

**The Charity of the
Order of the
Marist Sisters
Province of
England**

Report and Accounts

31 December 2020

Charity Registration Number
225485

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Reference and administrative details of the charity, its trustees and advisers

Trustees	Sister Bridget Brady Sister Mary Frances Boyle Sister Bridget Helen Cahill Sister Helena Coskeran Sister Beate Heutger Sister Teresa Moran Sister Anne Ord (The trustees are incorporated under the Charities Act 2011)
Provincial Superior	Sister Anne Ord/
Provincial Bursar	Sister Helena Coskeran
Safeguarding Lead	Mr Andrew Stables
Administrative address	55 Thetford Road New Malden Surrey KT3 5DP
Charity registration number	225485
Auditor	Buzzacott LLP 130 Wood Street London EC2V 6DL
Principal bankers	The Royal Bank of Scotland plc 5-10 Great Tower Street London E1W 9FR Barclays Bank plc Fulham Broadway Branch 75 Kings Street London W6 9HY

Reference and administrative details of the charity, its trustees and advisers

Investment managers	Quilter Cheviot Investment Management One Kingsway London WC2B 6AN
	BlackRock Investment Management (UK) Limited 12 Throgmorton Avenue London EC2N 2DL
Solicitors	SBP Law Glade House 52-54 Carter Lane London EC4V 5EF
	Stone King LLP 13 Queen Square Bath BA1 2HJ
Insurers	Marsh Limited 1 st Floor Gail House 5 London Stone Street Maidstone Kent ME15 6NB
Surveyors	W B Surveyors Limited 4 th Floor 86-90 Paul Street London EC2 4NE
	Gerald Eve LLP 72 Welbeck Street London W1G 0AY

Trustees' report 31 December 2020

The trustees present their annual report together with the accounts of The Charity of the Order of the Marist Sisters Province of England (the Charity) for the year ended 31 December 2020.

The accounts have been prepared in accordance with the accounting policies set out on pages 53 to 59 of the attached accounts and comply with the charity's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

INTRODUCTION

The Marist Sisters (the Order) is a Roman Catholic Religious Order of Pontifical rite founded in France in 1827 and has its Generalate in Rome. Governed by its own Constitution it is an International Order whose members minister in Africa, Philippines, Oceania, North and South America and Europe.

The accounts accompanying this report are the accounts of the charitable trust on which the assets of the Order in England and Wales are held and through which its finances operate. The trust is governed by a Trust Deed dated 25 February 1963 and is registered under the Charities Act 2011 – Charity Registration Number 225485.

PUBLIC BENEFIT

In setting the objectives and planning the activities of the charity, the trustees have given careful consideration to the Charity Commission's guidance on public benefit. In essence, all works carried out by the charity are grounded on religious tenets which constitute the values of the Christian Gospel and those of the founding charism of the Marist Order.

This report describes strategies, means and achievements for the year to 31 December 2020. The report covers activities, performance and achievements which address the aims, mission and objectives of the Order, listed below. All active members of the Order perform their ministries among the local public in areas of community houses with wider outreach as described. In evaluating quality, performance and achievement, the trustees believe they illustrate ways by which the charity meets the public benefit requirement, as outlined by the Charity Commission and that benefits are identifiable and touch the lives of large sections of the public. Members interact with and actively support the public in whatever environment and ministry they find themselves, in parishes, hospitals, care homes, youth centres, etc.

PRINCIPAL AIMS AND MISSION

In order to plan effectively for the future and to manage change, the Order's General Chapter held in Rome in April 2015 mandated a review.

This provided a worldwide picture of the Order and enabled it to make decisions in that context to decide on the best way forward to ensure the mission of the Order be maintained in its integrity, to maintain the charism and enhance the groups and areas where sisters work.

The Order worldwide has commenced a financial review of its resources for the period to 2039. This will enable the Province of England to plan more effectively for the future in this time of continual change.

PRINCIPAL AIMS AND MISSION (continued)

The Charity of the Order of The Marist Sisters Province of England aims to support:

- ◆ The furtherance of the Roman Catholic Religion and its Gospel values
- ◆ The religious and charitable works at present carried on by the Order
- ◆ The care of the members of the Order throughout their lives in the Order and support of their charitable work

In all activities described in this report, the aims and objectives of the charity have been the main focus. Always based on Christian Gospel values, through strategies and service in the various geographical areas, the trustees have made every effort to be faithful to the aims, the benefits of which are far ranging. We work together to develop a structure that will be life giving for the mission of the Order within our Unit or Province.

In fidelity to the objectives, the Leaders of the Order frequently remind the Charity of the world context of escalating concerns, in which the Order moves.

“As women who bear Mary’s name, how are we responding to the present situation we are living? We are hugely challenged, invited to deeper reflection, called on to change our way of thinking, our priorities. We experience our vulnerability and our powerlessness – things are taken out of our hand, we lose control.

“We give thanks for Marists who are trying so hard to reach out to those around them who are so deeply vulnerable and lacking resources for survival.”

(Superior General 12 September 2020)

Marist Youth Centre, Manchester is mainly committed to the support and spiritual development of young people as described later in the report. The programmes offered aim to increase their knowledge and experience of spiritual and moral development, sustain them in their beliefs and encourage them to develop a capacity for critical thinking as contributory citizens in the society in which they find themselves.

Sisters, either communally or individually, minister among vulnerable people and are open to providing opportunities for personal, group and liturgical prayer.

The main aim of all service rendered in pastoral and social fields, in parishes, hospitals etc. is to support and empower people in their day to day living. The Christian Gospel teaching of “Be compassionate as your heavenly Father is compassionate” (Luke 6: v 36) motivates all religious and charitable work carried out by members of the Order respecting the dignity of all.

Care of the sick in the Charity’s care home involves responsibility for the retired, vulnerable members of the Order, who, having engaged in the activities of the Charity, over many years, are now in need of care and support. Lay residents, who meet the criteria and choose to be cared for in a peaceful and religious environment are welcome.

An established culture of respect for the dignity and rights of each person reaches a wide public in a variety of ways including the nurturing of religious practice.

PRINCIPAL AIMS AND MISSION (continued)

The work of the sisters in carrying out the aims of the charity include:

Worship and prayer

The provision of facilities for worship and prayer for members of the Charity and members of the wider public who join in their worship.

Members of the Order are given opportunities for:

- ◆ Worship through prayer both private and communal, through celebration of the Eucharist, Daily Prayer of the Church and other devotions.
- ◆ Unrestricted access to chapel and prayer rooms at all times.
- ◆ Growth in their knowledge and trust in God and the Church through private prayer, study and Scripture reflection and spiritual development through retreats, renewal courses, conferences, prayer groups and spiritual reading.
- ◆ Access to Professional Spiritual Guidance is always available.

Members of the Order celebrate and pray with the wider community. They do this through Church services, prayer groups, celebration of the Liturgy, praying with older people, with young people, children and mothers' prayer groups. Included are the petitions of those who have requested prayers via telephone or other means of communication. Chapels are open to the public where and when possible. The benefits of sharing prayer with others are reciprocal and appreciated by all who participate.

Education

Until 20 May 2022 the Charity operated the Marist School in Ascot, Berkshire, an independent senior and preparatory school. Although the majority of sisters are now retired, they have continued their work in education through voluntary assistance in the school and by serving on the governing body of the school.

Pastoral and social work

Many active members of the Order, as well as retired members, are involved in various forms of social and pastoral work throughout England including:

- ◆ Hospital and Care Home chaplaincies
- ◆ Educational establishments
- ◆ Justice & Peace Work
- ◆ Retreat ministry to schools and to adults
- ◆ Ministry in centres for the homeless
- ◆ Ministry in parishes
- ◆ Care of the elderly
- ◆ Hospital visiting
- ◆ Pastoral ministry at the National Shrine, Walsingham
- ◆ Administrative work

The Charity maintains the properties where the members live and from where they carry out their apostolic work.

PRINCIPAL AIMS AND MISSION (continued)

Operation of residential care home (Villa Maria)

The Charity owns and operates one care home which is registered with the Care Quality Commission (CQC). Villa Maria provides accommodation for 34 persons. Long-time care and short-term respite care for sisters and members of the public is available. It is under the management of St John of God Hospitaller Services.

Overseas missionary work

The Charity supports sisters working on mission principally in West Africa, Latin America and the Philippines. Support is mostly financial through the Marist Solidarity Fund. A sister from the Province of England worked in the Gambia and Senegal during 2020.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES

In the following pages of this report, the trustees describe activities, performance and achievements which address the founding objectives, principal aims and mission of the Order. The COVID19 pandemic necessitated changes to the way members of the Charity carried out their ministries, notably in their creative use of technology. This meant all active members of the Charity continued their ministries in a COVID secure manner. This illustrates the means by which the Charity meets public benefit requirements.

As stated under principal aims and mission on pages 5 to 8, the activities of the Order can be divided into four principal areas:

- ◆ Provision of education
- ◆ Care of members of the Order, including the operation of a residential care home
- ◆ Pastoral and social work
- ◆ Overseas missionary work

Provision of education (The Marist School Sunninghill)

The principal aims and activities of the Marist School, Sunninghill are religious and charitable and specifically to provide education by way of an independent day school for approximately 440 pupils.

Education is provided for girls from ages 3 to 18 in its school, the Preparatory Department and the Senior Section. It is policy for both parts of the school to foster each girl's spiritual and academic development – fostering the individual's physical, psychological, intellectual, moral, spiritual, emotional and creative qualities, to attain the highest academic levels as well as providing sports and an extra-curricular programme which aims to develop life-long interests, to help build self-confidence and a desire to contribute to the community nationally and internationally.

The trustees also contribute to education by supporting school staff, in adult literacy and other educational programmes, and at governance level.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Care for members of the Order and operation of a residential care home

Aware of their legal and moral responsibilities to members of the Order who have spent most of their lives carrying out the charitable works of the Order and who have no personal resources, the trustees aim to provide the best possible care for all. They regularly assess needs and plan accordingly as the age profile of the members of the Order increases.

In planning they aim to:

- ◆ Provide a high level of care for all members promoting dignity and respect.
- ◆ Encourage and provide facilities that make the transition from active involvement to retirement as smooth as possible.
- ◆ Encourage continued independence and involvement in activities for as long as reasonably possible; promoting the development of new interests and enthusiasm for activities that in the past was limited by time constraints.
- ◆ Provide high quality accommodation in the care home and in community houses where it may be necessary to adapt accommodation for increasing age.
- ◆ Support and enable all members to carry on in their individual ministries for as long as possible.

The care home – Villa Maria – consists of two wings, one for those entirely dependent on care and one for those who require some care but not of an acute nature.

The care home has 34 rooms all of which have en suite facilities. All rooms are accessible by stairs and by lift, are linked to a call system and have a television which includes a facility enabling Sisters and other residents to follow religious services relayed from the chapel.

The total expenditure of the care home is financed by the Charity. This expenditure is recognised as part of the cost of maintaining the members of the Order.

From 1 March 2017 Caterplus Services have been contracted to supply all catering arrangements in Villa Maria with a view to control expenditure, to monitor stock control and to improve the quality of the food presented. Following initial problems, this arrangement has worked satisfactorily throughout 2020.

Most of the residents are sisters, with members of the public accepted for long-term and respite care. In 2020 there were 7 members of the public as residents (2 of whom are sisters of another congregation) and, in addition, for part of the year, one bed was used for respite care. The management team of the home meets weekly and at other times as necessity may demand. The trustees meet with St John of God Hospitaller Services at regular intervals to review the yearly budget and appraise management. In 2020 regular telephone contact was maintained with the residents and via video conferencing with the team.

St John of God Hospitaller Services Management Review meetings	28 January 2020 18 March 2020 22 June 2020 21 September 2020 7 December 2020
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ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Care for members of the Order and operation of a residential care home (continued)

The aim of the trustees regarding Villa Maria is to continue to provide good quality living by:

- ◆ Financial support.
- ◆ Support of the Care Management Services in providing quality standards and regular contact with the Service Manager.
- ◆ Appointment of high-quality staff.
- ◆ Encouragement and motivation of staff and residents.
- ◆ Ensuring as far as possible efficient management and maintenance of the premises and grounds to preserve a resident-friendly and dignified environment for all.
- ◆ Monitoring the quality of management provided both in-house and by St. John of God Hospitaller Services.
- ◆ Providing quality spiritual and pastoral care for the residents.
- ◆ Ensuring that the home complies with all statutory requirements.
- ◆ Paying regular visits to the care home when possible.

Pastoral and social work

Due to the COVID-19 pandemic and the restrictions/lockdown imposed by the Government some of this work had to be done via telephone, online meetings and other social media.

Work undertaken by members of the Province during 2020 included:

- ◆ Supporting the vulnerable and housebound
- ◆ Hospital and Care Home Chaplaincy
- ◆ Justice & Peace work among refugees, asylum seekers, trafficked women.
- ◆ Provision of literacy programmes for migrants
- ◆ Supporting young people with learning difficulties
- ◆ Retreats, catechetical work, peace education work.
- ◆ Service as school governors and supporting teachers in their work.

Aims of the trustees in this category include:

- ◆ To support and encourage the less active members of the Province in their continued efforts to support the marginalised members of society through letter writing, supporting campaigns for justice, knitting, hospitality, prayer etc.
- ◆ To enable and empower the active members of the Province in their ministries among the more vulnerable people in the local community.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Overseas missionary work

The Charity provides financial support, personnel and other support for its missions in West Africa, Latin America and the Philippines. The extent of financial support is advised by the Generalate in consultation with other members of the Order as appropriate.

