

**Charity Registration No. 1188025**

**Company Registration No. CE020748 (England and Wales)**

**SISTERS OF ST JOSEPH OF THE APPARITION CIO  
TRUSTEES' REPORT AND ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2022**

# SISTERS OF ST JOSEPH OF THE APPARITION CIO

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees'</b>	Sister J Arrowsmith Sister M McNamara Sister T Cooney Sister A Callaghan Sister M J J Aye - appointed 21/06/2022 Sister A Papaiologou - appointed 21/06/2022 Sister F Ciobanu - appointed 21/06/2022
<b>Charity number</b>	1188025
<b>Company number</b>	CE020748
<b>Principal address</b>	Convent of St. Emilie Grange Road Bowdon Vale Cheshire WA14 3EZ
<b>Telephone</b>	0161 928 4412
<b>E-mail</b>	provbur@sjapp.org
<b>Auditors</b>	Azets Audit Services Alpha House 4 Greek Street Stockport Cheshire SK3 8AB
<b>Bankers</b>	Royal Bank of Scotland plc Drummond House 1 Redheughs Avenue Edinburgh EH12 9JN
<b>Solicitors</b>	Stone King LLP Broad Quay House Bristol BS1 4DJ
<b>Investment managers</b>	Barclays 4th floor, Bridgewater House Counterslip Finzels Reach Bristol BS1 6BX

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# **SISTERS OF ST JOSEPH OF THE APPARITION CIO**

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# **SISTERS OF ST JOSEPH OF THE APPARITION CIO**

## **TRUSTEES' REPORT**

### ***FOR THE YEAR ENDED 31 DECEMBER 2022***

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The Trustees present their report and accounts for the year ended 31 December 2022

#### **INTRODUCTION**

The Sisters of St Joseph of the Apparition CIO 1188025 (previously Charitable Trust 226571) is part of an international Roman Catholic Religious Congregation supporting many Sisters worldwide. It was founded in France in 1832 and is divided into individual provinces. Its Generalate is now located in Rome.

The accounts accompanying this report are the accounts of the CIO of which the assets of the Congregation in England are held.

#### **MISSION**

The Sisters of St Joseph of the Apparition CIO aims to support the religious and other charitable works carried on by the members of the Congregation and to care for those members throughout their lives within the Congregation.

Their overall objective is to further the knowledge of God's love for humanity through the lives and actions of its members working for the wellbeing of people, whether directly through their own involvement, or indirectly when that is impossible, by financially supporting other charities in a position to do so.

When setting the objectives and planning the work of the charity for the year, and when encouraging the work of individual sisters and lay staff, the trustees have given careful consideration to the Charity Commission's general guidance on public benefit and in particular to its supplementary guidance on the advancement of religion and fee charging.

The original objective or mission of the Charity in this Province was to provide care homes for aged, infirm and indigent people who could contribute according to their means, the deficiency in their contributions being made up, as far as possible, by donations from friends.

These objectives were subsequently widened - in line with the spirit of the Order and the needs and opportunities which arose - to include the provision of schools, hospitals and social work.

In recent years our direct involvement has been considerably reduced due to the lack of candidates to the Religious Life and the consequent increase in the average age of the Sisters of the Province.

However, they are currently involved in:

- Caring for the members of the congregation
- Social and pastoral work
- Operation of a nursing home
- Supporting their Religious Order International missionary work
- Supporting other Charities who do similar work.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **• Governance**

In terms of Canon Law, the Congregation is governed at an international level by the Superior General and her General Council live in Rome. The General Council Members are elected every six years at a General Chapter which is a meeting of representatives of all the Provinces of the Congregation.

The English congregation became part of a larger European Province in 2019. The management of this Province consists of a European Provincial Sister and a team of Sisters, called Councillors.

