

ENGLISH MISSION OF THE SISTERS OF ST. LOUIS CIO

England & Wales - Charity number 1173507

Details

Other names	SISTERS OF ST LOUIS
Status	Registered
Legal form	CIO
Registered	2017-06-21
Register	View on the Charity Commission register

Contact

Address	Stone King Llp, Boundary House, 91-93 Charterhouse Street, London
Postcode	EC1M 6HR
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Activities

Objects: SUCH CHARITABLE PURPOSES WHICH ADVANCE THE RELIGIOUS AND OTHER CHARITABLE WORK FOR THE TIME BEING CARRIED ON BY OR UNDER THE DIRECTION OF THE INSTITUTE AS THE TRUSTEES WITH THE APPROVAL OF THE INSTITUTE LEADER SHALL FROM TIME TO TIME THINK FIT.

Activities: Caring for Members of the Institute - especially in illness and old age. Prayer and Spiritual growth and making buildings available for retreats to diverse groups of people. Formal and Informal Education including Parish and Pastoral work. Promoting Justice and peace and the integrity of Creation. Overseas involvement by providing financial and material aid.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty, Religious Activities, Environment/conservation/heritage, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- Benin
- Brazil
- Ethiopia
- France
- Ghana
- Ireland
- Nigeria
- United States
- Throughout England

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£153,655	£263,137	-	-
2024-03-31	£277,199	£4,055,957	-	-
2023-03-31	£324,387	£478,587	-	-
2022-03-31	£1,139,188	£713,890	£8,241,723	1
2021-03-31	£339,961	£1,435,030	-	-

Trustees

Name	Role	Appointed
SISTER MARGARET HEALY SR		2017-06-21
SISTER PATRICIA OJO SR		2024-08-20
Sister Augustina Agyirey-Kwakye		2022-04-01

ENGLISH MISSION OF THE SISTERS OF ST. LOUIS CIO

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Accounts

Charity registration number 1173507

The English Mission of the Sisters of St. Louis CIO

Report and Financial Statements

31 March 2025

The English Mission of the Sisters of St. Louis CIO Report and Financial Statements

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ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT

Report and financial statements for the period 01 April 2024 to 31 March 2025

Legal and Administrative Information

INSTITUTE LEADER	Sister Patricia Ojo
MISSION LEADER	Sister Blanaid McCauley
TRUSTEES	Sister Patricia Ojo Sister Margaret Healy Sister Augustina Agyirey-Kwakye
MISSION TREASURER	Sister Margaret Healy
MISSION ADDRESS	Sisters of St. Louis CIO Boundary House 91 Charter House Street London EC1M 6HR
CIO NUMBER	1173507
AUDITORS	Williams Chartered Accountants Jade House 67 Park Royal Road London NW10 7JJ
INVESTMENT MANAGERS	Charles Stanley & Co. Ltd. Ropemaker Place, 25 Ropemaker Street London EC2Y 9LY Brewin Dolphin Ltd. 12 Smithfield Street London EC1A 9BD
BANKERS	Barclay's Bank 63/67 Terminus Road Eastbourne BN21 3NE
SOLICITORS	Stone King Boundary House 91 Charter House Street London EC1M 6HR

INTRODUCTION

The Institute of the Sisters of St Louis is a congregation of Roman Catholic Religious Sisters. It was founded in France in 1842, but the Institute Leadership or Central Leadership Team (CLT) now resides in Ireland. The Institute is international in its membership, organization and vision, with members in nine different countries. The charity is entitled *English Mission of the Sisters of St Louis CIO*, having been registered with the Charity Commission as a Charitable Incorporated Organization No. 1173507 in June 2017. The Governing Document of the Charity is a constitution which states that, *the object of the CIO is such charitable purposes which advance the religious and other charitable work for the time being carried on by or under the direction of the Institute as the Trustees with the approval of the Institute Leader shall from time to time think fit*. The financial statements accompanying this report are the financial statements of the CIO on which the assets of the Institute in England are held.

OBJECTIVES AND ACTIVITIES

The Institute of the Sisters of St Louis expresses its objective as a furthering of the vision, treasured and pursued by its founders, of *a world healed, unified and transformed by the saving wisdom of Christianity*. The English Mission of the Sisters of St Louis CIO aims to support the religious and charitable works carried out by its members in pursuit of this vision and to care for its members throughout their lives.

CARING FOR MEMBERS

The English Mission has an obligation, both legal and moral, to provide for all its members, none of whom have resources of their own and all of whom have committed a significant part of their lives to education, healthcare and other charitable works, here in England and abroad.

A Health Care Plan is in place to ensure that necessary and timely provision is made for sick and elderly sisters. In practice, because of the members' age profile, a part-time Health Care Manager is employed to enable members manage their health needs and, when necessary, help them plan the next stage of care.

Age Profile

Age	75 - 79	80 - 84	85 - 89
Number	0	2	2

The aims of the trustees in caring for sisters are:

- Making sure there are adequate resources for healthcare provision;
- Enabling members remain in ministry as long as is reasonable;
- Evaluating care and facilities to ensure members receive care suited to their needs.

By caring for individual members during their lifespan with the Institute, the charity aims to enable and support individual sisters to live out their faith, and to put that faith into practice in a wide variety of ministries. When planning the work of the charity for the year, and when

encouraging the work of individual sisters, the trustees have given careful consideration to the Charity Commission's guidance on public benefit.

RELIGIOUS AND CHARITABLE ACTIVITIES

The work and ministries of the sisters reflect the values of the Institute's Mission Statement, its recent Chapter Documents and Policies. They fall broadly into the following areas:

- Prayer and Spiritual Development;
- Education;
- Justice, Peace and Integrity of Creation;
- Overseas Involvement;
- Governance

Prayer and Spiritual Development

The commitment of the sisters to God, the Church and the Institute, requires them to undertake on-going formation and the transformation of their lives through prayer, worship and study; and to find ways of meeting the spiritual hunger of the wider public, through parish and other organizations.

- Sisters increase their understanding of and relationship with God through prayer, courses and retreats.
- Members share their experience, values and gospel vision in a variety of ways; and reach out to those of other denominations, faiths and ideologies in respectful dialogue.
- Sisters also visit or befriend their sick, elderly and bereaved neighbors.

Formal and Informal Education

The members are engaged in a variety of informal educational activities including:

- Contact with former St. Louis Schools; serving in parishes, acting as Lay Ministers of the Word and the Eucharist; participating in parish and other study groups.

Justice, Peace and Integrity of Creation (JPIC):

Members seek to promote JPIC through all their ministries and engage in a variety of services:

- ❖ Befriending and supporting refugees and migrant domestic workers of all nationalities;
- ❖ Involvement at different levels with established groups/charities, such as, JPIC Links and the National Justice & Peace Committee.
- ❖ Campaigning, emailing, protesting for promotion of human, animal and planetary rights. The sisters are more careful than ever to save energy, not to waste water and to recycle goods and materials where possible.

Overseas Involvement

- The charity supports projects run by the Institute of the Sisters of St Louis in Brazil, the Republic of Benin, Ethiopia, Ghana and Nigeria through prayer and financial aid.
- A modest fund is set aside annually for donations to small enterprises that reflect the values of the St Louis Mission Statement; or to global charities for humanitarian purposes when major disasters occur.
- The charity has made an investment with *Oikocredit*, a cooperative society that offers loans to small enterprises with real potential for broad social impact.
- The members offer support and hospitality to sisters who come to England from Nigeria, Ghana and France for international meetings and courses of study.

The aims of the trustees in the above areas of ministry include:

- Enabling sisters to avail of the necessary training and on-going formation for their personal and spiritual development and for their charitable work;
- Encouraging and motivating sisters to become agents of change as they seek to transform unjust structures and to promote reconciliation;
- Encouraging leadership styles that enhance collaboration, consensus-building, networking and team-building;
- Helping sisters develop the necessary skills to enable them to access up-to-date information on current affairs and JPIC issues;
- Sharing of resources in a spirit of mutuality.

REVIEW AND ACHIEVEMENTS

Review of Activities 01 April 2024 to 31 March 2025

The trustees consider that the main objectives of the charity have been met by the sisters and that much good work has been carried out for the benefit of the general public. The trustees acknowledge that prayer plays a large part in the lives of the sisters and underpins their charitable works. The sisters continue to inform and educate themselves and endeavor to bring their wisdom and experience to a wide variety of activities, some of which have been carried out by Zoom; a consciousness of justice, peace and the integrity of creation permeates what they do in their efforts to build up right relationships in church and society. Parish involvement, advocacy and concern for the poor and needy often make demands well beyond the call of duty. The trustees are satisfied that the objectives of the charity's mission have been carried out.

CARE OF MEMBERS

Care for remaining sisters of The English Mission of Sisters of St Louis CIO came to an end in September 2024 when the last of the remaining sisters returned to Ireland. Preparation for the care, accommodation and welfare of the sisters was a priority. The Trustees and Community Leader are grateful to the members of the Irish Regional Leadership Team for their unstinting support in providing appropriate accommodation for each sister and in ensuring that all healthcare needs were met.

EDUCATION

The Way We Were

Following the commissioning of a history of the English Mission, a committee was set up to manage the project. Margaret Healy SSL had principal responsibility for seeing to the practicalities, such as, setting up interviews, reading drafts, following up with the author, dealing with finances, both in the U.K. and Spain; and overseeing the distribution of copies.

The Way We Were is a book commemorating the lives and ministries of the Sisters of St Louis in England since 1910. It is an informal history based both on archival research and personal testimony; it encapsulates the memories and stories of present-day sisters as well as tributes from past pupils and friends. Written by Jo O'Donoghue and published in 2024 by Londubh Books, Dublin, it serves as a legacy of the 110 years spent by the sisters in various English parishes and dioceses. Copies are being gifted to sisters throughout the Institute; to former schools and parishes; to public libraries, history societies and other enterprises where sisters are known in England and Ireland. On a return visit to England in March 2025, Blanaid McCauley SSL distributed copies to former pupils and colleagues; to St. Louis Primary Schools in Aylesbury and Newmarket, as well as St. Benedict's which incorporates St. Louis Middle School in Bury St. Edmunds and St. Mary's in Gorleston, (formerly in Great Yarmouth).



Above left: Past pupils, Judy Daniels and Stella Cordingly, of St Louis School Gt Yarmouth receive copies the book to be distributed at the annual past pupils' reunion on 7th April.

Above right: In Bury St. Edmunds, Anne Chester (nee Moses), former Finance Administrator, with partner Lesley, gets a copy of the book from Blanaid McCauley SSL.

Wellbeing Hub at St Louis Catholic Academy Newmarket

As part of the official opening of the St. Louis Wellbeing Hub, pupils, staff, School Governors and representatives from the East Anglia Diocesan Education Department gathered in the church of Our Lady Immaculate and St Etheldreda in Newmarket on 21 March 2025 to celebrate Mass. The concelebrants were Bishop Emeritus, Alan Hope and former school governor Rev John Morrill, assisted by former school parent Deacon James Hurst. The Thomas

de Burgh chalice, gifted to the Sisters of St Louis in 1942 during their time of evacuation in Retford, was used at the Mass. Bishop Alan reminded the pupils to be grateful for the many gifts they receive each day and, in particular, to give gratitude for the provision of the 'Wellbeing Hub' by the Sisters of St. Louis.



The blessing of the Hub took place back at the school. Blathnaid Mc Cauley SSL, representing the sisters, expressed her joy at being present and praised the staff and governors for their initiative in building the Wellbeing Hub that would serve the school community as a place of sanctuary for those experiencing distress and anxiety. She took the opportunity to present a copy of *The Way We Were* to the current headteacher, Mrs. Sue Blakeley.

Gratitude for the Hub was expressed in the most recent *East Anglia Diocesan Letter*, "This beautiful new facility has been made possible thanks to an extraordinary gift of £100,000 from the Sisters of St Louis. Their generous donation has funded the creation of a multi-purpose space dedicated to supporting children with social and emotional needs. The Hub provides a confidential counselling space, a calming sensory room, a quiet retreat for support meetings, and dedicated area for small group therapy sessions. The School Governors along with the whole school community, are deeply grateful for the sisters' enduring commitment to the wellbeing of children. Having served the Newmarket community for many decades, the Sisters of St Louis left a lasting legacy of love and care. Their desire to continue supporting future generations has found its expression in this project – a gift that will bless many lives in the years to come"

JUSTICE AND PEACE

Following two years of preparation with the support of Margaret Healy SSL *Waling* organization and *The Voice of Domestic Workers*, a Domestic Workers Branch was established in *Unite* in February with the election of officers taking place at the March meeting. A training program is now in place for the elected officers. This is the first Branch of Domestic Workers in the UK and is a major achievement for both organizations in terms of their ongoing work in gaining support and workers' rights for their members. They will now affiliate with other domestic workers Unions in Europe, South and North America, Africa and Asia.



Sr. Margaret Healy's Retirement Party 2024



Working Group at Waling-Waling





Margaret working at Kalayaan Office Cooking lunches at St. Gabriel's Parish Kitchen

GOVERNANCE/PUBLIC BENEFIT

The Trustees held a number of meetings to plan for the retirement of the sisters and the closing down of their Mission in England after 110 years. They worked on preparing to empty and vacate three of the remaining properties owned by the Charity. Together with the Finance Manager, they carried out the administrative tasks in the process of selling these properties. All three houses, in South Harrow, Brighton and North London, were sold between July 2024 and January 2025.



Parkfield Road, South Harrow



Cowley Drive, Brighton



Chaucer Close, North London

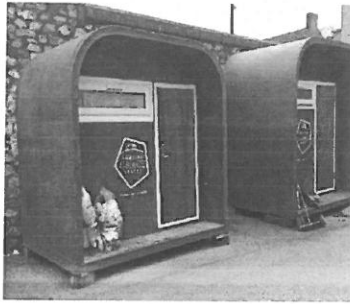
The Trustees also planned to donate some of the funds from the sale of these properties:

- to their African Sisters on the Mission in Ethiopia to help the people cope with the war in Tigray;
- to the sisters in Nigeria, Ghana, and Benin as they work to further the education of their young people and to cope with the medical needs of people in these countries.

Two of the Trustees held meetings with a former member of the Sisters of St Louis who is paying a peppercorn rent for another property owned by the Charity. They negotiated an updated contract with her based on legal advice. The updated contract applies in the context of the transition to a new situation for the Charity and the way in which this affects the future situation for the former member.

OTHER DONATIONS

Acknowledgement of previous donation



Pods for Homeless People

The parishioners along with Deacon Stephen Sharpe of Peacehaven R.C Church in East Sussex expressed their deep gratitude to the Sisters of St Louis for the donation of £16,000 to provide two 'Pod Homes' for single living accommodation for the homeless in the Peacehaven area.

Donations £1k – 10k

Substantial donations were made to the following organizations: Mary's Meals, St. Francis Leprosy Guild, WRCDT St. Gabriel and Catholic Agency for Sudan.

Also, Maryna Masich, a Ukrainian refugee, expressed her deep gratitude for a donation of £10,000 which enabled her to complete her law degree at Sussex University. She promised that when qualified as a lawyer she would do her utmost to serve the most disadvantaged and discounted in society.

OVERSEAS

On 2 April 2025, Perpetua Apo wrote the following to Margaret Healy SSL, Treasurer:

On behalf of Maureen and me, I wish to sincerely express our appreciation to you and all in the sisters in the English Mission. We are incredibly grateful for your belief in the mission to the poor and your support and commitment to the SSL Mission in Ethiopia. Your dedication to the mission here has been astounding. All your messages (cash and kind) have been relayed to us by members of the CLT.

The two of us in Ethiopia do not have any cause to complain of lack because you have stood solidly behind the Institute's course in Ethiopia and supported us in all aspects despite the fact that we tried to keep our heads above the storm and the impacts of the conflict in Ethiopia. In Addis Ababa, the two of us were engaged in helping out at the Conference of Major Religious Centre and two Catholic Schools in Addis while we were still actively involved in the smooth running of the Kindergarten in Dawhan – attending meetings with the teachers, parents as at when due, prompt payment of teachers' salary and provision and supply of materials for the school maintenance. All thanks to you and all the sisters for your generous donation towards Ethiopia Mission.

Maureen and I finally returned to Dawhan in February 2025 after almost four years out of Dawhan, to begin the rebuilding our lives, speak hope to the traumatized people of Irob, but the effect the conflict left behind is very devastating – many young people that died in the war, some of our children in the school lost their fathers in the conflict, properties worth millions of Ethiopian Birr lost to looting by the foreign soldiers, loss of houses as a result of erosion, refuse dumps, clogged drainages, all damaged government offices are not yet repaired and not in use. It is sad to note that the youths in Dawhan are found playing cards or drinking

locally brewed alcohol during the day – I suppose, out of frustration, despair and hopelessness. It is worth to note that there is still conflict within the Tigray Region. The cost of living is very high and the people only rely on charity. Even though we stay in our Convent, the repairs of damaged broken doors and windows are being carried out stage by stage while we only purchase whatever is needed at each point.

Therefore, on behalf of Dawhan Community in Ethiopia, I want to appreciate all the support we have been enjoying from all of you in the English Community despite your few numbers but very large hearts in assisting us. We are also thankful for your prayers and good wishes toward us.

VOLUNTEERING

Throughout the year the sisters give time and energy to carrying out the charity's objectives on a voluntary basis for the benefit of the public. Some members in their governance roles are involved in administering the work of the charity, which would otherwise not be able to function as effectively as it does. Considerable time has been spent in the care of the elderly, in listening to those in need and in general parish activities; substantial effort has been invested in the public arena through the variety of organizations in which the sisters are engaged, while large contributions have been made to global humanitarian aid. The hours of voluntary work involved constitute direct benefit to the general public.

GOVERNANCE, STRUCTURE AND MANAGEMENT

The Institute began its work in England in 1912. Currently Sisters are engaged in ministries in the Brighton and Greater London areas. The work of the Institute in England is ultimately the responsibility of the Central Leadership Team (CLT) in Dublin. The English Mission is a Community of the Institute linked with CLT and has autonomy in running its day-to-day affairs. This annual report with its accompanying financial statements refers to the English Mission of the Sisters of St. Louis CIO, registered as a Charitable Incorporated Organization with the Charity Commission.

Trustees are appointed by the Central Leadership Team (CLT) for a specified period of time. The current trustees consist of three members, one of whom, Margaret Healy, was a member of the English Mission and currently acts as Treasurer, while the other two trustees are members of CLT. On 25 August 2024, Mary Moran SSL and Philomena Morris SSL terminated their trusteeship, while Margaret Healy SSL and Augustina Agyirey-Kwakye SSL renewed their membership for a period of three years; Patricia Ojo SSL also became a trustee until August 2027. All the trustees, being members of the Institute, are conversant with the life and mission of the Institute, with the ministries and work of the English Mission and the overall issues that it faces. As members of the Institute their living and personal costs are borne by the charity but they receive no remuneration for their services as trustees. Their training is ongoing through reading, consultation and attendance at organized events, mainly by zoom or webinar. The information and expertise gained is shared with the Leader and the members, when appropriate, so that all are aware of their legal obligations.

The trustees are ultimately responsible for the policies, activities and assets of the charity. Besides being in contact by telephone and email, they meet regularly, more often by zoom, to review developments with regard to the charity and its activities and to make decisions. Minutes are taken at all meetings and a copy is sent to the Central Leadership Team and to the Community Leader. When necessary, the trustees seek advice and support from other members of the Central Leadership Team, as well as from the charity's professional advisers including accountants, investment managers, property consultants, solicitors, insurance brokers and actuaries. A contract for services to act as Accounts Manager and Administrator of the CIO has been agreed with Sangeeta Rabheru.

PROFILES AND RESPONSIBILITIES OF THE TRUSTEES



Above: Sangeeta Rabheru, Accounts Manager & Administrator for the CIO

Left: Trustees, Augustina Agyirey-Kwakye SSL, Margaret Healy SSL (Treasurer), Patricia Ojo SSL

Augustina Agyirey-Kwakya SSL: Central Leadership Team Member

Augustina Agyirey-Kwakye made her profession of vows as a sister of St. Louis in September 1985 and final vows 1993. She obtained a Bachelor of Education in Social Studies and a diploma in Economics in 1994. She taught Social Studies and Christian Religious education in St. Louis Senior High School, Kumasi, from 1994-2006. During this period, she assisted students to read in the church and was a school counsellor and a member of the School's Disciplinary Committee.

While teaching, she was elected Regional Treasurer for the Sisters of St Louis, Ghana, from 1998-2004. She then undertook a two month's course in Budgeting and Financial Management to enable her operate effectively in this role. From 2002- 2004, she pursued a Master of Public Administration at the Ghana Institute of Management and Public Administration (GIMPA). In 2006-2010 she worked in an administrative capacity at The National Catholic Secretariat to set up a travel office for the Ghana Bishops Conference.

From August 2010 - August 2012, she studied for a Master of Science in Education at the Duquesne University in Pittsburgh, Pennsylvania, USA. She returned to Ghana in September 2012 and worked in St Louis Jubilee School as headmistress till December 2021. She has taken part in capacity building workshops organized by the Sisters of St Louis in Strategic Management and Documentation. She was elected to the Central Leadership Team of the Sisters of Saint Louis in October 2021 for a term of six years ending October 2027.

Margaret Healy SSL, Treasurer

Margaret Healy SSL has been a member of the Institute of St. Louis since 1964 and she is an experienced leader. She served on the English Regional Team for nine years from 1986 to 1995 and on the Central Leadership Team from 1997 to 2003. She was invited by the English Region to take on the role of Regional Leader in August 2004. She has participated in trustee training days and in days organized by the Conference of Religious and JPIC Links Group. Following a General Chapter of the Institute, she was again elected on the Central Leadership Team from October 2009 until August 2015. She is currently a Trustee in the CIO of the English Community and also its treasurer. Margaret Healy co-founded a number of organizations including the Commission for Filipino Migrant Workers, Waling-Waling, Kalayaan, Bahay Kubo (a Philippine Housing Association) and Justice for Domestic Workers. Margaret is still available for advice and guidance with Waling-Waling since 2018 when the organization was re-established to support migrant domestic workers coming to the UK following the removal of the domestic worker visa in 2012. In 2017/18, she was involved in the preparations and proceedings of the London Hearing of the Permanent People's Tribunal (PPT). She is still actively engaged at UK and European level with the ongoing work of the PPT through Zoom and on WhatsApp. Having completed courses in employment law, Margaret also helped as a volunteer with Unite the Union on Monday afternoons giving free advice to hotel, restaurant, bar staff and migrant workers; and represented them at their workplace in disciplinary and grievance hearings until she retired from this work in 2020.

Patricia Ojo SSL: Institute Leader and Central Team Leadership Member

Patricia Ojo joined the Sisters of St. Louis, Nigeria in 1976. After acquiring a science degree, she taught Chemistry and Mathematics in High School. Between 1990 and 1998, she participated in Leadership and Formation programs both in Ireland and Nigeria which qualified her to take up the post of Directress of Formation in the Province of Nigeria for a period of six years. During this period, she also engaged in various short training programs in Development and Management and these skills continue to be of much benefit in her daily experiences. In 2001, she served as an elementary School Principal before being elected to the Leadership Team for the Sisters of St. Louis, Nigeria Province in 2003. She served in this capacity as the Provincial Leader for eight years. While in this role, she also served as a member of the Leadership Team of the Conference of Major Superiors in Nigeria. Patricia took time off for a sabbatical in 2012 during which she gained a Master's degree in Pastoral and Mental Health Counseling from Fordham University in New York. Prior to her election on the Central Leadership Team of the Sisters of St. Louis in 2015, she worked with women victims of domestic violence and human trafficking in the New York area. During the General Chapter of 2021, and at the completion of her mandate of six years, she was re-elected on the Central Leadership Team as the Institute Leader until 2027.

MAIN RESPONSIBILITIES OF TRUSTEES

- **To comply** with the law and the charity's governing documents and to ensure that the charity is carrying out its purposes for public benefit;
- **To act** with reasonable care and skill in the charity's best interests;
- **To manage** the charity's resources responsibly and ensure that the charity is accountable.

RESPONSIBILITIES WITH REGARD TO THE FINANCIAL STATEMENTS

Under Charity Law, the trustees are responsible for preparing the Trustees' Annual Report and financial statements for each financial year. These show a true and fair view of the state of affairs of the charity.

In preparing these financial statements, generally accepted accounting practice necessitates that the trustees:

- **Select** suitable accounting policies and apply them consistently;
- **Make** judgements and estimates that are reasonable and prudent;
- **State** whether the recommendations of the Statement of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- **Prepare** financial statements on a going-concern basis unless it is inappropriate to presume the charity will continue its activities.

The trustees are required to act in accordance with the Constitution of the CIO, and policies and procedures of the Institute, within the framework of Charities (SORP). Trustees are responsible for keeping proper accounting records, with reasonable accuracy, sufficient to disclose the financial position of the charity at that time. Trustees are to ensure, where any financial statements are prepared by them under section 132(1) of the Charities Act 2011, those financial statements comply with the requirements of regulations under that provision. They have general responsibility for taking such steps as are reasonable to them, in order to safeguard the assets of the charity; to prevent and protect from fraud and other irregularities.

RESERVES POLICY

The Charity seeks to maintain reserves at a level which allows it to fund the work and ministries of the sisters. At trustees' meetings the policy is discussed and reviewed in light of financial advice received, and of the global financial situation, including the rising cost of care. In this way, they try to ensure that designated funds are set aside to provide adequate care for sisters in retirement, old age or ill health.