In 2020 the Province of England contributed £57,245 (2019 - £56,163) to the Marist Solidarity Fund specially established for mission support, to which all Marist Regions in the world contribute and from which sisters can draw funds to support their work in poorer areas.

Through its contribution to the Marist Solidarity Fund, the Charity enables sisters working on mission in the geographical areas mentioned, to have professional experience in the various works and communities of the Order in France. This experience enhances their training, broadens their vision and better equips them in maintaining and forwarding the missionary aims of the Order.

Provision of Education (The Marist School Sunninghill)



Governance

Over recent years, the trustees have continued to monitor the development and enhancement of the School. At the same time, the trustees have been considering how best to secure the long term future of The Marist School and concluded that the school will be best served by transferring it as a going concern to a specialist education provider. Following exchange of contracts for the sale of the school on 25 March 2022, it is intended that the operation of the school will formally be transferred to its new operator on 20 May 2022, the anticipated date of legal completion of the sale. The trustees and the school governors will work to ensure a smooth handover without disruption to the pupils of the school.

The trustees have encouraged the use of Network Teaching and Learning, recognising its value. The foresight shown in this approach to digital learning meant the school was able to continue its provision of high quality education when lockdown began on 23 March 2020. In anticipation of a lockdown, all pupils and staff had been trained in the use of Microsoft Teams and lessons immediately moved to this online platform.

The School is governed by a Board of Governors appointed as an Advisory Body by the trustees based on their specialist skills, professional expertise and local availability. New governors are inducted into the workings of the Charity and of the school at governors' meetings and at external courses specifically designed for governors, officers of charities and educational establishments.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Provision of Education (The Marist School Sunninghill) (continued)

Governance (continued)

The principal aims and activities of the school are religious and charitable and specifically to provide education by means of an independent school for girls between the ages of 3 and 18 years.

It is the policy of the School to attain the highest academic levels as well as providing sports as a curriculum subject and extra-curricular programmes which aim to develop lifelong leisure interests and build confidence combined with a desire to become socially involved and contribute to the community.

Objectives for the year

The objectives of the Charity aim to exemplify Gospel values in the context of the Roman Catholic religion; the Catholic ethos and Marist-inspired view of education, as well as an informed awareness of the poor and marginalised beneficiaries of the works of the Order, continue to influence the strategic direction and day-to-day operation of the School. These objectives enable the sharing of best practice. They strengthen the capacity of the School to “up-skill” staff and it affords more cost-effective professional development opportunities, giving the School improved access to a wider spectrum of resources and facilities. The School values its active contribution to education in the area generally. Entirely consistent with the objectives of the charity and the mission of the School is its contribution to education for “*the common good*” in the sharing of knowledge, resources and the dissemination of good practice.

“Through our lives and our example, we too must continually bear the Good News” to the people with whom we meet and work.”

Building and sustaining the local community network and links are important to the School and contribute to wider community cohesion. In all, the School aims to provide a holistic education with best quality teaching and learning for the pupils entrusted to its care valuing each one for her God-given talents to be developed by the education provided.

Our Vision is to be a centre of excellent education where outstanding teaching and pastoral care underpins academic progress. This is combined with the development of the whole person equipping children and young adults with the capacity to succeed in their life's journey (Our Mission)

The strong family focus, which is a distinctive hallmark of our school, reflects the importance of our name. In a Marist Way – leading to focusing on the needs of others but developing individuals, who with strong minds and gentle hearts strive to be the best possible person they can be. (Our Values)

The objectives for the year were to provide a structured educational environment that develops each pupil's potential; to sustain success in the public examinations and to maintain the school's position as one of the best independent schools for girls in the country; to maintain its rating in the top schools in the Department for Education (DfE) region of Windsor and Maidenhead.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Provision of Education (The Marist School Sunninghill) (continued)

Strategies to achieve the objectives for the year

These included the continuing review of the school's academic syllabus in order to benchmark academic standards against external public examinations and independent value-added criteria, with academic achievements being balanced by a strong emphasis on sporting, cultural and social skills; developing the expertise of teaching staff and ensuring successor planning and staff development; the further development of links with local preparatory and primary schools in both the state and independent sectors and also allowing wider community access to the school's facilities.

Strategies drawn up by the Senior Section for 2017 to 2022 for school growth and development are in the process of advancement. A similar plan of action drawn up for the Nursery/Preparatory department covers the same dates.

During times of lockdown parents were regularly updated by the principal, and teachers maintained contact with them about their child's progress. In addition, parents were invited to online meetings and to give feedback on remote learning so this could be adapted where and when necessary. The majority of parents have been very appreciative of the work that the teachers did to provide their children with meaningful remote lessons.

Education and Wellbeing Committee

The Committee is focused on ensuring the provision of an education fit for purpose in the 21st Century whilst providing an educational environment where pupils and staff feel happy, secure, confident and valued: in line with the school's ethos and aims.

As such the Committee has a monitoring and advisory role overseeing pastoral care, teaching, learning and assessment practices, including the content of the broad and balanced curriculum and extra-curriculum. It ensures compliance with standards in independent schools offering support where needed and it reports to the full Governing Body.

The School has been awarded the 'Wellbeing Award for Schools' (WAS) in 2020. Developed in partnership with the National Children's Bureau (NCB), this whole-school award recognises our commitment to promoting positive mental health and wellbeing for both pupils and staff.

Scholarship and bursary policy

The Governors' policy, in line with that of other independent schools, is to award scholarships based on pupils' academic ability. In addition, bursaries and allowances are made available to deserving cases at the discretion of the Governors. In 2020, the value of scholarships, sibling discounts and other awards made to the schools' pupils out of unrestricted funds amounted to £1,017,876 (2019 - £581,533).

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Provision of Education (The Marist School Sunninghill) (continued)

Scholarship and bursary policy (continued)

Means tested entrance bursaries of up to 75% of school fees are awarded to Catholic pupils of feeder schools in the parish and in neighbouring parishes as well as means tested hardship bursaries for existing and prospective pupils. In addition, a hardship fund was established with a donation of £40,000 from a former pupil of the school. The school also referred parents who were having difficulty paying fees to 'School Fee Plan'.

The preparatory department offers up to six academic scholarships per year to pupils from any school, subject to them satisfying all the admission criteria of The Marist School, Sunninghill with the senior section offering up to three academic scholarships and four subject specific awards. To underline the value placed on continuity for families in accordance with Marist core values and in order to demonstrate wider public benefit, generous discounts are offered where parents have more than one child at the school.

Community access

We see the Marist School as part of a wider community and, where we can assist the community without detriment to the advancement of the education of our pupils or without compromising our safeguarding duty of care, we are delighted to do so.

Since the outbreak of COVID-19 and the restrictions imposed by the government, community access had to be limited.

The school continues to develop wider community links. Outside of times of lockdown, the swimming pool is let to local swimming schools and provided free of charge to the local state primary school; the main hall, small hall and classrooms are let to a local dance school; the Sports Hall is let out to a gymnastics academy five days a week with over 300 local girls attending weekly. The Sports Hall is also used by local netball clubs and Berkshire County netball; and the library is let to an educational organisation and occasionally to other local societies and clubs at nominal rates. The Nursery hosts a free weekly stay and play session for local parents and their children using both indoor and outdoor facilities.

When permitted, the grounds have been made available free of charge to local primary schools and nurseries participating in 'forest schools' activities, and at subsidised rates to a local holiday club. The club also used the swimming pool and halls.

The school would usually act as an examination centre for music examinations for candidates from other schools and engage in partnership with maintained schools in the following ways:

- ◆ Facilitating arts days which focus on English, art and drama for eligible students from local schools
- ◆ Facilitating humanities and modern foreign language days for eligible students from local schools
- ◆ Occasional and free use of the swimming pool for GCSE/AS/A2 Physical Education assessments as well as organising lifesaving courses for teachers from other schools.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Provision of Education (The Marist School Sunninghill) (continued)

Community access (continued)

The school plans to recommence these activities as soon as this is permitted.

The school fosters awareness amongst the pupils of the needs of others who are disadvantaged and throughout the year our girls have engaged in many fundraising activities with the proceeds going to various local, national and international charities.

- ◆ A group of Year 12 sixth Form students raised money for the EDCLUB Movement, an initiative which gives disadvantaged children access to computers, as well as encouraging them to learn using broadband. Funds were raised through washing staff cars, as well as a sweet sale for students and a staff baby photo competition.
- ◆ Pupils from year 5 to Sixth Form and some staff held a concert in aid of HCPT (Hosanna House and Children's Pilgrimage Trust).
- ◆ Senior Phase students took part in the #helloyellow campaign run by 'Young Minds' to raise awareness of mental health in young people. Prep girls held a "Wear Comfy Clothes to School Day" in support of mental wellbeing. The donations have been given to the charity 'Young Minds'.
- ◆ A student from Year 8 had 19 inches of her hair cut off which she donated to the 'Little Princess Trust'; a charity who provide real hair wigs to children and young people who have lost their own hair through cancer treatments or other conditions.
- ◆ Year 4 led a Harvest Celebration assembly which was shared online to other classes and parents, remembering those less fortunate than ourselves. The School received 137.8kg of food donations which were given to 'The Trussell Trust Food Bank' in Bracknell.
- ◆ The Senior Phase donations for 'The Trussell Trust Food Bank' reached 530kg in December 2020.
- ◆ The Sixth Form raised money for education in Kenya's poor housing.
- ◆ The Marist Friends organised 'no school uniform days' in exchange for food to be donated to local foodbank. They also raised money for the foodbank through the ticket sale for 'The Marist Friends' hampers.
- ◆ Remembrance Day is a big fundraising event for service men and women around the world. Over £2,000 was raised for this years 'Poppy Appeal' towards 'The Royal British Legion Poppy Appeal 2020' via Poppy Pots in school and online with Poppy Runs at home throughout November. Pupils, parents, staff and former pupils came together to participate virtually.
- ◆ In the Senior Phase, the Eco Society have been busy fundraising for a biodiversity area. The area will attract a diverse range of birds and bees, as well as butterflies into the area, and will help to support the declining insect population.
- ◆ The Marist Charity 'Santa Dash' raised £2,000 for the local Thames Valley Hospice.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Provision of Education (The Marist School Sunninghill) (continued)

Community access (continued)

- ◆ As part of their volunteering programme students have been participating in the local community in a variety of activities, including gardening, dog walking for NHS staff and shopping for elderly.
- ◆ Over 150 girls, staff, parents, siblings and former pupils participated in the virtual start of 'Race for Life at home' event which raised £3,000 for CRUK (Cancer Research U K)
- ◆ With the aim of helping the NHS fight COVID-19, pupils, staff and families have been busy making scrubs and bags to support the 'Scrubs Glorious Scrubs' campaign.
- ◆ Inspired by the campaign 'Classrooms to Care Homes' pupils have been creating gifts like homemade cards and letters, alongside filling and decorating individual hyacinth plants pots, for the residents of Lynwood Village in Ascot to help bring festive cheer in the Christmas season.

Performance in 2020

At A Level

- ◆ 55% of grades achieved A* -A and 80% A*-B.
- ◆ 30% of students achieved straight A*-A grades
- ◆ Across the 24 subjects offered at A Level, all subjects performed exceptionally well with top results achieved in Math and English Literature alongside 100% A*-A grades in Economics and 100% A-B grades in Philosophy & Ethics
- ◆ Exceptional grades were also achieved for the Extended Project Qualification (EPQ) with 100% A*-A grades.

At GCSE level

- ◆ Students achieved 16% Grade 9 and 65% 9-7
- ◆ ALPs score of 1 which means that students achieved on average 1 grade higher than they were predicted to (based on GCSE results) in every subject.

In the Royal Ascot Schools Art competition one Year 6 pupil was the winner of the ages 11-12 Yrs. category and another pupil awarded the Highly Commended award. In the ages 12-13 Yrs. category one Marist pupil was awarded the Runners Up prize with a Highly Commended presented to another pupil.

Pupils from Years 8-10 took exams in acting and public speaking at different grade levels, achieving 17 Distinctions and 1 Merit overall.

18 of our Marist Senior Phase pupils achieved an outstanding set of LAMDA results.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Provision of Education (The Marist School Sunninghill) (continued)

Performance in 2020 (continued)

In the Rotary Young Photographer of the year competition the pupils have for the last 8 years consistently achieved excellent results, including a range of local and regional winners, runner-up awards and national finalists. In the Junior Category one pupil won the local area Intermediate prize and another was awarded Runner-Up in this category. In the Senior category one pupil was awarded Runner-Up.

Pastoral life of the School

Pastoral care which is important to the trustees is reflected in Christian attitudes, expressed in the charity's objectives and through which the pupils are encouraged to develop self-awareness, self-esteem, regard for personal dignity and respect for the dignity of others.

The chapel is open to the School at all times and a system of interactive prayer with the Sisters is popular especially at exam periods and at other important times in the pupils' lives. Long after school years have passed, students telephone the Sisters for prayers at various stages in their lives. The Sisters now retired from active work have time to spend with groups and individuals to pray with them and for them. Each new pupil has a Marist Sister who is resident on site as a prayer sponsor. When permitted, year groups join the sisters' Morning Prayer weekly in the convent chapel.