In terms of Civil Law the Charity is governed by the Constitution of the Sisters of St Joseph of the Apparition CIO, agreed by the applicants on 03 January 2020, and registered on 18 February 2020. Registered Charity number 1188025

# **SISTERS OF ST JOSEPH OF THE APPARITION CIO**

## **TRUSTEES' REPORT (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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### **• Current Trustees**

Sister Mary McNamara – Chair of Trustees and Bursar  
Sister Janet Arrowsmith - Management Team  
Sister Gabriel Cooney – Management Team  
Sister Marie Ju Ju Aye – Management Team  
Sister Anita Callaghan  
Sister Agni Papaologou – for her time on the European Council  
Sister Florentine Ciobanu - for her time on the European Council

### **Trustees' responsibilities**

The trustees are responsible for their annual report, and the preparation of the financial statements for each financial year which give a true and fair view of the incoming resources and application of those resources to the charity during the period, and the state of affairs at the end of the financial period.

The trustees have overall responsibility for ensuring that the charity has appropriate systems and controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Accounting Standards and Statements of Recommended Practice. They are also responsible for safeguarding the assets of the charity and for their proper application as required by charity law, and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Structure and management reporting**

The trustees are ultimately responsible for the policies, activities and assets of the charity. They meet regularly to review developments with regard to the charity or its activities. When necessary, the trustees seek advice and support from the charity's professional advisers.

The day to day management of the Lady of the Vale Nursing Home is delegated to the external management company Careport Limited with appropriate members of the qualified management team in house

### **Risk management**

In line with the requirement for trustees to undertake a risk assessment exercise, and report on the same in their annual report, the trustees have looked at the risks the Congregation faces and have reviewed the measures already in place or needing to be put in place, to deal with them.

Having assessed the major risks to which the charity is exposed, the trustees believe that by monitoring reserve levels, by ensuring controls exist over key financial systems, and by examining the operational and business risks faced by the charity, they have established effective systems to mitigate those risks.

## **ACTIVITIES AND SPECIFIC OBJECTIVES AND RELEVANT POLICIES**

In setting our objectives and planning our activities the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

### **1. Caring for the members of the Congregation**

The Congregation has an obligation to provide care for its members, none of whom have resources of their own and all of whom, as committed members, have devoted a significant part of their lives to the care of the elderly, poor and marginalized in society. The Trustees feel they must make adequate arrangements for any contingencies which might arise.

### **2. Spiritual, Social and pastoral work**

The aims of the trustees in this area, where possible, are to enable all members of the Congregation to carry out meaningful social and pastoral work within the community after assessing their skills and the needs of the local area

# **SISTERS OF ST JOSEPH OF THE APPARITION CIO**

## **TRUSTEES' REPORT (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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### **3. Lady of the Vale Nursing Home**

The philosophy of care at the home is to ensure a homely, friendly and open atmosphere among residents and staff whilst maintaining the privacy, dignity, rights and quality of life of all residents. In operating the Home the trustees aim to provide excellent care by employing high quality staff, and ensure that the home meets the required standards and is financially viable.

### **4. Supporting International missionary work**

The Charity provides the only financial support for the Congregation's healthcare and educational mission in Peru and supports international projects wherever a need arises.

### **5. Donations and support of missionary work and ministry**

Donations in support of missionary work and ministry overseas are decided on by the Trustees. The Charity supports the work of several other charities, especially CAFOD, serving needs in underdeveloped countries. The Charity also gives support to organisations in the United Kingdom and Ireland whose work is within the objects of the Charity. The Charity does not regard itself as a grant-making entity.

### **Other Specific Objectives and Relevant Policies:**

#### **Protection of Children and Vulnerable Adults**

Along with all other organisations who serve in the community, the Trustees recognise the absolute necessity of ensuring the protection and safety of all those the Charity serves. The Trustees are committed to implementing all policies and procedures of the Catholic Safeguarding organisations. One of the sisters has been nominated as Safeguarding link.

#### **Investment policy**

The Charity's investments are managed by Barclays. There are no restrictions on the Charity's power to invest. The investment strategy is authorised by the Trustees and takes into account income requirements, the risk profile and the investment manager's view of the market prospects in the medium term.

