

THE INSTITUTE OF THE SISTERS OF ST.MARCELLINA

CHARITY NUMBER 0211414

REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2022

I report on the accounts of the charity for the year ended 31 December 2022 which are set out on pages 3 to 5.

The report is made solely to the Charity's Trustees, as a body, in accordance with chapter 3 of Part 8 of the Charities Act 2011. My examination has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted my law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my examination, for this report or the opinions I have formed.

Respective responsibilities of trustees and examiner

As the charity's trustees, you are responsible for the preparation of the accounts; you consider that the audit requirement of Section 144(2) of the Charity's 2011 the (2011 Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act, whether particular matters have come to my attention.

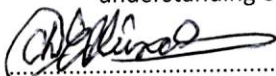
Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- a) which gives me reasonable cause to believe that in any material respect the requirements:
 - 1. to keep accounting records in accordance with the Charity's Act 2011; and
 - 2. to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;
 - 3. have not been met; or
- b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Charles Ellinas

Chartered Accountant

Independent Examiner

Date: 5th July 2023

THE INSTITUTE OF THE SISTERS OF ST.MARCELLINA
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2022

Page 3

		2022	2021
	Note	Unrestricted	Unrestricted
		£	£
Incoming resources			
Fees	1	168,529	42,536
Grant from Instituto Internazionale		-	20,000
Bank deposit interest		155	8
		<u>168,684</u>	<u>62,544</u>
Resources expended			
Religious service		7,365	5,030
Food and drink		6,408	2,117
Household laundry and cleaning		2,013	444
Insurance		18,000	11,000
Light, heat and water		18,773	13,713
Motor and travelling		5,466	706
Motor vehicle depreciation		2,623	-
Medical care		465	277
Students activities		1,747	-
Management and tuition costs		2,280	-
Office administration		3,753	3,121
Professional fees		2,659	2,340
Examiner's fees		1,212	1,116
Repairs and maintenance		32,354	41,412
General expenses		359	-
		<u>105,477</u>	<u>81,276</u>
Net of incoming resources (resources expended)		63,207	(18,732)
Accumulated funds brought forward		84,872	103,604
Accumulated funds carried forward		<u>148,079</u>	<u>84,872</u>

THE INSTITUTE OF THE SISTERS OF ST.MARCELLINA
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31 DECEMBER 2022

Page 4

	Note	2021 £	2021 £
Fixed assets			
Motor vehicle	2	7,872	10,495
Current assets			
Bank current account		50,420	16,112
Bank Deposit accounts		81,008	60,854
Cash in hand		9,991	-
		141,419	76,966
Less: current liabilities			
Sundry creditors		1,212	2,589
Net current assets		140,207	74,377
Total assets		148,079	84,872
Accumulated funds		148,079	84,872

These accounts were approved by the trustees on 8th July 2023


.....
Sr. Giuliana Carrara
Trustee

1. Accounting policies

The principle accounting policies which are adopted in the preparation of the accounts are set out below.

Basis of accounting

These accounts have been prepared under the historical cost convention, and are in accordance with applicable accounting standards and the Statement of Recommended Practice 'Accounting & Reporting by Charities' (effective April 2005).

Fee Income

This income relates to fees from boarding and tuition for foreign students. It is accounted for in the accounts when it is received.

Investment income

Bank interest is shown gross. It is shown in the accounts when it is received.

Depreciation

Fixed assets are stated at cost less depreciation. Depreciation is calculated at rates to write the assets down to their residual value at the end of their anticipated useful life.

the rates used are as follows:

Motor vehicle 25% on book value

2. Fixed assets

	Motor vehicle £	Total £
Cost		
Opening	10,495	10,495
Additions	-	-
	<u>10,495</u>	<u>10,495</u>
Depreciation		
Opening	-	-
Charge for year	2,623	2,623
	<u>2,623</u>	<u>2,623</u>
Net book value 31 12 2022	<u>7,872</u>	<u>7,872</u>
Net book value 31 12 2021	<u>10,495</u>	<u>10,495</u>



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	01	2022		31	12	2022

Section A Reference and administration details

Charity name THE INSTITUTE OF THE SISTERS OF ST. MARCELLINA

Other names charity is known by N/A

Registered charity number (if any) 211414

Charity's principal address 6 Ellerdale Road

Hampstead

London

Postcode

NW3 6BD

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev.Giuliana Carrara	Chair		GIULIANA CARRARA
2	Mrs Angioletta Salvoni Silva			
3	Mrs Anna Maria Aurelia Amato Gaudiano			
4	Rev.Alejandra Guerrero Mendoza	secretary	1 st November 2022	
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust Deed
How the charity is constituted (eg. trust, association, company)	Religious Order
Trustee selection methods (eg. appointed by, elected by)	Appointed by the Sister in charge
<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <input type="checkbox"/> policies and procedures adopted for the induction and training of trustees; <input type="checkbox"/> the charity's organisational structure and any wider network with which the charity works; <input type="checkbox"/> relationship with any related parties; <input type="checkbox"/> trustees' consideration of major risks and the system and procedures to manage them. 	

Summary of the objects of the charity set out in its governing document

The Institute of the Sisters of St.Marcellina has been running the house at 6 Ellerdale Road, London since 1955 to provide foreign students with English language Courses and Accommodation.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

To provide English tuition and Accommodation to foreign School Groups from around the world attending the various schools operated by the Order

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- ☐ policy on grantmaking;
- ☐ policy programme related investment;
- ☐ contribution made by volunteers.

Section D

Achievements and performance

groups
and Language

After the Covid 19 pause the activity is back as usual with the school

Coming for one/two weeks of full immersion in the English Culture

Section D	Achievements and performance
<p>Summary of the main achievements of the charity during the year</p>	<p>See above</p>

Brief statement of the charity's policy on reserves

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Details of any funds materially in deficit

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Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- ☐ the charity's principal sources of funds (including any fundraising);
- ☐ how expenditure has supported the key objectives of the charity;
- ☐ investment policy and objectives including any ethical investment policy adopted.

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Section F Other optional information

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Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Sr.Giuliana Carrara	
Position (eg Secretary, Chair, etc)	Chair	
Date	17/07/2023	

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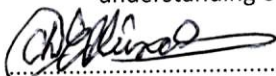
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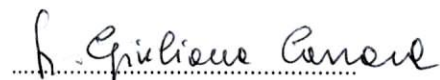
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