Corporate, individual vocal and reflective prayer opportunities were provided. In 2020 it was not possible to organise age-related retreat days away from the school.

To encourage pupils in their own spiritual development and take the message of prayer and faith to others, whole school assemblies give every year group the opportunity to take the lead in reflection on Scripture passages, prayer and their faith.

Pupils are encouraged to develop an awareness of less fortunate members and sections of society within the context of the charitable works carried out by the Charity. They are encouraged to use their initiative in organising fundraising and other events. Thus, they engage in a variety of means to contribute to a better quality of life for disadvantaged people through prayer, communication and fundraising.

Nationally: Collection of food for The Trussell Trust Food Bank is ongoing. Funds are raised for EDClub Movement, Hosanna House and Children's Pilgrimage Trust, Young Minds, Thames Valley Hospice, Cancer Research UK, Little Princess Trust and for the British Legion at poppy time.

Internationally: The School supports the Marist Solidarity Fund, and other international charities.

REVIEW OF THE PERIOD'S ACTIVITIES: ACHIEVEMENTS AND PERFORMANCE

Care of members of the Order (Villa Maria Care Home)

Throughout 2020 the Charity continued to support and care for members of the Order by providing for their spiritual and care needs.

Throughout the year 23 sisters and 7 members of the public in need of care were looked after in Villa Maria. In line with the philosophy of the trustees, more mobile and active members were accommodated where they could maintain their independence and remain active. Members of the public were also accommodated for short-term respite care in the home.



Thank you card from a former resident's family:

"Thank you all for your love, faith, support, kindness, fun and friendship for

From the moment she arrived it was a warm welcome and we will all never forget your prayers and presence, keeping her company in her final weeks. With heartfelt love and thanks."

Villa Maria Care Home is managed by Saint John of God Hospitaller Services on behalf of the Marist Sisters who maintain frequent communication with them.

Meetings with trustees and managers took place online, as necessary.

During 2020, a considerable amount of continuity planning has been undertaken at all levels within 'St John of God'. They had been planning early due to Brexit and updating their continuity plans on a regular basis which assisted them in having a stock of medical consumables and PPE.

COVID 19. The Service Manager has worked hard to ensure the home remains COVID free and safe by ensuring protective measures are in place. She was successful in ensuring stocks of PPE remained high with regular ordering and maintaining a PPE stock sheet. Touch free thermometers have been installed, and unnecessary visits prohibited. In November, part of the Government COVID 19 funding was used to purchase and install a visiting pod.

The manager and staff continued to provide the sisters and residents with a variety of activities during lockdown and ensured that special occasions, such as birthdays were celebrated.

The team have worked hard during this difficult time. They have continued to stay positive, supporting the residents to the best of their ability, ensuring that all residents are made to feel special.

The Manager is in the final six shortlisted nominations for the **Great British Awards Registered Manager of the Year** which is due to take place on 21 April 2021.

Villa Maria currently comprises a group of retired sisters all over 75 with time "to be" – to pray, reflect and relax.

REVIEW OF THE PERIOD'S ACTIVITIES: ACHIEVEMENTS AND PERFORMANCE (continued)

Care of members of the Order (Villa Maria Care Home) (continued)

The Sisters engage in:

- ◆ Taking daily Holy Communion to the sick sisters.
- ◆ Supporting Villa Maria through flower arranging and gardening.
- ◆ Keeping in touch with asylum seekers and refugees by email, telephone and letters.
- ◆ Collecting used stamps for Nigeria.
- ◆ Taking care of Villa Maria chapel. This includes the preparation of daily services, care of vestments, altar linen and flowers.
- ◆ Knitting. They belong to a group called "Knit for Peace". Knit for Peace UK is an initiative of the Charities Advisory Trust. They now distribute regularly to over 200 outlets, including hospitals, women's refuges, refugee drop-in centres, prisons, community groups, and hospices as well as to developing countries, refugee camps and those living in the devastated areas of Syria. As well as being recreational and therapeutic, knitting brings the group together and provides a means of helping others in need, benefitting both the knitter and the recipient.

For many years, the children of St Augustine's School visited Villa Maria in December to sing Christmas Carols. As this was not possible in 2020 due to the pandemic the 'Art and Craft Group' decided to make 'Thank you' cards for the children, saying how much they missed them and that they hoped the children would be able to come next year.

Response letter from St Augustine's School pupils:

*"Dear Residents and Staff at Villa Maria,
When we looked at your hearts it put a smile on all our faces, and we hope you all do the same when you see ours. In this time things are very tough but at least we can send love to each other through beautiful handmade hearts. Stay strong.
Lot of love St Augustine's"*



Objectives for the year

Specific aims of the trustees to safeguard and promote the welfare of residents of the home:

- ◆ To ensure that all residents in the care home receive the highest standard of care and a good quality of life where the dignity of each person is respected.
- ◆ To deal swiftly and robustly with the management services when deficiencies are reported and to put in place necessary changes to improve the quality of care provided.
- ◆ To secure as far as possible high quality well qualified staff who share the home's commitment to best practice in ensuring the welfare and quality care of the residents.
- ◆ To encourage and provide ongoing staff education with regular updating courses.

REVIEW OF THE PERIOD'S ACTIVITIES: ACHIEVEMENTS AND PERFORMANCE
(continued)

Care of members of the Order (Villa Maria Care Home) (continued)

Objectives for the year (continued)

- ◆ To maintain up-to-date practice and revise manual handling in order to avoid as far as possible, any risks to the safety of the residents and staff.
- ◆ To encourage openness, respect, good communication, sound relationships and mutual support between the various levels of management, staff and residents.
- ◆ To ensure best quality management of the home by the St. John of God Hospitaller Management Services, supporting them in the management structure and ensuring that in-house management reflects efficient organisation at all levels including administration and care. The last CQC Report received on 24 June 2018 states that a rating of 'good' is awarded in all the areas inspected.
- ◆ To organise regular meetings of Trustees with representatives from St John of God Hospitaller Management Services in order to review the quality of management and care provided.
- ◆ To continue to provide a friendly, happy, hospitable and secure environment for sisters, residents and staff where the rights, privacy and dignity of each person are respected; to offer hospitality and welcome to the relatives and other visitors of the residents. Guests of residents are accommodated, when permitted, in a dedicated refurbished flat.
- ◆ To monitor the financial security of the home through careful budgeting as salary income becomes less and the number of sisters in the home increases. Difficulty in recruiting high calibre care staff in the area continues, hence a heavy reliance on agency staff.
- ◆ To continue to review performance benchmarks for standard of care in the home through monitoring resident satisfaction, reports after visits by trustees, staff support, CQC reports and feedback from local care providers.
- ◆ The Marist Sisters' continued financial support by careful budgeting and organisation. Running costs, overheads, upkeep of Villa Maria and the maintenance of the site and other expenses which amount to a considerable financial outlay.
- ◆ Regular visits to the home by trustees were not possible in 2020. To monitor the quality of management and care together with general morale and contentment of residents and staff regular telephone and videoconferencing took place.
- ◆ A strategic disaster plan (emergencies and crises) has been put in place to ensure the safety of residents and staff in the event of an emergency of any nature.
- ◆ As worship and prayer are important elements in the lives of the sisters, the provision of Daily Mass or Communion Services and occasional Retreat Days ensures ongoing spiritual support for the residents. A gentle atmosphere of warmth and respect is encouraged where personal contentment and mutual sensitivity can flourish.

REVIEW OF THE PERIOD'S ACTIVITIES: ACHIEVEMENTS AND PERFORMANCE (continued)

Care of members of the Order (Villa Maria Care Home) (continued)

Objectives for the year (continued)

- ◆ The local Parish Priest visits regularly and one sister is the designated chaplain to the Home.
- ◆ Regular maintenance of the premises and grounds continued, in the belief that accommodation and natural surroundings, maintained to a high standard, is not only economical but contributes to the general well-being and morale of the residents and to the enhancement of the environment.
- ◆ Beds were made available for members of the local public, 2 of which are funded by Kent County Council, for long-term care and respite care.
- ◆ To accommodate visitors during the pandemic, a Visiting Pod was installed in November.

In order to continue to maintain high quality care provided for the residents and the maintenance of the home and grounds consistent with the objectives of the Order, the trustees in liaison with St John of God Hospitaller Management Services retain the fees as reasonably low as practicable.

The total expenditure, which is the responsibility of the Charity, has been met during the year. Income from pensions and fees are heavily subsidised from the Province central funds.

Marist Youth Centre, Manchester



The principal aim and objectives of the Marist Youth Centre are:

- ◆ To provide opportunities for young people to develop an awareness of their own identity as members of the wider community.
- ◆ To help them deepen their human and spiritual growth as Christians in a holistic manner.
- ◆ To provide a safe, secure and attractive environment where they can come away from the bustle of life and 'rest a while'.
- ◆ To strengthen their awareness of the needs of others especially the disadvantaged.

REVIEW OF THE PERIOD'S ACTIVITIES: ACHIEVEMENTS AND PERFORMANCE
(continued)

Marist Youth Centre, Manchester (continued)

- ◆ To deepen their respect for the environment and for life in all its stages.

Strategies to achieve these aims and objectives.

- ◆ The provision of one full-time, non-salaried sister who is the directress. She is the safeguarding representative for the Centre and the administrator. She has overall responsibility for the programmes.
- ◆ One non-salaried sister, responsible for facilitating and working with groups.
- ◆ One paid employee who facilitates and works with groups and helps in the preparation of materials. On furlough since November 2020.
- ◆ Review of the work of the Centre to benchmark need and demand; the number of bookings; use of the Centre in other years; current trends and outlook for future organisation.
- ◆ Support for the team in their mission and encouraging new initiatives.
- ◆ Provision of equipment to meet the needs of the Centre and maintenance of the premises to a good standard in line with Health and Safety policies.
- ◆ Recognition of the resident community which provides valuable support for the work of the Centre.

Performance and achievements

During the 2020 academic year the Marist Centre was operational until lockdown was announced at the end of March. In the first three months of the year students attending the Centre were accompanied by teachers, teacher assistants and parents' who were involved in working with the students. The Team also provided reflection days for pupil chaplains/ prayer guides accompanied by their leaders.

The schools give a donation to the Centre according to their financial capability.

Schools are usually invited to request a theme for the day or to accept a theme suggested by the team. The team prepares the reflection, provides the materials and facilitates the activities, involving the students and staff in group work and feedback to the whole group. The dynamic of involving the teachers and helpers is a way of encouraging continuity back in the school setting where respect and appreciation of one another on their faith journey is nurtured.

Through the activities of the Centre, which include prayer and worship, group discussion and role play, young people come to know themselves and others better, their relationship with God and the world. The Centre aims to help them develop a capacity for critical thinking, a sense of commitment, the importance of spiritual values and respect and how to work with one another for the common good.

REVIEW OF THE PERIOD'S ACTIVITIES: ACHIEVEMENTS AND PERFORMANCE
(continued)

Marist Youth Centre, Manchester (continued)

Beneficiaries

- ◆ Members of the public from parishes and schools benefit from the Marist Centre facilities.
- ◆ The young people, who visited the Centre during January to March 2020.
- ◆ The teachers and staff who accompany the schools learn new creative ways of presenting the Gospel and of introducing the young people to the sacraments. Their own personal faith journey can be influenced by the experience offered at the Centre.
- ◆ The teachers who engage in retreat days, twilight sessions, pastoral and liturgical themes.
- ◆ All who visit, as evidenced by the many positive spoken and written words of gratitude received from young people, staff and the wider public.

Pastoral and social work

During 2020 sisters carried out their pastoral and social work in various areas of ministry.

The trustees of the Charity supported them in their individual social and pastoral work which reaches out to those in need and which benefits numerous members of the public focussing on those in greater need physically, emotionally and spiritually.

Sisters who are now retired, are readily available and willing to reach out to those in need be it by telephone, letter or other means of communication, or to involve themselves in a volunteer capacity in projects that address social needs.

To safeguard the reputation of the Charity, pastoral activities are regularly reviewed and monitored through assessments and critical evaluation so that the integrity of aims of the Order in supporting religious and charitable work is maintained.

Due to the restriction on movement imposed because of COVID-19, opportunities for ministry in the voluntary sector are hugely reduced for those who are over seventy years old and deemed 'vulnerable'.

The Birmingham Community

From January to March 2020 Sisters were involved in:

- ◆ Teaching English to migrants and refugees in St. Chad's Sanctuary and Bridge Centre.
- ◆ Visiting a care home and housebound people.
- ◆ Support of a Centre for cancer recovery patients.
- ◆ Support in a residential home for destitute women who seek asylum.

REVIEW OF THE PERIOD'S ACTIVITIES: ACHIEVEMENTS AND PERFORMANCE
(continued)

Pastoral and social work (continued)

The Birmingham Community (continued)

- ◆ Volunteering in the charity shop 'Save the Children'.
- ◆ Support and animation of local Marist Way Group in convent.
- ◆ Monthly meeting of prayer and action group in convent.
- ◆ Diocesan Inter-Church Team of spiritual guides, meetings and accompaniment of adults on their spiritual journey.

Since April 2020

- ◆ Participation via Zoom in meetings the Diocesan Team of spiritual guides.
- ◆ Zoom meetings with a team of volunteers in a residential home for destitute women.
- ◆ Telephone communication with the housebound people and the Marist Way Group.

