

## **Trustees' Report and Charity Commission return 2023**

The 2023 Trustees' Report represents the activities and results from the year 2022. The document also includes plans for 2023 and a statement of ongoing viability. All parts of this Annual Return have been seen by the CPR Board of Trustees and have approved its content.

### **How did we do in 2022 - board members' outstands**

Increased contact with non-UK members through online events

Resurgence in memberships, both renewals and new subscriptions

Increased sales and range of the offering

Increased online activity overall

Loss of trustees early in the year created some short-term increased demands on others

Successful recruitment of new trustees

Increased provision of quality information online

Dramatic loss of new website during build

Successful ongoing use of Gift Aid

Increased overall income levels

Mixed success on the online annual conference

Increased international activity and partnerships, such as AEVF

Increased domestic liaison such as other pilgrim bodies, CSJ and BPT

Tightening of internal policies and procedures

Improvement to CPR governance structure

Delivery of a hugely successful pilgrim festival in Kent

Development of London extension route and draft guide

Official visit to Danilo to see his ferry boat first-hand on the river Po

Income exceeded £20,000 for the first time

Increased liaison with statutory bodies such as Canterbury CC and Dover DC



## **2022 Finances**

Despite a difficult operating environment, income levels remained healthy. A sustained growth via our online shop sales and ever-improving membership subscription income. Total income of exceeded £20,000 for the first time.

Expenditure very much tracked income, especially around the Festival costs. Total expenditure exceeded £18,000.

Overall, 2022 for the CPR closed with a decent surplus of over £2,000. Cash balance of over £10,000 at the year-end.

## **Board composition and elections**

The board consisted of the following trustees as at 31<sup>st</sup> December 2022:-

Brian Mooney

Eamonn Mullaly

David Matthews

Robert White

Julia Lewis

Carlo Laurenzi

No elections were held; however, in 2023 a number of posts would be up for renewal.

## Risks

1. **The ongoing impacts of Covid-19** are having a diminishing impact on our efforts to generate funds, eg membership income has not yet fully recovered to pre-pandemic levels.

*Mitigation* – F&GP

Ensure that the charity adheres to the agreed principle of only developing further projects, or spending funds outside of the agreed budget, if it feels it is able to sustain this new expenditure. Promote the CPR on our website home page and improve awareness among users that we are a membership organisation dependent upon subscriptions promoting the Via Francigena pilgrimage.

2. **Grant funding fails to materialise**. This could seriously impact on the charity's ability to set up on the ground projects.

*Mitigation* – FR Group

Ensure that appropriate bids are put into funders in a timely fashion, failing that, be prepared to put projects on hold.

3. More and **increasingly demanding tasks** land on a diminishing number of trustees, leading to disillusionment and departure.

*Mitigation* – Chair

Ensure that sufficient people and financial resources are available for any agreed work programmes to be delivered as planned. The board might also consider greater use of volunteers and contractors, working alongside of named trustees to pick up some of the slack.

4. **Brexit** - Visa and entry restrictions coupled with delays at borders may deter pilgrims. Economic impacts of leaving the EU and ongoing price inflation could be impactful, and as such people feel unable to walk the VF. Coupled with the threat of Dover harbour foot passenger services being suspended once more.

*Mitigation* – board

Ensure high quality and fresh information and advice appears on the website. Having London-Canterbury route ready may appeal to pilgrims unable to attempt the continental sections of VF, as a whole. Need to keep pressure on the ferry companies for the continuance of foot passenger services.

## **Statement of viability**

The charity broke through the £20,000 income barrier for the first time; part of which included around £6,600 in restricted income received.

The longer-term impact of the Covid-19 restrictions are expected to lessen over time, thereby reducing its effect on the CPR's ability to raise funds.

The various new policies planned and already in place will strengthen the charity's governance and overall management.

The planned expansion of the board will increase both the range of activities as well as increasing the probability that projects succeed.

On balance, the charity meets normal standards of ongoing viability.

