

Church Extension Association (Incorporated) Limited by Guarantee

**Report and Financial Statements
Year Ended 31 October 2023**

Registered Company Number 00032430
Registered Charity Number 00200240

Church Extension Association (Incorporated)
Report of the Trustees for the year ended 31 October 2023

	Page
Reference and administrative details	1
Report of directors and trustees	2
Independent auditor's report	7
Statement of financial activities for the year ended 31 October 2023	11
Balance sheet as at 31 October 2023	12
Statement of cash flows at 31 October 2023	13
Notes forming part of the financial statements	14

Church Extension Association (Incorporated)
Report of the Trustees for the year ended 31 October 2023

Reference and administrative details

Trustees

F H M Baumberg
E C Brogden
C M Heybourn
S J Hird
A Taylor
T D Wright

Secretary and registered office

C M Heybourn

St Michael's Convent, Vicarage Way, Gerrards Cross, Buckinghamshire, SL9 8AT

Company number 00032430

Charity registration number 00200240

Auditors

Moore Kingston Smith LLP
9 Appold Street, London, EC2A 2AP

Investment managers

RBC Brewin Dolphin Securities
12 Smithfield Street, London, EC1A 9BD

Solicitors

Stone King LLP
13 Queen Square, Bath, BA1 2HJ

Church Extension Association (Incorporated)
Report of the Trustees for the year ended 31 October 2023 (continued)

The directors and trustees present their report together with the audited financial statements for the year ended 31st October 2023.

Legal and administration details

Legal and administrative information set out on the previous page forms part of this report. The financial statements comply with the current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland.

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have regard to the Charity Commission's general guidance on public benefit, including the guidance on 'Public Benefit: running a charity' (PB2).

Structure, governance and management

The principal activity of the Association is that of a charitable organisation engaged in religious education and general pastoral work. The Association was founded in 1864 and in 1890 was incorporated as a company limited by guarantee and is governed by its Memorandum and Articles of Association. In the event of the Association being wound up each Member has guaranteed to contribute a maximum of £1.

The registered charity number is 200240, the company number is 00032430.

Trustees

The trustees are the Sister Provincial, the Assistant Provincial and other elected Members.

The Appointment is for a period of three years after which they may be re-elected.

The trustees of the Association during the year and up to the date of approval of the financial statements were:

F H M Baumberg	
E C Brogden	appointed 29 September 2023
A I Cook	retired 29 September 2023
C M Heybourn (Secretary)	
S J Hird	
A Taylor (Chair)	
T D Wright	

The directors meet a minimum of three times a year, the Secretary draws up the agenda, and items are included in response to established practices and as a way of monitoring the administration of the charity. Stapley Bequest 200240-1 and Mrs Mary Gutch Charity 200240-2 are both administered by the Trustees. These are linked charities as defined by the charities act 2011 and further details of these are in the notes to these financial statements.

Church Extension Association (Incorporated)
Report of the Trustees for the year ended 31 October 2023 (continued)

Trustees are elected by the Members or co-opted by the Trustees under the Memorandum and Articles of Association of Church Extension Association (Inc).

Ongoing support and training is made available as necessary, as is advice from legal and financial professional advisors.

Risk management

The directors and trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the Association, and are satisfied that procedures are in place to mitigate the exposure to the major risks.

The Trustees identified six areas of risk:

Disaster:	From fire - mitigated by regular fire alarm and smoke detector checks; fire safety training; regular boiler checks; Insurance in place. Following a lightning strike a conductor will likely be added. From flood - mitigated by regular boiler and plumbing checks; Insurance in place.
Building:	Maintenance contracts; emergency numbers visible; fault reporting procedures; regular insurance surveys; allowing adequate budget provision; insurance in place.
Computers:	Virus check in-built; back-ups in place; passwords used.
People:	Ageing members - funerals budgeted for; health and safety procedures are a priority. Employee loss - Contracts of employment; use of 'Peninsula'.
Financial:	Fraud, Investments - Annual audit; Sister Bursar in place; cash is kept secure; regular check on investments and ratings; annual meeting with business advisors. Having sufficient income to meet expenditure.
Reputation:	Wrong counselling advice - professional insurance and supervision in place; on-going professional training. Safeguarding policies in place; training made available for spiritual direction/retreat work.

Church Extension Association (Incorporated)
Report of the Trustees for the year ended 31 October 2023 (continued)

Objectives and activities

The Association is established for the furtherance of religion, education and the relief of poverty. These objectives are met through the outreach and ministry of the Sisters, who live at the properties that the Association owns and those locations where it operates, and the trustees ensure that they benefit the public. The trustees have had regard to the Charity Commission's guidance on public benefit, including 'public benefit: running a charity (PB2)'.

