-	7,646	5,998
Infirmity Costs and Care Provision	3,323	-	-	3,323	10,867
Investment Management Charges	-	-	7,665	7,665	8,010
Maintenance of Facilities for Retreats	3,633	-	-	3,633	7,006
Maintenance of Grounds	49,408	-	-	49,408	45,529
Office Equipment	2,033	-	-	2,033	2,039
Shop Purchases	817	-	-	817	3,630
Staff, Personnel and Other Costs	9,312	-	-	9,312	39,176
<b>Sub total</b>	<b>131,828</b>	<b>-</b>	<b>7,665</b>	<b>139,493</b>	<b>232,902</b>
<b>A4 Purchase of Equities</b>	<b>-</b>	<b>-</b>	<b>206,748</b>	<b>206,748</b>	<b>159,393</b>
<b>Total Payments</b>	<b>131,828</b>	<b>-</b>	<b>214,413</b>	<b>346,241</b>	<b>392,295</b>
<b>Net of Receipts/(Payments)</b>	<b>25,637</b>	<b>-</b>	<b>41,837</b>	<b>67,474</b>	<b>(58,730)</b>
<b>A5 Transfers between funds</b>	<b>40,000</b>	<b>-</b>	<b>(40,000)</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>30,239</b>	<b>-</b>	<b>7,271</b>	<b>37,510</b>	<b>96,240</b>
<b>Cash funds this year end</b>	<b>95,876</b>	<b>-</b>	<b>9,108</b>	<b>104,984</b>	<b>37,510</b>

# Carmelite Monastery

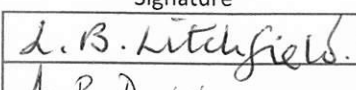

Charity No: 1168127

Receipts and Payments Accounts for the year from 1st January 2020 to 31st December 2020

## Section B Statement of Assets and Liabilities at the end of the period

	£	£	£
	Unrestricted funds	Restricted funds	Endowment funds
<b>B1 Cash funds</b>			
Current Account	86,768	-	-
Investec Capital Cash Account	-	-	9,108
Investec Income Cash Account	-	-	-
<b>Total cash funds</b>	<b>86,768</b>	<b>-</b>	<b>9,108</b>
<b>B2 Other monetary assets</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>
Nil	-	-	-
<b>B3 Investment assets</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
Investec Investment Portfolio	Endowment	-	1,560,757
<b>B4 Assets retained for the charity's own use</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
Nil	-	-	-
<b>B5 Liabilities</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
Carmelites	Unrestricted	1,309,399	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Approval Date
	L.B. Litchfield	28/05/2021
	A. P. Dodd	28/05/2021

**CARMELITE MONASTERY**  
**INDEPENDENT EXAMINER'S REPORT**  
**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

I report on the accounts of the Carmelite Monastery for the year ended 31<sup>st</sup> December 2020, which are set out on pages 1 to 2.

**Respective Responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

**Basis of the Independent Examiner's Report**

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*M. Richmond.*

**Michael Richmond** FCCA BA (Hons) MAAT  
Champleys Accountants  
Champleys Mews, Market Place, Pickering YO18 7AE

7<sup>th</sup> June 2021



# Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	01	2020	To	31	12	2020

## Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Thicket Priory	
Thorganby	
York	
Postcode	YO19 6DE

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Sr. Ann Dodd	Prioress		
2	Sr. Bridget Litchfield	Bursar		
3	Sr. Rose Harwar	Bursar		
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant	Michael Richmond	Champleys Accountants, Champleys Mews, Market Place, Pickering YO18 7AE

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document <small>(eg. trust deed or constitution)</small>	Trust Deed
How the charity is constituted <small>(eg. trust deed or constitution)</small>	Trust
Trustee selection methods <small>(eg. appointment or election)</small>	Elected by board of trustees

### Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

Provision of chapel buildings and facilities for community and religious use. Organisation of ceremonies and events. Provision of altar cloths, religious artefacts and communion wafers to churches and the public. Provision of places of worship and peace. Facilities for interment of ashes. Support and provision of care for the elderly and relief of poverty.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

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

- Provide use of the chapel and facilities to a broad range of groups.
- Continue to supply a range of altar cloths, artefacts and communion wafers for use by the churches and public.
- Maintain and care for of the gardens and facilities for the interment of ashes.
- Provide alternative care services allowing patients to remain outside a hospital environment.
- Provide the community with facilities and accommodation for worship and peace
- Pray and support those in need
- Offer opportunities for a broad range of people to be involved with the organisation and our work.

The trustees have regard to the guidance issued by the Charity Commission on public benefit.

**Additional details of objectives and activities (Optional information)**

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

Our main work of prayer and hospitality continued until March 2020, when the pandemic caused the government to issue lockdown and various laws regarding groups of people. From then on all public services in churches and chapels and groups for quiet days had to stop, and remained like that for the rest of the year.

However, we ourselves carried on all the prayers and many of the extra services for all those suffering all over the world and all ministering to them.

We phoned the lonely, sent small comforting gifts to those in need and helped many people by keeping the phone line open for them to phone for prayers, just a friendly chat or comforting words.

We made marmalade and biscuits to cheer up many around the villages and opened the grounds for those in desperate need of peace and relaxation, enjoying the tranquil surroundings, trees, flowers, birds and the lake.

We were able to send donations to many charities working abroad for those in need, and to food banks here in England, a publishing firm in dire need and overseas university students.

We were also able to give accommodation to a family in need over Christmas and well into the next year while waiting for their mother's funeral and later to have their ashes interred in our prayer garden. To date there are four families waiting for the rules to be lifted to allow larger numbers to meet together.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

The charity retains a balanced portfolio of assets and retains enough liquid reserves to cover future liabilities. While the charity has suffered a shortfall in income in the current year to 31<sup>st</sup> December 2020 it has enough retained reserves to secure its future.

**Details of any funds materially in deficit**

**Further financial review details (Optional information)**

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

*L.B. Litchfield*

*R.M. Harwar*

Full name(s)

Sr. Bridget Litchfield

Sr. Rosemary Harwar

Position (eg Secretary, Chair, etc)

Trustee

Trustee

Date

28/05/2021