The Manchester Community

In addition to the work in the Centre, the sisters are well known in the local parishes where they are in frequent contact with people. From January to March 2020 they were involved in:

- ◆ Animating the music in a local parish and in the choir of the University chaplaincy.
- ◆ Volunteering at 'Help-Force' (NHS charity) as a member of the "Meet and Greet Team" and "Patient Dining Companion" for Patients with Dementia.
- ◆ Volunteering at the new hospital initiative "Life Time" Radio.

Since lockdown in March the sisters have continued the following ministries through telephone calls, e-mails and online meetings.

- ◆ Working with the Council for the Marist Laity, planning days of prayer for existing groups, setting up a new group for younger members and participating in the leadership of an online Retreat.
- ◆ Supporting trafficked men who reside in two safe houses in Manchester by teaching them English and accompanying them in their journey towards freedom and a better life.
- ◆ Ministry to persons with learning disabilities from the L'Arche Manchester. Supporting the communities, being with them and engaging in group activities. Accompanying Assistants (staff) on a one-to-one basis.

REVIEW OF THE PERIOD'S ACTIVITIES: ACHIEVEMENTS AND PERFORMANCE
(continued)

Pastoral and social work (continued)

The New Malden Community

Sisters are involved in:

- ◆ Administration of the charity
- ◆ Psychotherapy for people of limited income (via Zoom since March 2020)
- ◆ Pastoral support in the local hospital since August 2020.

The Sunninghill Community

Until lockdown the Sisters were involved in:

- ◆ Events and activities in the Marist School and in the local parishes of Ascot and Sunningdale.
- ◆ Helping with confirmation classes and collaborating in services to the homeless.
- ◆ The Diocesan Vicariate for Religious team.
- ◆ Animating the local Marist Way Group.

During lockdown, where possible, activities moved online. They also kept in telephone contact with parishioners, especially those who were alone.

While the sisters were shielding, they handmade seasonal and greeting cards to sell for parish funds.

The Upper Holloway Community

One sister is involved in:

- ◆ Peace Education, involving administrative work, peace education projects, campaigns in the cause of justice; advocacy work.
- ◆ Tuition and Retreat work.
- ◆ Membership of Diocesan Chaplaincy for Religious.
- ◆ Since lockdown membership of a 'phone-out' group, contacting the most vulnerable in the local area. Listening support and advising as appropriate.

Another Sister was working in NHS Chaplaincy which involved pastoral care to sick and dying both in hospital and nursing homes until lockdown at the end of March 2020.

The Community endeavours, as far as it is safe and possible at this time, to:

- ◆ Support parish initiatives and Parish Clergy
- ◆ Maintain communication with people – trying to keep hope alive.
- ◆ Support grieving families and make donations to charity.

REVIEW OF THE PERIOD'S ACTIVITIES: ACHIEVEMENTS AND PERFORMANCE
(continued)

Pastoral and social work (continued)

The Walsingham Community

Prior to lockdown the 3 Sisters gave their voluntary assistance through:

- ◆ Visiting the housebound and elderly at home and in local care homes.
- ◆ Offering hospitality to locals and pilgrims.
- ◆ Parish work in 4 parishes in the diaspora, Walsingham, Wells-next-the-Sea, Burnham Market and Blakeney.
- ◆ Facilitating and organising fundraising activities for the parishes.
- ◆ Helping at the Basilica of Our Lady at Walsingham on busy days.
- ◆ Giving extra tuition to young children in Maths and English.
- ◆ Knitting hats and scarfs for distribution to the homeless.

Lockdown severely curtailed some of these activities.

- ◆ Contact was maintained with the elderly and housebound through telephone calls, doorstep visits to make sure people were well, shopping for them, and attending to their needs.
- ◆ Washing and ironing the church linen while the sacristan was shielding.
- ◆ Stewarding in the Church when open for daily prayer or Masses and cleaning it in accordance with Government guidelines after these times.

Volunteers

Area of service	No. of Volunteers	Hours volunteered
Parish work, catechetics	6	40
Hospital and care home visiting	5	50
Keeping in contact with housebound and families *	6	22
Homeless *	3	20
ESOL/ Asylum seekers *	3	30
Psychotherapy practice *	1	3
Administration	4	90
Making craft items for charities	6	40
School Governance/Assisting in school *	3	126 annually
Diocesan team for religious	2	16
Education for Justice & Peace	1	15
Retreat work *	2	10

This table shows the average hours volunteered by Marist Sisters weekly.

* Since 23 March 2020 via telephone or online meetings.

REVIEW OF THE PERIOD'S ACTIVITIES: ACHIEVEMENTS AND PERFORMANCE (continued)

Overseas missionary work

The trustees are very conscious of the areas of the world where the Order continues to expand, poorer areas in West Africa, Brazil, Mexico and the Philippines particularly where they are not yet able to support themselves financially.

West Africa – The Gambia and Senegal

There are 14 Sisters, 1 Novice and 1 Candidate in the Unit. Ministries of the Sisters are:

- ♦ Management of Nursery School
- ♦ Teaching at Primary and Secondary Level Parish Work
- ♦ Involvement in Marist Laity adults and children
- ♦ Social work
- ♦ Nursing
- ♦ Visiting of the sick
- ♦ Advocacy
- ♦ Administration
- ♦ Head Teacher of women's skills centre

Senegal and The Gambia were in lockdown for some months, beginning mid-March 2020. This had a very serious impact on the most vulnerable in the society. Businesses were closed and many people were left in dire need. With the financial donation received from our Congregation the Sisters were able to draw up criteria for making one off payments to a prioritised list of people. The money was distributed for the following needs: payment of rent, food kits, back to school expenses, small amount to re-establish business, urgent medical costs. The sisters gave the financial assistance on the basis of need, not religious beliefs. The simple message to the recipients was "You are receiving this to allow you to move forward with your lives. Please help someone else when you can. This is a one-off payment."



REVIEW OF THE PERIOD'S ACTIVITIES: ACHIEVEMENTS AND PERFORMANCE (continued)

Overseas missionary work (continued)

West Africa – The Gambia and Senegal (continued)

Sr Joséphine writes from Dakar in Senegal:

"The pandemic which affects almost all the countries of the world has had a very significant impact on the socio-economic life of populations. In this context the displaced populations are very affected. Since the beginning of the COVID 19 pandemic, the Reception Point for Refugees and Immigrants (PARI) which is a CARITAS body, has been carrying out various actions to support migrants, refugees / asylum seekers who are very affected by this current situation. As a social worker working at PARI, I am responsible for identifying the most vulnerable families while being aware that not all families can be satisfied.

PARI distributes food kits consisting of rice, sugar, oil, milk and pasta and hygiene kits consisting of soap, bleach and detergents. Every day I receive phone calls from families asking for help because many refugee families lack the necessities.

PARI was able to provide 75 refugee children with school kits to enable them to go to school and continue their studies. On the faces of children and parents we could read how happy they were with this gesture."



Faced with this situation, I listen, I discern, and I act according to the possibilities inspired by Mary, the mother of mercy. Since the start of the pandemic, we have been able to help more than 80 families made up of 63 single-parent families, 8 nuclear families and 9 single mothers. We continue to target and assist other families.

Thanks to the financial and material support of benefactors, we continue this work and relieve families and individuals in situation of refugees living "on the edge".



REVIEW OF THE PERIOD'S ACTIVITIES: ACHIEVEMENTS AND PERFORMANCE
(continued)

Overseas missionary work (continued)

Saint Martha's Skills Centre, The Gambia



St Martha's Skills Centre in Fajikunda is a non- government establishment administered by the Marist Sisters. It receives no financial aid from the government and depends completely on sponsorships and personnel from the Marist Sisters throughout the world.

The country has a big fall-out from the school system at the Upper Basic level resulting in many students not being able to complete their secondary education. This is due in large part to failure in the examination system. Unless they have a qualification, the students cannot gain entry to any worthwhile employment.

On discovering that they have failed the examination that admits them to the Upper Basic level, they apply to Skill Centres. St Martha's Skills Centre gives these students the opportunity to gain a skill to equip them for employment. The Centre accepts sixty students every year with an average of twenty at levels one, two and three.

The two main subjects taught at the Centre are cookery and needlecraft. Maths and English are taught as basic subjects to enable students to write and communicate. Other crafts taught are tailoring, dyeing and making jewellery. The craftwork is sold towards the end of the year to raise some funds for the Centre. This gives the students an insight into the business world and the possibilities open to them after graduation.

Health and hygiene are ongoing concerns for the population. Through the teaching and example of the staff and that of visiting guest speakers, the Centre endeavours to emphasise the necessity of daily hygiene, the importance of a balanced diet and the avoidance of harmful food. The students are also made aware of harmful diseases such as malaria which can be fatal if not detected in time. The students attend the Centre for 3 years and enjoy their time. They leave at the end of their course with a sense of achievement as they are now able to earn their own living and have hope for the future.

REVIEW OF THE PERIOD'S ACTIVITIES: ACHIEVEMENTS AND PERFORMANCE
(continued)

Overseas missionary work (continued)

Saint Charles Lwanga Nursery School, Gambia

In the Gambia, children do not begin primary school until the age of six. Because of this, many groups have recognised the need to begin Nursery Schools to cater for the development of children from the age of four to six years. These schools do not receive any financial support from the government but are registered under the Ministry of Education and must adhere to the control of the ministry.

The COVID-19 regulations impelled us to create space for social distancing and for sanitary measures. This has not been easy especially for a small school with a large population of students.



120 children attend St Charles Lwanga School. The staff comprise three qualified teachers and two helpers. A Marist Sister is the unpaid supervisor of the school. The pupil population of the school is almost entirely from poor families. Most of the children continue to the local primary school and it is independently verified that they have acquired good basic numeracy, literacy and language skills.

Women buy fish in the early morning as the fishing boats come to shore to resell at the market. Others are subsistence farmers. Their total family income is minimal. The support received from the Charity and other overseas donors is used for teachers' salaries and the material needs of the school. These include electricity and teaching materials.

The Philippines

The Marist Mission in the Philippines is supported by the Province of England through the Marist Solidarity Fund. This money is spent on the living expenses of the Marist Sisters' community in Davao.

Davao's Balay Banaag Centre is now in the care of the Marist Sisters with one sister the designated Manager of the project. Balay Banaag offers residential care to girls who have been abused or are at risk.

REVIEW OF THE PERIOD'S ACTIVITIES: ACHIEVEMENTS AND PERFORMANCE
(continued)

Overseas missionary work (continued)

The Philippines (continued)

Sisters work in the most disadvantaged areas and with the neediest sectors of society, in drug rehabilitation projects, among prisoners, with prostitutes, street children and with the Badjao local community.

Sister Sheila giving essential supplies to the jail.

Sister Edna providing Mental Health support for Front liners in time of COVID-19 and Sr Edna visiting one of her clients for counselling.



Hai teaching children of Balay Banaag how to crochet.



Sister Lilibeth visiting a parent.



REVIEW OF THE PERIOD'S ACTIVITIES: ACHIEVEMENTS AND PERFORMANCE
(continued)

Overseas missionary work (continued)

Brazil

Through our donation to the Marist Solidarity Fund we support the ministry and living expenses of the sisters. For years, the Marist communities have been in places where there is always a welcome for homeless people as well as other pilgrims who pass by and ask for food, where there is a sharing of joy, pain and suffering.

'Casa de Nazaré' is a Social Centre, located on the outskirts of the city, where the sisters work with children, adolescents, young people and adults. In other locations they minister among trafficked women, the elderly and with persons suffering mental illness.



The Sisters report: In this time of pandemic Greater Belo Horizonte has seen an 90% increase of homeless people. Many of them suffer from addiction, lack of work and mental illness. The number of people coming for help to our Marist Community is also increasing.

Every day we have a solidarity clothline in front of our house, where people who pass by are moved to perform simple gestures of support.



REVIEW OF THE PERIOD'S ACTIVITIES: ACHIEVEMENTS AND PERFORMANCE (continued)

Overseas missionary work (continued)

Brazil (continued)

They donate food, personal hygiene material, clothes, masks, shoes and also express a lot of gratitude in being able to give and receive signs of hope. We have a monthly donation of 20 basic baskets from the Jesuit Theology community, which we share among the families we accompany.

Similarly there are donations of baskets from the parish itself. Young singers from the parish came together and performed a live concert in order to collect food and help with the 'Sisters' project.

In the Parish Sao Francisco Xavier we were asked by the Parish Priest to help support the community. We offer daily lunch as well as a weekly activity in the community Nossa Senhora de Fatima.



People express their gratitude with a smile when they receive a plate of food and can take another half for those who stayed at home. Or even sharing a packet of eggs bought from the money that they earned when selling cans and cardboard.

The Marist Sisters in Brazil have been given a new title: "Good workers in time of war". It was given by Dona Sonia, a 75 year old lady who lives in extreme poverty and has difficulty walking due to having suffered a stroke. She was found by Roberto, a gentleman who also lives on the street and walks with the aid of a walker. He introduced her to the Sisters. Since then Dona Sonia comes every day from the neighbouring area to guarantee at least one meal a day. It is with this name that many come to the Sisters, saying they want to join in their network.

Mexico

Sr Marta, Principal of the School writes:

"The Educational Centre serves children who are at risk of homelessness and who lack economic resources. Our students are exposed to drug addiction, sexual, physical, and psychological abuse. They are at risk of belonging to gangs or to drug trafficking groups. At school, they receive psychological support, a dignified education, evangelisation and breakfast."