A full description of these activities can be found on the Community's website - www.sistersofthechurch.org.

Achievements and performance

The Community at St. Michael's Convent, Vicarage Way, Gerrards Cross, Buckinghamshire SL9 8AT have continued with their daily worship and intercession. Members of the public were welcomed for Retreats and Quiet Days. The garden was shared with others through an Open Garden Day with the National Open Garden Scheme. Sisters have continued with the ministries of Quiet Days, Counselling and Spiritual Direction. The eldest members of the Community live and are cared for at St Michael's Convent Gerrards Cross.

In August three Sisters from the Society of the Precious Blood came to live with the Community at Gerrards Cross. This is expected to be mutually enriching for both communities.

Families and women are supported, some have yet to gain indefinite leave to remain leave in the UK. They receive both financial and pastoral help.

At our Bristol house the work has continued to be that of pastoral care outreach in the local community, mainly centred on the house but also working with other agencies and food-banks. At the house, this care has taken the form of both practical assistance, such as giving food parcels at the door, and befriending and listening and giving prayer support to callers and volunteers. Some individuals receive extensive and long-term support from the Sisters. Sr Teresa Mary was recently ordained Deacon.

There are a team of volunteers who assist the Sisters with their Ministry. The volunteers contributed approximately 6,000 hours in the year.

Outside the house, Sisters provide religious education through such means as talks, preaching and spiritual accompaniment. Sisters make pastoral visits at home, in hospital, and prison when permitted.

Sisters Anita and Annaliese live in Clevedon. They worship in the East Clevedon Benefice. During the past year Annaliese has been involved with ministries in Clevedon.

The Community has left ministry from the West Harrow house and Sister Vivien moved to Gerrards Cross.

Sisters who live beyond community houses to care for family members and relatives remain committed to a life of prayer and service and attend community gatherings.

Church Extension Association (Incorporated)
Report of the Trustees for the year ended 31 October 2023 (continued)

Financial Review

This year's activities resulted in a surplus of £539,803 (2022 - £1,119,793 deficit), which has been transferred to accumulated reserves. Of the total surplus, £159,319 relates to realised gain on investments, £329,888 relates to unrealised losses on investments, £661,845 on the sale of the property in West Harrow, and there was an operating surplus of £48,527.

Reserves Policy

The year's surplus has increased the accumulated reserves to £14,724,393 (2022 - £14,184,590). The Trustees consider that this level of reserves is necessary for the future financial stability of the charitable company for two reasons:-

- 1) £6,569,197 of the reserves is represented by St Michael's Convent at Gerrard's Cross and the other properties held by the charity.
- 2) £7,673,402 of the reserves are represented by investments, the income from which is the company's principal source of income.

Of the unrestricted reserves £62,852 are designated funds and £6,594,584 is invested in fixed assets.

The linked charity Stapley Bequest unrestricted fund was £47,967 (2022 £48,385)

The linked charity Mrs Mary Gutch's unrestricted fund was £131,127 (2022 £134,682)

This leaves £7,887,863 as free reserves of the charity.

The charity seeks to maintain free reserves in order to continue to deliver its charitable objectives to the charities beneficiaries in the short term. The charity has calculated that the working capital required for the continuity and operation of the charities activities for a period of 12 months is £ 566,000. At the year end, free reserves were above this level.

Investments Policy

Investments are stated at the market value prevailing at the balance sheet date. The market value of quoted securities is based on the bid price. Any gain or loss on revaluation is taken to the SOFA.

The investment 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 Church Extension Association.

Plans for the future

The Sisters plan to continue with their established ministries whilst being open to the possibilities of new callings.

They continue to seek ways to make a smaller impact on the environment.

They plan to continue seeking financial support for the ministry with women and children who came to this country as asylum seekers, and displaced persons.

The following year will be one of transition with the recent election of Sr Susan as Mother Superior.

In the short to medium term, the charity has the significant reserves it holds in liquid investments, which can be readily converted into cash if required. It has enough unrestricted funds to continue its charitable activities and fund future potential deficits, should they arise.

Church Extension Association (Incorporated)
Report of the Trustees for the year ended 31 October 2023 (continued)

Statement of Trustees' responsibilities

The trustees (who are also the directors of the Church Extension Association (Incorporated) for the purpose of company law) are responsible for preparing the report of the directors and trustees report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the profit or loss of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.
- observe the methods and principles in the charities SORP.