INVESTMENT POLICY

The charity holds two investment portfolios which are managed by Charles Stanley & Company Limited and Brewin Dolphin Ltd. The brokers operate within specific guidelines and ethical criteria set by the trustees and these are revisited and examined on an ongoing basis.

The trustees review the performance of the portfolios and the charity's investment strategy at regular intervals and take appropriate action.

RISK MANAGEMENT

In line with the requirements for trustees to undertake a risk assessment exercise and give an account of this in their annual report, the trustees have looked at the risks the Institute faces in England and have reviewed the measures already in place to deal with them.

The trustees have identified four main areas where risks may occur:

Governance and Management looks at the risk to the Institute or charity of lack of direction or care or management skills; or of inappropriate use of resources.

Operational considers the risk to the charity of engagement in inappropriate activities by its membership, difficulties with staff, unsuitable or poorly maintained buildings, inadequate Health & Safety or disaster recovery policies.

Financial reviews the risks arising for the charity as a result of diminishing income, fraud and inappropriate investment policies.

Environmental, external and compliance looks at the effects for the charity of an ageing membership, adverse publicity, non-compliance with the law, changes in Government policy and safeguarding issues.

Having assessed the major risks to which the charity is exposed, the trustees believe that by monitoring its adherence to constitutions, Chapter documents, Institute policies and charity objects; by ensuring that controls exist over key financial systems; and by examining the operational, legal, safeguarding and other risks faced by the charity, they have established systems and safeguards to mitigate those risks.

PROTECTION OF CHILDREN AND VULNERABLE ADULTS

The trustees recognize the absolute necessity of ensuring the protection of all those the charity serves. The charity takes seriously a One-Church Approach and works in compliance with the guidelines of the Catholic Safeguarding Standards Agency (CSSA); the trustees are committed to implementing and carrying out all their policies and procedures. The charity is aligned with the Religious Life Safeguarding Service (RLSS) which assists with advice, training and administration of safeguarding matters. Where necessary, Disclosure and Barring Services Certificates of sisters and staff have been updated. The CSSA was informed by the Community Leader of the withdrawal of all the Sisters of St. Louis from England by September 2024.

PUBLIC BENEFIT

The trustees have consulted the guidance made available by the Charity Commission for England and Wales on the Public Benefit requirement of the Charities Act 2022. They are confident that they have complied with their duty under the relevant section of the Charities

Act 2022 in that they have had due regard to public benefit guidance published by the Commission.

The trustees have given details of the activities and achievements of the sisters in previous paragraphs which indicate the seriousness with which they adhere to this guidance. These works include caring for the elderly and infirm within the Mission; the provision of spiritual, educational, social and pastoral ministry within local communities. They also include charitable donations to the Institute's overseas mission and leadership projects, and donations to non-government funded charities in the UK, that come within the remit of the St Louis Mission Statement.

FINANCIAL REVIEW

Total income at £153,655 showed a decrease on the previous year, as 'Salaries stipends and pensions' income went down by £61,552 and the investment income went down by £51,171.

Total expenditure at £263,137 showed a decrease on the previous year. The donations and missions went down by £3,807,947.

Although the expenditure exceeded income by £109,482 the trustees are satisfied that the CIO can meet its obligations to the members of the Order for the foreseeable future as the investments are sufficient to keep the CIO as a going concern.

FUTURE VISION

The trustees will work in cooperation with CLT to see that the directions of the General Chapter 2021 are implemented as required. They will continue to follow the schedule originally outlined in the charity's Strategic Plan with regard to the disposal of property surplus to requirement and the seeking of professional advice about patrimony. The members, all of whom have now returned to Ireland, are being supported in this transition according to the requirements of their age and state of health; although no longer resident in England, some remain engaged with or connected to former ministries and colleagues.

The trustees and membership of the English Mission wish to thank Mr. Jurek Borucki, Auditor, for his long service to the charity which he undertook with great thoroughness and integrity; and they wish him many years of happy retirement. The trustees look forward to working with his successor, Mr. Denver Dias, in the coming years.

As part of their commitment to the U.K., the Trustees have decided that they will offer donations annually, as previously, to small U.K. organizations that fall under the remit of the St. Louis Mission Statement. The investments with Charles Stanley and Brewin Dolphin will remain and be managed in the UK. The Trustees will return annually to meet with the Investment Managers and the Auditor. Throughout the year, quarterly online zoom meetings are held with Sangeeta Rabheru (Sandy).

The trustees are confident that the finances of the CIO are in a healthy condition as the Auditor's financial report shows.

EMPLOYEES AND MEMBERS OF THE INSTITUTE

The Trustees wish to record their recognition of the professionalism and commitment of their staff, service providers and the individual members of the Institute. Their dedication and positive approach are very much appreciated.

Approved by the Trustees and
signed on their behalf



Margaret Healy SSL

Trustee

Approved by the Trustees on...30th 07. 2025.

Independent auditors' report to the Trustees of the English Mission of the Sisters of St Louis

We have audited the financial statements of English Mission of the Sisters of St. Louis (the 'charity') for the year ended 31 March 2025 which comprise the Statement of Financial Activities, the Balance Sheet, and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2025 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 Charities Act 2011.

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 Auditors' 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.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, 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 the other information is materially inconsistent with the financial statements or our knowledge obtained in 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 where the Charities (Financial Statements and Reports) Regulations 2008 requires us to report to you if, in our opinion: -

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; 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 are responsible for the preparation of financial statements which 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 charity 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 auditors under Section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

How the audit was considered capable of detecting irregularities including fraud

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognize non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the Charity through discussions with management and trustees, and from our knowledge and experience of the Charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the activities of the charity. These included but were not limited to the Charities Act 2011, Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable to the United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2019); and Safeguarding Regulations as they affect the direct charitable activities of the charity; and
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and those charged with governance and reviewed minutes of Trustees' meetings.

We assessed the susceptibility of the Charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management and trustees as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested and reviewed journal entries to identify unusual transactions;
- tested the authorization of expenditure.
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation.
- reading the minutes of meetings of trustees; and
- enquiring of management and trustees as to actual and potential litigation and claims.

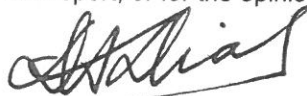
There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the Trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Financial Statements and Reports) Regulations 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 auditor's 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.



Denver Dias (Senior Statutory Auditor)

For and on behalf of Williams

Chartered Accountants

Statutory Auditors

Jade House

67 Park Royal Road

London

NW10 7JJ

Date: 30 July 2025

Williams Chartered Accountants is eligible to act as auditor in terms of Section 1212 of the Companies Act 2006

The English Mission of the Sisters of St. Louis CIO

Statement of financial activities (incorporating an income and expenditure account) for the year ended 31 March 2025

	Notes	General fund £	Designated fund £	2025 £	2024 £	General fund £	Designated fund £
Incoming resources							
Voluntary income:							
Salaries stipends and pensions	2	41,851	-	41,851	103,403	103,403	-
Activities for generating funds:							
Investment income	3	48,302	63,351	111,653	162,824	110,216	52,608
Miscellaneous income							
Miscellaneous		151		151	2,087	2,087	
Total Income		90,304	63,351	153,655	268,314	215,706	52,608
Expenditure							
A Raising funds							
Investment managers fees		10,678	14,519	25,197	22,265	9,691	12,574
B Charitable activities:							
Charitable activities							
Upkeep of communities	4	177,411	2,245	179,656	168,751	168,751	-
Donations and missions		43,054		43,054	3,851,001	3,851,001	-
Governance costs	5	15,230		15,230	13,940	13,940	-
		235,695	2,245	237,940	4,033,692	4,033,692	
Total expenditure		246,373	16,764	263,137	4,055,957	4,043,383	12,574
Incoming resources less expenditure		(156,069)	46,587	(109,482)	(3,787,643)	(3,827,677)	40,034
Net gains/(losses) on investments		13,007	16,285	29,292	114,376	88,565	25,811
Surplus/(Deficit) on sale of assets		(15,253)	698,706	683,453	8,885	8,885	-
Net income (expenditure)		(158,315)	761,578	603,263	(3,664,382)	(3,730,227)	65,845
Transfers between funds							
Net movement in funds		716,101	(716,101)	-	-	-	-
		557,786	45,477	603,263	(3,664,382)	(3,730,227)	65,845
Reconciliation of funds							
Total funds brought forward		1,760,733	2,393,398	4,154,131	-	-	-
Transferred from The Institute of The Sisters of St Louis Juilly-Monaghan	-	-	-		7,818,513	5,490,960	2,327,553
Total funds carried forward		2,318,519	2,438,875	4,757,394	4,154,131	1,760,733	2,393,398

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities

The English Mission of the Sisters of St. Louis CIO
Balance Sheet
as at 31 March 2025

	Notes	2025 £	2024 £
Fixed assets			
Tangible assets	9	110,012	892,746
Investments at market value	10	<u>4,454,021</u>	<u>3,041,207</u>
		4,564,033	3,933,953
Current assets			
Debtors	11	-	10,104
Cash at bank and in hand		<u>205,372</u>	<u>224,356</u>
		205,372	234,460
Creditors: amounts falling due within one year	12	(12,011)	(14,282)
Net current assets		<u>193,361</u>	<u>220,178</u>
		<u>4,757,394</u>	<u>4,154,131</u>
Capital and reserves			
Unrestricted funds:			
General funds		2,318,519	1,760,733
Designated funds	13	<u>2,438,875</u>	<u>2,393,398</u>
		<u>4,757,394</u>	<u>4,154,131</u>

Approved by the Trustees
and signed on their behalf



Margaret Healy SSL

Trustee

Approved by the Trustees on 30th 07. 2025.

The English Mission of the Sisters of St. Louis CIO

Notes to the Financial statements
for the year ended 31 March 2025

1 Accounting policies

Accounting convention

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these financial statements. The Trust constitutes a public benefit entity as defined by FRS 102. The Trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

The financial statements have been prepared in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Financial Statements and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the relevant version of the Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in UK and Republic of Ireland (FRS 102) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received, and the amount of income receivable can be measured reliably. Donations are recognised when the Trust has been notified in writing of both the amount and settlement date. Legacies are recognised on a case-by-case basis following the granting of probate when the administrator/executor for the Estate has communicated in writing both the amount and settlement date. 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. Dividends are recognised once the dividend has been declared, and notification has been received of the dividend due. This is normally upon notification by our investment advisor of the dividend yield in the investment portfolio.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the Charity to that expenditure, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. The cost of generating funds includes the fees paid to investment managers in respect of the management of the Charity's investment portfolios. Expenditure on charitable activities comprises direct expenses incurred on the defined charitable purposes of the Charity and includes staff costs attributable to the activity. The contribution to the Generalate is calculated annually and represents the excess of the budgeted net expenditure for the year over the free reserve at the end of the previous year, as adjusted for the purchase or sale of land and buildings. Administration costs comprise expenditure on compliance with and advice on constitutional and statutory matters. As all expenditure can be attributed to specific categories no apportionment between heading has been necessary. Irrecoverable VAT is included in the items of expenditure to which it relates.

Foreign currencies

Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are translated at the rate of exchange ruling at the balance sheet date. All differences are taken to the profit and loss account.

Tangible fixed assets

All assets costing more than £500 and with an expected life of more than one year are capitalized.

Depreciation is provided to write off the cost or valuation less the residual value of tangible fixed assets by equal instalments over their estimated useful economic lives as follows:

Building 2% on cost.

Plant, equipment, fixtures and fittings 20% or 25% on cost.

Motor vehicles 25% on written down value.

The English Mission of the Sisters of St. Louis CIO

Notes to the Financial statements
for the year ended 31 March 2025

After five years plant, equipment, fixtures and fittings with a net book value of nil are written out of the financial statements as in the opinion of the Trustees such assets have a negligible residual value.

Freehold land and buildings, in the main used as private residential accommodation, are included at a valuation based either on a value estimated by the trustees or on historical cost. The Trustees do not consider that the expense of a professional valuation in order to ascertain the separate values of the land and buildings is justified. The buildings are in constant use in furtherance of the charitable objectives and are maintained to standards that ensure that their residual value is not less than the book value.

Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year. The Trust does not acquire Put Options, Derivatives or other complex financial instruments. The main form of financial risk faced by the Charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors. All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

Fund accounting

The general fund comprises those monies, which may be used towards meeting the charitable objectives of the Charity at the discretion of the Trustees. The designated funds are monies set aside out of general funds and designated for specific purposes by the Trustees. The restricted funds are monies raised for, and their use restricted to, a specific purpose, or donations subject to donorimposed conditions.

Taxation

The English Mission of the Sisters of St. Louis CIO is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a Charitable Trust for UK income tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Part 10 Income Tax Act 2007 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2 Salaries and pensions of members

	General fund	Designated Fund	2025	2024	General fund	Designated fund
	£	£	£	£		
Pensions	41,851	-	41,851	103,403	103,403	-
	41,851	-	41,851	103,403	103,403	-

The salaries and pensions are the earned income of the Members of the Order who have donated it, under gift-aid, to trust.

3 Investment income

	General fund	Designated fund	2025	2024	General fund	Designated fund
	£	£	£	£		
Dividends and interest from investments	46,372	63,351	109,723	95,503	42,895	52,608
Bank and other interest	1,926	-	1,926	66,512	66,512	-
Rents	4	-	4	809	809	-
	48,302	63,351	111,653	162,824	110,216	52,608

The English Mission of the Sisters of St. Louis CIO

Notes to the Financial statements
for the year ended 31 March 2025

4 Activities in furtherance of the charity's objectives

	General fund	Designated fund	2025	2024	General fund	Designated fund
	£	£	£	£		
Upkeep of communities						
Staff costs	1,750		1,750	2,393	2,393	
Premises	31,665	2,245	33,910	56,620	56,620	
Community and personal Administration	132,757		132,757	102,098	102,098	
	11,239		11,239	7,640	7,640	
	177,411	2,245	179,656	168,751	168,751	

5 Governance costs

	General fund	Designated fund	2025	2024	General fund	Designated fund
	£	£	£	£		
Audit fees	5,160	-	5,160	5,850	5,850	
Accountancy fees	3,600	-	3,600	7,020	7,020	-
Solicitors' fees	6,470	-	6,470	1,070	1,070	-
	15,230	-	15,230	13,940	13,940	-

6 Net incoming (outgoing) resources before transfers

This is stated after charging (crediting)

	General fund	Designated fund	2025	2024	General fund	Designated fund
	£	£	£	£		
Staff costs	1,750	-	1,750	2,393	2,393	-
Auditors' remuneration	5,160	-	5,160	5,850	5,850	-
Accounting and other	3,600	-	3,600	7,020	7,020	-
Depreciation	-	2,245	2,245	11,783	11,783	-

Staff costs and trustees' remuneration

Staff costs during the year were as follows:

	2025	2024
	£	£
Wages and salaries	1,750	2,393
Social security costs	-	-
	1,750	2,393

No employee earned more than £60,000 per annum (including benefits) during the year or in the previous year. No trustee received any remuneration or reimbursement of expenses in respect of services as a trustee during the year or in the previous year. The living expenses of all members of the Order, including Trustees, resident in England are paid from the funds of the charity.

The average number of employees, analyzed by function was:

Nursing and domestic	1	1
----------------------	---	---

8 Taxation

The CIO, as a registered charity, is exempt from taxation on its income and gains falling within Section 505 of the Taxes Act 1988 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that they are applied to its charitable objectives. No tax charge has arisen in the year.

The English Mission of the Sisters of St. Louis CIO

Notes to the Financial statements
for the year ended 31 March 2025

9 Tangible fixed assets

	Freehold land and buildings £	Motor vehicles £	Furniture and equipment	Total £
Cost				
At 1 April 2024	856,494	60,525	-	917,019
Additions	-	-	-	-
Disposals	(744,237)	(60,525)	-	(804,762)
At 31 March 2025	112,257	-	-	112,257
Depreciation				
At 1 April 2024	-	24,273	-	24,273
Charge for the year	2,245	-	-	2,245
On disposals	-	(24,273)	-	(24,273)
At 31 March 2025	2,245	-	-	2,245
Net book value				
At 31 March 2025	110,012	-	-	110,012
At 31 March 2024	856,494	36,252	-	892,746

10 Investments

	2025 £	2024 £
Listed Investments		
Market value 1 April	2,882,525	2,739,685
Additions at cost	1,553,473	659,589
Sale proceeds from disposals and transfers	(543,237)	(631,125)
Net movement in year	37,964	114,376
Market value at 31 March 2025	3,930,725	2,882,525
Cash held by Investment Manager for re-investment	411,296	47,238
Deposit in Oikocredit Capital Account	112,000	111,444
	4,454,021	3,041,207
Cost of listed investments at 31 March 2025	4,023,174	2,726,888

11 Debtors

	2025 £	2024 £
Sundry debtors	-	10,104
	-	10,104

12 Creditors: amounts falling due within one year

	2025 £	2024 £
Patrimony and dowry	2,062	2,062
Sundry creditors	949	220
Accruals	9,000	12,000
	12,011	14,282

The English Mission of the Sisters of St. Louis CIO

Notes to the Financial statements
for the year ended 31 March 2025

13 Designated funds

The income funds of the Charity include designated funds, set aside from the unrestricted funds of the Trust by the Trustees for specific purposes. The designated fund represents the book value of land and buildings owned by the Charity i.e., Capital Fund and Investments with Charles Stanely i.e., Care Fund. The transfer during the year was due to sale of Land & Buildings, the depreciation charged on Land & Buildings, and investments made with Charles Stanley.

	At 1 April 2024	Transfers	Incoming	Utilized/ realized	At 31 March 2025
	£		£	£	£
Care Fund	1,536,902	726,844	79,636	(14,519)	2,328,863
Capital fund	856,496	(1,442,945)	698,706	(2,245)	110,012
	<u>2,393,398</u>	<u>(716,101)</u>	<u>778,342</u>	<u>(16,764)</u>	<u>2,438,875</u>

14 Analysis of net assets between funds

	General fund	Designated funds	2025
	£	£	£
Tangible fixed assets	-	110,012	110,012
Other Investments	2,330,530	2,123,491	4,454,021
Current assets	-	205,372	205,372
Creditors: amounts falling due within one year	(12,011)	-	(12,011)
	<u>2,318,519</u>	<u>2,438,875</u>	<u>4,757,394</u>

15 Comparatives

Some of the comparatives have been to conform to current year's presentation.

ENGLISH MISSION OF THE SISTERS OF ST. LOUIS CIO

England & Wales - Charity number 1173507

Accounts

Charity registration number
1173507

The English Mission of the Sisters of St. Louis CIO

Report and Accounts

31 March 2024

The English Mission of the Sisters of St. Louis CIO Report and accounts

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The English Mission of the Sisters of St. Louis CIO

Legal and Administrative Information

Institute Leader	Sister Patricia Ojo
Mission Leader	Sister Blanaid McCauley
Trustees	Sister Mary Moran Sister Philomena Morris Sister Margaret Healy Sister Aogustins Agyirey=Kwaky
Mission Treasurer	Sister Mary Moran
Mission Address	6 Manor Court 65-71A Sutton Avenue Seaford East Sussex BN25 4LR
Charity Number	255245
Auditors	Borucki & Co. 42 Radnor Road Harrow HA1 1RZ
Investment Managers	Charles Stanley & Co. Ltd 25 Luke Street London EC4A 4AR Brewin Dolphin Ltd. 12 Smithfield Street London EC1A 9BD
Bankers	Barclay's Bank 139/142 North Street Brighton East Sussex BN1 1RU
Solicitors	Stone King Boundary House 91 Charter House Street London EC1M 6HR

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT

INTRODUCTION

The Institute of the Sisters of St Louis is a congregation of Roman Catholic Religious Sisters. It was founded in France in 1842, but the Institute Leadership or Central Leadership Team (CLT) now resides in Ireland. The Institute is international in its membership, organisation and vision, with members in nine different countries. The charity is entitled *English Mission of the Sisters of St Louis CIO*, having been registered with the Charity Commission as a Charitable Incorporated Organisation No. 1173507 in June 2017. The Governing Document of the Charity is a constitution which states that, *the object of the CIO is such charitable purposes which advance the religious and other charitable work for the time being carried on by or under the direction of the Institute as the Trustees with the approval of the Institute Leader shall from time to time think fit*. The accounts accompanying this report are the accounts of the CIO on which the assets of the Institute in England are held.

OBJECTIVES AND ACTIVITIES

The Institute of the Sisters of St Louis expresses its objective as a furthering of the vision, treasured and pursued by its founders, of *a world healed, unified and transformed by the saving wisdom of Christianity*. The English Mission of the Sisters of St Louis CIO aims to support the religious and charitable works carried out by its members in pursuit of this vision and to care for its members throughout their lives.

CARING FOR MEMBERS

The English Mission has an obligation, both legal and moral, to provide for all its members, none of whom have resources of their own and all of whom have committed a significant part of their lives to education, healthcare and other charitable works, here in England and abroad. A Health Care Plan is in place to ensure that necessary and timely provision is made for sick and elderly sisters. In practice, because of the members' age profile, a part-time Health Care Manager is employed to enable members manage their health needs and, when necessary, help them plan the next stage of care.

Age Profile

Age	75 - 79	80 - 84	85 - 89	90-94
Number	1	2	1	1

The aims of the trustees in caring for sisters are:

- Making sure there are adequate resources for healthcare provision;
- Enabling members remain in ministry as long as is reasonable;
- Evaluating care and facilities to ensure members receive care suited to their needs.

By caring for individual members during their lifespan with the Institute, the charity aims to enable and support individual sisters to live out their faith, and to put that faith into practice in their variety of ministries. When planning the work of the charity for the year, the trustees have given careful consideration to the Charity Commission's guidance on public benefit.

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Keeping connected and celebrating 'notable' birthdays.

RELIGIOUS AND CHARITABLE ACTIVITIES

The work and ministries of the sisters reflect the values of the Institute's Mission Statement, its recent Chapter Documents and Policies. They fall broadly into the following areas:

- Prayer and Spiritual Development;
- Education;
- Justice, Peace and Integrity of Creation;
- Overseas Involvement;
- Governance

Prayer and Spiritual Development

The commitment of the sisters to God, the Church and the Institute, requires them to undertake on-going formation and the transformation of their lives through prayer, worship and study; and to find ways of meeting the spiritual hunger of the wider public, through parish and other organisations.

- Sisters increase their understanding of and relationship with God through prayer, courses and retreats.
- Members share their experience, values and gospel vision through writing, attending/leading prayer groups; and reach out to other denominations, faiths and ideologies in respectful dialogue.
- Sisters also visit or befriend their sick, elderly and bereaved neighbours.

Formal and Informal Education

We are currently a small group of five Sisters engaged in informal educational activities including:

- Serving on a church committee at diocesan level.

Working with parish teams, acting as Lay Ministers of the Word and the Eucharist; participating in parish and other study groups.

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Justice, Peace and Integrity of Creation (JPIC):

Some seek to promote JPIC through all their ministries.

For others this is the main focus of their charitable work by:

- ❖ Befriending and supporting refugees and migrant domestic workers of all nationalities;
- ❖ Involvement at different levels with established groups/charities, such as, JPIC Links, National Justice & Peace Committee, Christian Council for Approaches to Defense and Disarmament.
- ❖ Campaigning, emailing, protesting for promotion of human, animal, and planetary rights. The sisters are more careful than ever to save energy, not to waste water and to recycle goods and materials where possible.

Overseas Involvement

- The charity supports projects run by the Institute of the Sisters of St Louis in Brazil, the Republic of Benin, Ethiopia, Ghana and Nigeria through prayer and financial aid.
- A modest fund is set aside annually for donations to small enterprises that reflect the values of the St Louis Mission Statement; or to global charities for humanitarian purposes when major disasters occur.
- The charity has made an investment with *Oikocredit*, a cooperative society that offers loans to small enterprises with real potential for broad social impact.
- The members offer support and hospitality to sisters who come to England from Nigeria and Ghana for international meetings and courses of study.



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TRUSTEES' REPORT

Sisters Patricia Ojo and Blanaid attended the annual Anti-Trafficking Awards Ceremony in London October 2023 to honour Sister Patricia Ebegebulem achievement in receiving the Anti-Trafficking award.

The aims of the trustees in the above areas of ministry include:

- Enabling sisters to avail of the necessary training and on-going formation for their personal and spiritual development and for their charitable work;
- Encouraging and motivating sisters to become agents of change as they seek to transform unjust structures and to promote reconciliation;
- Encouraging leadership styles that enhance collaboration, consensus-building, networking and team-building;
- Helping sisters develop the necessary skills to enable them to access up-to-date information on current affairs and JPIC issues;
- Sharing of resources in a spirit of mutuality.

REVIEW AND ACHIEVEMENTS

Review of Activities 1st April 2023 to 31st March 2024

The trustees consider that, the main objectives of the charity have been met by the sisters and that much good work has been carried out for the benefit of the general public. The trustees acknowledge that prayer plays a large part in the lives of the sisters and underpins their charitable works. The sisters continue to inform and educate themselves and endeavor to bring their wisdom and experience to activities, many of which have been carried out by Zoom; a consciousness of justice, peace and the integrity of creation permeates what they do in their efforts to build up right relationships in church and society. Parish involvement, advocacy and concern for the poor and needy often make demands well beyond the call of duty. The trustees are satisfied that the objectives of the charity's mission have been carried out.