The policy is to maximise total return through a diversified portfolio whilst providing a level of income advised by the Trustees from time to time. There is also an Ethical Policy precluding investment in any company which, after reasonable enquiry, clearly has significant profits from an activity which is contrary to the objectives of the Christian Church.

The performance of the portfolio and the Charity's investment strategy are reviewed by the Trustees who meet with the investment managers every six months.

#### **Property Management Policy**

The trustees have adopted the management of their property portfolio by an annual review of the properties and land held within the charity. Decisions may be made at different times if, for example, a let property becomes vacant.

The suitability of the accommodation for the ageing sisters will be fully reviewed each year, as the desire is to keep the Sisters in their own community home for as long as possible.

Consideration will be made of the sustainability of any property in order to avoid situations where costs will be incurred on a property that will be closed in the very near future.

Before signing any contract concerning property, the trustees must discuss the issue in depth with advice from external professionals. All major decisions have to be submitted to the European Provincial. Permission is then obtained to sell or buy through the new Provincial who is obliged to obtain permission from the General Superior in Rome.

# SISTERS OF ST JOSEPH OF THE APPARITION CIO

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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### ACHIEVEMENTS AND PERFORMANCE

#### 1. Care of members of the Congregation

The Charity continued to assist members of the Congregation in their charitable and religious work, and also attend to their physical and spiritual needs. Members of the congregation are given the opportunity for private worship and to continue to develop their knowledge and trust in Jesus through quiet prayer, study of the Bible and spiritual retreat.

#### 1. Spiritual, Social and pastoral work

The Sisters, where possible, continued throughout the year to carry out as many forms of social and pastoral work in order to fulfil their individual ministries. This work enables the Charity to reach out to those in need within society generally. Two Sisters from Myanmar now work here under our sponsorship. One sister is based in the deprived area of Wythenshawe, Manchester and one sister is the Superior of the Bowdon Convent in Cheshire.

#### 1. Lady of the Vale Nursing Home

*The quality of care being provided in the Home has been maintained and continues to meet the requirements of the Quality Care Commission.*

The Trustees made the decision to employ an external Management Company Careport Ltd to oversee the day to day management of the Nursing Home in place of the Sisters themselves, and also to further improve the Nursing Home. The Trustees continue to monitor the management of the nursing home.

The Charity donated £12,519 (Prior Year £4,452) to the Home, from a restricted fund to assist families in need of financial help..

The trustees feel that this is an important work to support and are prepared to assist financially in special circumstances, such as COVID19 has affected the occupancy levels and therefore the income of the home. The home continued to struggle financially in 2022 due to the Russian invasion of Ukraine, leading to worldwide high inflation, especially of gas supplies. The Trustees have made cash loans totalling £200,000 to the home to enable it to continue.

#### 1. International missionary work

During the year the charity transferred £186,850 in Solidarity giving to various countries (2021 £212,194). The Trustees again supported their work in Peru - £40,000.  
The English Charity now supports the Irish charity - £86,850.

#### 5. Donations and support of missionary work and ministry

General Fund Alms giving totalled £134,854 (2021 £139,286). This was donated mainly to UK charities and individuals. Some of the UK charities have overseas operations.

Restricted Fund Alms giving totalled £63,344 This is a fund 'managed' by the sisters to assist the 'elderly over 55, in the UK only'. This can include the charity nursing home and the sisters.

### FUTURE PLANS

The Trustees decided in 2019, following the advice of professional lawyers, to change the Charitable Trust to that of a "CIO". This took place at 31 December 2020.

In 2021 the charity finances suffered due to the impact of the Pandemic, "COVID19"; this has had negative financial implications on the Charity, reducing income and increasing costs.

During 2022 the Ukraine war had a negative impact on inflation, dramatically increasing costs especially utility prices such as gas.

# **SISTERS OF ST JOSEPH OF THE APPARITION CIO**

## **TRUSTEES' REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 DECEMBER 2022**

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Future indications for 2023 are that inflation will decrease towards the end of the year. Gas prices have already been negotiated to reduce costs dramatically from 01 April 2023.