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

Audit information

All of the current trustees have taken all the steps that they ought to have taken to make themselves aware of any information needed by the company's auditors for the purposes of their audit and to establish that the auditors are aware of that information. The trustees are not aware of any relevant audit information of which the auditors are unaware.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the board of trustees and signed on their behalf by:



C M Heybourn
Trustee & Secretary

Date: 31 May 2024

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF CHURCH EXTENSION ASSOCIATION (INCORPORATED)

Opinion

We have audited the financial statements of Church Extension Association (Incorporated) ('the charitable company') for the year ended 31 October 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows 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, including FRS 102 'The Financial Reporting Standard Applicable in the UK and Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 October 2023 and of its incoming resources and application of resources, including its income and expenditure, 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 Companies Act 2006.

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 financial statements section of our report. We are independent of the Corporation 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 company'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 directors 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. 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 there is a material misstatement in the financial statements 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.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF CHURCH EXTENSION ASSOCIATION (INCORPORATED)

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' annual report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees' Annual Report and from preparing a Strategic Report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 6, the trustees (who are also the directors of the charitable company for the purposes of company law) 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 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 charitable company'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 charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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 aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF CHURCH EXTENSION ASSOCIATION (INCORPORATED)

As part of an audit in accordance with ISAs (UK) we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- 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. 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.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Explanation as to what extent 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, 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 objectives of our audit in respect of fraud, are; to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses to those assessed risks; and to respond appropriately to instances of fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both management and those charged with governance of the charitable company.

Our approach was as follows:

- We obtained an understanding of the legal and regulatory requirements applicable to the company and considered that the most significant are the Companies Act 2006, the Charities Act 2011, UK financial reporting standards as issued by the Financial Reporting Council and UK taxation legislation.
- We obtained an understanding of how the charitable company complies with these requirements by discussions with management and those charged with governance.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF CHURCH EXTENSION ASSOCIATION (INCORPORATED)

- We assessed the risk of material misstatement of the financial statements, including the risk of material misstatement due to fraud and how it might occur, by holding discussions with management and those charged with governance.
- We inquired of management and those charged with governance as to any known instances of non-compliance or suspected non-compliance with laws and regulations.
- Based on this understanding, we designed specific appropriate audit procedures to identify instances of non-compliance with laws and regulations. This included making enquiries of management and those charged with governance and obtaining additional corroborative evidence as required.

There are inherent limitations in the audit procedures described above. We are less likely to become aware of instances of non-compliance with laws and regulations that are not closely related to events and transactions reflected in the financial statements. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

Use of our report

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 company's members 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 any party other than the charitable company and charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Moore Kingston Smith LLP

Andrew Stickland (Senior Statutory Auditor)
for and on behalf of Moore Kingston Smith LLP, Statutory Auditor

9 Appold Street
London
EC2A 2AP

Date: 08/07/2024

Church Extension Association (Incorporated)
Statement of Financial Activities for the year ended 31 October 2023

	Note	General Fund (unrestricted) £	Bristol (designated) £	Relief Fund (designated) £	Relief Fund (restricted) £	Stapley Bequest Fund (unrestricted) £	Mrs Mary Gutch's Fund (unrestricted) £	Total funds 2023 £	Restated Total funds 2022 £
Income from:									
Accommodation		31,639						31,639	18,712
Donations		18,843		24,900	10,000	50	640	54,433	35,559
Donations from Overseas		-						-	9,590
Legacies		242,532						242,532	2,900
Charitable activities			123,212					123,212	80,026
Royalties & Energy, Interest		799						799	783
Sisters earning and pensions		106,714						106,714	162,297
Investments		340,482				1,403	3,845	345,730	290,790
Profit on sale of tangible assets		661,845						661,845	-
Total income		1,402,854	123,212	24,900	10,000	1,453	4,485	1,566,904	600,657
Expenditure on:									
Charitable activities	2	603,793	173,044	62,292	10,000	1,201	6,203	856,533	790,227
Total expenditure		603,793	173,044	62,292	10,000	1,201	6,203	856,533	790,227
Net gains/(losses) on investments		(168,061)	-	-	-	(670)	(1,837)	(170,568)	(930,223)
Net income/ (expenditure)		631,000	(49,832)	(37,392)	-	(418)	(3,555)	539,803	(1,119,793)
Transfer between funds		(61,392)	24,000	37,392				-	-
Net movement in funds	12	569,608	(25,832)	-	-	(418)	(3,555)	539,803	(1,119,793)
Balance brought forward at 1 November 2022	12	13,912,839	88,684	-	-	48,385	134,682	14,184,590	15,304,383
Balance carried forward at 31 October 2023	12	14,482,447	62,852	-	-	47,967	131,127	14,724,393	14,184,590

All amounts relate to continuing activities.

All recognised gains and losses in the current and prior year are included in the statement of financial activities.

The notes on pages 13 to 25 form part of these financial statements.