HISTORY OF THE ENGLISH MISSION SINCE 1912

We have commissioned an informal history which will cover the period of the St Louis Mission work in the UK for the past 110 years. The Sisters are currently being interviewed to compile a record of their memories and research is being done on our archival material. We expect the history to be published by September 2024.

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TRUSTEES' REPORT



'Our Story' a collection of past memories and recollections of an era in the early history of the English Region, put together by Sisters Louisa Poole and Mary Jo McKeefry, as part of the legacy of the English Region was published in 2023.

JPIC/PASTORAL WORK



Lesson on archiving materials from the work in Kalayaan.

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TRUSTEES' REPORT



At St Gabriel's parish preparing for lunch.



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Registration for the literacy Classes at Unite.



Margaret with group attending course with Solicitor.



Enjoying a day at the seaside in August.

GOVERNANCE/ PUBLIC BENEFIT

The sisters continue to live out the charism, *Sint Unum*, and so, bring about the founder's vision of *a world healed, unified and transformed*. The direction is focused by the work of Institute Commissions on Strategic Planning, Climate Justice, and Finance & Investments.

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO TRUSTEES' REPORT

The trustees continue to carry out their plan to sell vacant properties when Sisters retire to Ireland. A large donation from this fund has been made to the local church to set up two pods to provide accommodation for homeless people, in accordance with The Mission Statement and relevant Institute documents. Another donation was made to the Sisters of Providence to rebuild a school in Madagascar and to feed hungry children there.

When a vacant house in Bury St Edmunds was sold the Trustees with the authority of Central Leadership Team decided to donate the proceeds of the sale of the property to small charities which are not government funded as follows -:

Doctors without Borders (MSF) for their work in Gaza, Vincet d' Paul Society, Pax Christi, Women's Centre in Bury St Edmunds, Voices in Exile – Brighton, Mary's Meals.

In view of the fact that all the **sisters in the English Mission will be returning to Ireland** over the next 6 months, the Trustees decided that the English Mission would finance the living costs of these sisters for the rest of their lives. These funds have now been donated to the Irish Region Leadership Team for this purpose.

Smaller donations were made *around Christmas time to Crisis and local food banks.*

OVERSEAS

The English Mission makes a donation annually through the Central Leadership Team (CLT) to the St. Louis Mission in the Tigray area of Ethiopia. Due to the war the Sisters on mission there have had to move away and the Convent has been damaged so the donation has been given to CLT to renovate and support the Sisters when it is safe to do so. A large donation from the sale of our Convent in Newmarket and school in Bury St Edmunds has been sent to the Central Team to support our Missionary activity in Nigeria and Ghana and Benin as the needs arise. The Central Team will send us a report to inform us on how this donation is being spent.

VOLUNTEERING

Throughout the year the sisters give time and energy to carrying out the charity's objectives on a voluntary basis for the benefit of the public. Some members in their governance roles are involved in administering the work of the charity. Listening to those in need and in general parish activities; substantial effort has been invested in the public arena through the organizations in which the sisters are engaged. The hours of voluntary work involved constitute direct benefit to the general public.

GOVERNANCE, STRUCTURE AND MANAGEMENT

The Institute began its work in England in 1912. Currently Sisters are engaged in ministries in the Brighton area and Greater London. The work of the Institute in England is ultimately the responsibility of the Central Leadership Team (CLT) in Dublin. The English Mission is a Community of the Institute linked with CLT and has autonomy in running its day-to-day affairs.

This annual report with its accompanying accounts refers to the English Mission of the Sisters of St. Louis, registered as a Charitable Incorporated Organization with the Charity Commission.

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO TRUSTEES' REPORT

Trustees are appointed by the Central Leadership Team (CLT) for a specified period of time. The current trustees consist of three members of the English Mission, one of whom is its Treasurer; the fourth trustee is a member of CLT and the Liaison Person with the English Mission. All trustees, being members of the Institute, are conversant with the life and mission of the Institute, with the ministries and work of the English Mission and the overall issues that it faces. As members of the Institute their living and personal costs are borne by the charity but they receive no remuneration for their services as trustees. Their training is ongoing through reading, consultation and attendance at training events, increasingly by zoom and webinar. The information and expertise gained is shared with the Leader and the sisters, when appropriate, so that all are aware of their legal obligations.

The trustees are ultimately responsible for the policies, activities and assets of the charity. Besides being in contact by telephone and email, they meet regularly now by zoom, to review developments with regard to the charity and its activities and to make decisions. Minutes are taken at all meetings and a copy is sent to the Central Leadership Team and to the Community Leader. When necessary, the trustees seek advice and support from the Central Leadership Team, as well as from the charity's professional advisers including accountants, investment managers, property consultants, solicitors, insurance brokers and actuaries.

PROFILES AND RESPONSIBILITIES OF THE TRUSTEES

Mary Moran SSL: Treasurer

Mary has lived as a Sister of St. Louis for 65 years. She has been committed to education in various ways, as a teacher of Mathematics and Religion for thirteen years in St. Louis Grammar School, Killeel, Northern Ireland, and as Head Teacher of the same school for a further eight years. After retirement from school, she trained as a psychodynamic counsellor and worked in private practice as a counsellor and supervisor. For some years she undertook voluntary work with the poor as a member of the Harrow branch of St. Vincent de Paul Society, of which she was treasurer. She was a member of the English Leadership Team for twelve years and has been Treasurer of the charity for over 15 years. She has participated in Trustee Training courses and attended the Provincial Bursars' Conference annually.

Philomena Morris SSL

Philomena Morris was professed as a Sister of St Louis in 1961. After obtaining her BA degree, she taught in England for two years. From 1967 to 1983 she worked in an A level secondary school run by the Sisters of St Louis in Kumasi, Ghana, where she was head of the English Department. During that time, she also became part-time chaplain to the Young Christian Student Movement. This involved the raising of funds, as well as the organizing and planning of the first ever Pan African meeting of Young Christian Students. As Superior of her local community in Kumasi she was also responsible for finance.

In 1983 she began training with the Movement for a Better World. Following work in England she was elected to the International Leadership Team in Rome. She travelled widely, leading meetings in Asia, Africa and the West Indies. She also set up an international finance team to advise on investments, to raise money and prepare budgets. From 1995 to 2001 she was Regional Superior in England and a Trustee of the Sisters of St Louis and she undertook courses in leadership and trusteeship. At the time the work involved re-organisation, sale of property and downsizing in general. Since then, she has held an administrative role in a busy

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO TRUSTEES' REPORT

London parish; for some of that time she combined it with the tasks of Team Leader and Trustee. Although no longer Team Leader she continues to work actively as a Trustee. She is also a member of the Diocese of East Anglia Safeguarding Commission.

Margaret Healy SSL

Margaret has been a member of the Institute of St. Louis since 1964 and she is an experienced leader. She served on the English Regional Team for nine years from 1986 to 1995 and on the Central Leadership Team from 1997 to 2003. She was invited by the English Region to take on the role of Regional Leader in August 2004. She has participated in trustee training days and in days organised by the Conference of Religious and JPIC Links Group. Following a General Chapter of the Institute, she was again elected on the Central Leadership Team from October 2009 until August 2015. She is currently a Trustee in the CIO of the English Community.

Margaret Healy co-founded a number of organizations including the Commission for Filipino Migrant Workers, Waling-Waling, Kalayaan, Bahay Kubo (a Philippine Housing Association) and Justice for Domestic Workers. Margaret is still available for advice and guidance with Waling-Waling since 2018 when the organization was re-established to support migrant domestic workers coming to the UK following the removal of the domestic worker visa in 2012. Having completed courses in employment law, Margaret also helped as a volunteer with *Unite the Union* on Monday afternoons giving free advice to hotel, restaurant, bar staff and migrant workers; and represented them at their workplace in disciplinary and grievance hearings. In 2017/18, she was involved in the preparations and proceedings of the London Hearing of the Permanent People's Tribunal. She is actively engaged at UK and European level with the ongoing promotion of the work of the PPT.

Augustina Agyirey-Kwakya SSL: Central Leadership Team Member

Augustina Agyirey-Kwakye made her profession of vows as a Sister of St. Louis in September 1985 and final vows 1993. She obtained a Bachelor of Education in Social Studies and a diploma in Economics in 1994. She taught Social Studies and Christian Religious education in St. Louis Senior High School, Kumasi, from 1994-2006. During this period, she assisted students to read in the church and was a school counsellor and a member of the School's Disciplinary Committee.

While teaching, she was elected Regional Treasurer for the Sisters of St Louis, Ghana, from 1998-2004. She then undertook a two month's course in Budgeting and Financial Management to enable her operate effectively in this role. From 2002- 2004, she pursued a Master of Public Administration at the Ghana Institute of Management and Public Administration. (GIMPA) In 2006-2010 she worked in an administrative capacity at The National Catholic Secretariat to set up a travel office for the Ghana Bishops Conference. From August 2010 -August 2012, she studied for a Master of Science in Education at the Duquesne University in Pittsburgh, Pennsylvania, USA. She returned to Ghana in September 2012 and worked in St Louis Jubilee School as headmistress till December 2021. She has taken part in capacity building workshops organised by the Sisters of St Louis in Strategic Management and Documentation. She was elected to the Central Leadership Team of the Sisters of Saint Louis in October 2021 for a term of six years ending October 2027.

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TRUSTEES' REPORT

MAIN RESPONSIBILITIES OF TRUSTEES

- **To comply** with the law and the charity's governing documents and to ensure that the charity is carrying out its purposes for public benefit;
- **To act** with reasonable care and skill in the charity's best interests;
- **To manage** the charity's resources responsibly and ensure that the charity is accountable.
- **RESPONSIBILITIES WITH REGARD TO THE ACCOUNTS**
- Under Charity Law, the trustees are responsible for preparing the Trustees' Annual Report and financial statements for each financial year. These show a true and fair view of the state of affairs of the charity.

In preparing these financial statements, generally accepted accounting practice necessitates that the trustees:

- **Select** suitable accounting policies and apply them consistently;
- **Make** judgements and estimates that are reasonable and prudent;
- **State** whether the recommendations of the Statement of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- **Prepare** financial statements on a going-concern basis unless it is inappropriate to presume the charity will continue its activities.

The trustees are required to act in accordance with the Constitution of the CIO, within the framework of charity law, and in accordance with the policies and procedures of the Institute. They are responsible for keeping proper accounting records, sufficient to disclose at any time, with reasonable accuracy, the financial position of the charity at that time, and to enable the trustees to ensure that, where any statements of accounts are prepared by them under the Charities Act 2022, those statements of accounts comply with the requirements of regulations under that provision. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charity; to prevent and protect from fraud and other irregularities.

RESERVES POLICY

The Charity seeks to maintain reserves at a level which allows it to fund the work and ministries of the sisters. At trustees' meetings the policy is discussed and reviewed in light of financial advice received, and of the global financial situation, including the rising cost of care. In this way, they try to ensure that designated funds are set aside to provide adequate care for sisters in retirement, old age or ill health.

INVESTMENT POLICY

The charity holds two investment portfolios which are managed by Charles Stanley & Company Limited and Brewin Dolphin Ltd. The brokers operate within specific guidelines and ethical criteria set by the trustees and these are revisited and examined on an ongoing basis. The trustees review the performance of the portfolios and the charity's investment strategy at regular intervals and take appropriate action.

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RISK MANAGEMENT

In line with the requirements for trustees to undertake a risk assessment exercise and give an account of this in their annual report, the trustees have looked at the risks the Institute faces in England and have reviewed the measures already in place to deal with them.

The trustees have identified four main areas where risks may occur:

Governance and Management looks at the risk to the Institute or charity of lack of direction or care or management skills; or of inappropriate use of resource

Operational considers the risk to the charity of engagement in inappropriate activities by its membership, difficulties with staff, unsuitable or poorly maintained buildings, inadequate Health & Safety or disaster recovery policies.

Financial reviews the risks arising for the charity as a result of diminishing income, fraud and inappropriate investment policies.

Environmental, external and compliance looks at the effects for the charity of an ageing membership, adverse publicity, non-compliance with the law, changes in Government policy and safeguarding issues.

Having assessed the major risks to which the charity is exposed, the trustees believe that by monitoring its adherence to constitutions, Chapter documents, Institute policies and charity objects; by ensuring that controls exist over key financial systems; and by examining the operational, legal, safeguarding and other risks faced by the charity, they have established systems and safeguards to mitigate those risks.

PROTECTION OF CHILDREN AND VULNERABLE ADULTS

The trustees recognise the absolute necessity of ensuring the protection of all those the charity serves. The charity takes seriously a One-Church Approach and works in compliance with the guidelines of the Catholic Safeguarding Standards Agency (CSSA); the trustees are committed to implementing and carrying out all their policies and procedures. To this end, the charity has become unaligned with the Diocese of East Anglia and has drawn up a contract with the Religious Life Safeguarding Service, which will assist with advice, training and administration of safeguarding matters. Where necessary, sisters and staff have recently updated Disclosure and Barring Services Certificates. One sister from the Mission acts as Safeguarding Lead, while another was until recently a member of the East Anglian Diocesan Safeguarding Commission.

The Community Leader and Safeguarding Lead have been fully involved in ongoing discussions concerning the implementation of the One-Church Approach to safeguarding by religious charities. The trustees have been kept informed and have been consulted whenever decisions needed to be made.

PUBLIC BENEFIT

The trustees have consulted the guidance made available by the Charity Commission for England and Wales on the Public Benefit requirement of the Charities Act 2022. They are confident that they have complied with their duty under the relevant section of the Charities

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO TRUSTEES' REPORT

Act 2022 in that they have had due regard to public benefit guidance published by the Commission.

The trustees have given details of the activities and achievements of the sisters in previous paragraphs which indicate the seriousness with which they adhere to this guidance. These works include caring for the elderly within the Mission; the provision of spiritual and pastoral ministry within local communities. They also include charitable donations to the Institute's overseas mission and leadership projects, and donations to non-government funded charities in the UK, that come within the remit of the St Louis Mission Statement.

FUTURE VISION

The Community Leader and trustees will work in cooperation with CLT to see that the directions of the General Chapter 2021 are implemented as required. The trustees will continue to follow the schedule originally outlined in the charity's Strategic Plan with regard to the disposal of property surplus to requirement and the seeking of professional advice about patrimony. Arrangements are underway to produce an informal history of the Sisters of St Louis in England since 1912. Following the resignation of the Financial Administrator, Eileen Head, the position has been filled part-time by Sangeeta Rabheru who also works part-time as a Financial Controller in Northwick Park Hospital.

It is planned that all the Sisters will have returned to their homeland by the end of 2024, measures continue to be put in place to ensure they are supported in making this transition in their old age.

The Trustees, having followed legal advice have transferred the funds estimated to cover the cost of care in Ireland over the next 10 years. The investments with Charles Stanley and Brewin Dolphin will remain and be managed in the UK, the Trustees will return annually to meet with the Investment Managers and the Auditor. They are confident that the finances of the CIO are in a healthy condition as the Auditor's financial report shows.



Sister Blanaid, keeping connected with Sisters Roisin and Carmel after their transfer to Ireland.

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TRUSTEES' REPORT

EMPLOYEES AND MEMBERS OF THE INSTITUTE

The Trustees wish to record their recognition of the professionalism and commitment of their staff and the individual members of the Institute. Their dedication and positive approach are very much appreciated.

Signed on behalf of the Trustees

Trustee

Approved by the Trustees on

Independent auditors' report to the Trustees' of the English Mission of the Sisters of St Louis

We have audited the financial statements of the English Mission of the Sisters of St Louis for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of cash flows and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 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 charity's affairs as at 31 March 2023 and of its incomes and expenditure for the year then ended;
- have been properly prepared in accordance with UK Generally Accepted Accounting Practice; and
- have been properly prepared in accordance with the requirements of the Charities Act 2011.

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 accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts 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 CIO's ability to continue as a going concern for a period of at least 12 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.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the report and accounts other than the accounts and our auditor's report thereon. Our opinion on the accounts does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in 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 there is a material misstatement in the accounts or a material misstatement of the other information. 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 where the Charities Act 2011 requires us to report to you if, in our opinion:-

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

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement set out on page 12, the Trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, 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 charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the accounts

Our objectives are to obtain reasonable assurance about whether the accounts 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 accounts.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

The English Mission of the Sisters of St. Louis CIO

Auditors' Report

How the audit was considered capable of detecting irregularities including fraud

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the Charity through discussions with management and trustees, and from our knowledge and experience of the charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the accounts or the activities of the charity. These included but were not limited to the Charities Act 2011, Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2019); and Safeguarding Regulations as they affect the direct charitable activities of the charity; and
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and those charged with governance and reviewed minutes of trustees' meetings.

We assessed the susceptibility of the Charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management and trustees as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested and reviewed journal entries to identify unusual transactions;
- tested the authorisation of expenditure
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of trustees; and
- enquiring of management and trustees as to actual and potential litigation and claims.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and with regulations made under section 154 of that Act. 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 auditor's 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.

Borucki & Co

Chartered Accountants and Statutory Auditors

42 Radnor Road

Harrow

Middlesex HA1 1RZ

Signed on

Borucki & Co is eligible to act as auditor in terms of Section 1212 of the Companies Act 2006.

The English Mission of the Sisters of St. Louis CIO

Statement of financial activities (incorporating an income and expenditure account) for the year ended 31 March 2024

	Notes	General fund £	Designated fund £	2024 £	2023 £	General fund £	Designated fund £
Incoming resources							
Voluntary income:							
Donations and legacies		-	-	-	4,686	4,686	-
Salaries stipends and pensions	2	103,403	-	103,403	136,439	136,439	-
Guests		-	-	-	-	-	-
Activities for generating funds:							
Investment income	3	110,216	52,608	162,824	111,577	57,917	53,660
Miscellaneous income							
Miscellaneous		2,087	-	2,087	3,606	3,606	-
Surplus on sale of assets		8,885	-	8,885	68,079	68,079	-
		<u>224,591</u>	<u>52,608</u>	<u>277,199</u>	<u>324,387</u>	<u>270,727</u>	<u>53,660</u>
Expenditure							
Raising funds							
Investment managers fees		9,691	12,574	22,265	17,432	7,408	10,024
Property managers fees		-	-	-	-	-	-
Charitable activities:							
Charitable activities							
Upkeep of communities	4	168,751	-	168,751	203,059	203,059	-
Care of aged members	4	-	-	-	250	-	250
Donations and missions		3,851,001	-	3,851,001	244,193	244,193	-
Governance costs	5	13,940	-	13,940	13,653	13,653	-
Defecit on sale of assets		-	-	-	-	-	-
		<u>4,033,692</u>	<u>-</u>	<u>4,033,692</u>	<u>461,155</u>	<u>460,905</u>	<u>250</u>
Total expenditure		<u>4,043,383</u>	<u>12,574</u>	<u>4,055,957</u>	<u>478,587</u>	<u>468,313</u>	<u>10,274</u>
Incoming resources less expenditure		(3,818,792)	40,034	(3,778,758)	(154,200)	(197,586)	43,386
Net gains (losses) on investments		88,565	25,811	114,376	(269,011)	(113,157)	(155,854)
Net income (expenditure)		<u>(3,730,227)</u>	<u>65,845</u>	<u>(3,664,382)</u>	<u>(423,211)</u>	<u>(310,743)</u>	<u>(112,468)</u>
Transfers between funds		-	-	-	-	171,663	(171,663)
Net movement in funds		<u>(3,730,227)</u>	<u>65,845</u>	<u>(3,664,382)</u>	<u>(423,211)</u>	<u>(139,080)</u>	<u>(284,131)</u>
Reconciliation of funds							
Total funds brought forward		-	-	-	-	-	-
Transferred from The Institute of The Sisters of St Louis Juilly-Monaghan		5,490,960	2,327,553	7,818,513	8,241,723	5,630,040	2,611,683
Total funds carried forward		<u>1,760,733</u>	<u>2,393,398</u>	<u>4,154,131</u>	<u>7,818,512</u>	<u>5,490,960</u>	<u>2,327,552</u>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities

The English Mission of the Sisters of St. Louis CIO

Balance Sheet

as at 31 March 2024

	Notes	2024 £	2023 £
Fixed assets			
Tangible assets	9	892,746	863,662
Investments at market value	10	<u>3,041,207</u>	<u>2,950,703</u>
		3,933,953	3,814,365
Current assets			
Debtors	11	10,104	19,889
Cash at bank and in hand		<u>224,356</u>	<u>4,008,921</u>
		234,460	4,028,810
Creditors: amounts falling due within one year			
	12	(14,282)	(24,663)
Net current assets		<u>220,178</u>	<u>4,004,147</u>
		<u>4,154,131</u>	<u>7,818,512</u>
Capital and reserves			
Unrestricted funds:			
General funds		1,760,733	5,490,960
Designated funds	13	<u>2,393,398</u>	<u>2,327,552</u>
		<u>4,154,131</u>	<u>7,818,512</u>

Approved by the Trustees
and signed on their behalf

Mary Moran

Trustee

Approved by the Trustees on

The English Mission of the Sisters of St. Louis CIO
Statement of cash flows
for the year ended 31 March 2024

	Note	2024 £	2023 £
Cash generated in operating activities	A	<u>(3,939,280)</u>	<u>(454,069)</u>
Cash flows from investing activities			
Investment income		162,824	111,577
Proceeds of investment sales		631,125	739,996
Purchases of investments		(660,142)	(675,922)
Net proceeds on sale of assets		12,249	240,149
Cash provided (used) in investing activities		<u>101,826</u>	<u>415,800</u>
Increase in cash and cash equivalents in year		<u>(3,837,454)</u>	<u>(38,269)</u>
Movement in year			
(Decrease) increase in cash at bank and in hand		(3,784,565)	(83,395)
(Decrease) increase in cash held by investment managers for re-investment		<u>(52,889)</u>	<u>45,126</u>
		<u>(3,837,454)</u>	<u>(38,269)</u>

A. Reconciliation of net movement in funds to net cash flow from operating

	2024 £	2023 £
Net income (expenditure)	(3,664,382)	(423,211)
Deduct investment income	(162,824)	(111,577)
Add depreciation	11,783	2,389
(Profit) loss on sale of assets	(8,885)	(68,079)
Add/(deduct) net movement on investments.	(114,376)	269,011
Increase (decrease) in creditors	(10,381)	(126,730)
(Increase) decrease in debtors	9,785	4,128
	<u>(3,939,280)</u>	<u>(454,069)</u>

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2024

1 Accounting policies

Accounting convention

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The trust constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. Donations, are recognised when the Trust has been notified in writing of both the amount and settlement date.

Legacies are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date.

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.

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due. This is normally upon notification by our investment advisor of the dividend yield in the investment portfolio.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

The cost of generating funds includes the fees paid to investment managers in respect of the management of the charity's investment portfolios.

Expenditure on charitable activities comprises direct expenses incurred on the defined charitable purposes of the charity and includes staff costs attributable to the activity.

Governance costs comprise of expenditure on compliance with and advice on constitutional and statutory matters.

As all expenditure can be attributed to specific categories no apportionment between heading has been necessary. Irrecoverable VAT is included in the items of expenditure to which it relates.

Tangible fixed assets

Freehold land and buildings, in the main used as private residential accommodation, are included at a valuation based either on a value estimated by the trustees or on historical cost. The Trustees do not consider that the expense of a professional valuation in order to ascertain the separate values of the land and buildings is justified.

The buildings are in constant use in furtherance of the charitable objectives and are maintained to standards that ensure that their residual value is not less than the book value. Buildings are not depreciated, for reason stated, they have a very long useful economic life such that annual depreciation would be immaterial.

All assets costing more than £500 and with an expected life of more than one year are capitalised. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

After five years plant, equipment, fixtures and fittings with a net book value of nil are written out of the accounts as in the opinion of the Trustees such assets have a negligible residual value.

Plant, equipment, fixtures and fittings 20% or 25% on cost.

Motor vehicles 25% on written down value.

Foreign currencies

Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are translated at the rate of exchange ruling at the balance sheet date. All differences are taken to the profit and loss account.

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2024

Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The Trust does not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year.

Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

Fund accounting

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objectives. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

The general fund comprises those monies, which may be used towards meeting the charitable objectives of the charity at the discretion of the Trustees.

The designated funds are monies set aside out of general funds and designated for specific purposes by the Trustees.

Taxation

The charity is a registered charity and therefore is not liable for income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities

2 Salaries and pensions of members

	General fund	Designated fund	2024	2023	General fund	Designated fund
	£	£	£	£		
Salaries	-	-	-	4,165	4,165	-
Pensions	103,403	-	103,403	132,274	132,274	-
	103,403	-	103,403	136,439	136,439	-

The salaries and pensions are the earned income of the Members of the Order who have donated it, under gift-aid, to the trust.