Unfortunately, with the pandemic, the gap between rich and poor has become much larger. Within families there is a lot of unemployment, malnutrition and hunger. Out of desperation their small income is sometimes used on drugs and hallucinogens. For many people it is a life of sadness, depression and sickness."

REVIEW OF THE PERIOD'S ACTIVITIES: ACHIEVEMENTS AND PERFORMANCE (continued)

Overseas missionary work (continued)

Mexico (continued)



Our work at the school (primary and secondary level) is very challenging and intense as we try to give the students a little bit of everything”.

On many occasions I leave the Centre with tears in my eyes as I have been listening to the many difficult and painful situations our students and their families must endure. We are often faced with helplessness as we are not able to respond to the big demand for needs”.

PLANS FOR FUTURE PERIODS

Post balance sheet event

As noted earlier in this report, the trustees have considered how best to secure the long term future of The Marist School and believe that the school will be best served by transferring it as a going concern to a specialist education provider. Following exchange of contracts for the sale of the school on 25 March 2022, it is intended that the operation of the school will formally be transferred to its new operator on 20 May 2022, the anticipated date of legal completion of the sale. The trustees of the overall charity and the school governors will work to ensure a smooth handover without disruption to the pupils of the school. While recognising the increasing average age of the members of the Province, the trustees hope to continue the charity's activities over the next three to five years.

PLANS FOR FUTURE PERIODS (continued)

Other future plans

In planning for the future, the trustees of the charity intend to meet the following objectives:

- ◆ Maintain voluntary secretarial and administrative support of the charity with sister personnel in management of the Province of England.
- ◆ Monitor the needs of the sisters as they grow older and retire from active work and adapt premises as necessary or, when adaptations are not practical, relocate to more appropriate housing.
- ◆ Care for the sisters to enable them to carry out the mission of the charity and continue in their pastoral ministry among the poorer sections of society and the elderly.
- ◆ Ensure that St John of God Hospitaller Services provide excellent quality care and work within the agreed budget at Villa Maria Care Home.
- ◆ Ensure effective monitoring of in-house management at every level of care and administration in Villa Maria Care Home.
- ◆ Support and encourage staff in their professional work and see that they continue to receive appropriate training.
- ◆ Continue to release vacant beds at Villa Maria Care Home to the local public for short-time and long-term care.
- ◆ Ensure the maintenance of Villa Maria premises and grounds to a high standard.
- ◆ Continue to support the Marist Youth Centre Manchester with personnel and financially.
- ◆ Continue the employment of surveyors to supervise ongoing maintenance at Villa Maria and other properties.
- ◆ Continue to support the Marist Sisters' Generalate in Rome by giving 4% of our income of the previous year.
- ◆ Support our missions overseas with personnel and financially through the Marist Solidarity Fund by contributing 4% of income.
- ◆ Continue to support London Air Ambulance with ongoing donations of £104 per year.
- ◆ Carry out a detailed review of the Charity's finances in order to safeguard its economic viability.

FINANCIAL REPORT FOR THE YEAR

Investment policy and performance

The investment strategy is set by the trustees and considers income requirements, present and future financial expenditure requirements, risk profile, the investment managers' advice and the 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 regularly by the trustees with the investment managers.

The charity's investments comprise two portfolios of listed investments. Investments with a market value of £19,750,069 (2019: £20,127,866) are managed by Quilter Cheviot. Investments with a market value of £10,485,242 (2019: £10,063,234) are managed by BlackRock Investment Managers (UK) Limited.

There are no restrictions on the charity's power to invest.

The investment managers' objectives are to maximise total return through diversified portfolios, whilst providing a level of income as advised by the trustees from time to time. The managers follow guidelines, which are set out and regularly reviewed by the trustees.

During the year the charity's investments continued to perform well.

Results for the year

A summary of the year's results can be found on page 50 of this annual report and accounts. In the year ended 31 December 2020 the total income was £8,561,999 (2019: £7,904,819) with income from educational services amounting to £5,481,313 (2019: £5,930,038).

With the age profile of the sisters continuing to rise, fewer salaries are received as sisters retire and receive smaller pensions.

During the year ended 31 December 2020 the charity incurred expenditure in maintaining sisters and enabling them to carry out their work.

Premises expenditure continued to be high, as properties grow older and modifications become necessary to facilitate elderly sisters.

Expenditure on providing educational services totalled £6,107,492 (2019: £6,295,644).

Total expenditure amounted to £8,192,916 (2019: £8,400,940).

The net income for the period before investment gains and losses was £369,083 (2019: net expenditure of £496,121). Investment gains amounted to £263,254 (2019: £4,206,466) giving rise to an increase in funds of £632,337 (2019: £3,710,345).

FINANCIAL REPORT FOR THE YEAR (continued)

Reserves policy

The trustees have examined the requirement 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 the need to care for members of the Order and to respond to unforeseen emergencies, the level of free reserves should at least be equivalent to between twelve and twenty four months' expenditure. The trustees are of the opinion that this provides sufficient flexibility to cover shortfalls in income, adequate working capital to cover core costs, and will allow the charity to meet its commitments to members of the Order and will enable the charity to cope and respond to unforeseen emergencies.

Financial position

The balance sheet shows total reserves of £48.6m (2019: £48.0 million) of which £7.5m (2019: £7.8 million) represents the accumulated net income of the Marist School, Sunninghill (including tangible fixed assets of £8.1 million) which has been designated by the trustees. In addition, the trustees have set aside £11,221 (2019: £22,221) to enable the payment of bursaries from the Province to pupils at the Marist School, Sunninghill.

£14.6 million (2019: £14.6 million) represents a retirement reserve designed to provide income to communities with elderly sisters needing care and to provide for sisters generally in their retirement.

A further £6.8 million (2019: £7.0 million) is represented by tangible fixed assets used to support the work of the sisters and their ministry (excluding that of the Marist School, Sunninghill). A decision was made to separate this fund from the general fund in recognition of the fact that the tangible fixed assets are used in the day-to-day work of the charity and the fund value cannot, therefore, be realised easily if needed to meet future contingencies.

Restricted funds, comprising monies given specifically for particular projects totalled £35,855 (2019: £4,474).

Funds available to support the work of the Sisters in the future are shown as general funds on the balance sheet and amount to £19.7 million (2019: £18.5 million). This figure needs to be considered in the light of annual expenditure of £8 million. Whilst this exceeds the amount demanded by the above reserves policy, the trustees consider this level of reserves to be acceptable at the current time given the uncertainties created by Covid-19.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance

In terms of Canon Law, the Order is governed at an international level by the Superior General and her Council resident in Rome. They are elected every seven years at a General Chapter of the Order in Rome by representatives of all Provinces of the Order.

A new governance system, in practice in the Order since 8 December 2015, was established to best carry forward, exercise and protect the founding charism aim and mission of the Order among the local public.

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Governance (continued)

The Province of England is governed by the Provincial and Council who were appointed from 8 December 2018 by the Superior General and her Council. Each community has a community leader appointed by the Provincial and Council.

The Order is divided into Units with a view to rendering more effective the resources of the Order in its objectives, apostolic and charitable work. The Province of England is an independent Unit governed by a Provincial, two councillors and a bursar.

A system of accountability is established across the Order. The Provincial usually visits the communities of the Province at least once annually, thus maintaining a sharp awareness of any difficulties which arise, of the developments, progress and continued effectiveness of the ministries carried out by the Sisters of the Province. Communication across the Province is active, and Sisters can easily contact the trustees. A comprehensive review on fidelity to mission and to aims of the charity takes place regularly.

The Superior General visits the Province of England every three years.

The Provincial Bursar visits the communities regularly and is available to all when necessary, thus keeping track of financial business, the assets of the Province and the maintenance of the charity's properties. Any updating of properties is closely monitored.

In terms of civil law, the Order in England and Wales operates through a charity governed by a trust deed dated 25 February 1963 and is a registered charity - Charity Registration Number 225485.

The trustees are appointed by the Provincial Superior and are registered as an incorporated body under the Charities Act 2011. At any one time there must be a minimum of two trustees.

The trustees of the charity are seven members, three of whom are members of the Leadership Team. All have wide experience of the work of the charity and are well aware of the issues relevant to the Order to ensure the aims and purposes of the Order are met. Together with updating of personal specialisms, they follow courses and conferences arranged for trustees to keep updated and abreast of change. They use literature provided by the Charity Commission and attend conferences and meetings provided by our accountants, investment managers, firms of solicitors and insurers specialising in charity practice.

The names of the trustees who served during 2020 are set out as part of the reference and administrative details on page 1 of this annual report and accounts with short biographical details on each given below.

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Governance (continued)

Sister Bridget Brady

Sister Bridget is a teacher by profession and has taught in Primary and Secondary schools in England and Colombia. She served as deputy head in a catholic secondary state school in Birmingham before being missioned to Colombia. On returning to England, she helped set up the Youth Centre in Manchester where she worked as Directress there for five years. She was a member of the Provincial Team and a Governor in the Secondary school, Sunninghill during this time. She was then missioned to Venezuela where she worked with youth and was a member of the Latin American Regional Team. From there she was elected to the Generalate Team in Rome. On completion of her term of office she returned to the Youth Centre in Manchester as Directress. She is currently a member of our community in Birmingham and is a member of the Inter-Church Diocesan Team of spiritual guides, she volunteers in the 'Save the children charity' and is an active member of the parish of the Holy Name of Jesus.



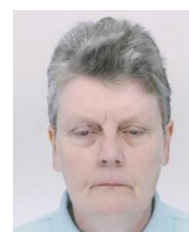
Sister Mary Frances Boyle

After graduating as a secondary school teacher, Sister Mary Frances taught in several schools in Fiji over a period of twenty years. This was followed by a period of teaching in London and the Midlands. She served in Congregational administration in England and the wider Region of Eur-Africa. Having finished this mandate, she spent three years administering a Skills Training Centre in The Gambia. She is currently working in the Marist Youth Centre in Manchester as Co-Ordinator.



Sister Helen Cahill

Sister Helen joined the order in 1970. She is qualified in Childcare and teaching assistant. For several years, she worked in a Centre for disadvantaged children in Hythe, Kent. She has also worked as a teaching assistant in schools in Devon and Manchester. At present she is bursar for the Convent in Sunninghill.



Sister Helena Coskeran

Sister Helena Coskeran joined the Order of the Marist Sisters in 1981. She taught in a sixth form college in Manchester before becoming part of the Marist Sisters mission in Colombia where she worked in initial formation and completed a course for formators at a summer school in Mexico. She was also involved in pastoral work and with groups working for peace. On her return to England Sister Helena worked for CAFOD (Catholic Agency for Overseas Development) and trained as a systemic psychotherapist. Following her time as General Bursar of the Congregation she completed the Graduate Diploma in Theology at Heythrop College. She has worked for the NHS in administrative roles and has been a volunteer therapist at Crossroads Counselling in Bethnal Green since 2011. In December 2018 she took up her appointment as Provincial Bursar.



STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Governance (continued)

Sister Beate Heutger

Sister Beate Heutger is qualified in administration, hotel management and pastoral work. For 12 years she was a pastoral worker in Stendal and Seehausen in the Diocese of Magdeburg, East Germany. After moving to England in 2006 she worked for 2 years in the Marist Centre, Manchester, then as Parish Sister in Yorkshire for 5 years. From 2013 she was Directress of the Marist Retreat Centre in Nympsfield. In December 2019, she took up the role of Provincial Secretary in New Malden.



Sister Teresa Moran

A person of wide experience Sister Teresa is a trained teacher who spent many years in Australia, New Zealand and in the Marist Missions of Fiji Islands. She was a teacher in four different schools there from 1969 to 1992. In Fiji she taught for ten years, three as Head Teacher and three years of secondary teaching, having specialised in Field Training in Science and Mathematics from East/West Interchange, Hawaii. On returning to England, Sister Teresa was Foundation Governor in West Byfleet Marist School. Currently she is a member of the Fatima House community, Hythe.



Sister Anne Ord

Sister Anne Ord worked as a civil servant in the Ministry of Defence and in 1991 became a Marist Sister in the Province of England. Having worked for two years as bursar in Marist School Sunninghill, she went to Stendal, East Germany to a new foundation of the Marist Sisters. She worked with the Russland/Deutsch, exiled in the Russian Empire and now invited back to their homeland after perestroika. After ten years in Germany she moved to a parish in Slavutich, Ukraine, built to house survivors of the Chernobyl disaster. She worked in the parish and taught English in the local language school. Compliance with legislation for foreigners becoming increasingly difficult, the Marist Sisters community withdrew from Ukraine. Back in England in 2012 she worked at the National Shrine of Our Lady of Walsingham until she took up her mandate as Provincial Leader in December 2018. She is based in New Malden.



Statement of trustees' responsibilities

The trustees are responsible for preparing the trustees' report and accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the of the charity and of the income and expenditure of the charity for that period. In preparing accounts the trustees are required to:

- ♦ select suitable accounting policies and then apply them consistently

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Statement of trustees' responsibilities (continued)

- ◆ observe the methods and principles in Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the United Kingdom and Republic of Ireland (FRS 102)
- ◆ make judgements and estimates that are reasonable and prudent
- ◆ state whether applicable United Kingdom Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; 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 proper accounting records which disclose with reasonable accuracy the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the applicable Charity (Accounts and Reports) Regulations and the provisions of the trust deed. 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.

Key management

The trustees consider that they together with the governors, school principal, senior leadership team and the bursar of the independent school in Sunninghill comprise the key management of the charity in charge of directing and controlling, running and operating the charity on a day to day to basis.