Church Extension Association (Incorporated)
Balance sheet as at 31 October 2023

				Stapley Bequest Fund	Mrs Mary Gutch's Fund	Restated 2022	Restated 2022
	Note	2023	2023	2023	2023	2022	2022
		£	£	£	£	£	£
Fixed assets							
Tangible assets	7 & 8		6,594,584	-	-		6,870,166
Investments	9		7,673,402	46,705	127,966		7,232,764
			14,267,986	46,705	127,966		14,102,930
Current assets							
Debtors	10	248,872		-	-	24,459	
Cash at bank and in hand		99,865		1,262	3,161	108,972	
		348,737		1,262	3,161	133,431	
Creditors: amounts falling due within one year	11	(71,424)		-	-	(51,771)	
Net current assets			277,313	1,262	3,161		81,660
Total assets less current liabilities			14,545,299	47,967	131,127		14,184,590
Net assets			<u>14,545,299</u>	<u>47,967</u>	<u>131,127</u>		<u>14,184,590</u>
Funds							
Unrestricted funds							
General fund		14,482,447		47,967	131,127	14,095,906	
Designated funds		62,852		-	-	88,684	
			14,545,299	47,967	131,127		14,184,590
Restricted funds			-				-
Total funds	12		<u>14,545,299</u>	<u>47,967</u>	<u>131,127</u>		<u>14,184,590</u>

Approved and authorised for issue on behalf of the Executive Body on 31 May 2024

Signed on behalf of the Executive Body of the Church Extension Association (Incorporated).



A Taylor
Chief Officer



C M Heybourn
Member of the Executive Body
Secretary

The notes on pages 13 to 25 form part of these financial statements.

Registered Company Number: 00032430

Church Extension Association (Incorporated)
Statement of Cash Flows for the year ended 31 October 2023

	2023 £	Restated 2022 £
Cash generated from operating activities		
Net cash provided by operating activities	<u>(388,828)</u>	<u>(390,176)</u>
Cash flows from investing activities		
Investment income	340,482	285,632
Proceeds from the sale of property, plant and equipment	825,129	-
Purchase of fixed assets	-	-
Proceeds from the sale of investments	1,158,555	677,012
Purchase of investments	(1,845,124)	(682,706)
Movement on cash held in investment portfolio	(94,898)	75,712
Net cash provided by/(used in) investing activities	<u>384,144</u>	<u>355,650</u>
Cash flows from financing activities		
Repayments of borrowing	-	-
Net cash provided by/(used in) financing activities	-	-
Change in cash and cash equivalents in the reporting period	(4,684)	(34,526)
Cash and cash equivalents at the beginning of the reporting period	<u>108,972</u>	<u>143,498</u>
Cash and cash equivalents at the end of the reporting period	<u><u>104,288</u></u>	<u><u>108,972</u></u>
Reconciliation of net income/(expenditure) to net cash flow from operating activities		
	2023 £	2022 £
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	539,803	(1,119,793)
Adjustments for:		
Depreciation charges	111,847	114,930
(Gains)/losses on investments	166,158	930,223
Investment income	(340,482)	(285,632)
(Profit)/loss on sale of fixed assets	(661,395)	501
(Increase)/decrease in debtors	(224,412)	(4,965)
Increase/(decrease) in creditors	19,653	(25,440)
Net cash provided by/(used in) operating activities	<u>(388,828)</u>	<u>(390,176)</u>

Church Extension Association (Incorporated)
Notes forming part of the financial statements (continued)
for the year ended 31 October 2023

1 Accounting policies

Status of company

The Church Extension Association (Incorporated) was incorporated under the Companies Act 1862 to 1890 and is a company limited by guarantee, not having a share capital. The liability of its members is limited to £1 per member. Its registered address is St Michael's Convent, Vicarage Way, Gerrards Cross, Buckinghamshire, SL9 8AT.

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The charitable company is a public benefit entity for the purposes of FRS 102 and a registered charity established as a company limited by guarantee and therefore has also prepared its financial statements in accordance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (The FRS 102 Charities SORP) the Companies Act 2006 and Charities Act 2011.

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

The principal accounting policies adopted in the preparation of the financial statements are set out below.

Going Concern Basis

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements and in particular have considered the charity's forecasts and projections and have taken account of pressures on donation and investment income and expenditure from the current economic challenge. The trustees have concluded that there is a reasonable expectation that the charitable entity has adequate resources to continue in operational existence for the foreseeable future. The charitable company therefore continues to adopt the going concern basis in preparing its financial statements.