3 Investment income

	General fund	Designated fund	2024	2023	General fund	Designated fund
	£	£	£	£		
Dividends and interest from investments	42,895	52,608	95,503	97,296	43,636	53,660
Bank and other interest	66,512	-	66,512	14,281	-	-
Rents	809	-	809	-	-	-
	110,216	52,608	162,824	111,577	43,636	53,660

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2024

4 Activities in furtherance of the charity's objectives

	General fund	Designated fund	2024	2023	General fund	Designated fund
	£	£	£	£		
Upkeep of communities						
Staff costs	2,393	-	2,393	3,175	3,175	-
Premises	56,620	-	56,620	69,046	69,046	-
Community and personal Administration	102,098	-	102,098	115,678	115,678	-
	7,640	-	7,640	15,160	15,160	-
	<u>168,751</u>	<u>-</u>	<u>168,751</u>	<u>203,059</u>	<u>203,059</u>	<u>-</u>
Care of aged Sisters						
Care home fees and personal expenses	-	-	-	500	250	250
	<u>-</u>	<u>-</u>	<u>-</u>	<u>500</u>	<u>250</u>	<u>250</u>

5 Governance costs

	General fund	Designated fund	2024	2023	General fund	Designated fund
	£	£	£	£		
Audit fees	5,850	-	5,850	5,850	5,850	-
Accountancy fees	7,020	-	7,020	4,150	4,150	-
Solicitors fees	1,070	-	1,070	3,653	3,653	-
	<u>13,940</u>	<u>-</u>	<u>13,940</u>	<u>13,653</u>	<u>13,653</u>	<u>-</u>

6 Net incoming (outgoing) resources before transfers

This is stated after charging (crediting)

	General fund	Designated fund	2024	2023	General fund	Designated fund
	£	£	£	£		
Staff costs	2,393	-	2,393	3,175	3,175	-
Auditors remuneration	5,850	-	5,850	5,850	5,850	-
Accounting and other	7,020	-	7,020	4,150	4,150	-
Depreciation	11,783	-	11,783	2,389	2,389	-

7 Staff costs and trustees' remuneration

Staff costs during the year were as follows:

	2024	2023
	£	£
Wages and salaries	2,393	3,162
Social security costs	-	13
	<u>2,393</u>	<u>3,175</u>

No employee earned more than £60,000 per annum (including benefits) during the year or in the previous year.

No trustee received any remuneration or reimbursement of expenses in respect of services as a trustee during the year or in the previous year. The living expenses of all members of the Order, including Trustees, resident in England are paid from the funds of the charity.

The average number of employees, analysed by function was:

Nursing and domestic	<u>1</u>	<u>1</u>
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8 Taxation

The CIO, as a registered charity, is exempt from taxation on its income and gains falling within Section 505 of the Taxes Act 1988 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that they are applied to its charitable objectives. No tax charge has arisen in the year.

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2024

9 Tangible fixed assets

	Freehold land and buildings £	Motor vehicles £	Furniture and equipment	Total £
Cost				
At 1 April 2021	856,494	63,887	-	920,381
Additions	-	44,230	-	44,230
Disposals	-	(47,592)	-	(47,592)
At 31 March 2024	856,494	60,525	-	917,019
	Freehold land and buildings	Motor vehicles	Furniture and equipment	Total
Depreciation				
At 1 April 2021	-	56,720	-	56,720
Charge for the year	-	11,783	-	11,783
On disposals	-	(44,230)	-	(44,230)
At 31 March 2024	-	24,273	-	24,273
Net book value				
At 31 March 2024	856,494	36,252	-	892,746
At 31 March 2023	856,494	7,167	-	863,661

10 Investments

	2024 £	2023 £
Listed Investments		
Market value 1 April	2,739,685	3,073,321
Additions at cost	659,589	675,371
Sale proceeds from disposals and transfers	(631,125)	(739,996)
Gain (loss) in year	114,376	(269,011)
Market value at 31 March 2024	2,882,525	2,739,685
Cash held by investment managers for re-investment	47,238	100,127
Deposit in Oikocredit Capital Account	111,444	110,891
	3,041,207	2,950,703
Cost of listed investments at 31 March 2024	2,726,888	2,726,888

11 Debtors

	2024 £	2023 £
Sundry debtors	10,104	18,889
Other debtors	-	1,000
	10,104	19,889

12 Creditors: amounts falling due within one year

	2024 £	2023 £
Patrimony and dowry	2,062	10,996
Sundry creditors	220	1,667
Accruals	12,000	12,000
	14,282	24,663

13 Designated funds

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2024

	At 1 April 2023	Transfers	Incoming resources	Utilised/ realised	At 31 March 2024
	£		£	£	£
Care Fund	1,471,057		52,608	13,237	1,536,902
Capital fund	856,496	-	-	-	856,496
	<u>2,327,553</u>	-	<u>52,608</u>	<u>13,237</u>	<u>2,393,398</u>

14 Analysis of net assets between funds

	General fund	Designated funds	2024
	£	£	£
Tangible fixed assets	1,657,406	2,276,547	3,933,953
Current assets	117,609	116,851	234,460
Creditors: amounts falling due within one year	(14,282)	-	(14,282)
	<u>1,760,733</u>	<u>2,393,398</u>	<u>4,154,131</u>

ENGLISH MISSION OF THE SISTERS OF ST. LOUIS CIO

England & Wales - Charity number 1173507

Accounts

Charity registration number
1173507

The English Mission of the Sisters of St. Louis CIO

Report and Accounts

31 March 2023

The English Mission of the Sisters of St. Louis CIO Report and accounts

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ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO
TRUSTEES' REPORT

Report and accounts for the period 01 April 2022 to 31 March 2023

Legal and Administrative Information

INSTITUTE LEADER	Sister Patricia Ojo
MISSION LEADER	Sister Blanaid McCauley
TRUSTEES	Sister Mary Moran Sister Philomena Morris Sister Margaret Healy Sister Augustina Agyirey-Kwakye
MISSION TREASURER	Sister Mary Moran
MISSION ADDRESS	16 Chaucer Close New Southgate London NW11 1AU
CIO NUMBER	1173507
AUDITORS	Borucki & Co. 42 Radnor Road Harrow HA1 1RZ
INVESTMENT MANAGERS	Charles Stanley & Co. Ltd. 25 Luke Street London EC4A 4AR Brewin Dolphin Ltd. 12 Smithfield Street London EC1A 9BD
BANKERS	Barclay's Bank 63/67 Terminus Road Eastbourne BN21 3NE
SOLICITORS	Stone King Boundary House 91 Charter House Street London EC1M 6HR

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT

INTRODUCTION

The Institute of the Sisters of St Louis is a congregation of Roman Catholic Religious Sisters. It was founded in France in 1842, but the Institute Leadership or Central Leadership Team (CLT) now resides in Ireland. The Institute is international in its membership, organisation and vision, with members in nine different countries. The charity is entitled *English Mission of the Sisters of St Louis CIO*, having been registered with the Charity Commission as a Charitable Incorporated Organisation No. 1173507 in June 2017. The Governing Document of the Charity is a constitution which states that, *The object of the CIO is such charitable purposes which advance the religious and other charitable work for the time being carried on by or under the direction of the Institute as the Trustees with the approval of the Institute Leader shall from time to time think fit.* The accounts accompanying this report are the accounts of the CIO on which the assets of the Institute in England are held.

OBJECTIVES AND ACTIVITIES

The Institute of the Sisters of St Louis expresses its objective as a furthering of the vision, treasured and pursued by its founders, of *a world healed, unified and transformed by the saving wisdom of Christianity.* The English Mission of the Sisters of St Louis CIO aims to support the religious and charitable works carried out by its members in pursuit of this vision and to care for its members throughout their lives.

CARING FOR MEMBERS

The English Mission has an obligation, both legal and moral, to provide for all its members, none of whom have resources of their own and all of whom have committed a significant part of their lives to education, healthcare and other charitable works, here in England and abroad. A Health Care Plan is in place to ensure that necessary and timely provision is made for sick and elderly sisters. In practice, because of the members' age profile, a part-time Health Care Manager is employed to enable members manage their health needs and, when necessary, help them plan the next stage of care.

Age Profile

Age	75 - 79	80 - 84	85 - 89
Number	2	2	1

The aims of the trustees in caring for sisters are:

- Making sure there are adequate resources for healthcare provision;
- Enabling members remain in ministry as long as is reasonable;
- Evaluating care and facilities to ensure members receive care suited to their needs.

By caring for individual members during their lifespan with the Institute, the charity aims to enable and support individual sisters to live out their faith, and to put that faith into practice in a wide variety of ministries. When planning the work of the charity for the year, and when

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT

encouraging the work of individual sisters, the trustees have given careful consideration to the Charity Commission's guidance on public benefit.

RELIGIOUS AND CHARITABLE ACTIVITIES

The work and ministries of the sisters reflect the values of the Institute's Mission Statement, its recent Chapter Documents and Policies. They fall broadly into the following areas:

- Prayer and Spiritual Development;
- Education;
- Justice, Peace and Integrity of Creation;
- Overseas Involvement;
- Governance

Prayer and Spiritual Development

The commitment of the sisters to God, the Church and the Institute, requires them to undertake on-going formation and the transformation of their lives through prayer, worship and study; and to find ways of meeting the spiritual hunger of the wider public, through parish and other organisations.

- Sisters increase their understanding of and relationship with God through prayer, courses and retreats.
- Members share their experience, values and gospel vision through writing, attending/leading prayer and study groups; and reach out to other denominations, faiths and ideologies in respectful dialogue.
- Sisters also visit or befriend their sick, elderly and bereaved neighbours.

Formal and Informal Education

The members are engaged in a variety of informal educational activities including:

- Serving on church committees at parish, and diocesan level.

Working with parish teams, training or acting as Lay Ministers of the Word and the Eucharist; leading and participating in parish and other study groups.

Justice, Peace and Integrity of Creation (JPIC):

For some members this is the main focus of their charitable work; while others seek to promote JPIC through all their ministries. Members engage in a variety of services:

- ❖ Befriending and supporting refugees and migrant domestic workers of all nationalities;
- ❖ Involvement at different levels with established groups/charities, such as, JPIC Links, National Justice & Peace Committee, Christian Council for Approaches to Defence and Disarmament.
- ❖ Campaigning, emailing, protesting for promotion of human, animal and planetary rights. The sisters are more careful than ever to save energy, not to waste water and to recycle goods and materials where possible.

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT

Overseas Involvement

- The charity supports projects run by the Institute of the Sisters of St Louis in Brazil, the Republic of Benin, Ethiopia, Ghana and Nigeria through prayer and financial aid.
- A modest fund is set aside annually for donations to small enterprises that reflect the values of the St Louis Mission Statement; or to global charities for humanitarian purposes when major disasters occur.
- The charity has made an investment with *Oikocredit*, a cooperative society that offers loans to small enterprises with real potential for broad social impact.
- The members offer support and hospitality to sisters who come to England from Nigeria, Ghana and France for international meetings and courses of study.

The aims of the trustees in the above areas of ministry include:

- Enabling sisters to avail of the necessary training and on-going formation for their personal and spiritual development and for their charitable work;
- Encouraging and motivating sisters to become agents of change as they seek to transform unjust structures and to promote reconciliation;
- Encouraging leadership styles that enhance collaboration, consensus-building, networking and team-building;
- Helping sisters develop the necessary skills to enable them to access up-to-date information on current affairs and JPIC issues;
- Sharing of resources in a spirit of mutuality.

REVIEW AND ACHIEVEMENTS

Review of Activities 01 April 2022 to March 2023

The trustees consider that, the main objectives of the charity have been met by the sisters and that much good work has been carried out for the benefit of the general public. The trustees acknowledge that prayer plays a large part in the lives of the sisters and underpins their charitable works. The sisters continue to inform and educate themselves and endeavor to bring their wisdom and experience to a wide variety of activities, many of which have been carried out by Zoom; a consciousness of justice, peace and the integrity of creation permeates what they do in their efforts to build up right relationships in church and society. Parish involvement, advocacy and concern for the poor and needy often make demands well beyond the call of duty. The trustees are satisfied that the objectives of the charity's mission have been carried out.

SPIRITUAL GROWTH

As a way of marking the sisters' **Leave-Taking of the Newmarket Area**, a Mass of Celebration and Thanksgiving was offered in the Parish Church. It was attended by former parents, members of the parish, priests, former Sisters, teachers, friends, neighbours and a Sister from Dublin who is a member of our Central Team.

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO TRUSTEES' REPORT

EDUCATION

Sr Blanaid McCauley in her welcome address at the beginning of Mass said that we were “celebrating and giving thanks for 110 years of presence and ministry in different areas in this country. Our first foundation was in Redditch in 1912. In 1920 Great Yarmouth was founded, followed by Bury St Edmunds in 1924, Newmarket in 1936 and Aylesbury in 1945. The main emphasis of our work in these foundations was on education.” She ended by saying “it is appropriate that our leave-taking should be from Newmarket as it has been our homing place/ our place of gathering for many, many years.”



Sisters with former Sister, Staff, and Sister from Central Team in Dublin



The Offertory Procession at Mass

Sisters Welcoming visitors

After Mass, parishioners and friends of St Louis were welcomed to gather in the Hall for refreshments and to share memories and stories of past days and times.

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO TRUSTEES' REPORT



HISTORY OF THE ENGLISH MISSION SINCE 1912

We have commissioned an informal history which will cover the period of the St Louis Mission work in the UK for the past 110 years. The Sisters are currently being interviewed to compile a record of their memories and research is being done on our archival material. We expect the history to be published by September 2024.

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO TRUSTEES' REPORT

JPIC/PASTORAL WORK

The following photos of **Margaret Healy SSL** display the variety of her ministries: campaigning for climate change and supporting migrants and UNITE.



With some migrants after the celebration for Father Aodh O Halpin's anniversary Mass



At an English language registration day at Unite



Queuing for food

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO TRUSTEES' REPORT



Outing – fruit picking



Climate change four-day event in London - Margaret with Angie from Waling Waling

GOVERNANCE/ PUBLIC BENEFIT

The sisters continue to live out the charism, *Sint Unum*, and so, bring about the founder's vision of *a world healed, unified and transformed*. The direction is focused by the setting up of Institute Commissions on Strategic Planning, Climate Justice, and Finance & Investments; and Institute Committees for Formation, Spirituality & Heritage and Communications.

The trustees continue to carry out their plan to sell vacant properties when Sisters retire to Ireland, and from the proceeds have made donations to former St Louis Schools in accordance with The Mission Statement and relevant Institute documents.

In Jan 2023 when a vacant house in Bury St Edmunds was sold the Trustees with the authority of Central Leadership Team decided to donate the proceeds of the sale of the property to small charities which are not government funded as follows -:

Project 18 by St Martin in the fields, donation towards renovating a building for women experiencing domestic violence, Global Justice Now, Institute for Race Relations, The Jesuit Refugee Service – for the Syrian Disaster Fund, RNLI, The Leprosy Guild, The St Vincent de

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO TRUSTEES' REPORT

Paul Society, Manna Housing Association, Independent Catholic News, Doctors without Borders, Doctors of the World and Voices in Exile, and Pax Christi.

In view of the fact that all the **sisters in the English Mission will be returning to Ireland** over the next 18 months, the Trustees decided that the English Mission would finance the living costs of these sisters for the rest of their lives.

OVERSEAS

The English Mission makes a donation annually through the Central Leadership Team (CLT) to the St. Louis Mission in the Tigray area of Ethiopia; this pays the salaries of the non-national sisters from Nigeria and Ghana who work there. We have sent a donation to our Sisters in Ghana who currently need emergency funds. We also contributed to Sisters in Madagascar who support hungry children. We are funding the cost of a funeral of the unexpected death of one of our Nigerian Sisters in France.

VOLUNTEERING

Throughout the year the sisters give time and energy to carrying out the charity's objectives on a voluntary basis for the benefit of the public. Some members in their governance roles are involved in administering the work of the charity, which would otherwise not be able to function as effectively as it does. Listening to those in need and in general parish activities; substantial effort has been invested in the public arena through the variety of organisations in which the sisters are engaged, while large contributions have been made to global humanitarian aid. The hours of voluntary work involved constitute direct benefit to the general public.

GOVERNANCE, STRUCTURE AND MANAGEMENT

The Institute began its work in England in 1912. Currently Sisters are engaged in ministries in the Brighton area and Greater London. The work of the Institute in England is ultimately the responsibility of the Central Leadership Team (CLT) in Dublin. The English Mission is a Community of the Institute linked with CLT and has autonomy in running its day-to-day affairs.



Sister Blanaid (Community Leader) with Vicki (Administrator)

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO TRUSTEES' REPORT

This annual report with its accompanying accounts refers to the English Mission of the Sisters of St. Louis, registered as a Charitable Incorporated Organisation with the Charity Commission.

Trustees are appointed by the Central Leadership Team (CLT) for a specified period of time. The current trustees consist of three members of the English Mission, one of whom is its Treasurer; the fourth trustee is a member of CLT and the Liaison Person with the English Mission. All trustees, being members of the Institute, are conversant with the life and mission of the Institute, with the ministries and work of the English Mission and the overall issues that it faces. As members of the Institute their living and personal costs are borne by the charity but they receive no remuneration for their services as trustees. Their training is ongoing through reading, consultation and attendance at training events, increasingly by zoom and webinar. The information and expertise gained is shared with the Leader and the sisters, when appropriate, so that all are aware of their legal obligations.

The trustees are ultimately responsible for the policies, activities and assets of the charity. Besides being in contact by telephone and email, they meet regularly now by zoom, to review developments with regard to the charity and its activities and to make decisions. Minutes are taken at all meetings and a copy is sent to the Central Leadership Team and to the Community Leader. When necessary, the trustees seek advice and support from the Central Leadership Team, as well as from the charity's professional advisers including accountants, investment managers, property consultants, solicitors, insurance brokers and actuaries.

PROFILES AND RESPONSIBILITIES OF THE TRUSTEES

Mary Moran SSL: Treasurer

Mary has lived as a Sister of St. Louis for over 60 years. She has been committed to education in various ways, as a teacher of Mathematics and Religion for thirteen years in St. Louis Grammar School, Kilkeel, Northern Ireland, and as Head Teacher of the same school for a further eight years. After retirement from school, she trained as a psychodynamic counsellor and worked in private practice as a counsellor and supervisor. For some years she undertook voluntary work with the poor as a member of the Harrow branch of St. Vincent de Paul Society, of which she was treasurer. She was a member of the English Leadership Team for twelve years and has been Treasurer of the charity for a number of years. She has participated in Trustee Training courses and attended the Provincial Bursars' Conference annually.

Philomena Morris SSL

Philomena Morris was professed as a Sister of St Louis in 1961. After obtaining her BA degree, she taught in England for two years. From 1967 to 1983 she worked in an A level secondary school run by the Sisters of St Louis in Kumasi, Ghana, where she was head of the English Department. During that time, she also became part-time chaplain to the Young Christian Student Movement. This involved the raising of funds, as well as the organising and planning of the first ever Pan African meeting of Young Christian Students. As Superior of her local community in Kumasi she was also responsible for finance.

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In 1983 she began training with the Movement for a Better World. Following work in England she was elected to the International Leadership Team in Rome. She travelled widely, leading meetings in Asia, Africa and the West Indies. She also set up an international finance team to advise on investments, to raise money and prepare budgets. From 1995 to 2001 she was Regional Superior in England and a Trustee of the Sisters of St Louis and she undertook courses in leadership and trusteeship. At the time the work involved re-organisation, sale of property and downsizing in general. Since then, she has held an administrative role in a busy London parish; for some of that time she combined it with the tasks of Team Leader and Trustee. Although no longer Team Leader she continues to work actively as a Trustee. She is also a member of the Diocese of East Anglia Safeguarding Commission.

Margaret Healy SSL

Margaret has been a member of the Institute of St. Louis since 1964 and she is an experienced leader. She served on the English Regional Team for nine years from 1986 to 1995 and on the Central Leadership Team from 1997 to 2003. She was invited by the English Region to take on the role of Regional Leader in August 2004. She has participated in trustee training days and in days organised by the Conference of Religious and JPIC Links Group. Following a General Chapter of the Institute, she was again elected on the Central Leadership Team from October 2009 until August 2015. She is currently a Trustee in the CIO of the English Community.

Margaret Healy co-founded a number of organisations including the Commission for Filipino Migrant Workers, Waling-Waling, Kalayaan, Bahay Kubo (a Philippine Housing Association) and Justice for Domestic Workers. Margaret is still available for advice and guidance with Waling-Waling since 2018 when the organization was re-established to support migrant domestic workers coming to the UK following the removal of the domestic worker visa in 2012. Having completed courses in employment law, Margaret also helped as a volunteer with *Unite the Union* on Monday afternoons giving free advice to hotel, restaurant, bar staff and migrant workers; and represented them at their workplace in disciplinary and grievance hearings. In 2017/18, she was involved in the preparations and proceedings of the London Hearing of the Permanent People's Tribunal. She is actively engaged at UK and European level with the ongoing promotion of the work of the PPT.

Augustina Agyirey-Kwakya SSL: Central Leadership Team Member

Augustina Agyirey-Kwakye made her profession of vows as a Sister of St. Louis in September 1985 and final vows 1993. She obtained a Bachelor of Education in Social Studies and a diploma in Economics in 1994. She taught Social Studies and Christian Religious education in St. Louis Senior High School, Kumasi, from 1994-2006. During this period, she assisted students to read in the church and was a school counsellor and a member of the School's Disciplinary Committee.

While teaching, she was elected Regional Treasurer for the Sisters of St Louis, Ghana, from 1998-2004. She then undertook a two month's course in Budgeting and Financial Management to enable her operate effectively in this role. From 2002- 2004, she pursued a Master of Public Administration at the Ghana Institute of Management and Public

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO TRUSTEES' REPORT

Administration. (GIMPA) In 2006-2010 she worked in an administrative capacity at The National Catholic Secretariat to set up a travel office for the Ghana Bishops Conference. From August 2010 -August 2012, she studied for a Master of Science in Education at the Duquesne University in Pittsburgh, Pennsylvania, USA. She returned to Ghana in September 2012 and worked in St Louis Jubilee School as headmistress till December 2021. She has taken part in capacity building workshops organised by the Sisters of St Louis in Strategic Management and Documentation. She was elected to the Central Leadership Team of the Sisters of Saint Louis in October 2021 for a term of six years ending October 2027.

MAIN RESPONSIBILITIES OF TRUSTEES

- **To comply** with the law and the charity's governing documents and to ensure that the charity is carrying out its purposes for public benefit;
- **To act** with reasonable care and skill in the charity's best interests;
- **To manage** the charity's resources responsibly and ensure that the charity is accountable.

RESPONSIBILITIES WITH REGARD TO THE ACCOUNTS

Under Charity Law, the trustees are responsible for preparing the Trustees' Annual Report and financial statements for each financial year. These show a true and fair view of the state of affairs of the charity.

In preparing these financial statements, generally accepted accounting practice necessitates that the trustees:

- **Select** suitable accounting policies and apply them consistently;
- **Make** judgements and estimates that are reasonable and prudent;
- **State** whether the recommendations of the Statement of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- **Prepare** financial statements on a going-concern basis unless it is inappropriate to presume the charity will continue its activities.

The trustees are required to act in accordance with the Constitution of the CIO, within the framework of charity law, and in accordance with the policies and procedures of the Institute. They are responsible for keeping proper accounting records, sufficient to disclose at any time, with reasonable accuracy, the financial position of the charity at that time, and to enable the trustees to ensure that, where any statements of accounts are prepared by them under section 132(1) of the Charities Act 2011, those statements of accounts comply with the requirements of regulations under that provision. They have general responsibility for taking such steps as are reasonably open to them in order to safeguard the assets of the charity; to prevent and protect from fraud and other irregularities.

RESERVES POLICY

The Charity seeks to maintain reserves at a level which allows it to fund the work and ministries of the sisters. At trustees' meetings the policy is discussed and reviewed in light of financial advice received, and of the global financial situation, including the rising cost of care. In this way, they try to ensure that designated funds are set aside to provide adequate care for sisters in retirement, old age or ill health.

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT

INVESTMENT POLICY

The charity holds two investment portfolios which are managed by Charles Stanley & Company Limited and Brewin Dolphin Ltd. The brokers operate within specific guidelines and ethical criteria set by the trustees and these are revisited and examined on an ongoing basis. The trustees review the performance of the portfolios and the charity's investment strategy at regular intervals and take appropriate action.

RISK MANAGEMENT

In line with the requirements for trustees to undertake a risk assessment exercise and give an account of this in their annual report, the trustees have looked at the risks the Institute faces in England and have reviewed the measures already in place to deal with them.

The trustees have identified four main areas where risks may occur:

Governance and Management looks at the risk to the Institute or charity of lack of direction or care or management skills; or of inappropriate use of resources.

Operational considers the risk to the charity of engagement in inappropriate activities by its membership, difficulties with staff, unsuitable or poorly maintained buildings, inadequate Health & Safety or disaster recovery policies.

Financial reviews the risks arising for the charity as a result of diminishing income, fraud and inappropriate investment policies.

Environmental, external and compliance looks at the effects for the charity of an ageing membership, adverse publicity, non-compliance with the law, changes in Government policy and safeguarding issues.

Having assessed the major risks to which the charity is exposed, the trustees believe that by monitoring its adherence to constitutions, Chapter documents, Institute policies and charity objects; by ensuring that controls exist over key financial systems; and by examining the operational, legal, safeguarding and other risks faced by the charity, they have established systems and safeguards to mitigate those risks.

PROTECTION OF CHILDREN AND VULNERABLE ADULTS

The trustees recognise the absolute necessity of ensuring the protection of all those the charity serves. The charity takes seriously a One-Church Approach and works in compliance with the guidelines of the Catholic Safeguarding Standards Agency (CSSA); the trustees are committed to implementing and carrying out all their policies and procedures. To this end, the charity has become unaligned with the Diocese of East Anglia and has drawn up a contract with the Religious Life Safeguarding Service, which will assist with advice, training and administration of safeguarding matters. Where necessary, sisters and staff have recently updated Disclosure and Barring Services Certificates. One sister from the Mission acts as Safeguarding Lead, while another is a member of the East Anglian Diocesan Safeguarding Commission.