The trustees will continue to monitor the activities of the charity and make changes where necessary as they continue to:

- care for the sisters and to monitor the needs of the sisters as they grow older and, if necessary, adapt the charity's plans in respect of property needs and the provision of care to elderly members. To encourage our fundamental missionary spirit, in facilitating international communities while living and helping in a multicultural area.
- operate a care home, via a management company, and, in particular to provide quality of care for residents in a dignified and friendly environment:
- support the Congregation's work in the Far East, Latin America and the Middle East and for the trustees to satisfy themselves that the funds are applied for their intended purpose.
- make donations to charities to enable missionary and ministry work to be carried out in the UK and around the world to further the knowledge of God's love for humanity.

### **RESERVES POLICY AND FINANCIAL POSITION**

The balance sheet shows total reserves of £35,992,827. Of this £28,240,447 is represented by properties plus investments used to support the work of the Sisters.

The remaining funds include:

- Designated funds relating to the Lady of the Vale Nursing Home. This is designated by the Trustees to be applied in future years towards development of the Nursing Home and for ensuring its continued work. A second Designated fund is the Sisters Pension Fund. This is to provide support for the sisters in their retirement.
- Funds belonging to two Restricted Funds, one is available to help aged people who are unable to defray their own nursing expenses, to be cared for in registered homes and the other to support the work of the Sisters in Peru. Such funds are not available to fund the other works of the Charity or of the Sisters.

The reader will discern from the foregoing that the charity carries out a diverse range of activities and is responsible for care and support of sisters whose average age is increasing and whose needs are changing.

The trustees have examined the need for free reserves i.e. those unrestricted funds not invested in tangible fixed assets, designated for specific purposes or otherwise committed. The trustees consider that, given the nature of the charity's work and its commitments, the level of free reserves should be approximately equal to 8 months' expenditure.

### **Disclosure of information to auditors**

Each of the Trustee's has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

# **SISTERS OF ST JOSEPH OF THE APPARITION CIO**

## **TRUSTEES' REPORT (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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### **Auditors**

Azets Audit Services were appointed auditors to the company, a resolution proposing that they be re-appointed will be put to the members.

On behalf of the board of trustees'

*M McNamara*

**Sister M McNamara**

Trustee

Dated: 15/9/2023

# **SISTERS OF ST JOSEPH OF THE APPARITION CIO**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

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The trustees', who are also the directors of Sisters of St Joseph of the Apparition CIO for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees' to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees' are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees' are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# **SISTERS OF ST JOSEPH OF THE APPARITION CIO**

## **INDEPENDENT AUDITORS' REPORT**

### **TO THE MEMBERS OF SISTERS OF ST JOSEPH OF THE APPARITION CIO**

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#### **Opinion**

We have audited the accounts of Sisters of St Joseph of the Apparition CIO for the year ended 31 December 2022 set out on pages 11 to 21. 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).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' 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 charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2022 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 charity with respect to going concern are described in the relevant sections of this report.

#### **Other information**

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

# SISTERS OF ST JOSEPH OF THE APPARITION CIO

## INDEPENDENT AUDITORS' REPORT (CONTINUED)

### TO THE MEMBERS OF SISTERS OF ST JOSEPH OF THE APPARITION CIO

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#### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the report;
- or sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; 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 responsibilities, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control, as the trustees determine is necessary to enable the preparation of the 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 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 auditor under section 144 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 auditors' 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.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

#### **Extent to which the audit was considered capable of detecting irregularities, including fraud**

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above and on the Financial Reporting Council's website, to detect material misstatements in respect of irregularities, including fraud.

We obtain and update our understanding of the entity, its activities, its control environment, and likely future developments, including in relation to the legal and regulatory framework applicable and how the entity is complying with that framework. Based on this understanding, we identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. This includes consideration of the risk of acts by the entity that were contrary to applicable laws and regulations, including fraud.