Income

The charity, in common with many others, derives a proportion of its income from voluntary donations which can only be recorded on receipt. Donations are therefore included in the accounts on the basis of cash received, except as follows:

- when donors specify that donations, and grants given to the charity must be used in future accounting periods, the income is deferred until those periods; and
- when donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

All other incoming resources, including legacies, are recognised in the financial year in which the charity becomes entitled to the income, the amount can be measured reliably and receipt is probable.

Church Extension Association (Incorporated)
Notes forming part of the financial statements (continued)
for the year ended 31 October 2023

1 Accounting policies (continued)

Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expense was incurred.

Charitable activities comprises the direct costs, staff costs and overheads, including governance costs of carrying out the charity's objectives.

Governance costs includes the costs of compliance with constitutional and statutory requirements.

Expenditure on raising funds comprise the direct costs relating to raising funds.

Depreciation

Depreciation is provided to write off the cost, less estimated residual values, of all fixed assets, except freehold land, over their expected useful lives. It is calculated at the following rates:

Furniture and equipment	-	10% reducing balance
Computers Hardware/Software	-	33% Straight line
Motor vehicles	-	25% reducing balance
Freehold land	-	Nil
Freehold buildings	-	2% straight line
Freehold buildings - Refurbishment	-	2% straight line
Freehold buildings - Improvements	-	5% straight line

Investments

Investments are stated at the market value prevailing at the balance sheet date. The market value of quoted securities is based on the bid price quotation. Any realised and unrealised gains and losses on revaluation are taken to the Statement of Financial Activities.

Cash and cash equivalents

Cash and cash equivalents include cash at banks and in hand and short term deposits with a maturity date of three months or less.

Financial Instruments

Debtors and creditors receivable or payable within one year of the reporting date are carried at their at transaction price.

Employee benefits

The cost of short term employee benefits are recognised as a liability and as an expense.

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

Pensions

Contributions to the company's defined contribution scheme are charged to the SOFA in the year which they become payable.

Church Extension Association (Incorporated)
Notes forming part of the financial statements (continued)
for the year ended 31 October 2023

1 Accounting policies (continued)

Fund accounting

Funds held by the charity are either:

- unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees;
- designated funds - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects; or
- restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Each year a transfer of funds is recognised to move a designated amount for the branches and the Solomon Islands from unrestricted funds to designated funds.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Critical accounting estimates and areas of judgement

In preparing financial statements it is necessary to make certain judgements, estimates and assumptions that affect the amounts recognised in the financial statements. The following judgements and estimates are considered by the Trustees to have the most significant effect on amounts recognised in the financial statements:

The annual depreciation charge for property, plant and equipment is sensitive to change in useful economic life and residual values of assets. These are reassessed annually.

Church Extension Association (Incorporated)
Notes forming part of the financial statements (continued)
for the year ended 31 October 2023

2 Charitable activities

	General Fund	Bristol	West Harrow	Clevedon	Relief Fund	Relief Fund (Restricted)	Total 2023	Total 2022
	£	£	£	£	£	£	£	£
Bank charges & interest	465	2	9				476	404
Cards & Books	108						108	-
Chapel & Chaplaincy	652	493		30			1,175	798
Council tax, water charges & insurance	29,670	1,978	674	2,170			34,492	31,422
Depreciation	110,934	96	692	125			111,847	114,930
Donations & Gifts	3,511	1,156	361	540			5,568	6,786
Donations -Solomon Islands	36,086						36,086	10,038
Education & Training	6,962	1,886					8,848	11,576
Funeral related expense	3,626						3,626	4,791
Renewals	5,363	1,685		505			7,553	5,503
General	110						110	158
Housekeeping & Household	35,840	10,825	1,021	12,771			60,457	57,837
Library	302						302	418
Ministry	636	123,211		236	62,292	10,000	196,375	135,850
National Insurance Sisters	1,732						1,732	1,625
Newsletter	3,311						3,311	3,805
Postage, Stationery, Computing	7,070	1,374	109	905			9,458	8,197
Premises - Repair & Maintenance	27,997	1,793	38	11,791			41,619	40,274
Professional fees	47,689		18,456				66,145	45,070
Sale of assets/(Profit)	(4,512)		4,963				451	501
Salaries & Wages	76,982	7,783					84,765	71,229
Sisters Care costs	54,578						54,578	132,282
Sisters personal	25,204	6,913	163	7,405			39,685	25,849
Telephone	2,037	1,189	187	576			3,989	4,383
Travel & Motor Exps. Including Insurance	18,596	1,655	717	2,690			23,658	23,274
Utilities	17,537	10,969	135	3,754			32,395	31,339
Governance	20,154	36					20,190	16,446
Publicity	130						130	75
	532,770	173,044	27,525	43,498	62,292	10,000	849,129	784,860

Church Extension Association (Incorporated)
Notes forming part of the financial statements (continued)
for the year ended 31 October 2023