All trustees are members of the Order and whilst their living and personal expenses are borne by the charity, they receive no remuneration or reimbursement of expenses in connection with their duties as trustees.

The pay of the senior management team of the schools is reviewed annually by the governors who make recommendations to the trustees who then consider whether to approve the proposals. Pay is normally increased in accordance with average earnings. Where possible the trustees benchmark pay rises against pay rates in other similar schools.

Structure and management reporting

The trustees meet at least four times annually to review and assess developments of the charity and its activities and make any important decisions. In 2020 most meetings took place online. Minutes are filed after each meeting and made available to auditors. When necessary the trustees access their professional advisers – accountants, solicitors, property consultants, investment managers, bank relationship managers and insurance brokers.

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Structure and management reporting (continued)

The day-to-day management of the charity's activities and the implementation of policies are delegated to appointed members of the Order or senior lay staff.

MANAGEMENT PROFILE IN PROVINCE OF ENGLAND	
Work	Management
Marist School, Sunninghill	Board of Governors, of which two are trustees Principal Mrs Joanne Smith Senior Leadership Team School Bursar – Mr James Jordan
Villa Maria Care Home, Hythe	Managed by St John of God Hospitaller Management Services Manager – Miss Tamara Brown Bursar – St John of God Hospitaller Management Services Community Leader – Sister Angelina McNamara Chaplain – Sister Angelina Cuffe
Marist Youth Centre, Manchester	Directress – Sister Mary Frances Boyle Assistant – Sister Silvia Sanz de Diego Community Leader – Sister Silvia Sanz de Diego Bursar – Sister Helena Whelan Management Team

The Marist School, Sunninghill is governed by a Board of Governors, appointed by the trustees. The work of implementing most of the governors' policies at the Marist School, Sunninghill is carried out by the members of the Finance and Communication Committee which meet three weeks before each meeting of the full governing board and on occasions specifically to approve the budget and annual accounts and reports.

The Finance and Communication Committee works under the chairmanship of one of the governors. The other principal committee is the Site Committee, also chaired by one of the governors. This is mainly concerned with building projects, any major maintenance programmes and security issues. The principal and the financial bursar attend the Finance and Communication and Site Committee meetings.

The governors are appointed by the trustees based on their specialist skills, professional expertise and local availability. New governors are inducted into the works of the charity and the school, including Board policy and procedures, at governors' meetings and at selected external courses specifically designed for governors and officers of charities and educational establishments.

The Education and Wellbeing Committee has a monitoring and advisory role relating to the school's academic curricular and pastoral provision: alongside the school staff establishment and appointment procedures, terms and conditions of employment and levels of remuneration.

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Structure and management reporting (continued)

The day-to-day running of the School is delegated to a Principal, the Senior Leadership Team and a Lay Bursar. The Principal and the Bursar are members of the Finance and Communication Committee and the Site Committee. The Principal oversees the recruitment of all educational staff while the bursar, under delegated authority, oversees the recruitment of administrative and non-teaching staff.

In the various works, important plans are outlined by management teams, presented to the trustees, who consider the proposals and decide on the outcome.

Working with other organisations

The charity works with and subscribes to several other charities and public bodies including:

- ◆ Roman Catholic Dioceses of Westminster, Southwark, Birmingham, Salford, East Anglia, Portsmouth
- ◆ Conference of Religious (CoR)
- ◆ Provincial Bursars' Association (APB)
- ◆ Justice and Peace Links
- ◆ Catholic Network for Retreats and Spiritual Direction (CNRS)
- ◆ Association of Senior Religious (ASR)
- ◆ Catholic Safeguarding Advisory Service (CSAS)
- ◆ St John of God Hospitaller Management Services (SJOG)
- ◆ One sister of the Province is involved in administration in the Generalate in Rome

Communities

During the year to 31 December 2020, the Province of England comprised 42 sisters who live in seven communities in England.

Each community is governed by a Community Leader or a Community Liaison Person appointed by the Provincial and Council.

Most houses in the Province are in areas deprived socially and spiritually, where the sisters live among the people with whom they work to be more effective in their ministry and in carrying out the missionary and apostolic aims of the Order, to meet and help people where they are.

Work of the communities is kept under review including qualifications of staff and structure of the Order. Pooling of resources is reviewed regularly to more effectively meet and forward the objectives of the Order by evaluating the relevance of community ministries and changing location to more needy areas if necessary.

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Risk management

The trustees continue to keep the identified major areas of risk under review. They seek constantly to identify the major risks to which the charity is exposed, and every effort is made to take precautions to prevent damage, accident, illness or any other form of loss that could occur. The latest update of Risk Management policies was in 2020.

Governance and management

Governance and management are regularly reviewed by the Order's government in Rome to avoid any risk to the Order and hence to the charity through lack of control and guidance. Lack of skills and qualifications and best use of resources are identified and dealt with.

Operational

Risks relating to specific operational areas of the charity especially Marist Youth Centre, Manchester and Villa Maria Residential Care Home are under constant review. Each operates with its own risk management policy checked by the trustees who file copies.

A formal review of the Marist School's risk management process is undertaken on an annual basis by the Board of Governors. Through the risk management processes established at the schools, the governors are satisfied that the major risks identified have been adequately mitigated where necessary.

Reputational

As far as possible trustees identify and take steps to prevent/remedy any risk situations where possible damage to the charity's and Order's reputation might arise.

Financial

To minimise financial risk as far as possible the trustees exercise clear budgetary control across the Province and employ the services of accountants, investment managers and insurers. This enables the more efficient and effective use of the financial and personnel resources of the charity in taking forward the aims of the charity, by maintaining financial support to enable members of the Province to carry out the educational, pastoral, social and caring aims of the charity. The key funding sources are pensions, interest on investments and some small salaries. The trustees work closely with professional advisors for the protection of the charity and attended workshop and training days during the year.

Investment strategies are set by the trustees in consultation with their investment managers with whom they meet and review possible risk, especially when markets are volatile as in the present period of fluctuation. To keep well informed of the present situation the Provincial Bursar attended the Association of Bursars' webinars on 6 and 7 October 2020 and the Unitholder meeting for BlackRock Catholic Charities Growth and Income Fund on 22 September 2020.

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Risk management (continued)

Financial (continued)

Meetings with professional advisors in 2020		
Buzzacott LLP	31 March	Review of Audit
Caterplus	28 January 21 September	Review of catering in Villa Maria
St John of God	27 January 18 March 13 July 21 September 7 December	Review of service management Villa Maria
Quilter Cheviot	3 December	Review of Investments
Stone King	8 July	Client Care meeting
Marsh Commercial	17 August	Insurance Portfolio Review

Ethical restrictions on investments

Sector	Criteria
Tobacco	Companies engaged in the ownership of tobacco plantations or engaged in the production and manufacture of tobacco products.
Armaments	Companies involved in military related activities where the company's annual turnover in relation to such activities exceeds 10% of the company's latest annual turnover.
Sanctity of Life	Companies which offer services contrary to the Sanctity of Life or are engaged in the production and/or manufacture of products contrary to the Sanctity of Life
Pornography	Companies which provide entertainment services via mobile networks, publishers/wholesalers of pornographic magazines where the company's annual turnover in relation to such products and services exceeds 3% of the company's latest
Fossil Fuels	Any company whose primary business is the extraction, production and/or distribution of fossil fuel or uranium or who is responsible for environmental degradation.

Law and government policies

Awareness of current government policies and regulations and assurance of compliance with them is the aim of the trustees in all risk assessment and at all levels of governance and management.

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Risk management (continued)

Protection of Children and Vulnerable Adults

The trustees recognise the absolute necessity to ensure the protection of all those the charity serves and those in the service of the charity. All sisters who are involved in any kind of ministry in England and Wales have obtained clearance from the Disclosure and Barring Service (DBS). All employees of the charity must also have DBS clearance before appointment.

Mr Andrew Stables represents the Province in the Catholic Safeguarding Advisory Service (CSAS). In day-to-day accountability, the Safeguarding representative and the Province Leader of the Marist Sisters of the Province of England take their brief from Roman Catholic Diocese of Westminster (RCDOW).

Manchester Youth Centre, Sunninghill School and Villa Maria Care Home each has a named Safeguarding representative.

The trustees believe that having established systems to mitigate major risks to which the charity is exposed, monitoring the level of risk and ensuring effective control in financial systems, awareness of present and projected reserves and by accessing the advice of financial and legal experts – they have adequately mitigated those risks.

EMPLOYEES AND MEMBERS OF THE ORDER

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

Signed on behalf of the trustees:

Anne Ord
Trustee

Approved by the trustees on: 13/04/2022

Independent auditor's report to the trustees of The Charity of the Order of the Marist Sisters Province of England

Opinion

We have audited the accounts of The Charity of the Order of the Marist Sisters Province of England (the 'charity') for the year ended 31 December 2020 which comprise the statement of financial activities, the balance sheet, the statement of cash flows, the principal accounting policies and notes to the accounts. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the accounts:

- ◆ give a true and fair view of the state of the charity's affairs as at 31 December 2020 and of 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 Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the accounts, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the accounts 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 accounts are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

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

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the accounts or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

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

- ◆ the information given in the trustees' report is inconsistent in any material respect with the accounts; or
- ◆ sufficient accounting records have not been kept; or
- ◆ the accounts are not in agreement with the accounting records and returns; or
- ◆ we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the accounts 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 accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the accounts

Our objectives are to obtain reasonable assurance about whether the accounts as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these accounts.

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

How the audit was considered capable of detecting irregularities including fraud

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

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

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

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

Auditor's responsibilities for the audit of the accounts (continued)

How the audit was considered capable of detecting irregularities including fraud
(continued)

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

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

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

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

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

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

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

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with section 145 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.

Buzzacott LLP
Statutory Auditor
130 Wood Street
London
EC2V 6DL

Date: 19 April 2022

Buzzacott LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Statement of financial activities Year to 31 December 2020

	Notes	Unrestricted funds £	Restricted funds £	2020 Total funds £	Unrestricted funds £	Restricted funds £	2019 Total funds £
Income from:							
Donations and legacies	1	705,183	60,400	765,583	646,399	10,268	656,667
Investment income and interest receivable	2	742,602	—	742,602	799,714	—	799,714
Charitable activities							
. Provision of education	3	5,481,313	—	5,481,313	5,930,038	—	5,930,038
. Provision of retreats		4,380	—	4,380	82,175	—	82,175
. Provision of care including respite care		215,316	—	215,316	258,906	—	258,906
Other sources							
. Exchange rate gains		168	—	168	—	—	—
. Surplus on disposal of tangible fixed assets including freehold property		938,431	—	938,431	1,140	—	1,140
. Coronavirus Job Retention Scheme grants		258,320	—	258,320	—	—	—
. Other coronavirus related grants		—	55,738	55,738	—	—	—
. Miscellaneous income		100,148	—	100,148	176,179	—	176,179
Total income		8,445,861	116,138	8,561,999	7,894,551	10,268	7,904,819
Expenditure on:							
Raising funds							
. Investment management costs		101,293	—	101,293	50,295	—	50,295
Charitable activities							
. Provision of education	4	6,078,473	29,019	6,107,492	6,294,526	1,118	6,295,644
. Provision of retreats		—	—	—	100,637	—	100,637
. Support of members of the Order and their ministry	5	1,696,625	55,738	1,752,363	1,817,098	—	1,817,098
. Donations in support of miscellaneous charitable activities	7	231,768	—	231,768	137,266	—	137,266
Total expenditure		8,108,159	84,757	8,192,916	8,399,822	1,118	8,400,940
Net income (expenditure) before gains on investments and transfers	8	337,702	31,381	369,083	(505,271)	9,150	(496,121)
Net investment gains		263,254	—	263,254	4,206,466	—	4,206,466
Transfers between funds		—	—	—	10,268	(10,268)	—
Net income (expenditure) and net movement in funds		600,956	31,381	632,337	3,711,463	(1,118)	3,710,345
Reconciliation of funds:							
Balances brought forward at 1 January 2020		47,955,311	4,474	47,959,785	44,243,848	5,592	44,249,440
Balances carried forward at 31 December 2020		48,556,267	35,855	48,592,122	47,955,311	4,474	47,959,785

With the exception of Nympsfield Retreat Centre, the trusteeship of which transferred to another organisation with effect from 19 December 2019, all of the charity's income and expenditure derived from continuing activities during the above two financial periods. Income and expenditure of the Centre for the year to 31 December 2019 were £nil (2019 - £67,180) and £nil (2019 - £100,637) respectively.