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT

The Community Leader and Safeguarding Lead have been fully involved in ongoing discussions concerning the implementation of the One-Church Approach to safeguarding by religious charities. The trustees have been kept informed and have been consulted whenever decisions needed to be made.

PUBLIC BENEFIT

The trustees have consulted the guidance made available by the Charity Commission for England and Wales on the Public Benefit requirement of the Charities Act 2022. They are confident that they have complied with their duty under the relevant section of the Charities Act 2022 in that they have had due regard to public benefit guidance published by the Commission.

The trustees have given details of the activities and achievements of the sisters in previous paragraphs which indicate the seriousness with which they adhere to this guidance. These works include caring for the elderly and infirm within the Mission; the provision of spiritual, educational, social and pastoral ministry within local communities. They also include charitable donations to the Institute's overseas mission and leadership projects, and donations to non-government funded charities in the UK, that come within the remit of the St Louis Mission Statement.

FUTURE VISION

The Community Leader and trustees will work in cooperation with CLT to see that the directions of the General Chapter 2021 are implemented as required. The trustees will continue to follow the schedule originally outlined in the charity's Strategic Plan with regard to the disposal of property surplus to requirement and the seeking of professional advice about patrimony. Arrangements are underway to produce an informal history of the Sisters of St Louis in England since 1912. Following the retirement of the Financial Administrator, Anne Moses, the position has been filled part-time by Eileen Head who also works part-time for the Bursars Conference.

As sisters return to their homeland in the coming year or so, measures continue to be put in place for the care of those who leave and those who remain. The trustees are in the process of getting legal advice in deciding on funds to be set aside to finance this care in Ireland over the next 10 years. They are confident that the finances of the CIO are in a healthy condition.

EMPLOYEES AND MEMBERS OF THE INSTITUTE

The Trustees wish to record their recognition of the professionalism and commitment of their staff and the individual members of the Institute. Their dedication and positive approach are very much appreciated.

Signed on behalf of the Trustees

Trustee

Approved by the Trustees on

Independent auditors' report to the Trustees' of the English Mission of the Sisters of St Louis

We have audited the financial statements of the English Mission of the Sisters of St Louis for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of cash flows and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 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 charity's affairs as at 31 March 2023 and of its incomes and expenditure for the year then ended;
- have been properly prepared in accordance with UK Generally Accepted Accounting Practice; and
- have been properly prepared in accordance with the requirements of the Charities Act 2011.

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 accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts 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 CIO's ability to continue as a going concern for a period of at least 12 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.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the report and accounts other than the accounts and our auditor's report thereon. Our opinion on the accounts does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in 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 there is a material misstatement in the accounts or a material misstatement of the other information. 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 where the Charities Act 2011 requires us to report to you if, in our opinion:-

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

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement set out on page 12, the Trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, 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 charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the accounts

Our objectives are to obtain reasonable assurance about whether the accounts 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 accounts.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

The English Mission of the Sisters of St. Louis CIO Auditors' Report

How the audit was considered capable of detecting irregularities including fraud

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the Charity through discussions with management and trustees, and from our knowledge and experience of the charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the accounts or the activities of the charity. These included but were not limited to the Charities Act 2011, Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2019); and Safeguarding Regulations as they affect the direct charitable activities of the charity; and
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and those charged with governance and reviewed minutes of trustees' meetings.

We assessed the susceptibility of the Charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management and trustees as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested and reviewed journal entries to identify unusual transactions;
- tested the authorisation of expenditure
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of trustees; and
- enquiring of management and trustees as to actual and potential litigation and claims.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and with regulations made under section 154 of that Act. 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 auditor's 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.

Borucki & Co

Chartered Accountants and Statutory Auditors

42 Radnor Road

Harrow

Middlesex HA1 1RZ

Signed on

Borucki & Co is eligible to act as auditor in terms of Section 1212 of the Companies Act 2006.

The English Mission of the Sisters of St. Louis CIO

Statement of financial activities (incorporating an income and expenditure account)

for the year ended 31 March 2023

	Notes	General fund £	Designated fund £	2023 £	2022 £	General fund £	Designated fund £
Incoming resources							
Voluntary income:							
Donations and legacies		4,686	-	4,686	2,431	2,431	-
Salaries stipends and pensions	2	136,439	-	136,439	197,553	197,553	-
Guests		-	-	-	(100)	(100)	-
Activities for generating funds:							
Investment income	3	57,917	53,660	111,577	120,977	73,954	47,023
Miscellaneous income							
Miscellaneous		3,606	-	3,606	-	-	-
Surplus on sale of assets							
		68,079	-	68,079	818,327	818,327	-
		<u>270,727</u>	<u>53,660</u>	<u>324,387</u>	<u>1,139,188</u>	<u>1,092,165</u>	<u>47,023</u>
Expenditure							
Raising funds							
Investment managers fees		7,408	10,024	17,432	24,723	7,995	16,728
Property managers fees		-	-	-	-	-	-
Charitable activities:							
Charitable activities							
Upkeep of communities	4	203,059	-	203,059	294,705	294,705	-
Care of aged members	4	-	250	250	20,713	-	20,713
Donations and missions		244,193	-	244,193	356,966	356,966	-
Governance costs	5	13,653	-	13,653	16,783	16,783	-
Defecit on sale of assets		-	-	-	-	-	-
		<u>460,905</u>	<u>250</u>	<u>461,155</u>	<u>689,167</u>	<u>668,454</u>	<u>20,713</u>
Total expenditure							
		<u>468,313</u>	<u>10,274</u>	<u>478,587</u>	<u>713,890</u>	<u>676,449</u>	<u>37,441</u>
Incoming resources less expenditure							
		(197,586)	43,386	(154,200)	425,298	415,716	9,582
Net gains (losses) on investments							
		(118,046)	(151,102)	(269,148)	131,226	26,466	104,760
Net income (expenditure)							
		<u>(315,632)</u>	<u>(107,716)</u>	<u>(423,348)</u>	<u>556,524</u>	<u>442,182</u>	<u>114,342</u>
Transfers between funds							
		171,663	(171,663)	-	-	1,452,386	(1,452,386)
Net movement in funds							
		<u>(143,969)</u>	<u>(279,379)</u>	<u>(423,348)</u>	<u>556,524</u>	<u>1,894,568</u>	<u>(1,338,044)</u>
Reconciliation of funds							
Total funds brought forward		-	-	-	-	-	-
Transferred from The Institute of The Sisters of St Louis Juilly-Monaghan		5,630,040	2,611,683	8,241,723	7,685,199	3,735,472	3,949,727
Total funds carried forward		<u>5,486,071</u>	<u>2,332,304</u>	<u>7,818,375</u>	<u>8,241,723</u>	<u>5,630,040</u>	<u>2,611,683</u>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities

The English Mission of the Sisters of St. Louis CIO

Balance Sheet as at 31 March 2023

	Notes	2023 £	2022 £
Fixed assets			
Tangible assets	9	863,662	1,038,121
Investments at market value	10	<u>2,950,566</u>	<u>3,238,662</u>
		3,814,228	4,276,783
Current assets			
Debtors	11	19,889	24,017
Cash at bank and in hand		<u>4,008,921</u>	<u>4,092,316</u>
		4,028,810	4,116,333
Creditors: amounts falling due within one year			
	12	(24,663)	(151,393)
Net current assets		<u>4,004,147</u>	<u>3,964,940</u>
		<u>7,818,375</u>	<u>8,241,723</u>
Capital and reserves			
Unrestricted funds:			
General funds		5,486,071	5,630,040
Designated funds	13	<u>2,332,304</u>	<u>2,611,683</u>
		<u>7,818,375</u>	<u>8,241,723</u>

Approved by the Trustees
and signed on their behalf

Mary Moran

Trustee
Approved by the Trustees on

The English Mission of the Sisters of St. Louis CIO

Statement of cash flows

for the year ended 31 March 2023

	Note	2023 £	2022 £
Cash generated in operating activities	A	<u>(454,069)</u>	<u>(500,940)</u>
Cash flows from investing activities			
Investment income		111,577	120,977
Proceeds of investment sales		739,996	405,917
Purchases of investments		(675,922)	(377,308)
Net proceeds on sale of assets		<u>240,150</u>	<u>2,270,713</u>
Cash provided (used) in investing activities		<u>415,801</u>	<u>2,420,299</u>
Increase in cash and cash equivalents in year		<u>(38,268)</u>	<u>1,919,359</u>
Movement in year			
(Decrease) increase in cash at bank and in hand		(83,395)	1,911,769
(Decrease) increase in cash held by investment managers for re-investment		<u>45,126</u>	<u>7,590</u>
		<u>(38,269)</u>	<u>1,919,359</u>

A. Reconciliation of net movement in funds to net cash flow from operating

	2023 £	2022 £
Net income (expenditure)	(423,348)	556,524
Deduct investment income	(111,577)	(120,977)
Add depreciation	2,389	3,321
(Profit) loss on sale of assets	(68,079)	(818,327)
Add/(deduct) net movement on investments.	269,148	(131,226)
Increase (decrease) in creditors	(126,730)	(1,117)
(Increase) decrease in debtors	<u>4,128</u>	<u>10,862</u>
	<u>(454,069)</u>	<u>(500,940)</u>

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2023

1 Accounting policies

Accounting convention

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The trust constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. Donations, are recognised when the Trust has been notified in writing of both the amount and settlement date.

Legacies are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date.

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.

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due. This is normally upon notification by our investment advisor of the dividend yield in the investment portfolio.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

The cost of generating funds includes the fees paid to investment managers in respect of the management of the charity's investment portfolios.

Expenditure on charitable activities comprises direct expenses incurred on the defined charitable purposes of the charity and includes staff costs attributable to the activity.

Governance costs comprise of expenditure on compliance with and advice on constitutional and statutory matters.

As all expenditure can be attributed to specific categories no apportionment between heading has been necessary. Irrecoverable VAT is included in the items of expenditure to which it relates.

Tangible fixed assets

Freehold land and buildings, in the main used as private residential accommodation, are included at a valuation based either on a value estimated by the trustees or on historical cost. The Trustees do not consider that the expense of a professional valuation in order to ascertain the separate values of the land and buildings is justified.

The buildings are in constant use in furtherance of the charitable objectives and are maintained to standards that ensure that their residual value is not less than the book value. Buildings are not depreciated, for reason stated, they have a very long useful economic life such that annual depreciation would be immaterial.

All assets costing more than £500 and with an expected life of more than one year are capitalised. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

After five years plant, equipment, fixtures and fittings with a net book value of nil are written out of the accounts as in the opinion of the Trustees such assets have a negligible residual value.

Plant, equipment, fixtures and fittings 20% or 25% on cost.

Motor vehicles 25% on written down value.

Foreign currencies

Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are translated at the rate of exchange ruling at the balance sheet date. All differences are taken to the profit and loss account.

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2023

Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The Trust does not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year.

Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

Fund accounting

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objectives. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

The general fund comprises those monies, which may be used towards meeting the charitable objectives of the charity at the discretion of the Trustees.

The designated funds are monies set aside out of general funds and designated for specific purposes by the Trustees.

Taxation

The charity is a registered charity and therefore is not liable for income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities

2 Salaries and pensions of members

	General fund	Designated fund	2023	2022	General fund	Designated fund
	£	£	£	£		
Salaries	4,165	-	4,165	6,909	6,909	-
Pensions	132,274	-	132,274	190,644	190,644	-
	<u>136,439</u>	<u>-</u>	<u>136,439</u>	<u>197,553</u>	<u>197,553</u>	<u>-</u>

The salaries and pensions are the earned income of the Members of the Order who have donated it, under gift-aid, to the trust.

3 Investment income

	General fund	Designated fund	2023	2022	General fund	Designated fund
	£	£	£	£		
Dividends and interest from investments	43,636	53,660	97,296	82,473	35,450	47,023
Bank and other interest	14,281	-	14,281	267	-	-
Rents	-	-	-	38,237	38,237	-
	<u>57,917</u>	<u>53,660</u>	<u>111,577</u>	<u>120,977</u>	<u>73,687</u>	<u>47,023</u>

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2023

4 Activities in furtherance of the charity's objectives

	General fund	Designated fund	2023	2022	General fund	Designated fund
	£	£	£	£		
Upkeep of communities						
Staff costs	3,175	-	3,175	14,985	14,985	-
Premises	69,046	-	69,046	125,628	125,628	-
Community and personal Administration	115,678	-	115,678	127,132	127,132	-
	15,160	-	15,160	26,960	26,960	-
	<u>203,059</u>	<u>-</u>	<u>203,059</u>	<u>294,705</u>	<u>294,705</u>	<u>-</u>
Care of aged Sisters						
Care home fees and personal expenses	-	250	250	41,426	20,713	20,713
	<u>-</u>	<u>250</u>	<u>250</u>	<u>41,426</u>	<u>20,713</u>	<u>20,713</u>

5 Governance costs

	General fund	Designated fund	2023	2022	General fund	Designated fund
	£	£	£	£		
Audit fees	5,850	-	5,850	5,600	5,600	-
Accountancy fees	4,150	-	4,150	3,400	3,400	-
Solicitors fees	3,653	-	3,653	7,783	7,783	-
	<u>13,653</u>	<u>-</u>	<u>13,653</u>	<u>16,783</u>	<u>16,783</u>	<u>-</u>

6 Net incoming (outgoing) resources before transfers

This is stated after charging (crediting)

	General fund	Designated fund	2023	2022	General fund	Designated fund
	£	£	£	£		
Staff costs	3,175	-	3,175	14,985	14,985	-
Auditors remuneration	5,850	-	5,850	5,600	5,600	-
Accounting and other	4,150	-	4,150	3,400	3,400	-
Depreciation	2,389	-	2,389	3,321	3,321	-

7 Staff costs and trustees' remuneration

Staff costs during the year were as follows:

	2023	2022
	£	£
Wages and salaries	3,175	14,972
Social security costs	-	13
Pension contributions	-	-
	<u>3,175</u>	<u>14,985</u>

No employee earned more than £60,000 per annum (including benefits) during the year or in the previous year.

No trustee received any remuneration or reimbursement of expenses in respect of services as a trustee during the year or in the previous year. The living expenses of all members of the Order, including Trustees, resident in England are paid from the funds of the charity.

The average number of employees, analysed by function was:

Nursing and domestic	<u>1</u>	<u>1</u>
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8 Taxation

The CIO, as a registered charity, is exempt from taxation on its income and gains falling within Section 505 of the Taxes Act 1988 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that they are applied to its charitable objectives. No tax charge has arisen in the year.

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2023

9 Tangible fixed assets

	Freehold land and buildings £	Motor vehicles £	Furniture and equipment	Total £
Cost				
At 1 April 2021	1,028,158	83,027	-	1,111,185
Additions	-	-	-	-
Disposals	(171,663)	(19,140)	-	(190,803)
At 31 March 2023	856,495	63,887	-	920,382
	Freehold land and buildings	Motor vehicles	Furniture and equipment	Total
Depreciation				
At 1 April 2021	-	73,064	-	73,064
Charge for the year	-	2,389	-	2,389
On disposals	-	(18,733)	-	(18,733)
At 31 March 2023	-	56,720	-	56,720
Net book value				
At 31 March 2023	856,495	7,167	-	863,662
At 31 March 2022	1,028,158	9,963	-	1,038,121

10 Investments

	2023 £	2022 £
Listed Investments		
Market value 1 April	3,073,321	2,970,704
Additions at cost	675,371	377,308
Sale proceeds from disposals and transfers	(739,996)	(405,917)
Gain (loss) in year	(269,148)	131,226
Market value at 31 March 2023	2,739,548	3,073,321
Cash held by investment managers for re-investment	100,127	55,001
Deposit in Oikocredit Capital Account	110,891	110,340
	2,950,566	3,238,662
Cost of listed investments at 31 March 2023	2,759,943	2,759,943

11 Debtors

	2023 £	2022 £
Sundry debtors	18,889	20,916
Other debtors	1,000	3,101
Prepayments and accrued income	-	-
	19,889	24,017

12 Creditors: amounts falling due within one year

	2023 £	2022 £
Patrimony and dowry	10,996	134,676
Sundry creditors	1,667	7,117
Accruals	12,000	9,600
	24,663	151,393

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2023

13 Designated funds

	At 1 April 2022	Transfers	Incoming resources	Utilised/ realised	At 31 March 2023
	£		£	£	£
Care Fund	1,583,525		53,660	(161,376)	1,475,809
Capital fund	1,028,158	(171,663)	-	-	856,495
	<u>2,611,683</u>	<u>(171,663)</u>	<u>53,660</u>	<u>(161,376)</u>	<u>2,332,304</u>

14 Analysis of net assets between funds

	General fund	Designated funds	2023
	£	£	£
Tangible fixed assets	1,557,350	2,256,878	3,814,228
Current assets	3,953,384	75,426	4,028,810
Creditors: amounts falling due within one year	(24,663)	-	(24,663)
	<u>5,486,071</u>	<u>2,332,304</u>	<u>7,818,375</u>

ENGLISH MISSION OF THE SISTERS OF ST. LOUIS CIO

England & Wales - Charity number 1173507

Accounts

Charity registration number
1173507

The English Mission of the Sisters of St. Louis CIO

Report and Accounts

31 March 2022

The English Mission of the Sisters of St. Louis CIO Report and accounts

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ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT

Report and accounts for the period 01 April 2021 to 31 March 2022

Legal and Administrative Information

INSTITUTE LEADER	Sister Patricia Ojo
MISSION LEADER	Sister Blanaid McCauley
TRUSTEES	Sister Mary Moran Sister Philomena Morris Sister Margaret Healy Sister Josephine Apiagyei (<i>Apr – Dec</i>) Sister Augustina Agyirey-Kwakye (<i>Jan – Mar</i>)
MISSION TREASURER	Sister Mary Moran
MISSION ADDRESS	16 Chaucer Close New Southgate London NW11 1AU
CIO NUMBER	1173507
AUDITORS	Borucki & Co. 42 Radnor Road Harrow HA1 1RZ
INVESTMENT MANAGERS	Charles Stanley & Co. Ltd. 25 Luke Street London EC4A 4AR Brewin Dolphin Ltd. 12 Smithfield Street London EC1A 9BD
BANKERS	Barclay's Bank 58 High Street Newmarket Suffolk CB8 8NH
SOLICITORS	Stone King Boundary House 91 Charter House Street London EC1M 6HR

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT

INTRODUCTION

The Institute of the Sisters of St Louis is a congregation of Roman Catholic Religious Sisters. It was founded in France in 1842, but the Institute Leadership or Central Leadership Team (CLT) now resides in Ireland. The Institute is international in its membership, organisation and vision, with members in nine different countries. The charity is entitled *English Mission of the Sisters of St Louis CIO*, having been registered with the Charity Commission as a Charitable Incorporated Organisation No. 1173507 on 1 July 2018. The Governing Document of the Charity is a constitution which states that, *The object of the CIO is such charitable purposes which advance the religious and other charitable work for the time being carried on by or under the direction of the Institute as the Trustees with the approval of the Institute Leader shall from time to time think fit.* The accounts accompanying this report are the accounts of the CIO on which the assets of the Institute in England are held.

OBJECTIVES AND ACTIVITIES

The Institute of the Sisters of St Louis expresses its objective as a furthering of the vision, treasured and pursued by its founders, of *a world healed, unified and transformed by the saving wisdom of Christianity.* The English Mission of the Sisters of St Louis CIO aims to support the religious and charitable works carried out by its members in pursuit of this vision and to care for its members throughout their lives.

CARING FOR MEMBERS

The English Mission has an obligation, both legal and moral, to provide for all its members, none of whom have resources of their own and all of whom have committed a significant part of their lives to education, healthcare and other charitable works, here in England and abroad. A Health Care Plan is in place to ensure that necessary and timely provision is made for sick and elderly sisters. In practice, because of the members' age profile, a part-time Health Care Manager is employed to enable members manage their health needs and, when necessary, help them plan the next stage of care.

Age Profile

Age	70 - 74	75 - 79	80 - 84	85 - 89	90 - 94
Number	1	3	4	2	1

The aims of the trustees in caring for sisters are:

- Making sure there are adequate resources for healthcare provision;
- Enabling members remain in ministry as long as is reasonable;
- Evaluating care and facilities to ensure members receive care suited to their needs.

By caring for individual members during their lifespan with the Institute, the charity aims to enable and support individual sisters to live out their faith, and to put that faith into practice in a wide variety of ministries. When planning the work of the charity for the year, and when encouraging the work of individual sisters, the trustees have given careful consideration to the Charity Commission's guidance on public benefit.

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT

RELIGIOUS AND CHARITABLE ACTIVITIES

The work and ministries of the sisters reflect the values of the Institute's Mission Statement, its recent Chapter Documents and Policies. They fall broadly into the following areas:

- Prayer and Spiritual Development;
- Education;
- Justice, Peace and Integrity of Creation;
- Overseas Involvement;
- Governance

Prayer and Spiritual Development

The commitment of the sisters to God, the Church and the Institute, requires them to undertake on-going formation and the transformation of their lives through prayer, worship and study; and to find ways of meeting the spiritual hunger of the wider public, through parish and other organisations.

- Sisters increase their understanding of and relationship with God through prayer, courses and retreats.
- Members share their experience, values and gospel vision through writing, attending/leading prayer and study groups; and reach out to other denominations, faiths and ideologies in respectful dialogue.
- Many sisters visit or befriend their sick, elderly and bereaved neighbours.

Formal and Informal Education

The members are engaged in a variety of informal educational activities including:

- Serving on church committees and charity boards at parish, diocesan level and European level;
- Working with parish teams, training or acting as Lay Ministers of the Word and the Eucharist; leading and participating in parish and other study groups.
- Providing support for ESOL learners;
- Participating in interfaith and inter-church events;
- Keeping annals; maintaining Archives.

Justice, Peace and Integrity of Creation (JPIC):

For some members this is the main focus of their charitable work; while others seek to promote JPIC through all their ministries. Members engage in a variety of services:

- ❖ Befriending and supporting refugees and migrant domestic workers of all nationalities;
- ❖ Campaigning with Harrow and London Citizens for fair wages and affordable housing;
- ❖ Bridge- building with people of other faiths and ideologies;
- ❖ Involvement at different levels with established groups/charities, such as, JPIC Links, National Justice & Peace Committee, Christian Council for Approaches to Defence and Disarmament.
- ❖ Campaigning, emailing, protesting for promotion of human, animal and planetary rights. The sisters are more careful than ever to save energy, not to waste water and to recycle goods and materials where possible.

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT

Overseas Involvement

- The charity supports projects run by the Institute of the Sisters of St Louis in Brazil, the Republic of Benin, Ethiopia, Ghana and Nigeria through prayer and financial aid.
- A modest fund is set aside annually for donations to small enterprises that reflect the values of the St Louis Mission Statement; or to global charities for humanitarian purposes when major disasters occur.
- The charity has made an investment with *Oikocredit*, a cooperative society that offers loans to small enterprises with real potential for broad social impact.
- The members offer support and hospitality to sisters who come to England from the above-named countries for international meetings and courses of study.

The aims of the trustees in the above areas of ministry include:

- Enabling sisters to avail of the necessary training and on-going formation for their personal and spiritual development and for their charitable work;
- Encouraging and motivating sisters to become agents of change as they seek to transform unjust structures and to promote reconciliation;
- Encouraging leadership styles that enhance collaboration, consensus-building, networking and team-building;
- Helping sisters develop the necessary skills to enable them to access up-to-date information on current affairs and JPIC issues;
- Ensuring, where appropriate, that members are adequately remunerated for their work and that such income is donated to the charity for its future development;
- Sharing of resources in a spirit of mutuality.

REVIEW AND ACHIEVEMENTS

Review of Activities 01 April 2021 to March 2022

The trustees consider that, the main objectives of the charity have been met by the sisters and that much good work has been carried out for the benefit of the general public. The trustees acknowledge that prayer plays a large part in the lives of the sisters and underpins their charitable works. The sisters continue to inform and educate themselves and endeavour to bring their wisdom and experience to a wide variety of activities, many of which have been carried out by Zoom; a consciousness of justice, peace and the integrity of creation permeates what they do in their efforts to build up right relationships in church and society. Parish involvement, advocacy and concern for the poor and needy often make demands well beyond the call of duty. The trustees are satisfied that the objectives of the charity's mission have been carried out. Many notable achievements are highlighted below.

SPIRITUAL GROWTH

As a way of marking the sisters' **Leave-Taking of Newmarket**, all eleven gathered at the Old Stable House Centre on 13 July 2021 and held a special prayer service to mark the occasion. Modelled on a pilgrim journey, the sisters visited cherished places on the site, told their

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT



stories and, in prayer and song, gave thanks for what was life-giving, sought God's healing for what was painful and put their trust in God's providence for what lay ahead.

EDUCATION/GENERAL PARISH

In preparation for the **General Synod** in Rome in 2023 on the Church's place in the world, the English Mission participated in St. Louis international gatherings on Zoom; most sisters were also engaged in their own parishes, not least **Carmel Solon SSL**. At the request of her Parish Priest in Ipswich, she and other parish representatives met with the Bishop of East Anglia in Norwich Cathedral for Mass and to receive an outline of the consultative process. Then, the parish journeyed together in prayer and dialogue to see what steps the Holy Spirit was inviting them to take, so as to better proclaim the Gospel. Carmel actively encouraged parishioners to engage, helped distribute questions to be answered in written form and facilitated meetings. Finally, she was involved in collating the responses of the parish which were then forwarded to the diocesan office.



