



Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	01	2021	To	31	12	2021

Section A Reference and administration details

Charity name	Carmelite Monastery		
Other names charity is known by			
Registered charity number (if any)	1168127		
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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20				

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, constitution)</small>	Trust Deed
How the charity is constituted <small>(eg. trust, association, company)</small>	Trust
Trustee selection methods <small>(eg. appointed by will, elected)</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

After the Covid rules relaxed we gradually started allowing people to come back for all the services, but with strict rules in place. We were soon able to recommence the interment of ashes of peoples loved ones in a beautiful prayer garden with an outdoor service in lovely surroundings. This was a help to people who were unable to have many mourners because of Covid, to have a final closure in a peaceful, beautiful place.

We have also started on enlarging our outside parlour for visitors when the flats are fully booked. We have bought a secondhand lawnmower for the elderly gardener to enlarge the area for people to walk in on quiet days.

We had some trees cut back for health and safety, but have saved the logs for people to sit on or for wildlife.

All the church services and liturgy are back to pre-Covid days, with the small religious shop restocked - a service to the local people and those on retreat or on quiet days here.

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.

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

31st October 2022

Carmelite Monastery
Charity No: 1168127
Receipts and Payments Accounts for the year from 1st January 2021 to 31st December 2021

Section A Receipts and Payments

	Unrestricted £	Restricted £	Endowment £	Total £	Prior year £
A1 Receipts					
Altar Bread and Linen Sales	51,864	-	-	51,864	85,077
Donations from Retreats	20,734	-	-	20,734	1,815
General Income and Donations	98,858	-	-	98,858	108,280
Legacy	74,047	-	-	74,047	-
Shop Sales	1,145	-	-	1,145	807
Sub total (Gross income for AR)	<u>246,648</u>	<u>-</u>	<u>-</u>	<u>246,648</u>	<u>195,979</u>
A2 Sale of Equities	-	-	-	-	-
Total Receipts	<u>246,648</u>	<u>-</u>	<u>-</u>	<u>246,648</u>	<u>195,979</u>
A3 Payments					
Alms, Gifts and Donations	14,900	-	-	14,900	9,005
Altar Bread Purchases	38,101	-	-	38,101	39,704
Bank Charges	1,765	-	-	1,765	1,715
Chapel Maintenance	3,687	-	-	3,687	5,232
Faith Related Activities and Promotion	6,909	-	-	6,909	7,646
Maintenance of Facilities for Retreats	3,823	-	-	3,823	3,633
Maintenance of Grounds	70,231	-	-	70,231	49,408
Office Equipment	1,584	-	-	1,584	2,033
Other Legal and Professional	835	-	-	835	-
Shop Purchases	713	-	-	713	817
Staff, Personnel and Other Costs	19,031	-	-	19,031	9,312
Sundries	673	-	-	673	-
Sub total	<u>162,252</u>	<u>-</u>	<u>-</u>	<u>162,252</u>	<u>128,505</u>
A4 Purchase of Equities	-	-	-	-	-
Total Payments	<u>162,252</u>	<u>-</u>	<u>-</u>	<u>162,252</u>	<u>128,505</u>
Net of Receipts/(Payments)	<u>84,396</u>	<u>-</u>	<u>-</u>	<u>84,396</u>	<u>67,474</u>
A5 Transfers between funds	(99,186)	-	-	(99,186)	-
A6 Cash funds last year end	104,984	-	-	104,984	37,510
Cash funds this year end	<u>90,194</u>	<u>-</u>	<u>-</u>	<u>90,194</u>	<u>104,984</u>

Carmelite Monastery

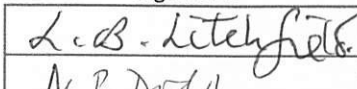
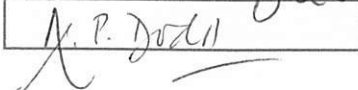
Charity No: 1168127

Receipts and Payments Accounts for the year from 1st January 2021 to 31st December 2021

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

	£	£	£
	Unrestricted funds	Restricted funds	Endowment funds
B1 Cash funds			
Total cash funds	90,194	-	-
B2 Other monetary assets	Unrestricted funds	Restricted funds	Endowment funds
Nil	-	-	-
B3 Investment assets	Fund to which asset belongs	Cost (optional)	Current value (optional)
Nil	-	-	-
B4 Assets retained for the charity's own use	Fund to which asset belongs	Cost (optional)	Current value (optional)
Nil	-	-	-
B5 Liabilities	Fund to which liability relates	Amount due (optional)	When due (optional)
Nil	-	-	-

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

Signature	Print Name	Approval Date
	L. B. Litchfield	31/10/2022
	A. P. Dodd	31/10/2022

CARMELITE MONASTERY
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31ST DECEMBER 2021

I report on the accounts of the Carmelite Monastery for the year ended 31st December 2021, 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

31st October 2022