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

Balance sheet 31 December 2020

	Notes	2020 £	2020 £	2019 £	2019 £
Fixed assets:					
Tangible assets	11		14,446,251		14,928,307
Investments	12		30,363,443		<u>30,949,357</u>
Total fixed assets			44,809,694		45,877,664
Current assets:					
Debtors	13	1,602,004		1,200,477	
Short term deposits		1,000,000		1,000,000	
Cash at bank and in hand		2,601,913		1,893,803	
Total current assets		5,203,917		<u>4,094,280</u>	
Liabilities:					
Creditors: amounts falling due within one year	14	(1,255,338)		<u>(1,856,830)</u>	
Net current assets			3,948,579		<u>2,237,450</u>
Total assets less liabilities			48,758,273		48,115,114
Creditors: amounts falling due after one year	15		(166,151)		(155,329)
Total net assets			<u>48,592,122</u>		<u>47,959,785</u>
The funds of the charity:					
Restricted funds	16		35,855		4,474
Unrestricted funds					
. Tangible fixed assets fund	17		6,786,821		6,982,739
. Designated funds	18		22,027,614		22,411,602
. General funds			19,741,832		18,560,970
Total charity funds			<u>48,592,122</u>		<u>47,959,785</u>

Approved by the trustees and signed
on their behalf by:

Anne Ord

Trustee

Approved by the trustees on: 13/04/2022

Statement of cash flows Year to 31 December 2020

	Notes	2020 £	2019 £
Cash flows from operating activities:			
Net cash used in operating activities	A	(1,558,488)	(1,199,209)
Cash flows from investing activities:			
Investment income and interest received		523,390	536,831
Proceeds from the disposal of tangible fixed assets		1,086,400	1,440
Purchase of tangible fixed assets		(192,361)	(800,207)
Proceeds from the disposal of investments		8,995,636	11,642,604
Purchase of investments		(9,204,922)	(11,414,417)
Transfer of investments to Marist Sisters Generalate CIO		746,386	—
Cash withdrawn from/received on maturity of short term deposits		—	300,000
Net cash (used in) provided by investing activities		(1,954,529)	266,251
Change in cash and cash equivalents in the year		396,041	(932,958)
Cash and cash equivalents at 1 January 2020	B	2,334,003	3,266,961
Cash and cash equivalents at 31 December 2020	B	2,730,045	2,334,003

Notes to the statement of cash flows for the year to 31 December 2020

A Reconciliation of net movement in funds to net cash used in operating activities

	2020 £	2019 £
Net movement in funds (as per the statement of financial activities)	632,337	3,710,345
Adjustments for:		
Depreciation charge	526,447	498,248
Gains on investments	(263,254)	(4,206,466)
Investment income and interest receivable	(742,602)	(799,714)
Surplus on disposal of tangible fixed assets	(938,431)	(1,440)
(Increase) decrease in debtors	(182,315)	12,675
Decrease in creditors	(590,670)	(412,857)
Net cash used in operating activities	(1,558,488)	(1,199,209)

B Analysis of cash and cash equivalents

	2020 £	2019 £
Cash at bank and in hand	2,601,913	1,893,803
Cash held by investment managers	128,132	440,200
Total cash and cash equivalents	2,730,045	2,334,003

Principal accounting policies 31 December 2020

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the accounts are laid out below.

Basis of preparation

These accounts have been prepared for the year to 31 December 2020 with comparative information provided in respect to the year to 31 December 2019.

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant accounting policies below or the notes to these accounts.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (Charities SORP FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

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

The accounts are presented in sterling and are rounded to the nearest pound.

Critical accounting estimates and areas of judgement

Preparation of the accounts requires the trustees to make significant judgements and estimates.

The items in the accounts where these judgements and estimates have been made include:

- ◆ estimating the useful economic life of tangible fixed assets for the purposes of determining a depreciation charge;
- ◆ assessing the recoverability of outstanding debtors for school fees and related charges;
- ◆ determining the value of designated funds needed at the year end, in particular in respect to the assumptions made in determining the value of the retirement reserve; and
- ◆ estimating future income and expenditure flows for the purposes of assessing going concern.

Assessment of going concern

The trustees have assessed whether the use of the going concern assumption is appropriate in preparing these accounts. The trustees have made this assessment in respect to a period of one year from the date of approval of these accounts.

Since March 2020, the Covid-19 pandemic has changed the shape and nature of the world. It has impacted not only the basic nature of the social interactions but has also had a significant economic impact at every level in ways which have been outside of the charity's control.

Assessment of going concern (continued)

The full impact on the charity's income and expenditure and financial position following the emergence of the global Covid-19 pandemic is still unknown. However, the trustees do not consider that there will be any material impact on income or expenditure and, therefore, on the charity's financial position.

The charity's income will be affected because of falls in dividends as investment markets and the corporate sector, in particular, react to the economic difficulties caused by the pandemic.

During 2020, Marist School Sunninghill has reacted to the impact of Covid-19 in line with guidance and measures put in place by the UK government. This has meant some changes for the school, its staff and pupils in the following ways:

- ◆ Education was provided via Microsoft Teams and fees were temporarily reduced by 20% for the summer term.
- ◆ Fee payment schemes were put in place for families experiencing financial difficulties.
- ◆ A hardship fund was begun by former pupils.
- ◆ The government furlough scheme was used for between 40 and 45 employees.
- ◆ In line with government guidance, year groups returned to school for face-to-face teaching following a risk assessment and with Covid secure measures in place.
- ◆ No fee increases and no salary increase took place for the autumn term of 2020.

The school has experienced a loss of lettings income and online teaching has highlighted the need to upgrade the IT system so that, if a return to online teaching were necessary, this would work more smoothly. The school continues to monitor government guidance and keep in place Covid secure measures.

The trustees have considered how best to secure the long term future of The Marist School and believe that the school will be best served by transferring it as a going concern to a specialist education provider. Following exchange of contracts for the sale of the school on 25 March 2022, it is intended that the operation of the school will formally be transferred to the new operator on 20 May 2022, the anticipated date of legal completion of the sale. The trustees and the school governors will work to ensure a smooth handover without disruption to the pupils of the school.

The trustees are of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due. With regard to the next accounting period, the year ending 31 December 2021, the most significant areas that may affect the financial position of the charity and the carrying value of its assets are the level of investment return and the performance of the investment markets. During the year to 31 December 2022, the charity's financial position will be impacted by the transfer of the school as a going concern to another operator (see above),

Income recognition

Income is recognised in the period in which the charity has entitlement to the income, the amount of income can be measured reliably and it is probable that the income will be received.

Income comprises donations, legacies, investment income and interest receivable, fees for the provision of education, retreat and respite care and other income including the surplus on the disposal of tangible fixed assets.

Donations, including salaries and pensions of individual religious received under Gift Aid or deed of covenant, are recognised when the charity has confirmation of both the amount and settlement date. In the event of donations pledged but not received, the amount is accrued for where the receipt is considered probable. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

In accordance with the Charities SORP FRS 102 volunteer time is not recognised.

Legacies are included in the statement of financial activities when the charity is entitled to the legacy, the executors have established that there are sufficient surplus assets in the estate to pay the legacy, and any conditions attached to the legacy are within the control of the charity.

Entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, but the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title of the asset having being transferred to the charity.

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Income recognition (continued)

School fees and related charges represent amounts invoiced to parents in respect to the provision of education. Such income is recognised when it falls due under the terms of the contracted arrangements with parents i.e. normally at the commencement of each academic term. School fees and related charges are stated net of bursaries, scholarships and discounts.

Income from retreats represents income from the Marist Centre, Nympsfield and Marist Youth Centre, Manchester whilst that for care represents income from lay residents of Villa Maria Care Home. Such income is recognised when it falls due.

Income from the Government's Job Retention Scheme in respect to the Covid-19 pandemic and other government funding in respect of the care home is accounted for when the charity has entitlement to the income, the amount of income can be measured reliably and it is probable that the income will be received.

Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to make a payment 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.

All expenditure is accounted for on an accruals basis. Expenditure comprises direct costs and support costs. All expenses, including support costs, are allocated or apportioned to the applicable expenditure headings. The classification between activities is as follows:

- a. Expenditure on raising funds includes all expenditure associated with raising funds for the charity. This includes investment management fees and costs associated with fundraising.
- b. Expenditure on charitable activities includes all costs associated with furthering the charitable purposes of the charity through the provision of its charitable activities. Such costs include:
 - ◆ Expenditure incurred in providing education at the independent school in Sunninghill, Berkshire.
 - ◆ Expenditure incurred in providing retreats etc. at Marist Centre, Nympsfield and Marist Youth Centre, Manchester.
 - ◆ Expenditure on the support of the work of members of the Order and their ministry which enables the members to carry out the work of the charity in the areas of the advancement of the Roman Catholic religion, the advancement of education and the spread of Christian values. Such expenditure comprises:
 - ◇ Staff
 - ◇ Maintaining premises

Expenditure recognition (continued)

- ◇ Sisters' living and personal expenses
- ◇ Training and spiritual renewal
- ◇ Governance costs which comprise the costs involving the public accountability of the charity (including audit costs) and costs in respect to its compliance with regulation and good practice.
- ◆ Donations which, in the main, are to the support the Order's own work overseas.

Charitable grants and donations are made where the trustees consider there is real need following a review of the details of each particular case and comprise single year payments rather than multi-year grants. Grants and donations are included in the statement of financial activities when approved for payment. Provision is made for grants and donations approved but unpaid at the period end.

All expenditure is stated inclusive of irrecoverable VAT.

The majority of costs are directly attributable to specific activities and any apportionment between headings is negligible.

Tangible fixed assets

All assets costing more than £1,500 and with an expected useful life exceeding one year are capitalised.

- ◆ Freehold land and buildings

The trustees are the legal owners of land and buildings used exclusively by a voluntary aided school. The school was founded by the Order, but is now under separate control and publicly funded. The occupation of the land and building is indefinite and rent free. As such assets have no meaningful value in use to the trustees, they are not valued for the purpose of the accounts. The school is situated in Nympsfield, Gloucestershire, and was founded in 1950. A number of additional buildings have been constructed over the years to improve the facilities offered.

Non-specialised buildings are those designed as, and used wholly or mainly for, private residential accommodation. Those that were owned by the charity on 1 January 1994 are stated at deemed cost based on a trustees' valuation made in 1994 on a market value basis for existing use; additions since are stated at cost. Such buildings are not depreciated. Their value and condition are reviewed annually by the trustees, who are satisfied that their residual value is not materially less than their book value.

Specialised buildings comprise the independent school and care home for elderly sisters. Those that were owned by the charity on 1 January 1994 are stated at deemed cost based on a trustees' valuation made in 1994 on a replacement cost basis for existing use; additions since are stated at cost. Depreciation is provided at 2% per annum on a straight-line basis to write the buildings off over their estimated useful economic life to the charity.

Tangible fixed assets (continued)

- ◆ Freehold land and buildings (continued)
Costs in connection with buildings and extensions under construction or where detailed feasibility work has been undertaken with a view to future construction are capitalised in the accounts. No depreciation is charged on such assets until the work has been completed and the asset has been brought into use.
- ◆ Furniture, equipment and motor vehicles
Expenditure on furniture, equipment and motor vehicles is depreciated over a five year period on a straight line basis.

Investments

Listed investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price.

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

Realised gains (or losses) on investment assets are calculated as the difference between disposal proceeds and their opening carrying value or their purchase value is acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value at that date. Realised and unrealised investment gains (or losses) are combined in the statement of financial activities and are credited (or debited) in the year in which they arise.

Debtors

Debtors are recognised at their settlement amount, less any provision for non-recoverability. Prepayments are valued at the amount prepaid. They have been discounted to the present value of the future cash receipt where such discounting is material.

Cash at bank and in hand

Cash at bank and in hand represents such accounts and instruments that are available on demand or have a maturity of less than three months from the date of acquisition. Deposits for more than three months but less than one year have been disclosed as short term deposits. Cash placed on deposit for more than one year is disclosed as a fixed asset investment.

Creditors and provisions

Creditors and provisions are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors and provisions are recognised at the amount the charity anticipates it will pay to settle the debt. They have been discounted to the present value of the future cash payment where such discounting is material.

Funds structure

The funds of the charity include restricted funds which must be applied for specific purposes in accordance with donor's wishes and unrestricted funds available for use in furtherance of the charity's objectives at the discretion of the trustees. Unrestricted funds include the tangible fixed assets fund which represents the net book value of the charity's tangible fixed assets, excluding those designated for use by the charity's independent school. The funds has been established in recognition of the fact that the tangible fixed assets are required for the charity's work and are not available as a reserve to fund activities or meet future contingencies.

Within the unrestricted funds of the charity, the trustees have also designated amounts for specific purposes. Details of these are provided in note 17. Details of restricted funds are provided in note 15.

Services provided by members of the Order

For the purposes of these accounts, no monetary value has been placed on the administrative and other services provided by the members of the Order.

Pension costs

Contributions in respect of the independent school's defined benefit pension scheme are charged to the statement of financial activities so as to spread the cost of pensions over employees' working lives with the school.

Contributions by the school in respect of employee's personal pension plans are charged to the statement of financial activities in the period in which they are payable to the scheme.

All eligible members of staff are required to enrol in The People's Pension or the Teachers' Pension Scheme, under auto-enrolment. Staff members are entitled to opt out of these schemes.

Foreign currencies

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of the transaction. Exchange differences are taken into account in arriving at the net movement in funds.

Leased assets

Rentals applicable to operating leases where substantially all the benefits and risks of ownership remain with the lessee are charged to the statement of financial activities on a straight-line basis over the lease term.

Assets held under finance leases are capitalised and depreciated over their useful lives. The corresponding lease obligation is treated in the balance sheet as a liability. The investment element is charged against income over the period of the lease at a consistent proportion of the outstanding balance of capital payments.