3 Governance costs

	General Fund £	Branch Houses £	Total 2023 £	Total 2022 £
Audit and accountancy charges	20,154	36	20,190	16,446
General expenses	110	-	110	157
	<u>20,264</u>	<u>36</u>	<u>20,300</u>	<u>16,603</u>

4 Deficit of income over expenditure for the year

	2023 £	2022 £
This is stated after charging the following:		
Depreciation	111,751	114,930
Auditors' remuneration - audit services	20,154	16,410
	<u>131,905</u>	<u>131,340</u>

5 Staff costs and trustees' remuneration

	2023 £	2022 £
Wages	115,602	100,604
Social security costs	5,381	4,205
Pension contributions	1,583	1,998
	<u>122,566</u>	<u>106,807</u>

No employee received remuneration amounting to more than £60,000 in either year.

The directors and trustees were not paid or reimbursed for expenses during either year.

Key Management Personnel

Key management personnel include the Trustees and the Bursar. The total employee benefits of the charity's key management personnel were £nil (2022: £nil).

Church Extension Association (Incorporated)
Notes forming part of the financial statements (continued)
for the year ended 31 October 2023

6 Employees

	2023 Number	2022 Number
The average number of employees during the year was as follows:		
Domestic assistants	3	3
Administration	2	1
	<u>5</u>	<u>4</u>

7 Tangible fixed assets

	Motor vehicles £	Freehold land and buildings (see note 8) £	Furniture And Equipment £	Total £
<i>Cost</i>				
At 1 November 2022	49,103	7,443,751	178,704	7,671,558
Additions	-	-	-	-
Disposals	(9,234)	(226,049)	(33,890)	(269,173)
Transfers	-	-	-	-
At 31 October 2023	<u>39,869</u>	<u>7,217,702</u>	<u>144,814</u>	<u>7,402,385</u>
<i>Depreciation</i>				
At 1 November 2022	42,644	608,626	150,122	801,392
Charge for the year	1,599	107,773	2,475	111,847
Disposals	(8,617)	(67,894)	(28,927)	(105,438)
At 31 October 2023	<u>35,626</u>	<u>648,505</u>	<u>123,670</u>	<u>807,801</u>
<i>Net book value</i>				
At 31 October 2023	<u>4,243</u>	<u>6,569,197</u>	<u>21,144</u>	<u>6,594,584</u>
At 31 October 2022	<u>6,459</u>	<u>6,835,125</u>	<u>28,582</u>	<u>6,870,166</u>

Church Extension Association (Incorporated)
Notes forming part of the financial statements (continued)
for the year ended 31 October 2023

8 Freehold land and buildings

		Cost	Accumulated	Net book
		£	depreciation	value
			£	£
St Gabriel's, Clevedon	Land	6,265	-	6,265
St Gabriel's, Clevedon	Buildings	6,265	6,262	3
Garden House, Gerrards Cross	Buildings	180,397	25,256	155,141
Main House, Gerrards Cross	Land	2,175,000	-	2,175,000
Main House, Gerrards Cross	Buildings	2,175,000	261,000	1,914,000
	Building			
Main House, Gerrards Cross	refurbishment	2,458,800	291,576	2,167,224
	Building			
Main House, Gerrards Cross	improvements	215,975	64,411	151,564
		7,217,702	648,505	6,569,197

Church Extension Association (Incorporated)
Notes forming part of the financial statements (continued)
for the year ended 31 October 2023

9 Investments

	2023	Stapley Bequest Fund 2023	Mrs Mary Gutch's Fund 2023	Total 2023	Restated 2022
	£	£	£	£	£
<i>Quoted securities at valuation</i>					
At 1 November	6,932,908	47,375	129,803	7,110,086	8,034,615
				-	
Additions	1,845,124	-	-	1,845,124	682,706
Disposals	(1,158,555)	-	-	(1,158,555)	(676,851)
Realised gain/(loss)	159,319	-	-	159,319	6,614
Unrealised (loss)/gain	(327,381)	(670)	(1,837)	(329,888)	(936,837)
Accrued Interest	-				(161)
At 31 October	7,451,415	46,705	127,966	7,626,086	7,110,086
Capital on deposit	221,987	-	-	221,987	122,678
	<u>7,673,402</u>	<u>46,705</u>	<u>127,966</u>	<u>7,848,073</u>	<u>7,232,764</u>
<i>Historical cost</i>					
Investments	7,514,283	47,375	129,803	7,691,461	6,646,020
Capital on deposit	221,987	-	-	221,987	122,678
	<u>7,736,270</u>	<u>47,375</u>	<u>129,803</u>	<u>7,913,448</u>	<u>6,768,698</u>

Church Extension Association (Incorporated)
Notes forming part of the financial statements (continued)
for the year ended 31 October 2023

10 Debtors

	2023	2022
	£	£
Other debtors	2,069	16,809
Prepayments	8,817	7,650
Accrued income	237,985	
	<u>248,871</u>	<u>24,459</u>

All amounts shown under debtors fall due for payment within one year.