In response to the risk of irregularities and non-compliance with laws and regulations, including fraud, we designed procedures which included:

- Enquiry of management and those charged with governance around actual and potential litigation and claims as well as actual, suspected and alleged fraud;
- Reviewing minutes of meetings of those charged with governance;
- Assessing the extent of compliance with the laws and regulations considered to have a direct material effect on the financial statements or the operations of the company through enquiry and inspection;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management bias and override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for indicators of potential bias.

# SISTERS OF ST JOSEPH OF THE APPARITION CIO

## INDEPENDENT AUDITORS' REPORT (CONTINUED)

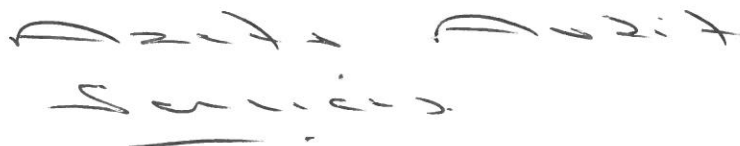
### TO THE MEMBERS OF SISTERS OF ST JOSEPH OF THE APPARITION CIO

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Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

#### Use of our 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.



**Jonathan Ward (Senior Statutory Auditor)**

**for and on behalf of Azets Audit Services**

**Statutory Auditor**

Alpha House  
4 Greek Street  
Stockport  
Cheshire  
SK3 8AB  
United Kingdom

Azets Audit Services is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment of a company under section 1212 of the Companies Act 2006

Date: 25/4/2023.

**Charity commission Number: 1188024**

**Company Registration Number: CE020748**

# SISTERS OF ST JOSEPH OF THE APPARITION CIO

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>Incoming resources from generated funds</b>						
Donations and legacies	3	160	-	-	160	32,586
Trading activities	4	-	1,720,251	-	1,720,251	1,504,234
Investment income	5	210,772	54,221	23,001	287,994	483,195
		210,932	1,774,472	23,001	2,008,405	2,020,015
Other incoming resources	6	475	184,214	-	184,689	227,986
<b>Total incoming resources</b>		<b>211,407</b>	<b>1,958,686</b>	<b>23,001</b>	<b>2,193,094</b>	<b>2,248,001</b>
<b>Resources expended</b>						
<b>Costs of generating funds</b>						
Investment management costs	7	73,471	22,536	9,343	105,350	104,244
<b>Net incoming resources available</b>		<b>137,936</b>	<b>1,936,150</b>	<b>13,658</b>	<b>2,087,744</b>	<b>2,143,757</b>
<b>Charitable activities</b>						
Donations		321,704	-	63,349	385,053	985,289
Convent costs		587,596	5,454	5,110	598,160	616,004
<b>Total charitable expenditure</b>		<b>909,300</b>	<b>5,454</b>	<b>68,459</b>	<b>983,213</b>	<b>1,601,293</b>
Trading activities	4	-	1,867,759	-	1,867,759	1,701,977
<b>Total charitable and trading expenditure</b>		<b>909,300</b>	<b>1,873,213</b>	<b>68,459</b>	<b>2,850,972</b>	<b>3,303,270</b>
Governance costs	8	22,449	7,293	-	29,742	38,417
<b>Total resources expended</b>		<b>1,005,220</b>	<b>1,903,042</b>	<b>77,802</b>	<b>2,986,064</b>	<b>3,445,931</b>
<b>Net (outgoing)/incoming resources</b>		<b>(793,813)</b>	<b>55,644</b>	<b>(54,801)</b>	<b>(792,970)</b>	<b>(1,197,930)</b>
<b>Other recognised gains and losses</b>						
Revaluation of tangible fixed assets		2,350,000	-	50,000	2,400,000	-
Net movement in investments		(1,883,338)	(1,142,508)	(307,341)	(3,333,187)	3,374,324
<b>Net movement in funds</b>		<b>(327,151)</b>	<b>(1,086,864)</b>	<b>(312,142)</b>	<b>(1,726,157)</b>	<b>2,176,394</b>
Fund balances at 1 January 2022		27,937,719	7,007,680	2,773,585	37,718,984	35,542,591
<b>Fund balances at 31 December 2022</b>		<b>27,610,568</b>	<b>5,920,816</b>	<b>2,461,443</b>	<b>35,992,827</b>	<b>37,718,985</b>