JPIC/PASTORAL WORK

When monks from Worth Abbey set up their urban monastic community in Brighton during the pandemic, **Blanaid McCauley SSL** joined the small support group of religious engaging in their wider ECO project. They met on zoom for prayer and decision-making. Blanaid undertook to be

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT

a litter-picker in her area; and later, when they were able to meet face-to-face, she hosted a morning to mark the beginning of Creation Week 2021.



Roisin Hannaway SSL has been involved in community organising with Harrow Citizens Housing Action Group, which has the backing of Harrow Council and the cooperation of the Salvation Army for the setting up of supported living accommodation in modular units for eight single homeless people. The much-needed site for this Malachi project is about to be procured.

The numerous photos in the album of **Margaret Healy SSL** display the variety of her ministries: campaigning with London Citizens and UNITE for the London Living Wage; support for the Chinese Centre; preparing take-away meals for the needy; and celebrating with the Muslim community.



ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT

GOVERNANCE

Community Leader, Blanaid McCauley SSL, attended the General Chapter 2021 in Ghana, as a delegate of the English Mission. She later organised a Chapter Feedback Day, facilitated by herself and Josephine Apiagyei SSL, inviting the sisters to continue to live out the charism, *Sint Unum*, and so, bring about the founder's vision of *a world healed, unified and transformed*. The direction will be focussed by the setting up of Institute Commissions on Strategic Planning, Climate Justice, and Finance & Investments; and Institute Committees for Formation, Spirituality & Heritage and Communications.

The trustees, with the guidance of Dame Amanda Francis of Buzzacott's, carried out their plan for the disposal of some unwanted property and the wise use of patrimony in accordance with the Mission Statement and relevant Institute documents.

In April 2021, to facilitate the movement of **St Louis Primary School, Aylesbury**, to Academy status, the Trustees donated the land on which the school is built, namely, the freehold, to the Diocese of Northampton.

In June/July 2021, following consultation between the leadership teams and the various Archivists involved, the **English Archives** were transferred from Newmarket to Dublin, to be incorporated into the CLT Archives for which the Institute Archivist is responsible. The English Archivist, Mary Jo McKeefry SSL, may be called upon to assist in matters relating to the English Community if required.

The charity **rented two houses** on the Newmarket estate between April 2021 and mid-February 2022. While the proceeds helped finance the care of the sisters, renting was seen as a public benefit in view of the shortage of housing in the area.

The house and garden in **Red Lodge, Suffolk**, was sold in September 2021.

The property and grounds on **Fordham Road, Newmarket**, were sold on 14 February 2022.

In view of the fact that all the **sisters in the English Mission will be returning to Ireland** over the next 2 – 3 years, the Trustees decided that the English Mission would finance the living costs of these sisters for the rest of their lives. Meetings of the Trustees and the Community Leader with the Irish Leadership Team are currently taking place to finalise the details of the financial arrangement at a practical level.

In April/May 2021, £200k was donated to the **Irish Region** towards the capital costs of building age-friendly accommodation at Nos. 7 and 8, Grosvenor Road, Dublin; and towards the completion of isolation rooms in Monaghan needed during the Covid-19 pandemic.

In March 2022, £100k from the proceeds of the sale of the Newmarket estate was gifted to **St. Louis Academy, Newmarket**, for the purpose of enhancing the educational needs of the pupils, most particularly children with specific social, psychological and mental health issues and problems, including the needs of migrant and refugee children admitted to the school. The donation was deposited for the school's sole use and benefit into a Reserve Account of the Finance Account of the Diocese of East Anglia. The Head Teacher will provide a record of how this contribution will be spent.

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT

Permission has been obtained from the Central Leadership Team to donate the proceeds of the sale of the property in **South Harrow**, when it comes to be sold, to a number of small charities catering for the needs of refugee and migrant people.

Smaller donations were made around Christmas time to *Crisis, Salvation Army, Medecins sans Frontieres (MSF)* and *Cafod*; and more recently, to the *St. Louis Leprosy Centre, Nigeria*; and to *MSF* and *Cafod* for the humanitarian needs of the Ukrainian people.

OVERSEAS

A portion of the rental income of the English Mission is donated through the CLT to the St. Louis Mission in the Tigray area of Ethiopia; this pays the salaries of the non-national sisters from Nigeria and Ghana who work there. In a letter of 20 March 2022, Perpetua Apo SSL acknowledges their gratitude and describes the situation on their return to Dawhan in April 2021. *'We spent the next few weeks visiting families particularly those that lost their members, supporting those whose properties were looted, encouraging those traumatised from the effects of the war, and donating some personal clothing material to Internally Displaced Persons at the Regional City. Gathering during the next few months of any kind was prohibited especially with the soldiers still present.'* Meanwhile their Bank Account was blocked and they had to depend for a time on the charity of others. From August, two of the sisters remained in Dawhan where they organised English language classes, choir practices and prayer meetings; and assisted with a Youth project which served to clean up the area after the conflict and to act as a healing process for those traumatised. Sr Perpetua herself is in Addis Ababa on a language course, living with some Holy Rosary Sisters in a converted container; she helps with the Inter Religious Formation Program and volunteers at the Missionary of Charity Sisters Centre, *'feeding those dying, cutting the finger nails of the psychiatric patients, give talks to pregnant teenage girls sit and talk with those abandoned by families.'*

VOLUNTEERING

Throughout the year the sisters give time and energy to carrying out the charity's objectives on a voluntary basis for the benefit of the public. Some members in their governance roles are involved in administering the work of the charity, which would otherwise not be able to function as effectively as it does. Considerable time has been spent in the care of the sick and enfeebled, in listening to those in need and in general parish activities; substantial effort has been invested in the public arena through the variety of organisations in which the sisters are engaged, while large contributions have been made to global humanitarian aid. The hours of voluntary work involved constitute direct benefit to the general public.

GOVERNANCE, STRUCTURE AND MANAGEMENT

The Institute began its work in England in 1912. Currently Sisters are engaged in a variety of ministries in different parts of England, chiefly, the Brighton area, East Anglia and Greater London. The work of the Institute in England is ultimately the responsibility of the Central Leadership Team (CLT) in Dublin. The English Mission is a Community of the Institute linked with CLT and has autonomy in running its day-to-day affairs. This annual report with its accompanying accounts refers to the English Mission of the Sisters of St. Louis, registered as a Charitable Incorporated Organisation with the Charity Commission.

Trustees are appointed by the Central Leadership Team (CLT) for a specified period of time. The current trustees consist of three members of the English Mission, one of whom is its Treasurer;

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT

the fourth trustee is a member of CLT and the Liaison Person with the English Mission. All trustees, being members of the Institute, are conversant with the life and mission of the Institute, with the ministries and work of the English Mission and the overall issues that it faces. As members of the Institute their living and personal costs are borne by the charity but they receive no remuneration for their services as trustees. Their training is ongoing through reading, consultation and attendance at training events, increasingly by zoom and webinar. The information and expertise gained is shared with the Leader and the sisters, when appropriate, so that all are aware of their legal obligations.

The trustees are ultimately responsible for the policies, activities and assets of the charity. Besides being in contact by telephone and email, they meet regularly now by zoom, to review developments with regard to the charity and its activities and to make decisions. Minutes are taken at all meetings and a copy is sent to the Central Leadership Team and to the Community Leader. When necessary, the trustees seek advice and support from the Central Leadership Team, as well as from the charity's professional advisers including accountants, investment managers, property consultants, solicitors, insurance brokers and actuaries.

PROFILES AND RESPONSIBILITIES OF THE TRUSTEES

Mary Moran SSL: Treasurer

Mary has lived as a Sister of St. Louis for over 60 years. She has been committed to education in various ways, as a teacher of Mathematics and Religion for thirteen years in St. Louis Grammar School, Kilkeel, Northern Ireland, and as Head Teacher of the same school for a further eight years. After retirement from school, she trained as a psychodynamic counsellor and worked in private practice as a counsellor and supervisor. For some years she undertook voluntary work with the poor as a member of the Harrow branch of St. Vincent de Paul Society, of which she was treasurer. She was a member of the English Leadership Team for twelve years and has been Treasurer of the charity for a number of years. She has participated in Trustee Training courses and attended the Provincial Bursars' Conference annually.

Philomena Morris SSL

Philomena Morris was professed as a Sister of St Louis in 1961. After obtaining her BA degree, she taught in England for two years. From 1967 to 1983 she worked in an A level secondary school run by the Sisters of St Louis in Kumasi, Ghana, where she was head of the English Department. During that time, she also became part-time chaplain to the Young Christian Student Movement. This involved the raising of funds, as well as the organising and planning of the first ever Pan African meeting of Young Christian Students. As Superior of her local community in Kumasi she was also responsible for finance.

In 1983 she began training with the Movement for a Better World. Following work in England she was elected to the International Leadership Team in Rome. She travelled widely, leading meetings in Asia, Africa and the West Indies. She also set up an international finance team to advise on investments, to raise money and prepare budgets. From 1995 to 2001 she was Regional Superior in England and a Trustee of the Sisters of St Louis and she undertook courses in leadership and trusteeship. At the time the work involved re-organisation, sale of property and downsizing in general. Since then, she has held an administrative role in a busy London parish; for some of that time she combined it with the tasks of Team Leader and Trustee. Although no longer Team Leader she continues to work actively as a Trustee. She is also a member of the Diocese of East Anglia Safeguarding Commission.

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT

Margaret Healy SSL

Margaret has been a member of the Institute of St. Louis since 1964 and she is an experienced leader. She served on the English Regional Team for nine years from 1986 to 1995 and on the Central Leadership Team from 1997 to 2003. She was invited by the English Region to take on the role of Regional Leader in August 2004. She has participated in trustee training days and in days organised by the Conference of Religious and JPIC Links Group. Following a General Chapter of the Institute, she was again elected on the Central Leadership Team from October 2009 until August 2015. She is currently a Trustee in the CIO of the English Community.

Margaret Healy co-founded a number of organisations including the Commission for Filipino Migrant Workers, Waling-Waling, Kalayaan, Bahay Kubo (a Philippine Housing Association) and Justice for Domestic Workers. Margaret is still available for advice and guidance with Waling-Waling since 2018 when the organization was re-established to support migrant domestic workers coming to the UK following the removal of the domestic worker visa in 2012. Having completed courses in employment law, Margaret also helped as a volunteer with *Unite the Union* on Monday afternoons giving free advice to hotel, restaurant, bar staff and migrant workers; and represented them at their workplace in disciplinary and grievance hearings. In 2017/18, she was involved in the preparations and proceedings of the London Hearing of the Permanent People's Tribunal. She is actively engaged at UK and European level with the ongoing promotion of the work of the PPT.

Josephine Apiagyei SSL: Central Team Member

Josephine Gyamfi Apiagyei made her profession of vows as a Sister of St Louis in 1985. She obtained a B.Sc. in Agriculture and a Diploma in Education. She ministered as a tutor in St Louis College of Education, Teacher Training College, Kumasi, Ghana, for fifteen years. During this time, she helped to organise co-curricular activities, such as, promotion of the Young Christian Students (YCS) club, visitation of the sick and aged in the community and a training of trainers programme for teachers in the field. She also took on leadership roles in her Congregation at various times, including Archivist, Accompaniment of younger Sisters and Assistant Regional Leader. She further pursued her studies and obtained an M. Ed. In Educational Management and an M.Sc. in a branch of Horticulture. She then moved from teaching in the classroom to supervision for the Inspectorate of the Ministry of Education: work that involved development of co-curricular programmes for pupils, monitoring and evaluating school activities and organising in-service training to update teachers. At the same time, she took on Regional Leadership responsibilities in Ghana for seven years.

After a year-long sabbatical programme in Religious Formation in Ministry she took up office as Institute Treasurer in August 2015 on the St Louis Central Leadership Team and became one of the Trustees of the English Mission. She has attended Bursars' Conferences in both Ireland and the U.K.

Augustina Agyirey-Kwakye: Institute Treasurer and Trustee

Augustina Agyirey-Kwakye made her profession of vows as a Sister of St. Louis in September 1985 and final vows 1993. She obtained a Bachelor of Education in Social Studies and a diploma in Economics in 1994. She taught Social Studies and Christian Religious education in St. Louis Senior High School, Kumasi, from 1994-2006. During this period, she assisted students to read in the church and was a school counsellor and a member of the School's Disciplinary Committee.

While teaching, she was elected Regional Treasurer for the Sisters of St Louis, Ghana, from 1998-2004. She then undertook a two month's course in Budgeting and Financial Management to enable her operate effectively in this role. From 2002- 2004, she pursued a Master of Public Administration at the Ghana Institute of Management and Public Administration. (GIMPA) In 2006-2010 she worked in an administrative capacity at The National Catholic Secretariat to set up a travel office for the Ghana Bishops Conference.

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TRUSTEES' REPORT

From August 2010 -August 2012, she studied for a Master of Science in Education at the Duquesne University in Pittsburgh, Pennsylvania, USA. She returned to Ghana in September 2012 and worked in St Louis Jubilee School as headmistress till December 2021. She has taken part in capacity building workshops organised by the Sisters of St Louis in Strategic Management and Documentation. She was elected to the Central Leadership Team of the Sisters of Saint Louis in October 2021 for a term of six years ending October 2027.

MAIN RESPONSIBILITIES OF TRUSTEES

- **To comply** with the law and the charity's governing documents and to ensure that the charity is carrying out its purposes for public benefit;
- **To act** with reasonable care and skill in the charity's best interests;
- **To manage** the charity's resources responsibly and ensure that the charity is accountable.

RESPONSIBILITIES WITH REGARD TO THE ACCOUNTS

Under Charity Law, the trustees are responsible for preparing the Trustees' Annual Report and financial statements for each financial year. These show a true and fair view of the state of affairs of the charity.

In preparing these financial statements, generally accepted accounting practice necessitates that the trustees:

- **Select** suitable accounting policies and apply them consistently;
- **Make** judgements and estimates that are reasonable and prudent;
- **State** whether the recommendations of the Statement of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- **Prepare** financial statements on a going-concern basis unless it is inappropriate to presume the charity will continue its activities.

The trustees are required to act in accordance with the Constitution of the CIO, within the framework of charity law, and in accordance with the policies and procedures of the Institute. They are responsible for keeping proper accounting records, sufficient to disclose at any time, with reasonable accuracy, the financial position of the charity at that time, and to enable the trustees to ensure that, where any statements of accounts are prepared by them under section 132(1) of the Charities Act 2011, those statements of accounts comply with the requirements of regulations under that provision. They have general responsibility for taking such steps as are reasonably open to them in order to safeguard the assets of the charity; to prevent and protect from fraud and other irregularities.

RESERVES POLICY

The Charity seeks to maintain reserves at a level which allows it to fund the work and ministries of the sisters. At trustees' meetings the policy is discussed and reviewed in light of financial advice received, and of the global financial situation, including the rising cost of care. In this way, they try to ensure that designated funds are set aside to provide adequate care for sisters in retirement, old age or ill health.

INVESTMENT POLICY

The charity holds two investment portfolios which are managed by Charles Stanley & Company Limited and Brewin Dolphin Ltd. The brokers operate within specific guidelines and ethical criteria set by the trustees and these are revisited and examined on an ongoing basis. The trustees

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT

review the performance of the portfolios and the charity's investment strategy at regular intervals and take appropriate action.

RISK MANAGEMENT

In line with the requirements for trustees to undertake a risk assessment exercise and give an account of this in their annual report, the trustees have looked at the risks the Institute faces in England and have reviewed the measures already in place to deal with them.

The trustees have identified four main areas where risks may occur:

Governance and Management looks at the risk to the Institute or charity of lack of direction or care or management skills; or of inappropriate use of resources.

Operational considers the risk to the charity of engagement in inappropriate activities by its membership, difficulties with staff, unsuitable or poorly maintained buildings, inadequate Health & Safety or disaster recovery policies.

Financial reviews the risks arising for the charity as a result of diminishing income, inadequate reserves, fraud and inappropriate investment policies.

Environmental, external and compliance looks at the effects for the charity of an ageing membership, adverse publicity, non-compliance with the law, changes in Government policy and safeguarding issues.

Having assessed the major risks to which the charity is exposed, the trustees believe that by monitoring its adherence to constitutions, Chapter documents, Institute policies and charity objects; by ensuring that controls exist over key financial systems; and by examining the operational, legal, safeguarding and other risks faced by the charity, they have established systems and safeguards to mitigate those risks.

PROTECTION OF CHILDREN AND VULNERABLE ADULTS

The trustees recognise the absolute necessity of ensuring the protection of all those the charity serves. The charity takes seriously a One-Church Approach and works in compliance with the guidelines of the Catholic Safeguarding Standards Agency (CSSA); the trustees are committed to implementing and carrying out all their policies and procedures. To this end, the charity has become unaligned with the Diocese of East Anglia and has drawn up a contract with the Religious Life Safeguarding Service, which will assist with advice, training and administration of safeguarding matters. Where necessary, sisters and staff have recently updated Disclosure and Barring Services Certificates. One sister from the Mission acts as Safeguarding Lead, while another is a member of the East Anglian Diocesan Safeguarding Commission.

The Community Leader and Safeguarding Lead have been fully involved in ongoing discussions concerning the implementation of the One-Church Approach to safeguarding by religious charities. The trustees have been kept informed and have been consulted whenever decisions needed to be made.

PUBLIC BENEFIT

The trustees have consulted the guidance made available by the Charity Commission for England and Wales on the Public Benefit requirement of the Charities Act 2011. They are confident that they have complied with their duty under the relevant section of the Charities Act 2011 in that they have had due regard to public benefit guidance published by the Commission.

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

TRUSTEES' REPORT

The trustees have given details of the activities and achievements of the sisters in previous paragraphs which indicate the seriousness with which they adhere to this guidance. These works include caring for the elderly and infirm within the Mission; the provision of spiritual, educational, social and pastoral ministry within local communities; the charitable donations to the Institute's overseas mission and leadership projects, and to other charitable causes that come within the remit of the St Louis Mission Statement.

FUTURE VISION

The Community Leader and trustees will work in cooperation with CLT to see that the directions of the General Chapter 2021 are implemented as required. The trustees will continue to follow the schedule originally outlined in the charity's Three-Year Plan (2019 – 2022) with regard to the disposal of property surplus to requirement and the seeking of professional advice about patrimony. Arrangements are underway to produce an informal history of the Sisters of St Louis in England since 1912. The Financial Administrator, Anne Moses, who has served the charity with thoroughness and great integrity for many years, is due to retire at the end of June 2022; the trustees and membership of the English Mission thank her for her trustworthy service and wish her many years of happy retirement. Meanwhile, a successor is being sought.



Anne Moses (Fin. Adm.) with Mary Moran SSL (Treasurer)

As sisters return to their homeland in the coming year or so, measures continue to be put in place for the care of those who leave and those who remain. The trustees are in the process of deciding on an adequate amount of funds to be set aside to finance this care in Ireland over the next 10 – 15 years. They are confident that the finances of the CIO are in a healthy condition.

EMPLOYEES AND MEMBERS OF THE INSTITUTE

The Trustees wish to record their recognition of the professionalism and commitment of all their staff and the individual members of the Institute. Their dedication and positive approach are very much appreciated.

Signed on behalf of the Trustees

Mary Moran
Trustee

Approved by the Trustees on 2 Sept 2022

The English Mission of the Sisters of St. Louis CIO

Auditors' Report

Independent auditors' report to the Trustees of English Mission of the Sisters of St Louis CIO

We have audited the financial statements of the English Mission of the Sisters of St Louis CIO for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of cash flows and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 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 charity's affairs as at 31 March 2022 of its income and expenditure for the year then ended;
- have been properly prepared in accordance with UK Generally Accepted Accounting Practice; and
- have been properly prepared in accordance with the requirements of the Charities Act 2011.

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 accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts 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

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the accounts is not appropriate; or
- the trustees have not disclosed in the accounts any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the accounts are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the report and accounts other than the accounts and our auditor's report thereon. Our opinion on the accounts does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in 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 there is a material misstatement in the accounts or a material misstatement of the other information. 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 where the Charities Act 2011 requires us to report to you if, in our opinion:-

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

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement set out on page 11, the Trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, 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 charity or to cease operations, or have no realistic alternative but to do so.

The English Mission of the Sisters of St. Louis CIO

Auditors' Report

Auditor's responsibilities for the audit of the accounts

Our objectives are to obtain reasonable assurance about whether the accounts 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 accounts. A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and with regulations made under section 154 of that Act. 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 auditor's 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.

Borucki & Co

Chartered Accountants and Statutory Auditors

42 Radnor Road

Harrow

Middlesex HA1 1RZ

Signed on 5 September 2022

Borucki & Co is eligible to act as auditor in terms of Section 1212 of the Companies Act 2006.

The English Mission of the Sisters of St. Louis CIO

Statement of financial activities (incorporating an income and expenditure account) for the year ended 31 March 2022

	Notes	General fund £	Designated fund £	2022 £	2021 £	General fund £	Designated fund £
Incoming resources							
Voluntary income:							
Donations and legacies		2,431	-	2,431	-	-	-
Salaries stipends and pensions	2	197,553	-	197,553	216,882	216,882	-
Guests		(100)	-	(100)	(585)	(585)	-
Activities for generating funds:							
Investment income	3	73,954	47,023	120,977	123,664	82,812	40,852
Miscellaneous income							
Miscellaneous		-	-	-	-	-	-
Surplus on sale of assets							
		818,327	-	818,327	-	-	-
		<u>1,092,165</u>	<u>47,023</u>	<u>1,139,188</u>	<u>339,961</u>	<u>299,109</u>	<u>40,852</u>
Expenditure							
Raising funds							
Investment managers fees		7,995	16,728	24,723	25,360	10,177	15,183
Property managers fees		-	-	-	-	-	-
Charitable activities:							
Charitable activities							
Upkeep of communities	4	294,705	-	294,705	259,030	259,030	-
Care of aged members	4	-	20,713	20,713	57,743	-	57,743
Donations and missions		356,966	-	356,966	1,081,906	1,081,906	-
Governance costs	5	16,783	-	16,783	10,991	10,991	-
Defecit on sale of assets		-	-	-	-	-	-
		<u>668,454</u>	<u>20,713</u>	<u>689,167</u>	<u>1,409,670</u>	<u>1,351,927</u>	<u>57,743</u>
Total expenditure							
		<u>676,449</u>	<u>37,441</u>	<u>713,890</u>	<u>1,435,030</u>	<u>1,362,104</u>	<u>72,926</u>
Incoming resources less expenditure							
		415,716	9,582	425,298	(1,095,069)	(1,062,995)	(32,074)
Net gains (losses) on investments							
		26,466	104,760	131,226	539,056	342,790	196,266
Net income (expenditure)							
		<u>442,182</u>	<u>114,342</u>	<u>556,524</u>	<u>(556,013)</u>	<u>(720,205)</u>	<u>164,192</u>
Transfers between funds							
Net movement in funds							
		<u>442,182</u>	<u>114,342</u>	<u>556,524</u>	<u>(556,013)</u>	<u>(720,205)</u>	<u>164,192</u>
Reconciliation of funds							
Total funds brought forward		-	-	-	-	-	-
Transferred from The Institute of The Sisters of St Louis Juilly-Monaghan		3,735,472	3,949,727	7,685,199	8,241,212	4,455,677	3,785,535
Total funds carried forward		<u>4,177,654</u>	<u>4,064,069</u>	<u>8,241,723</u>	<u>7,685,199</u>	<u>3,735,472</u>	<u>3,949,727</u>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities

The English Mission of the Sisters of St. Louis CIO

Balance Sheet

as at 31 March 2022

	Notes	2022 £	2021 £
Fixed assets			
Tangible assets	9	1,038,121	2,493,828
Investments at market value	10	<u>3,238,662</u>	<u>3,128,455</u>
		4,276,783	5,622,283
Current assets			
Debtors	11	24,017	34,879
Cash at bank and in hand		<u>4,092,316</u>	<u>2,180,547</u>
		4,116,333	2,215,426
Creditors: amounts falling due within one year			
	12	(151,393)	(152,510)
Net current assets			
		<u>3,964,940</u>	<u>2,062,916</u>
		<u>8,241,723</u>	<u>7,685,199</u>
Capital and reserves			
Unrestricted funds:			
General funds		4,177,654	3,735,472
Designated funds	13	<u>4,064,069</u>	<u>3,949,727</u>
		<u>8,241,723</u>	<u>7,685,199</u>

Approved by the Trustees
and signed on their behalf

Mary Moran

Trustee

Approved by the Trustees on 2 Sept 2022

The English Mission of the Sisters of St. Louis CIO
Statement of cash flows
for the year ended 31 March 2022

	Note	2022 £	2021 £
Cash generated in operating activities	A	<u>(500,940)</u>	<u>(1,370,741)</u>
Cash flows from investing activities			
Investment income		120,977	123,664
Proceeds of investment sales		405,917	517,768
Purchases of investments		(377,308)	(488,276)
Net proceeds on sale of assets		2,270,713	-
Cash provided (used) in investing activities		<u>2,420,299</u>	<u>153,156</u>
Increase in cash and cash equivalents in year		<u>1,919,359</u>	<u>(1,217,585)</u>
Movement in year			
(Decrease) increase in cash at bank and in hand		1,911,769	(1,217,267)
(Decrease) increase in cash held by investment managers for re-investment		7,590	(318)
		<u>1,919,359</u>	<u>(1,217,585)</u>

A. Reconciliation of net movement in funds to net cash flow from operating

	2022 £	2021 £
Net income (expenditure)	556,524	(556,013)
Deduct investment income	(120,977)	(123,664)
Add depreciation	3,321	4,428
(Profit) loss on sale of assets	(818,327)	-
Add/(deduct) net movement on investments.	(131,226)	(539,056)
Increase (decrease) in creditors	(1,117)	(176,007)
(Increase) decrease in debtors	10,862	19,571
	<u>(500,940)</u>	<u>(1,370,741)</u>

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2022

1 Accounting policies

Accounting convention

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The trust constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. Donations, are recognised when the Trust has been notified in writing of both the amount and settlement date.