## **Plans for 2023**

London to Canterbury route launch

CPR Website refreshed

4 e-newsletters and 1 printed newsletter

Growth of social media activity to include campaigns and FR

Online presentations and podcasts

Annual conference in-person

AEVF events in both France and Italy

Increase size of the board

Recruit new officer roles, including the chair

Trial the role of President

# Confraternity of Pilgrims to Rome

Budget vs. Actuals: Budget 2022 - FY22 P&L

January - December 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
INCOME		13,000.00	-13,000.00	
Charitable donation	1,372.33		1,372.33	
CPR calendar	889.36		889.36	
Discounts/Refunds Given	-27.85		-27.85	
Gift Aid	640.00		640.00	
On Line shop sales				
On Line shop sales - product	3,947.07		3,947.07	
On Line shop sales - shipping	1,516.51		1,516.51	
<b>Total On Line shop sales</b>	<b>5,463.58</b>		<b>5,463.58</b>	
Subscriptions	6,071.01		6,071.01	
Virtual Pilgrimage	774.00		774.00	
<b>Total INCOME</b>	<b>15,182.43</b>	<b>13,000.00</b>	<b>2,182.43</b>	<b>116.78792%</b>
Restricted Income				
Pilgrim Festival	5,826.47		5,826.47	
<b>Total Restricted Income</b>	<b>5,826.47</b>		<b>5,826.47</b>	
<b>Total Income</b>	<b>£21,008.90</b>	<b>£13,000.00</b>	<b>£8,008.90</b>	<b>161.60692%</b>
<b>TOTAL</b>	<b>£21,008.90</b>	<b>£13,000.00</b>	<b>£8,008.90</b>	<b>161.60692%</b>
Expenditures				
Annual Conference & other events		2,000.00	-2,000.00	
AGM hotel / travel costs	403.28		403.28	
<b>Total Annual Conference &amp; other events</b>	<b>403.28</b>	<b>2,000.00</b>	<b>-1,596.72</b>	<b>20.164%</b>
COMMS		2,000.00	-2,000.00	
Advertising/Promotional	180.00		180.00	
<b>Total COMMS</b>	<b>180.00</b>	<b>2,000.00</b>	<b>-1,820.00</b>	<b>9.00%</b>
F&GP		2,000.00	-2,000.00	
Accounting software	531.42		531.42	
Insurances	338.67		338.67	
Paypal commission	636.10		636.10	
Travel and Accommodation	299.35		299.35	
<b>Total F&amp;GP</b>	<b>1,805.54</b>	<b>2,000.00</b>	<b>-194.46</b>	<b>90.277%</b>
IT Costs		1,300.00	-1,300.00	
Mail Chimp fees	130.77		130.77	
<b>Total IT Costs</b>	<b>130.77</b>	<b>1,300.00</b>	<b>-1,169.23</b>	<b>10.05923%</b>
London Canterbury route	225.00		225.00	
Merchandising Investment		900.00	-900.00	
Calendars	730.70		730.70	
Shop stock	774.50		774.50	
<b>Total Merchandising Investment</b>	<b>1,505.20</b>	<b>900.00</b>	<b>605.20</b>	<b>167.24444%</b>
Office/General Administrative Expenses	80.00		80.00	
Pilgrim Festival 2022	8,071.93		8,071.93	
Shipping/Postage		1,300.00	-1,300.00	
Printing, Postage and Stationery	5,105.47		5,105.47	
<b>Total Shipping/Postage</b>	<b>5,105.47</b>	<b>1,300.00</b>	<b>3,805.47</b>	<b>392.72846%</b>

# Confraternity of Pilgrims to Rome

Budget vs. Actuals: Budget 2022 - FY22 P&L

January - December 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Website Development		1,000.00	-1,000.00	
Web dev & maintenance	1,322.10		1,322.10	
<b>Total Website Development</b>	<b>1,322.10</b>	<b>1,000.00</b>	<b>322.10</b>	<b>132.21%</b>
<b>Total Expenditures</b>	<b>£18,829.29</b>	<b>£10,500.00</b>	<b>£8,329.29</b>	<b>179.32657%</b>
NET OPERATING INCOME	£2,179.61	£2,500.00	£ -320.39	87.1844%
Other Expenditures				
Reconciliation Discrepancies	0.50		0.50	
<b>Total Other Expenditures</b>	<b>£0.50</b>	<b>£0.00</b>	<b>£0.50</b>	<b>0.00%</b>
NET OTHER INCOME	£ -0.50	£0.00	£ -0.50	0.00%
NET INCOME/(EXPENDITURE)	£2,179.11	£2,500.00	£ -320.89	87.1644%