# SISTERS OF ST JOSEPH OF THE APPARITION CIO

## BALANCE SHEET

AS AT 31 DECEMBER 2022

	Notes	2022 £	£	2021 £	£
<b>Fixed assets</b>					
Tangible assets	12	6,283,420		3,899,649	
Investments	13	28,240,447		32,405,015	
		<u>34,523,867</u>		<u>36,304,664</u>	
<b>Current assets</b>					
Debtors	14	1,204,664		1,131,508	
Cash at bank and in hand		575,887		543,217	
		<u>1,780,541</u>		<u>1,674,723</u>	
<b>Creditors: amounts falling due within one year</b>	15	(311,581)		(260,402)	
<b>Net current assets</b>		<u>1,468,960</u>		<u>1,414,321</u>	
<b>Total assets less current liabilities</b>		<u>35,992,827</u>		<u>37,718,985</u>	
<b>Income funds</b>					
General funds		27,610,588		27,937,719	
Restricted funds		2,461,443		2,773,586	
Designated funds		5,920,816		7,007,680	
		<u>35,992,827</u>		<u>37,718,985</u>	

The accounts were approved by the Board on 11/2/23

Sister J Arrowsmith  
Trustee

*Sister J Arrowsmith*

*M McNamara*  
Sister M McNamara  
Trustee

Charity Registration No. 1188025  
Company Registration No. CE020748

# SISTERS OF ST JOSEPH OF THE APPARITION CIO

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 DECEMBER 2022

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#### 1 Accounting policies

##### Charity information

Sisters of St Joseph is an unincorporated charity with registered charity number 118025. Its headquarters are located at Convent Lodge, Grange Road, Bowden, Altrincham, WA14 3EZ.

#### 1.1 Basis of preparation

These accounts have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for Charities applying FRS 102, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The charity is a Public Benefit Entity as defined by FRS 102.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees' continue to adopt the going concern basis of accounting in preparing the accounts.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Designated funds are funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

#### 1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or Deeds of Covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

# SISTERS OF ST JOSEPH OF THE APPARITION CIO

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

### 1 Accounting policies

(Continued)

#### 1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the company. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment but not accrued as expenditure.

All resources expended are inclusive of irrecoverable VAT.

#### 1.6 Tangible fixed assets and depreciation

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land is not depreciated

Freehold buildings	0% as the residual value is deemed the fair value
Plant and machinery	20% straight line
Motor vehicles	20% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset and is recognised in net income/(expenditure) for the year.

#### 1.7 Investments

Fixed asset investments are initially measured at transaction price excluding transaction costs and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

#### 1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised immediately in income/(expenditure) for the year, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

# SISTERS OF ST JOSEPH OF THE APPARITION CIO

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

---

### 1 Accounting policies

(Continued)

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply. Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised immediately, unless the relevant asset is carried in at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.10 Financial instruments

The charity has elected to apply the provisions of section 11 'Basic Financial Instruments' and section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### Basic financial assets

Basic financial assets, which include debtors and cash at bank and in hand balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

# SISTERS OF ST JOSEPH OF THE APPARITION CIO

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

### 1 Accounting policies

(Continued)

#### 1.12 Leases

Rentals payable under operating leases, including any lease incentives received, are charged to income on a straight line basis over the terms of the relevant lease.

### 2 Critical account estimates and judgement

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The trustees do not believe there are any key sources of estimation uncertainty.