Legacies are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date.

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.

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due. This is normally upon notification by our investment advisor of the dividend yield in the investment portfolio.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

The cost of generating funds includes the fees paid to investment managers in respect of the management of the charity's investment portfolios.

Expenditure on charitable activities comprises direct expenses incurred on the defined charitable purposes of the charity and includes staff costs attributable to the activity.

Governance costs comprise of expenditure on compliance with and advice on constitutional and statutory matters.

As all expenditure can be attributed to specific categories no apportionment between heading has been necessary. Irrecoverable VAT is included in the items of expenditure to which it relates.

Tangible fixed assets

Freehold land and buildings, in the main used as private residential accommodation, are included at a valuation based either on a value estimated by the trustees or on historical cost. The Trustees do not consider that the expense of a professional valuation in order to ascertain the separate values of the land and buildings is justified.

The buildings are in constant use in furtherance of the charitable objectives and are maintained to standards that ensure that their residual value is not less than the book value. Buildings are not depreciated, for reason stated, they have a very long useful economic life such that annual depreciation would be immaterial.

All assets costing more than £500 and with an expected life of more than one year are capitalised. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

After five years plant, equipment, fixtures and fittings with a net book value of nil are written out of the accounts as in the opinion of the Trustees such assets have a negligible residual value.

Plant, equipment, fixtures and fittings 20% or 25% on cost.

Motor vehicles 25% on written down value.

Foreign currencies

Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are translated at the rate of exchange ruling at the balance sheet date. All differences are taken to the profit and loss account.

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2022

Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The Trust does not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year.

Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

Fund accounting

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objectives. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

The general fund comprises those monies, which may be used towards meeting the charitable objectives of the charity at the discretion of the Trustees.

The designated funds are monies set aside out of general funds and designated for specific purposes by the Trustees.

Taxation

The charity is a registered charity and therefore is not liable for income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities

2 Salaries and pensions of members

	General fund	Designated fund	2022	2021	General fund	Designated fund
	£	£	£	£		
Salaries	6,909	-	6,909	7,155	7,155	-
Pensions	190,644	-	190,644	209,727	209,727	-
	<u>197,553</u>	<u>-</u>	<u>197,553</u>	<u>216,882</u>	<u>216,882</u>	<u>-</u>

The salaries and pensions are the earned income of the Members of the Order who have donated it, under gift-aid, to the trust.

3 Investment income

	General fund	Designated fund	2022	2021	General fund	Designated fund
	£	£	£	£		
Dividends and interest from investments	35,450	47,023	82,473	73,200	32,348	40,852
Bank and other interest	267	-	267	2,418	-	-
Rents	38,237	-	38,237	48,046	48,046	-
	<u>73,954</u>	<u>47,023</u>	<u>120,977</u>	<u>123,664</u>	<u>80,394</u>	<u>40,852</u>

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2022

4 Activities in furtherance of the charity's objectives

	General fund	Designated fund	2022	2021	General fund	Designated fund
	£	£	£	£		
Upkeep of communities						
Staff costs	14,985	-	14,985	15,736	15,736	-
Premises	125,628	-	125,628	118,363	118,363	-
Community and personal Administration	127,132	-	127,132	100,471	100,471	-
	26,960	-	26,960	24,460	24,460	-
	<u>294,705</u>	<u>-</u>	<u>294,705</u>	<u>259,030</u>	<u>259,030</u>	<u>-</u>
Care of aged Sisters						
Care home fees and personal expenses	-	20,713	20,713	115,486	57,743	57,743
	<u>-</u>	<u>20,713</u>	<u>20,713</u>	<u>115,486</u>	<u>57,743</u>	<u>57,743</u>

5 Governance costs

	General fund	Designated fund	2022	2021	General fund	Designated fund
	£	£	£	£		
Audit fees	5,600	-	5,600	5,600	5,600	-
Accountancy fees	3,400	-	3,400	3,400	3,400	-
Solicitors fees	7,783	-	7,783	1,991	1,991	-
	<u>16,783</u>	<u>-</u>	<u>16,783</u>	<u>10,991</u>	<u>10,991</u>	<u>-</u>

6 Net incoming (outgoing) resources before transfers

This is stated after charging (crediting)

	General fund	Designated fund	2022	2021	General fund	Designated fund
	£	£	£	£		
Staff costs	14,985	-	14,985	15,736	15,736	-
Auditors remuneration	5,600	-	5,600	5,600	5,600	-
Accounting and other	3,400	-	3,400	3,400	3,400	-
Depreciation	3,321	-	3,321	4,428	4,428	-

7 Staff costs and trustees' remuneration

	2022	2021
	£	£
Staff costs during the year were as follows:		
Wages and salaries	14,972	15,474
Social security costs	13	262
Pension contributions	-	-
	<u>14,985</u>	<u>15,736</u>

No employee earned more than £60,000 per annum (including benefits) during the year or in the previous year.

No trustee received any remuneration or reimbursement of expenses in respect of services as a trustee during the year or in the previous year. The living expenses of all members of the Order, including Trustees, resident in England are paid from the funds of the charity.

The average number of employees, analysed by function was:

Nursing and domestic	<u>1</u>	<u>1</u>
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8 Taxation

The CIO, as a registered charity, is exempt from taxation on its income and gains falling within Section 505 of the Taxes Act 1988 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that they are applied to its charitable objectives. No tax charge has arisen in the year.

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2022

9 Tangible fixed assets

	Freehold land and buildings £	Motor vehicles £	Furniture and equipment	Total £
Cost				
At 1 April 2021	2,480,544	83,027	-	2,563,571
Additions	-	-	-	-
Disposals	(1,452,386)	-	-	(1,452,386)
At 31 March 2022	1,028,158	83,027	-	1,111,185
	Freehold land and buildings	Motor vehicles	Furniture and equipment	Total
Depreciation				
At 1 April 2021	-	69,743	-	69,743
Charge for the year	-	3,321	-	3,321
On disposals	-	-	-	-
At 31 March 2022	-	73,064	-	73,064
Net book value				
At 31 March 2022	1,028,158	9,963	-	1,038,121
At 31 March 2021	2,480,544	13,284	-	2,493,828

10 Investments

	2022 £	2021 £
Listed Investments		
Market value 1 April	2,970,704	2,461,140
Additions at cost	377,308	488,276
Sale proceeds from disposals and transfers	(405,917)	(517,768)
Gain (loss) in year	131,226	539,056
Market value at 31 March 2022	3,073,321	2,970,704
Cash held by investment managers for re-investment	55,001	47,411
Deposit in Oikocredit Capital Account	110,340	110,340
	3,238,662	3,128,455
Cost of listed investments at 31 March 2022	2,759,943	2,726,464

11 Debtors

	2022 £	2021 £
Sundry debtors	20,916	34,879
Other debtors	3,101	-
Prepayments and accrued income	-	-
	24,017	34,879

12 Creditors: amounts falling due within one year

	2022 £	2021 £
Patrimony and dowry	134,676	134,676
Sundry creditors	7,117	8,834
Accruals	9,600	9,000
	151,393	152,510

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2022

13 Designated funds

	At 1 April 2020	Transfers	Incoming resources	Utilised/ realised	At 31 March 2021
	£		£	£	£
Care Fund	1,469,183		47,023	67,319	1,583,525
Capital fund	2,480,544	-	-	-	2,480,544
	<u>3,949,727</u>	<u>-</u>	<u>47,023</u>	<u>67,319</u>	<u>4,064,069</u>

14 Analysis of net assets between funds

	General fund	Designated funds	2022
	£	£	£
Tangible fixed assets	1,715,748	2,561,035	4,276,783
Current assets	2,613,299	1,503,034	4,116,333
Creditors: amounts falling due within one year	(151,393)	-	(151,393)
	<u>4,177,654</u>	<u>4,064,069</u>	<u>8,241,723</u>

ENGLISH MISSION OF THE SISTERS OF ST. LOUIS CIO

England & Wales - Charity number 1173507

Accounts

Charity registration number
1173507

The English Mission of the Sisters of St. Louis CIO

Report and Accounts

31 March 2021

The English Mission of the Sisters of St. Louis CIO Report and accounts

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ENGLISH MISSION OF THE SISTERS OF ST LOUIS CIO

Legal and Administrative Information

INSTITUTE LEADER	Sister Winifred Ojo
MISSION LEADER	Sister Blanaid McCauley
TRUSTEES	Sister Mary Moran Sister Philomena Morris Sister Margaret Healy Sister Josephine Apiagyei
MISSION TREASURER	Sister Mary Moran
MISSION ADDRESS	16 Chaucer Close New Southgate London NW11 1AU
CIO NUMBER	1173507
AUDITORS	Borucki & Co. 42 Radnor Road Harrow HA1 1RZ
INVESTMENT MANAGERS	Charles Stanley & Co. Ltd. 25 Luke Street London EC4A 4AR Brewin Dolphin Ltd. 12 Smithfield Street London EC1A 9BD
BANKERS	Barclay's Bank 58 High Street Newmarket Suffolk CB8 8NH
SOLICITORS	Stone King Boundary House 91 Charter House Street London EC1M 6HR

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CI

TRUSTEES' REPORT

INTRODUCTION

The Institute of the Sisters of St Louis is a congregation of Roman Catholic Religious Sisters. It was founded in France in 1842, but the Institute Leadership or Central Leadership Team (CLT) now resides in Ireland. The Institute is international in its membership, organisation and vision, with members in nine different countries. The charity is entitled *English Mission of the Sisters of St Louis CIO*, having been registered with the Charity Commission as a Charitable Incorporated Organisation No. 1173507 on 1 July 2018. The Governing Document of the Charity is a constitution which states that, *The object of the CIO is such charitable purposes which advance the religious and other charitable work for the time being carried on by or under the direction of the Institute as the Trustees with the approval of the Institute Leader shall from time to time think fit.* The accounts accompanying this report are the accounts of the CIO on which the assets of the Institute in England are held.

OBJECTIVES AND ACTIVITIES

The Institute of the Sisters of St Louis expresses its objective as a furthering of the vision, treasured and pursued by its founders, of *a world healed, unified and transformed by the saving wisdom of Christianity.* The English Mission of the Sisters of St Louis CIO aims to support the religious and charitable works carried out by its members in pursuit of this vision and to care for its members throughout their lives.

CARING FOR MEMBERS

The English Mission has an obligation, both legal and moral, to provide for all its members, none of whom have resources of their own and all of whom have committed a significant part of their lives to education, healthcare and other charitable works, here in England and abroad. A Health Care Plan is in place to ensure that necessary and timely provision is made for sick and elderly sisters. In practice, because of the members' age profile, a part-time Health Care Manager is employed to enable members manage their health needs and, when necessary, help them plan the next stage of care. One sister is in full-time residential care.

Age Profile

Age	70 - 74	75 - 79	80 - 84	85 - 89	90 – 94
Number	1	4	3	3	1

The aims of the trustees in caring for sisters are:

- Making sure there are adequate resources for healthcare provision;
- Enabling members remain in ministry as long as is reasonable;
- Evaluating care and facilities to ensure members receive care suited to their needs.

By caring for individual members during their lifespan with the Institute, the charity aims to enable and support individual sisters to live out their faith, and to put that faith into practice in a wide variety of ministries. When planning the work of the charity for the year, and when

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CI

TRUSTEES' REPORT

encouraging the work of individual sisters, the trustees have given careful consideration to the Charity Commission's guidance on public benefit.

RELIGIOUS AND CHARITABLE ACTIVITIES

The work and ministries of the sisters reflect the values of the Institute's Mission Statement, its recent Chapter Documents and Policies. They fall broadly into the following areas:

- Prayer and Spiritual Development;
- Formal and Informal Education;
- Justice, Peace and Integrity of Creation;
- Overseas Involvement;
- Governance

Prayer and Spiritual Development

The commitment of the sisters to God, the Church and the Institute, requires them to undertake on-going formation and the transformation of their lives through prayer, worship and study; and to find ways of meeting the spiritual hunger of the wider public, through parish and other organisations.

- Sisters increase their understanding of and relationship with God through prayer, courses and retreats.
- Members share their experience, values and gospel vision through writing, attending/leading prayer and study groups; and reach out to other denominations, faiths and ideologies in respectful dialogue.
- While one sister specialises in Hospice Chaplaincy, others visit or befriend their sick, elderly and bereaved neighbours.

Formal and Informal Education

The members are engaged in a wide variety of educational activities including:

- Occasional use of the paddock by St Louis Academy, Newmarket;
- Membership of School Boards in Bury St Edmunds and Rottingdean;
- Serving on church committees and charity boards at parish, diocesan level and European level;
- Working with parish teams, training or acting as Lay Ministers of the Word and the Eucharist; leading and participating in parish and other study groups.
- Providing support for ESOL learners;
- Participating in interfaith and inter-church events;
- Keeping annals; maintaining Archives.

Justice, Peace and Integrity of Creation (JPIC): Structurally and Pastorally

For some members this is the main focus of their charitable work; while others seek to promote JPIC through all their ministries. Members engage in a wide variety of services:

- ❖ Befriending and supporting refugees and migrant domestic workers of all nationalities;
- ❖ Working with Harrow and London Citizens for more affordable housing;

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TRUSTEES' REPORT

- ❖ Bridge- building with people of other faiths and ideologies;
- ❖ Involvement at different levels with established groups/charities, such as, AEFJN (African European Faith and Justice Network,) JPIC Links, Operation Noah;
- ❖ Campaigning, emailing, protesting for promotion of human, animal and planetary rights; raising awareness levels on a daily basis.

Overseas Involvement

- The charity supports projects run by the Institute of the Sisters of St Louis in Brazil, the Republic of Benin, Ethiopia, Ghana and Nigeria through prayer and financial aid.
- A modest fund is set aside annually for donations to small enterprises that reflect the values of the St Louis Mission Statement; or to global charities for humanitarian purposes when major disasters occur.
- The charity has made an investment with *Oikocredit*, a cooperative society that offers loans to small enterprises with real potential for broad social impact.
- The members offer support and hospitality to sisters who come to England from the above-named countries for international meetings and courses of study.

The aims of the trustees in the above areas of ministry include:

- Enabling sisters to avail of the necessary training and on-going formation for their personal and spiritual development and for their charitable work;
- Encouraging and motivating sisters to become agents of change as they seek to transform unjust structures and to promote reconciliation;
- Encouraging leadership styles that enhance collaboration, consensus-building, networking and team-building;
- Helping sisters develop the necessary skills to enable them to access up-to-date information on current affairs and JPIC issues;
- Ensuring, where appropriate, that members are adequately remunerated for their work and that such income is donated to the charity for its future development;
- Sharing our resources in a spirit of mutuality.

REVIEW AND ACHIEVEMENTS

Review of Activities 01 April 2020 to March 2021

The trustees consider that, despite the disruption of Covid-19, the main objectives of the charity have been met by the sisters and that much good work has been carried out for the benefit of the general public. The trustees acknowledge that prayer plays a large part in the lives of the sisters and underpins their charitable works. The sisters continue to inform and educate themselves and endeavour to bring their wisdom and experience to a wide variety of activities, many of which were carried out by Zoom; a consciousness of justice, peace and the integrity of creation permeates what they do in their efforts to build up right relationships in church and society. Parish involvement, advocacy and concern for the poor and needy often make demands well beyond the call of duty. The trustees are satisfied that the objectives of the charity's mission have been carried out. Some notable achievements are highlighted below.

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REVIEW OF ACTIVITIES: ACHIEVEMENTS

Despite having been in lockdown due to the Covid19 pandemic for most of the year, the members learned to adapt and continued with many of their ministries; as our founder would say, *Not new things, but in a new way.*

SPIRITUAL GROWTH

With less travel, the members were able to engage in more reflection and prayer; the sisters widened their spiritual horizons with the increased resources available online in the form of streamed services and webinars. The Institute Spirituality Committee, of which Carmel Solon SSL is a member, marked special occasions with prayer services and prepared monthly reflections on *Laudato Si*. She helped coordinate Advent and Lenten periods of prayer on Zoom and procured use of the Irish Region's weekly Lenten resources. Other members led courses and reflections on Zoom and wrote weekly meditations online for their parishes; some made their annual retreat online.

EDUCATION/GENERAL PARISH

Sisters kept themselves well informed in their fields of interest by attending online courses and seminars on such topics as safeguarding, investments and climate change. Roisin Hannaway SSL, a committee member of Church Together in North Harrow, attended online meetings, Church Unity and Advent services and a five-week Lenten course; while Louisa Poole SSL contributed her share of input to a monthly zoom with Interfaith Women. Several sisters engaged in church cleaning and stewarding or gave extra support to their Parish Priests, while Philomena Morris SSL attended online Deanery meetings, kept in touch with housebound parishioners; carried out fund raising via WhatsApp and supported Pax Christi. Mary Jo McKeefry SSL helped set up a self-help group for people with suicidal tendencies; she made and distributed hundreds of face masks for people who needed them.

JPIC/PASTORAL WORK

When permitted, Blanaid McCauley SSL, visited one of the sisters in a nursing home; others drove sisters and friends to hospitals and clinics; some shopped for neighbours or learned to accept the ministry of neighbours. Many sisters befriended, counselled and comforted, over the phone, families in crisis, the sick and bereaved, the furloughed and the lonely, to name but a few. Margaret Healy SSL saw the cancellation of the JPIC residential Conference she had helped organise; but bravely reorganised it by zoom for a later date. Through her work with the *Permanent People's Tribunal* she was involved in the preparations for the *Asia/Europe People's Forum* and attended two round-tables investigating the best ways of bringing about change for migrants in U.K. and Europe.

SSL GOVERNANCE

The trustees, with the guidance of the treasurer, Mary Moran SSL, carried out the work stipulated in the Mission's Three-Year Plan (2019 – 2022,) seeking advice from experts on the future of trusteeship for the charity, the disposal of property and the wise use of patrimony.

TRUSTEES' REPORT

It was agreed that the best way forward for the trustees was to engage a financial adviser. Dame Amanda Francis of Buzzacott's has undertaken this role and an initial meeting with the trustees took place by Zoom on 15 March 2020. While no buildings were actually sold this year, plans have been set in motion to facilitate marketing of some unneeded properties in the coming year.

Following the sale of the Bury St. Edmunds estate in 2019 it was agreed that, in light of our General Chapter documents (2015,) the English Mission *share its resources for mission* with some of the more vulnerable areas of the Institute.

- In July 2020 a considerable sum was offered as a grant to CLT; in the letter of appreciation Winifred Ojo SSL promised on behalf of CLT to operate the grant as a restricted fund for 'projects which meet the purposes and objectives of our charity especially its mission activities and development of its members.' Later the trustees were informed that some of the money would be used initially for the completion of the Formation House in Dassa, Benin; the building of a Youth Centre in Dawhan, Ethiopia; and to give Covid-19 support to struggling areas in Ghana and Nigeria. While most of the fund will be invested for future use, some cash reserves will be held for more immediate projects.
- The previously agreed donation of £150k was transferred to the Diocese of East Anglia for the use of St. Benedict's Catholic School. A letter of gratitude was received from the Assistant Director of the Schools' Services who wrote, 'The funds will be used to support the new build that is underway to provide the school with the two new science labs it needs.' In his acknowledgement, Bishop Alan Hopes thanked the St. Louis Sisters for their 'generosity of spirit' in considering St. Benedict's and concluded, 'Your contribution to the education mission of the Diocese has been enormous over many years and we will always be grateful for the work of your Order.'
- A donation of £10k was made by the trustees towards the CLT appeal to all areas of the Institute for 'Ethiopian and Eritrean refugees trapped in the Tigray region.' The total amount was given to the Bishop of Adigrat, Tigray, for humanitarian relief.

The trustees also collated data on the charity's finance and property for the Institute-wide Actuarial Study (2020 – 2035) undertaken for CLT by Brett Nicholls Associates; the trustees are now using its findings to inform their decisions into the future.

In consultation with the trustees the Community Leader, Blanaid McCauley, organized a facilitated Community Meeting to further restructuring plans in relation to accommodation and care of the sisters; a follow-up meeting will take place in April 2021. Negotiations with the Irish Region of the Institute are taking place to discuss and agree suitable monetary arrangements for members who may be transferring from England to Ireland in the coming years. The six-yearly General Chapter of the Institute of St Louis now due to take place in August 2021 has been in preparation across the Institute for many months, beginning with the compilation of a Report in visual format from each country. This was undertaken by the

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TRUSTEES' REPORT

Community Leader who also made arrangements for the ongoing Area and Institute-wide *Conversations* which are happening and involve all the active membership.

THE OLD STABLE HOUSE CENTRE

Due to Covid-19 restrictions, The Old Stable House Centre which had served as a small retreat centre for many years has been unable to operate since March 2020. This will account for a small loss of income in the current year. The trustees later came to the decision that it would now have to close the doors of the centre permanently.

HOUSING

The charity rented the three vacated houses in East Anglia, including the seven-bedroom Convent in Newmarket, while trustees continue to deliberate on the future use or disposal of these properties. In view of the shortage of housing in the area, renting is seen as of benefit to the public, while at the same time helping to finance the care needs of the sisters.

ETHIOPIA

A portion of the rental income of the English Mission is donated through the CLT to the St. Louis Mission in the Tigray area of Ethiopia. This pays the salaries of the non-national sisters from Nigeria and Ghana who administer the local Diocesan Kindergarten in Dawhan, organize classes for women and teach English to young people. They keep the charity updated on the progress of the school and of their ongoing ministries.

In a letter dated 26 April 2021 Perpetua Apo SSL acknowledges with gratitude and appreciation the funds and support received and how this has energized the Sisters to stay and work in the mission. She goes on to describe the desperation and poverty of local women whose husbands have fled the soldiers and whose homes, shops and schools have been looted. Grandmothers go begging for warm clothes for the children. Gatherings of youths and children are forbidden and schools remain closed in Tigray. She writes that at one time, *We the Sisters became refugees in other Religious houses in search of safety from the warring soldiers who could maim, kill or abuse women.....The diocese and the people we work with are very delighted to have us back in Dawhan. They had thought SSL mission was over with the war. We are still afraid though because no one is sure of what happens next.*

CHARITY DONATIONS

In this unprecedented year of the Covid-19 pandemic the English Mission made donations to quite a number of organisations, chosen to reflect the charity's objectives, the St Louis Chapter Documents and some institutions with which the members are associated. Substantial gifts of £1000 or more went to the Margaret Beaufort Institute, Medecins Sans Frontieres, Doctors of the World, Cafod, Mary's Meals and Pax Christi; while contributions over £100 were made to such charities as the Quidenham Monastery, Emmaus, London Catholic Worker, Salvation Army, Waling Waling and local foodbanks.

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VOLUNTEERING

Throughout the year the sisters give time and energy to carrying out the charity's objectives on a voluntary basis for the benefit of the public. Some members are involved in administering the work of the charity, which would otherwise not be able to function as effectively as it does. During this year, the major part of which was spent in lockdown, the counting of hours for different ministries was quite problematic. However, it can be said that due to restrictions on travel, sisters had increased time for prayer, reading and reflection. They also engaged in ministry of direct benefit to the general public for at least the number of hours shown below:

400 in Spiritual growth, including care of the sick and religious aspects of parish life

1000 in Education/ General Parish Work

750 in JPIC/ Pastoral Work

1100 in Governance/ Safeguarding/ Archives

GOVERNANCE, STRUCTURE AND MANAGEMENT

The Institute began its work in England in 1912. Currently Sisters are engaged in a variety of ministries in different parts of England, chiefly, the Brighton area, East Anglia and Greater London. The work of the Institute in England is ultimately the responsibility of the Central Leadership Team (CLT) in Dublin. The English Mission is a Community of the Institute linked with CLT and has autonomy in running its day-to-day affairs. This annual report with its accompanying accounts refers to the English Mission of the Sisters of St. Louis, registered as a Charitable Incorporated Organisation with the Charity Commission.

Trustees are appointed by the Central Leadership Team (CLT) for a limited period of time. The current trustees consist of three members of the English Mission, one of whom is its Treasurer; the fourth trustee is a member of CLT and the Liaison Person with the English Mission. They were re-appointed in August 2018 for a further term of three years. All trustees, being members of the Institute, are conversant with the life and mission of the Institute, with the ministries and work of the English Mission and the overall issues that it faces. As members of the Institute their living and personal costs are borne by the charity but they receive no remuneration for their services as trustees. Their training is ongoing through reading, consulting and attendance at training events, recently by zoom and webinar. The information and expertise gained is shared with the Leader and the sisters, when appropriate, so that all are aware of their legal obligations.