11 Creditors: amounts falling due within one year

	2023	2022
	£	£
Other creditors	44,391	24,401
Accruals and deferred income	27,056	27,370
	<u>71,447</u>	<u>51,771</u>

Church Extension Association (Incorporated)
Notes forming part of the financial statements (continued)
for the year ended 31 October 2023

12 Funds

For the year ended 31 October 2023

	Balance at 1 November 2022	Income	Expenditure	Gain/(Losses)	Transfers	Balance at 31 October 2023
	£	£	£	£	£	£
General Fund	13,912,839	1,402,854	(603,793)	(168,061)	(61,392)	14,482,447
Stapley Bequest	48,385	1,453	(1,201)	(670)	-	47,967
Mrs Mary Gutch's Charity	134,682	4,485	(6,203)	(1,837)	-	131,127
Designated Funds:						
Branch House	88,684	123,212	(173,044)	-	24,000	62,852
Relief Fund	-	24,900	(62,292)	-	37,392	-
Restricted Fund:						
Relief fund	-	10,000	(10,000)	-	-	-
Total	14,184,590	1,566,904	(856,533)	(170,568)	-	14,724,393

For the year ended 31 October 2022

	October 2021	Income	Expenditure	Gain/(Losses)	Transfers	October 2022
	£	£	£	£	£	£
General Fund	15,009,413	488,115	(610,113)	(930,223)	(44,353)	13,912,839
Stapley Bequest	53,107	1,588	(1,940)	(4,370)		48,385
Mrs Mary Gutch's Charity	146,046	4,035	(3,427)	(11,972)		134,682
Designated Funds:						
Branch House	104,615	96,394	(133,925)	-	21,600	88,684
Relief Fund	-	10,525	(29,754)	-	19,229	-
Restricted Fund:						
Relief Fund	7,544	-	(11,068)	-	3,524	-
Total	15,320,725	600,657	(790,227)	(946,565)	-	14,184,590

Stapley Bequest

On 12/07/1961 the charitable company received the benefit of the assets, liabilities and undertaking of the Stapley Bequest an unincorporated charity of the same name. On the same date the charitable company became the sole trustee of the unincorporated charity which is now a linked charity under Charity Commission regulations. The unincorporated charity continues to hold a bank account and investment assets, held for the benefit of the charitable company. The fund is held to provide pensions for elderly ladies of limited means.

Mrs Mary Gutch's Charity

On 12/07/1961 the charitable company received the benefit of the assets, liabilities and undertaking of the Mrs. Mary Gutch's charity, Bequest of Eugenie Holt and Bequest of Alice Violet Hallam an unincorporated charity of the same name. On the same date the charitable company became the sole trustee of the unincorporated charity which is now a linked charity under Charity Commission regulations. The unincorporated charity continues to hold a bank account and investment assets, held for the benefit of the charitable company. The fund is held to provide a home for ladies in distressed or reduced circumstances.

Church Extension Association (Incorporated)
Notes forming part of the financial statements (continued)
for the year ended 31 October 2023

12 Funds (Continued)

Designated funds

The designated funds relate to the activities of the Bristol branch house.

Relief fund

This fund is for the Sister's ministry in the financial relief of the poor, nearly all of it is for women and children family support.

Restricted fund

This fund is for the Sister's ministry in the specific financial relief of family support as directed by the donors.

Transfers between funds

Transfers between funds represents funds transferred from unrestricted funds to cover a deficit on restricted or designated funds.

13 Analysis of net assets between funds

For the year ended 31 October 2023

	General Funds	Designated Funds	Restricted Funds	Balance at 31 October 2023
Tangible Fixed Assets	6,594,584	-	-	6,594,584
Investments	7,720,107	-	-	7,720,107
Net Current Assets	346,850	62,852	-	409,702
	<u>14,661,541</u>	<u>62,852</u>	<u>-</u>	<u>14,724,393</u>

For the year ended 31 October 2022

	General Funds	Designated Funds	Restricted Funds	Balance at 31 October 2022
Tangible Fixed Assets	6,870,166	-	-	6,870,166
Investments	7,232,764	-	-	7,232,764
Net Current Assets	(7,024)	88,684	-	81,660
	<u>14,095,906</u>	<u>88,684</u>	<u>-</u>	<u>14,184,590</u>