### 3 Donations and legacies

	2022 £	2021 £
Donations and gifts	160	1,580
Legacies receivable	-	31,006
	<u>160</u>	<u>32,586</u>

### 4 Trading activities

	2022	2021
Nursing home fees	1,720,251	1,504,234
Staff costs	(1,375,097)	(1,243,501)
Repairs and equipment	(165,502)	(180,075)
Management fees	(60,445)	(60,493)
Water, power and rates	(104,037)	(68,436)
Consumables and amenities	(96,495)	(90,775)
Other costs	(66,183)	(58,697)
Net income (loss) from trading activity	<u>(147,508)</u>	<u>(197,743)</u>

# SISTERS OF ST JOSEPH OF THE APPARITION CIO

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

### 5 Investment income

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2022 £	Total 2021 £
Rental income	24,600	-	-	24,600	27,254
Dividends	120,148	37,300	15,928	173,376	336,119
Investment interest	66,024	16,921	7,073	90,018	119,822
	<u>210,772</u>	<u>54,221</u>	<u>23,001</u>	<u>287,994</u>	<u>483,195</u>

### 6 Other incoming resources

	Unrestricted funds £	Designated funds £	Total 2022 £	Total 2021 £
Other income	475	74,385	74,860	76,687
Sisters' pensions	-	109,829	109,829	151,299
	<u>475</u>	<u>184,214</u>	<u>184,689</u>	<u>227,986</u>

### 7 Total resources expended

	2022 £	2021 £
<b>Costs of generating funds</b>		
Investment management costs	<u>105,350</u>	<u>104,244</u>
<b>Charitable activities</b>		
<u>Donations</u>		
Donations from restricted funds	63,349	633,810
Donations from unrestricted funds	<u>321,704</u>	<u>351,479</u>
Total	<u>385,053</u>	<u>985,289</u>
<u>Convent costs</u>		
Restricted convent costs	10,564	48,418
Unrestricted convent costs	<u>587,596</u>	<u>567,586</u>
Total	<u>598,160</u>	<u>616,004</u>
<u>Trading activities</u>		
Care home costs from designated funds	<u>1,867,759</u>	<u>1,701,977</u>
	<u>2,850,972</u>	<u>3,303,270</u>

# SISTERS OF ST JOSEPH OF THE APPARITION CIO

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

### 8 Governance costs

	2022 £	2021 £
Accountancy	21,543	22,914
Legal	5,861	8,935
Other costs	2,338	6,568
	<u>29,742</u>	<u>38,417</u>

Governance costs includes payments to the auditors of £13,450 (2021: £12,450) for audit fees.

### 9 Trustees'

None of the trustees' (or any persons connected with them) received any remuneration or expenses during the year.

### 10 Employees

#### Number of employees

The average monthly number of employees during the year was:

2022 Number	2021 Number
<u>72</u>	<u>71</u>

#### Employment costs

	2022 £	2021 £
Wages and salaries	1,388,570	1,288,435
Social security costs	116,550	82,828
Other pension costs	26,177	39,078
	<u>1,531,297</u>	<u>1,410,341</u>

No employees earned £60,000 per annum or more.

### 11 Taxation

As the order is a registered charity, no provision is made for either current or deferred taxation.

# SISTERS OF ST JOSEPH OF THE APPARITION CIO

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2022

#### 12 Tangible fixed assets

	Land and buildings £	Plant and machinery £	Motor vehicles £	Total £
<b>Cost</b>				
At 1 January 2022	3,840,000	151,300	26,925	4,018,225
Additions	-	10,661	-	10,661
Revaluation	2,400,000	-	-	2,400,000
<b>At 31 December 2022</b>	<b>6,240,000</b>	<b>161,961</b>	<b>26,925</b>	<b>6,428,886</b>
<b>Depreciation</b>				
At 1 January 2022	-	98,724	19,852	118,576
Charge for the year	-	23,235	3,655	26,890
<b>At 31 December 2022</b>	<b>-</b>	<b>121,959</b>	<b>23,507</b>	<b>145,466</b>
<b>Net book value</b>				
<b>At 31 December 2022</b>	<b>6,240,000</b>	<b>40,002</b>	<b>3,418</b>	<b>6,283,420</b>
At 31 December 2021	3,840,000	52,576	7,073	3,899,649

Freehold land and buildings were revalued at market value in 2022 by Trafford Surveyors Limited, Chartered Surveyors. Leasehold land and buildings are due to be revalued in 2024.  
The historical cost of land and buildings is £2,199,085.