The trustees are ultimately responsible for the policies, activities and assets of the charity. Besides being in contact by telephone and email, they meet regularly now by zoom, to review developments with regard to the charity and its activities and to make decisions. Minutes are taken at all meetings and a copy is sent to the Central Leadership Team. When necessary, the trustees seek advice and support from the Central Leadership Team, as well as from the charity's professional advisers including accountants, investment managers, property consultants, solicitors, insurance brokers and actuaries.

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PROFILES AND RESPONSIBILITIES OF THE TRUSTEES

Mary Moran SSL: Treasurer

Mary has lived as a Sister of St. Louis for the past sixty-two years. She has been committed to education in various ways, as a teacher of Mathematics and Religion for thirteen years in St. Louis Grammar School, Kilkeel, Northern Ireland, and as Head Teacher of the same school for a further eight years. After retirement from school, she trained as a psychodynamic counsellor and worked in private practice as a counsellor and supervisor. For some years she undertook voluntary work with the poor as a member of the Harrow branch of St. Vincent de Paul Society, of which she was treasurer. She was a member of the English Leadership Team for twelve years and is currently in the twelfth year of her role as Treasurer of the charity. She has participated in Trustee Training courses and attended the Provincial Bursars' Conference annually for twelve years. She attends trustee training organised by such companies as Sarasin & Partners, Rathborne and Hayes Macintyre.

Philomena Morris SSL

Philomena Morris was professed as a Sister of St Louis in 1961. After obtaining her BA degree, she taught in England for two years. From 1967 to 1983 she worked in an A level secondary school run by the Sisters of St Louis in Kumasi, Ghana, where she was head of the English Department. During that time, she also became part-time chaplain to the Young Christian Student Movement. This involved the raising of funds, as well as the organising and planning of the first ever Pan African meeting of Young Christian Students. As Superior of her local community in Kumasi she was also responsible for finance.

In 1983 she began training with the Movement for a Better World. Following work in England she was elected to the International Leadership Team in Rome. She travelled widely, leading meetings in Asia, Africa and the West Indies. She also set up an international finance team to advise on investments, to raise money and prepare budgets. From 1995 to 2001 she was Regional Superior in England and a Trustee of the Sisters of St Louis and she undertook courses in leadership and trusteeship. At the time the work involved re-organisation, sale of property and downsizing in general. Since then, she has held an administrative role in a busy London parish; for some of that time she combined it with the tasks of Team Leader and Trustee. Although no longer Team Leader she continues to work actively as a Trustee. She is also a member of the Diocese of East Anglia Safeguarding Commission.

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Trustees of the Charity

Margaret Healy SSL

Margaret has been a member of the Institute of St. Louis since 1964 and she is an experienced leader. She served on the English Regional Team for nine years from 1986 to 1995 and on the Central Leadership Team from 1997 to 2003. She was invited by the English Region to take on the role of Regional Leader in August 2004. She has participated in trustee training days and in days organised by the Conference of Religious and JPIC Links Group. Following a General Chapter of the Institute, she was again elected on the Central Leadership Team from October 2009 until August 2015. She is currently a Trustee in the CIO of the English Community.

Margaret Healy co-founded a number of organisations including the Commission for Filipino Migrant Workers, Waling-Waling, Kalayaan, Bahay Kubo (a Philippine Housing Association) and Justice for Domestic Workers. Margaret is still available for advice and guidance with Waling-Waling since 2018 when the organization was re-established to support migrant domestic workers coming to the UK following the removal of the domestic worker visa in 2012. Having completed courses in employment law, Margaret also helped as a volunteer with *Unite the Union* on Monday afternoons giving free advice to hotel, restaurant, bar staff and migrant workers; and represented them at their workplace in disciplinary and grievance hearings. In 2017/18, she was involved in the preparations and proceedings of the London Hearing of the Permanent People's Tribunal. She is actively engaged at UK and European level with the ongoing promotion of the work of the PPT.

Josephine Apiagyei SSL: Central Team Member

Josephine Gyamfi Apiagyei made her profession of vows as a Sister of St Louis in 1985. She obtained a B.Sc. in Agriculture and a Diploma in Education. She ministered as a tutor in St Louis College of Education, Teacher Training College, Kumasi, Ghana, for fifteen years. During this time, she helped to organise co-curricular activities, such as, promotion of the Young Christian Students (YCS) club, visitation of the sick and aged in the community and a training of trainers programme for teachers in the field. She also took on leadership roles in her Congregation at various times, including Archivist, Accompaniment of younger Sisters and Assistant Regional Leader. She further pursued her studies and obtained an M. Ed. In

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Educational Management and an M.Sc. in a branch of Horticulture. She then moved from teaching in the classroom to supervision for the Inspectorate of the Ministry of Education: work that involved development of co-curricular programmes for pupils, monitoring and evaluating school activities and organising in-service training to update teachers. At the same time, she took on Regional Leadership responsibilities in Ghana for seven years.

After a year-long sabbatical programme in Religious Formation in Ministry she took up office as Institute Treasurer in August 2015 on the St Louis Central Leadership Team and became one of the Trustees of the English Mission. She has attended Bursars' Conferences in both Ireland and the U.K.

MAIN RESPONSIBILITIES OF TRUSTEES

- **To comply** with the law and the charity's governing documents and to ensure that the charity is carrying out its purposes for public benefit;
- **To act** with reasonable care and skill in the charity's best interests;
- **To manage** the charity's resources responsibly and ensure that the charity is accountable.

RESPONSIBILITIES WITH REGARD TO THE ACCOUNTS

Under Charity Law, the trustees are responsible for preparing the Trustees' Annual Report and financial statements for each financial year. These show a true and fair view of the state of affairs of the charity.

In preparing these financial statements, generally accepted accounting practice necessitates that the trustees:

- **Select** suitable accounting policies and apply them consistently;
- **Make** judgements and estimates that are reasonable and prudent;
- **State** whether the recommendations of the Statement of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- **Prepare** financial statements on a going-concern basis unless it is inappropriate to presume the charity will continue its activities.

The trustees are required to act in accordance with the Constitution of the CIO, within the framework of charity law, and in accordance with the policies and procedures of the Institute. They are responsible for keeping proper accounting records, sufficient to disclose at any time, with reasonable accuracy, the financial position of the charity at that time, and to enable the trustees to ensure that, where any statements of accounts are prepared by them under section 132(1) of the Charities Act 2011, those statements of accounts comply with the requirements of regulations under that provision. They have general responsibility for taking such steps as are reasonably open to them in order to safeguard the assets of the charity; to prevent and protect from fraud and other irregularities.

RESERVES POLICY

The Charity seeks to maintain reserves at a level which allows it to fund the work and ministries of the sisters. At trustees' meetings the policy is discussed and reviewed in light of

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CI

TRUSTEES' REPORT

financial advice received, and of the global financial situation, including the rising cost of care. In this way, they try to ensure that designated funds are set aside to provide adequate care for sisters in retirement, old age or ill health.

INVESTMENT POLICY

The charity holds two investment portfolios which are managed by Charles Stanley & Company Limited and Brewin Dolphin Ltd. The brokers operate within specific guidelines and ethical criteria set by the trustees and these are revisited and examined on an ongoing basis. The trustees review the performance of the portfolios and the charity's investment strategy at regular intervals and take appropriate action.

RISK MANAGEMENT

In line with the requirements for trustees to undertake a risk assessment exercise and give an account of this in their annual report, the trustees have looked at the risks the Institute faces in England and have reviewed the measures already in place to deal with them.

The trustees have identified four main areas where risks may occur:

Governance and Management looks at the risk to the Institute or charity of lack of direction or care or management skills; or of inappropriate use of resources.

Operational considers the risk to the charity of engagement in inappropriate activities by its membership, difficulties with staff, unsuitable or poorly maintained buildings, inadequate Health & Safety or disaster recovery policies.

Financial reviews the risks arising for the charity as a result of diminishing income, inadequate reserves, fraud and inappropriate investment policies.

Environmental, external and compliance looks at the effects for the charity of an ageing membership, adverse publicity, non-compliance with the law, changes in Government policy and safeguarding issues.

Having assessed the major risks to which the charity is exposed, the trustees believe that by monitoring its adherence to constitutions, Chapter documents, Institute policies and charity objects; by ensuring that controls exist over key financial systems; and by examining the operational, legal, safeguarding and other risks faced by the charity, they have established systems and safeguards to mitigate those risks.

PROTECTION OF CHILDREN AND VULNERABLE ADULTS

The trustees recognise the absolute necessity of ensuring the protection of all those the charity serves. The charity works in compliance with the Catholic Safeguarding Advisory Service (CSAS) guidelines. The trustees are committed to implementing and carrying out all the policies and procedures of the CSAS. To this end, all the members who are in any kind of ministry in Great Britain have Disclosure and Barring Services Certificates. The charity is aligned to the Diocese of East Anglia and have adopted their policies which are also in line with the Institute Safeguarding Guidelines. One sister from the Mission links with the Safeguarding Coordinator, while another is a member of the East Anglian Diocesan Safeguarding Commission.

ENGLISH MISSION OF THE SISTERS OF ST LOUIS CI

TRUSTEES' REPORT

The Community Leader and Safeguarding Lead attended training by the Conference of Religious on care of survivors; and, more recently have been fully involved in ongoing discussions concerning the implementation of the One-Church approach to safeguarding by religious charities. The trustees have been kept informed and have been consulted whenever decisions needed to be made.

PUBLIC BENEFIT

The trustees have consulted the guidance made available by the Charity Commission for England and Wales on the Public Benefit requirement of the Charities Act 2011. They are confident that they have complied with their duty under the relevant section of the Charities Act 2011 in that they have had due regard to public benefit guidance published by the Commission.

The trustees have given details of the activities and achievements of the sisters in previous paragraphs which indicate the seriousness with which they adhere to this guidance. These works include caring for the elderly and infirm within the Mission; the provision of spiritual, educational, social and pastoral ministry within local communities; the charitable donations to the Institute's overseas mission and leadership projects, and to other charitable causes that come within the remit of the St Louis Mission Statement.

FUTURE VISION

The trustees will continue to follow the schedule outlined in the charity's Three-Year Plan, with regard to the disposal of property surplus to requirement, the seeking of advice about patrimony and a suitable replacement for the retiring Financial Administrator in 2022. Some sisters will be returning to their homeland in the coming year or so and measures are being put in place for the care of those who leave and those who remain. Covid-19 will continue to have an impact on some of the ways in which members carry out their ministries. However, there is an expectation that income from investments this coming year will not be as adversely affected as in the past year. In the light of the actuarial study undertaken the Trustees are confident that the finances of the CIO will remain in a healthy condition.

EMPLOYEES AND MEMBERS OF THE INSTITUTE

The Trustees wish to record their recognition of the professionalism and commitment of all their staff and the individual members of the Institute. Their dedication and positive approach are very much appreciated.

Signed on behalf of the Trustees

Mary Moran
Trustee

Approved by the Trustees on 21/09/2021

The English Mission of the Sisters of St. Louis CIO

Auditors' Report

Independent auditors' report to the Trustees of English Mission of the Sisters of St Louis CIO

We have audited the financial statements of the English Mission of the Sisters of St Louis CIO for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of cash flows and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 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 charity's affairs as at 31 March 2021 of its incomes and expenditure for the year then ended;
- have been properly prepared in accordance with UK Generally Accepted Accounting Practice; and
- have been properly prepared in accordance with the requirements of the Charities Act 2011.

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 accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts 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

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the accounts is not appropriate; or
- the trustees have not disclosed in the accounts any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the accounts are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the report and accounts other than the accounts and our auditor's report thereon. Our opinion on the accounts does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in 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 there is a material misstatement in the accounts or a material misstatement of the other information. 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 where the Charities Act 2011 requires us to report to you if, in our opinion:-

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

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement set out on page 11, the Trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, 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 charity or to cease operations, or have no realistic alternative but to do so.

The English Mission of the Sisters of St. Louis CIO

Auditors' Report

Auditor's responsibilities for the audit of the accounts

Our objectives are to obtain reasonable assurance about whether the accounts 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 accounts. A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and with regulations made under section 154 of that Act. 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 auditor's 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.

Borucki & Co

Chartered Accountants and Statutory Auditors

42 Radnor Road

Harrow

Middlesex HA1 1RZ

Signed on 1 October 2021

Borucki & Co is eligible to act as auditor in terms of Section 1212 of the Companies Act 2006.

The English Mission of the Sisters of St. Louis CIO

Statement of financial activities (incorporating an income and expenditure account)

for the year ended 31 March 2021

	Notes	General fund £	Designated fund £	2021 £	2020 £	General fund £	Designated fund £
Incoming resources							
Voluntary income:							
Donations and legacies		-	-	-	-	-	-
Salaries stipends and pensions	2	216,882	-	216,882	217,337	217,337	-
Guests		(585)	-	(585)	22,733	22,733	-
Activities for generating funds:							
Investment income	3	82,812	40,852	123,664	173,801	118,912	54,889
Miscellaneous income							
Miscellaneous		-	-	-	-	-	-
Surplus on sale of assets							
		-	-	-	3,196,285	3,196,285	-
		<u>299,109</u>	<u>40,852</u>	<u>339,961</u>	<u>3,610,156</u>	<u>3,555,267</u>	<u>54,889</u>
Expenditure							
Raising funds							
Investment managers fees		10,177	15,183	25,360	27,770	10,253	17,517
Property managers fees		-	-	-	-	-	-
Charitable activities:							
Charitable activities							
Upkeep of communities	4	259,030	-	259,030	276,528	276,528	-
Care of aged members	4	-	57,743	57,743	61,518	1,339	60,179
Donations and missions		1,081,906	-	1,081,906	339,337	339,337	-
Governance costs	5	10,991	-	10,991	9,020	9,020	-
Defecit on sale of assets		-	-	-	-	-	-
		<u>1,351,927</u>	<u>57,743</u>	<u>1,409,670</u>	<u>686,403</u>	<u>626,224</u>	<u>60,179</u>
Total expenditure							
		<u>1,362,104</u>	<u>72,926</u>	<u>1,435,030</u>	<u>714,173</u>	<u>636,477</u>	<u>77,696</u>
Incoming resources less expenditure							
		(1,062,995)	(32,074)	(1,095,069)	2,895,983	2,918,790	(22,807)
Net gains (losses) on investments							
		342,790	196,266	539,056	(322,236)	(148,086)	(174,150)
Net income (expenditure)							
		<u>(720,205)</u>	<u>164,192</u>	<u>(556,013)</u>	<u>2,573,747</u>	<u>2,770,704</u>	<u>(196,957)</u>
Transfers between funds							
		-	-	-	-	-	-
Net movement in funds							
		<u>(720,205)</u>	<u>164,192</u>	<u>(556,013)</u>	<u>2,573,747</u>	<u>2,770,704</u>	<u>(196,957)</u>
Reconciliation of funds							
Total funds brought forward		-	-	-	-	-	-
Transferred from The Institute of The Sisters of St Louis Juilly-Monaghan		4,455,677	3,785,535	8,241,212	5,667,466	1,459,973	4,207,493
Total funds carried forward		<u>3,735,472</u>	<u>3,949,727</u>	<u>7,685,199</u>	<u>8,241,213</u>	<u>4,230,677</u>	<u>4,010,536</u>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities

The English Mission of the Sisters of St. Louis CIO

Balance Sheet as at 31 March 2021

	Notes	2021 £	2020 £
Fixed assets			
Tangible assets	9	2,493,828	2,498,256
Investments at market value	10	<u>3,128,455</u>	<u>2,619,210</u>
		5,622,283	5,117,466
Current assets			
Debtors	11	34,879	54,450
Cash at bank and in hand		<u>2,180,547</u>	<u>3,397,814</u>
		2,215,426	3,452,264
Creditors: amounts falling due within one year			
	12	(152,510)	(328,517)
Net current assets		<u>2,062,916</u>	<u>3,123,747</u>
		<u>7,685,199</u>	<u>8,241,213</u>
Capital and reserves			
Unrestricted funds:			
General funds		3,735,472	4,230,677
Designated funds	13	<u>3,949,727</u>	<u>4,010,536</u>
		<u>7,685,199</u>	<u>8,241,213</u>

Approved by the Trustees
and signed on their behalf

Mary Moran

Trustee

Approved by the Trustees on 21/09/2021

The English Mission of the Sisters of St. Louis CIO

Statement of cash flows

for the year ended 31 March 2021

	Note	2021 £	2020 £
Cash generated in operating activities	A	<u>(1,370,741)</u>	<u>(341,397)</u>
Cash flows from investing activities			
Investment income		123,664	173,801
Proceeds of investment sales		517,768	324,975
Purchases of investments		(488,276)	(298,187)
Net proceeds on sale of assets		-	3,421,285
Cash provided (used) in investing activities		<u>153,156</u>	<u>3,621,874</u>
Increase in cash and cash equivalents in year		<u>(1,217,585)</u>	<u>3,280,477</u>
Movement in year			
(Decrease) increase in cash at bank and in hand		(1,217,267)	3,280,905
(Decrease) increase in cash held by investment managers for re-investment		(318)	(428)
		<u>(1,217,585)</u>	<u>3,280,477</u>

A. Reconciliation of net movement in funds to net cash flow from operating

	2021 £	2020 £
Net income (expenditure)	(556,013)	2,573,747
Deduct investment income	(123,664)	(173,801)
Add depreciation	4,428	5,904
(Profit) loss on sale of assets	-	(3,196,285)
Add/(deduct) net movement on investments.	(539,056)	322,236
Increase (decrease) in creditors	(176,007)	141,803
(Increase) decrease in debtors	19,571	(15,001)
	<u>(1,370,741)</u>	<u>(341,397)</u>

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2021

1 Accounting policies

Accounting convention

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The trust constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. Donations, are recognised when the Trust has been notified in writing of both the amount and settlement date.

Legacies are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date.

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.

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due. This is normally upon notification by our investment advisor of the dividend yield in the investment portfolio.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

The cost of generating funds includes the fees paid to investment managers in respect of the management of the charity's investment portfolios.

Expenditure on charitable activities comprises direct expenses incurred on the defined charitable purposes of the charity and includes staff costs attributable to the activity.

Governance costs comprise of expenditure on compliance with and advice on constitutional and statutory matters.

As all expenditure can be attributed to specific categories no apportionment between heading has been necessary. Irrecoverable VAT is included in the items of expenditure to which it relates.

Tangible fixed assets

Freehold land and buildings, in the main used as private residential accommodation, are included at a valuation based either on a value estimated by the trustees or on historical cost. The Trustees do not consider that the expense of a professional valuation in order to ascertain the separate values of the land and buildings is justified.

The buildings are in constant use in furtherance of the charitable objectives and are maintained to standards that ensure that their residual value is not less than the book value. Buildings are not depreciated, for reason stated, they have a very long useful economic life such that annual depreciation would be immaterial.

All assets costing more than £500 and with an expected life of more than one year are capitalised. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

After five years plant, equipment, fixtures and fittings with a net book value of nil are written out of the accounts as in the opinion of the Trustees such assets have a negligible residual value.

Plant, equipment, fixtures and fittings 20% or 25% on cost.

Motor vehicles 25% on written down value.

Foreign currencies

Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are translated at the rate of exchange ruling at the balance sheet date. All differences are taken to the profit and loss account.

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2021

Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The Trust does not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year.

Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

Fund accounting

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objectives. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

The general fund comprises those monies, which may be used towards meeting the charitable objectives of the charity at the discretion of the Trustees.

The designated funds are monies set aside out of general funds and designated for specific purposes by the Trustees.

Taxation

The charity is a registered charity and therefore is not liable for income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities

2 Salaries and pensions of members

	General fund	Designated fund	2021	2020	General fund	Designated fund
	£	£	£	£		
Salaries	7,155	-	7,155	9,073	9,073	-
Pensions	209,727	-	209,727	208,264	208,264	-
	<u>216,882</u>	<u>-</u>	<u>216,882</u>	<u>217,337</u>	<u>217,337</u>	<u>-</u>

The salaries and pensions are the earned income of the Members of the Order who have donated it, under gift-aid, to the trust.

3 Investment income

	General fund	Designated fund	2021	2020	General fund	Designated fund
	£	£	£	£		
Dividends and interest from investments	32,348	40,852	73,200	94,880	39,991	54,889
Bank and other interest	2,418	-	2,418	13	-	-
Rents	48,046	-	48,046	78,908	78,908	-
	<u>82,812</u>	<u>40,852</u>	<u>123,664</u>	<u>173,801</u>	<u>118,899</u>	<u>54,889</u>

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2021

4 Activities in furtherance of the charity's objectives

	General fund	Designated fund	2021	2020	General fund	Designated fund
	£	£	£	£		
Upkeep of communities						
Staff costs	15,736	-	15,736	18,362	18,362	-
Premises	118,363	-	118,363	113,896	113,896	-
Community and personal Administration	100,471	-	100,471	115,485	115,485	-
	24,460	-	24,460	28,785	28,785	-
	<u>259,030</u>	<u>-</u>	<u>259,030</u>	<u>276,528</u>	<u>276,528</u>	<u>-</u>
Care of aged Sisters						
Care home fees and personal expenses	-	57,743	57,743	121,697	61,518	60,179
	<u>-</u>	<u>57,743</u>	<u>57,743</u>	<u>121,697</u>	<u>61,518</u>	<u>60,179</u>

5 Governance costs

	General fund	Designated fund	2021	2020	General fund	Designated fund
	£	£	£	£		
Audit fees	5,600	-	5,600	5,600	5,600	-
Accountancy fees	3,400	-	3,400	3,420	3,420	-
Solicitors fees	1,991	-	1,991	-	-	-
	<u>10,991</u>	<u>-</u>	<u>10,991</u>	<u>9,020</u>	<u>9,020</u>	<u>-</u>

6 Net incoming (outgoing) resources before transfers

This is stated after charging (crediting)

	General fund	Designated fund	2021	2020	General fund	Designated fund
	£	£	£	£		
Staff costs	15,736	-	15,736	18,362	18,362	-
Auditors remuneration	5,600	-	5,600	5,600	5,600	-
Accounting and other	3,400	-	3,400	3,420	3,420	-
Depreciation	4,428	-	4,428	5,904	5,904	-

7 Staff costs and trustees' remuneration

Staff costs during the year were as follows:

	2021	2020
	£	£
Wages and salaries	15,723	18,100
Social security costs	13	262
Pension contributions	-	-
	<u>15,736</u>	<u>18,362</u>

No employee earned more than £60,000 per annum (including benefits) during the year or in the previous year.

No trustee received any remuneration or reimbursement of expenses in respect of services as a trustee during the year or in the previous year. The living expenses of all members of the Order, including Trustees, resident in England are paid from the funds of the charity.

The average number of employees, analysed by function was:

Nursing and domestic	<u>1</u>	<u>1</u>
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8 Taxation

The CIO, as a registered charity, is exempt from taxation on its income and gains falling within Section 505 of the Taxes Act 1988 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that they are applied to its charitable objectives. No tax charge has arisen in the year.

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2021

9 Tangible fixed assets

	Freehold land and buildings £	Motor vehicles £	Furniture and equipment	Total £
Cost				
At 1 April 2019	2,480,544	83,027	-	2,563,571
Additions	-	-	-	-
Disposals	-	-	-	-
At 31 March 2021	2,480,544	83,027	-	2,563,571
	Freehold land and buildings	Motor vehicles	Furniture and equipment	Total
Depreciation				
At 1 April 2019	-	65,315	-	65,315
Charge for the year	-	4,428	-	4,428
On disposals	-	-	-	-
At 31 March 2021	-	69,743	-	69,743
Net book value				
At 31 March 2021	2,480,544	13,284	-	2,493,828
At 31 March 2020	2,480,544	17,712	-	2,498,256

10 Investments

	2021 £	2020 £
Listed Investments		
Market value 1 April	2,461,140	2,811,252
Additions at cost	488,276	297,100
Sale proceeds from disposals and transfers	(517,768)	(324,975)
Gain (loss) in year	539,056	(322,236)
Market value at 31 March 2021	2,970,704	2,461,141
Cash held by investment managers for re-investment	47,411	47,729
Deposit in Oikocredit Capital Account	110,340	110,340
	3,128,455	2,619,210
Cost of listed investments at 31 March 2021	2,726,464	2,785,443

11 Debtors

	2021 £	2020 £
Sundry debtors	34,879	35,274
Other debtors	-	1,176
Prepayments and accrued income	-	18,000
	34,879	54,450

12 Creditors: amounts falling due within one year

	2021 £	2020 £
Patrimony and dowry	134,676	134,676
Sundry creditors	8,834	184,841
Accruals	9,000	9,000
	152,510	328,517

The English Mission of the Sisters of St. Louis CIO

Notes to the Accounts

for the year ended 31 March 2021

13 Designated funds

	At 1 April 2020	Transfers	Incoming resources	Utilised/ realised	At 31 March 2021
	£		£	£	£
Care Fund	1,304,991		40,852	123,340	1,469,183
Capital fund	2,480,544	-	-	-	2,480,544
	<u>3,785,535</u>	<u>-</u>	<u>40,852</u>	<u>123,340</u>	<u>3,949,727</u>

14 Analysis of net assets between funds

	General fund	Designated funds	2021
	£	£	£
Tangible fixed assets	1,703,500	3,918,783	5,622,283
Current assets	2,184,482	30,944	2,215,426
Creditors: amounts falling due within one year	(152,510)	-	(152,510)
	<u>3,735,472</u>	<u>3,949,727</u>	<u>7,685,199</u>