14 Contingent liabilities

- i. At the year end, Church Extension Association (Incorporated) acted as a guarantor of the rent on two properties. On property 1, if the tenant were to default on their rent, the charity would be liable for the full rental payments due under the lease terms of £1,699 per calendar month. The lease is ongoing and has a period of notice to the 2nd December 2024. On property 2, if the tenant were to default on their rent, the charity would be liable for the full rental payments due under the lease terms of £1,750 per calendar month. The lease is due to expire on 10 April 2026.
- ii. When a Sister makes her Life Profession in the Community she renounces her right to all income and assets to which she becomes entitled. Whilst Sisters usually make a lifelong commitment to the Community, in the event that a Sister leaves the Community then she would be entitled to the capital she brought with her plus any amount she inherited whilst she was a member of the Community.

This entitlement does not extend to any income or movement in value arising from these monies whilst a Sister is a member of the Community, only the original capital amount brought in or inherited.

The total amount of capital brought into the Community or inherited by Sisters whilst a member of the Community, and therefore repayable in the event that a Sister leaves, is £944,055.

Church Extension Association (Incorporated)
Notes forming part of the financial statements (continued)
for the year ended 31 October 2023

15 Taxation

As a charity, Church Extension Association (Incorporated) is exempt on income gains falling within section 466-493 of the Corporation Tax act 2010 to the extent that they are derived from charitable activities.

16 Related party transactions

There were no related party transactions in the period under review that require disclosure in the financial statements. (2022: None)

17 Prior Year Adjustment

A prior year adjustment has been recognised to reflect the treatment of linked charities Stapley Bequest, Mrs. Mary Gutch's charity, Bequest of Eugenie Holt and Bequest of Alice Violet Hallam on a branch basis to combine the funds held by each linked charity.

The charity has reviewed the value of the assets, liabilities and undertakings of these linked charities and has considered that they are of a sufficiently material nature to include these in the financial statements.

Reconciliation of Balance Sheet and Reserves

	Note	As previously stated	Prior year adjustment	As restated
Fixed assets				
Tangible fixed assets	7 & 8	6,870,166	-	6,870,166
Investments	11	7,055,586	177,178	7,232,764
		<u>13,925,752</u>	<u>177,178</u>	<u>14,102,930</u>
Current assets				
Debtors	10	24,459	-	24,459
Cash at bank and in hand		<u>103,083</u>	<u>5,889</u>	<u>108,972</u>
		<u>127,542</u>	<u>5,889</u>	<u>133,431</u>
amounts	11	<u>(51,771)</u>	<u>-</u>	<u>(51,771)</u>
Net current assets		75,771	5,889	81,660
Total assets less current liabilities		14,001,523	183,067	14,184,590
Net Assets		<u>14,001,523</u>	<u>183,067</u>	<u>14,184,590</u>
Funds				
<u>Unrestricted funds</u>	17			
General fund		13,912,839	183,067	14,095,906
Designated funds		<u>88,684</u>	<u>-</u>	<u>88,684</u>
		<u>14,001,523</u>	<u>183,067</u>	<u>14,184,590</u>
Restricted funds		-	-	-
		<u>14,001,523</u>	<u>183,067</u>	<u>14,184,590</u>

Church Extension Association (Incorporated)
Notes forming part of the financial statements (continued)
for the year ended 31 October 2023

Statement of Financial Activities for the year ended 31 October 2022

		Note	Restated				
			General Fund (unrestricted) £	Bristol (designated) £	Relief Fund (designated) £	Relief Fund (restricted) £	Total funds 2022 £
Income from:							
Accommodation			18,712				18,712
Donations			10,566	14,468	10,525		35,559
Donations from Overseas			9,590				9,590
Legacies			1,000	1,900			2,900
Charitable activities				80,026			80,026
Royalties & Energy			783				783
Sisters earning and pensions			162,297				162,297
Investment income			290,790				290,790
Profit on sale of tangible assets				-	-	-	-
Total income			493,738	96,394	10,525	-	600,657
Expenditure on:							
Charitable activities		2	615,480	133,925	29,754	11,068	790,227
Total expenditure			615,480	133,925	29,754	11,068	790,227
Net gains/ (losses) on investments			(946,565)	-	-	-	(946,565)
Net expenditure			(1,068,307)	(37,531)	(19,229)	(11,068)	(1,136,135)
Transfer between funds			(44,353)	21,600	19,229	3,524	-
Net movement in funds		12	(1,112,660)	(15,931)	-	(7,544)	(1,136,135)
November 2021		12	15,208,566	104,615	-	7,544	15,320,725
Balance carried forward at 31 October 2022		12	14,095,906	88,684	-	-	14,184,590