#### 13 Fixed asset investments

	2022 £	2021 £
<b>Listed investments</b>		
Market value at 1 January 2022	31,360,015	-
Transferred to entity	-	27,583,682
Gains and losses on investments	362,242	1,887,395
Stockbroker fees	(108,341)	(97,989)
Capital introduced	-	500,000
Dividends	173,376	336,119
Interest	87,584	118,635
Funds forwarded to sisters	(984,000)	(454,754)
Increase in market value and movements relating to additions and disposals	(3,695,429)	1,486,929
<b>Market value at 31 December 2022</b>	<b>27,195,447</b>	<b>31,360,015</b>
<b>Investment property</b>		
Market value at 1 January 2022	1,045,000	-
Transferred to entity	-	1,045,000
<b>Market value at 31 December 2022</b>	<b>1,045,000</b>	<b>1,045,000</b>
<b>Total fixed asset investments</b>	<b>28,240,447</b>	<b>32,405,015</b>

The Trustees recognise cash movements for additions and disposals within the valuation movement.

# SISTERS OF ST JOSEPH OF THE APPARITION CIO

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

<b>14 Debtors</b>	<b>2022 £</b>	<b>2021 £</b>
Trade debtors	<b>24,032</b>	31,101
Other debtors	<b>1,180,622</b>	1,100,405
	<b>1,204,654</b>	1,131,506

Amounts falling due after more than one year and included in the debtors above are:

	<b>2022 £</b>	<b>2021 £</b>
Other debtors due over 1 year	<b>991,366</b>	991,366

Included in other debtors is a balance of £991,366 due from Sligo Convent, an Irish charity linked through the Catholic Church.

<b>15 Creditors: amounts falling due within one year</b>	<b>2022 £</b>	<b>2021 £</b>
Trade creditors	<b>89,212</b>	57,100
Other creditors	<b>94,436</b>	90,026
Accruals	<b>123,522</b>	109,872
Deferred income	<b>4,411</b>	3,404
	<b>311,581</b>	260,402

# SISTERS OF ST JOSEPH OF THE APPARITION CIO

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

### 16 Analysis of net assets between funds

	General funds	Designated funds	Restricted funds	Total
	£	£	£	£
Fund balances at 31 December 2022 are represented by:				
Tangible fixed assets	6,123,418	40,002	120,000	6,283,420
Investments	20,104,817	5,897,737	2,237,893	28,240,447
Current assets	1,450,989	223,738	105,814	1,780,541
Creditors: amounts falling due within one year	(68,656)	(240,661)	(2,264)	(311,581)
	<u>27,610,568</u>	<u>5,920,816</u>	<u>2,461,443</u>	<u>35,992,827</u>

#### General Fund

The general fund is a free fund of the Trust; it is not tied as are the other funds, which are used for a particular defined purpose.

The general fund represents the activities of the convents within one community and includes the "Province" account which is used to accumulate the funds of each convent at the end of the financial year.

General funds includes a property revaluation reserve of £3,990,915 and an investment property revaluation reserve of £115,000.

#### Designated Fund

The designated fund relates to a nursing home. Their funds are not paid into the "Province account" at the end of the financial year but are used to fund operations in the coming year. Monies set aside for the Sisters on their retirement are also included in this fund. The designated fund also includes the pension fund.

#### Restricted Fund

The restricted fund represents monies set up in trust for the purpose of providing nursing care and assistance for the benefit of elderly people in the United Kingdom.

### 17 Contingent liabilities

At 31 December 2022 there were no commitments to expenditure, and no provision was deemed necessary.

### 18 Commitments under operating leases

At 31 December 2022 the company had annual commitments under operating leases as follows:

	2022	2021
	£	£
Expiry date:		
Within one year	25,255	23,572
Between two and five years	125,630	90,714
In over five years	-	26,218
	<u>150,885</u>	<u>140,504</u>