1 Donations and legacies

	Unrestricted funds £	Restricted funds £	Total funds 2020 £	Unrestricted funds £	Restricted funds £	Total funds 2019 £
Donations by individual religious of their salaries, pensions and other personal income	699,772	—	699,772	644,638	—	644,638
Legacies	4,979	—	4,979	—	—	—
General donations	432	60,400	60,832	1,761	10,268	12,029
2020 total funds	705,183	60,400	765,583	646,399	10,268	656,667

2 Investment income and interest receivable

	Unrestricted funds £	Restricted funds £	Total funds 2020 £	Unrestricted funds £	Restricted funds £	Total funds 2019 £
Income from listed investments						
Common investment funds	267,918	—	267,918	283,999	—	283,999
UK equities	164,063	—	164,063	235,518	—	235,518
UK fixed interest	90,261	—	90,261	43,590	—	43,590
Overseas equities	91,509	—	91,509	104,475	—	104,475
Overseas fixed interest	24,432	—	24,432	29,427	—	29,427
Property funds	74,708	—	74,708	89,486	—	89,486
Alternative investments	21,978	—	21,978	—	—	—
	734,869	—	734,869	786,495	—	786,495
Interest receivable						
Bank interest	7,733	—	7,733	13,219	—	13,219
Total funds	742,602	—	742,602	799,714	—	799,714

3 Income from the provision of education

	Unrestricted funds 2020 £	Unrestricted funds 2020 £	Unrestricted funds 2019 £	Unrestricted funds 2019 £
Gross fees		6,194,022		6,136,905
Less: Sibling discounts	131,323		138,393	
Staff discounts	153,468		139,642	
School scholarships, bursaries and other discounts	733,085		303,498	
		(1,017,876)		(581,533)
		5,176,146		5,555,372
Other charges		305,167		374,666
Net fees receivable		5,481,313		5,930,038

Other discounts include a £425,000 discount given against the fees for the summer term 2020 to mitigate the economic effect on parents of the Covid-19 pandemic.

4 Expenditure on: provision of education

	Unrestricted funds £	Restricted funds £	Total funds 2020 £	Unrestricted funds £	Restricted funds £	Total funds 2019 £
Teaching	3,897,474	—	3,897,474	3,982,265	—	3,982,265
Welfare	313,706	19,019	332,725	384,827	1,118	385,945
Premises	873,125	10,000	883,125	893,813	—	893,813
School management & administration	994,168	—	994,168	1,033,621	—	1,033,621
Total funds	6,078,473	29,019	6,107,492	6,294,526	1,118	6,295,644

5 Support of members of the Order and their ministry

	Unrestricted funds £	Restricted funds £	Total funds 2020 £	Unrestricted funds £	Restricted funds £	Total funds 2019 £
Staff costs	635,432	—	635,432	659,624	—	659,624
Premises	525,342	—	525,342	488,229	—	488,229
Sisters' living and ministry expenses	463,974	55,738	519,712	583,692	—	583,692
Education, training and spiritual renewal	16,320	—	16,320	32,175	—	32,175
Governance costs (note 6)	55,557	—	55,557	53,378	—	53,378
Total funds	1,696,625	55,738	1,752,363	1,817,098	—	1,817,098

6 Governance costs

	Unrestricted funds £	Restricted funds £	Total funds 2020 £	Unrestricted funds £	Restricted funds £	Total funds 2019 £
Total funds: Professional fees	55,557	—	55,557	53,378	—	53,378

7 Donations in support of miscellaneous charitable activities

	Unrestricted funds £	Restricted funds £	Total funds 2020 £	Total funds 2019 £
Contributions to Generalate	118,297	—	118,297	118,326
	118,297	—	118,297	118,326
Other donations				
DEC Coronavirus appeal	5,000	—	5,000	—
Million Minutes	11,000	—	11,000	11,000
Jesuit Refugee Service	69,000	—	69,000	—
CaTEW	2,000	—	2,000	—
Catholic Bishops Conference England	—	—	—	2,000
Crisis	—	—	—	1,500
Donations of less than £1,000	26,471	—	26,471	4,440
	113,471	—	113,471	18,940
Total funds	231,768	—	231,768	137,266

8 Net income (expenditure) for the year before gains on investments and transfers

This is stated after charging:

	2020 £	2019 £
Staff costs (note 8)	5,063,883	5,077,835
Auditor's remuneration, including VAT		
. Statutory audit services – current year	29,400	29,580
. Statutory audit services – prior year	7,440	—
. Non-statutory audit services	18,717	18,769
Depreciation	526,447	498,248
Operating lease rentals	20,019	20,019

9 Staff costs, remuneration of key management personnel and trustees' remuneration

	2020 £	2019 £
Staff costs during the year were as follows:		
Wages and salaries	4,019,183	4,219,028
Social security costs	359,013	340,584
Other pension costs	638,017	518,223
Agency costs	47,670	—
	5,063,883	5,077,835
Staff costs per function were as follows:		
Provision of education	4,430,190	4,395,232
Support of members of the Order and their ministry	633,693	659,624
Provision of retreats	—	22,979
	5,063,883	5,077,835

In the year to 31 December 2020, including taxable benefits but excluding employer pension contributions, one employee earned between £60,000 and £70,000 (2019 - three), one employee earned between £70,000 and £80,000 (2019 – one) and one employee earned between £80,000 and £90,000 (2019 – none). Pension contributions to the defined benefit scheme were made by the school in respect to all three of these higher paid employees (2019 – all four).

The key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day-to-day basis comprise the trustees and the governors, the school principal, the senior leadership team and the bursar of the independent school in Sunninghill. The total remuneration (including taxable benefits and employer's pension contributions) of the key management personnel for the year was £843,699 (2019 - £1,014,890).

The average number of employees during the period, analysed by function, was:

	2020 No.	2019 No.
Provision of education	116	124
Support of members of the Order and their ministry	41	30
	157	154

9 Staff costs, remuneration of key management personnel and trustees' remuneration (continued)

As members of the Order, the trustees' living expenses during the year were borne by the charity, but they received £nil remuneration or reimbursement of expenses in connection with their duties as trustees during the year (2019 – £nil).

As members of the Order, none of the trustees have resources of their own as all earnings, pensions and other income have been donated to the charity under a Gift Aid compliant Deed of Covenant. During the year, the total amount donated by trustees to the charity was £53,493 (2019 - £54,148).

10 Taxation

The Charity of the Order of the Marist Sisters Province of England is a registered charity and, therefore, is not liable to taxation on income and gains derived from its charitable activities, as it falls within the various exemptions available to registered charities.

11 Tangible fixed assets

	Freehold land and buildings		Furniture and equipment	Motor vehicles	Total
	Non-specialised £	Specialised £	£	£	£
Cost or valuation					
At 1 January 2020	4,245,010	16,547,841	1,830,084	224,238	22,847,173
Reclassification	(1,395,091)	1,395,091	—	—	—
Additions	11,018	8,816	157,932	14,595	192,361
Disposals	(145,505)	—	(26,000)	(43,210)	(214,715)
At 31 December 2020	<u>2,715,432</u>	<u>17,951,748</u>	<u>1,962,016</u>	<u>195,623</u>	<u>22,824,819</u>
At cost	589,222	10,354,284	1,962,016	195,623	13,101,145
At deemed cost – 1994 valuation	<u>2,126,210</u>	<u>7,597,464</u>	<u>—</u>	<u>—</u>	<u>9,723,674</u>
	<u>2,715,432</u>	<u>17,951,748</u>	<u>1,962,016</u>	<u>195,623</u>	<u>22,824,819</u>
Depreciation					
At 1 January 2020	—	6,264,698	1,489,902	164,266	7,918,866
On disposals	—	—	(26,000)	(40,745)	(66,745)
Charge for year	—	359,656	139,433	27,358	526,447
At 31 December 2020	<u>—</u>	<u>6,624,354</u>	<u>1,603,335</u>	<u>150,879</u>	<u>8,378,568</u>
Net book values					
At 31 December 2020	<u>2,715,432</u>	<u>11,327,394</u>	<u>358,681</u>	<u>44,744</u>	<u>14,446,251</u>
At 31 December 2019	<u>4,245,010</u>	<u>10,283,143</u>	<u>340,182</u>	<u>59,972</u>	<u>14,928,307</u>

As permitted under Financial Reporting Standard 102, the charity has continued to adopt a policy of not revaluing its tangible fixed assets.

It is likely that there are material differences between the open market values of the charity's land and buildings and their book values. The amount of such differences cannot be ascertained without incurring significant costs, which, in the opinion of trustees, is not justified in terms of the benefit to the users of the accounts.

11 Tangible fixed assets (continued)

The historical cost of the freehold land and buildings included above at deemed cost based on a 1994 valuation cannot be ascertained with accuracy.

One property was reclassified as a specialised property during the year following a review of its use.

12 Investments

	2020 £	2019 £
Listed investments		
Market value at 1 January 2020	30,509,157	26,420,270
Additions at cost	9,204,922	11,414,417
Disposals (proceeds: £8,995,636 losses: £972,688)	(9,968,324)	(10,528,958)
Transfer to Marist Sisters Generalate CIO, Charity Registration Number 1179883	(746,386)	—
Net unrealised investment gains	1,235,942	3,203,428
Market value at 31 December 2020	30,235,311	30,509,157
Cash held by investment managers for re-investment	128,132	440,200
	30,363,443	30,949,357
Cost of listed investments at 31 December 2020	26,124,779	23,331,122

At 31 December 2020 listed investments included £nil (2019 – £746,386) and cash awaiting investment of £nil (2019 – £11,869), representing amounts due to the Generalate of Order of the Marist Sisters. Included within these investments are net unrealised gains of £nil (2019 – £109,698) and realised gains of £nil (2019 – gains of £910) which arose during the year ended 31 December 2020. As these net gains represent part of the amount due to the Generalate, they are not reflected through the statement of financial activities.

	2020 £	2019 £
Reconciliation of gains to statement of financial activities		
Total unrealised gains	1,235,942	3,203,428
Total realised (losses) gains	(972,688)	1,113,646
	263,254	4,317,074
Less:		
Generalate unrealised gains (losses)	—	109,698
Generalate realised gains	—	910
	—	110,608
Net investment gains per statement of financial activities	263,254	4,206,446

12 Investments (continued)

Listed investments held at 31 December 2020 comprised the following:

	2020 £	2019 £
UK equities	5,489,270	8,002,624
Common investment funds and common authorised investment funds	10,485,239	10,063,236
UK fixed interest	4,133,953	2,861,351
Overseas equities	6,690,060	6,837,830
Overseas fixed interest	568,350	789,502
Property funds	1,768,511	1,954,614
Alternatives	1,099,928	—
	30,235,311	30,509,157

At 31 December 2020 listed investments included the following individual holdings which were material when compared to the total portfolio valuation as at that date:

Holding	2020		2019	
	Market value of holding £	Percentage of portfolio %	Market value of holding £	Percentage of portfolio %
BLK Catholic Charities Growth and Income A Income Fund	10,392,022	34.37	9,976,341	32.7
iShares S&P 500 Nav	—	—	1,580,963	5.18

All listed investments were dealt in on a recognised stock exchange.

13 Debtors

	2020 £	2019 £
School fees and related charges	161,683	76,578
Investment income receivable held by investment managers	1,151,282	932,071
Prepayments and accrued interest	194,890	191,828
Other debtors	94,149	—
	1,602,004	1,200,477

14 Creditors: amounts falling due within one year

	2020 £	2019 £
Amount due to the Generalate of the Order	2,632	766,890
Expense creditors	83,219	119,840
Payroll creditors	71,427	7,434
Other taxation and social security costs	242,423	—
Accruals	171,089	186,640
School fee deposits	125,700	116,499
Monies administered by the charity on behalf of individual members of the Order	47,948	49,932
Deferred income including fees in advance	506,496	530,191
Donations payable	—	75,000
Finance lease liability	4,404	4,404
	1,255,338	1,856,830

14 Creditors: amounts falling due within one year (continued)

Deferred income comprises school fees in advance (see above and note 14 also). Such income has been deferred because the charity has not yet met the conditions for recognising the income i.e. contractually the income is not due until January 2020. The movements on deferred income are analysed below:

	2020 £	2019 £
Fees in advance at 1 January 2020	579,894	460,015
Released in year	(486,969)	(382,140)
Additions in year	461,343	502,018
Fees in advance at 31 December 2020	554,268	579,893

15 Creditors: amounts falling due after one year

	2020 £	2019 £
Fee deposits	110,638	97,350
Fees in advance	47,772	49,703
Finance lease liability	7,741	8,276
	166,151	155,329

16 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balance of grants and donations to be applied for specific purposes:

	At 1 January 2020 £	Income £	Expenditure £	Transfers £	At 31 December 2020 £
Donations towards music studio	—	10,000	(10,000)	—	—
Donations towards sports hall equipment	—	5,000	—	—	5,000
Donations towards hardship fund	—	45,400	(18,124)	—	27,276
Minibus fund	4,474	—	(895)	—	3,579
Government grants – Covid 19	—	55,738	(55,738)	—	—
	4,474	116,138	(84,757)	—	35,855

	At 1 January 2019 £	Income £	Expenditure £	Transfers £	At 31 December 2019 £
Outdoor Learning Facility	—	10,268	—	(10,268)	—
Minibus fund	5,592	—	(1,118)	—	4,474
	5,592	10,268	(1,118)	(10,268)	4,474

- ♦ The Hardship fund was established with donations from former pupils to provide assistance to parents experiencing difficulties in paying fees.
- ♦ Donations towards the sports hall equipment were specific donations from former pupils.

16 Restricted funds (continued)

♦ Music Studio Fund

Donations received specifically towards the Music Studio at Sunninghill School have been expended in the year.

♦ Outdoor Learning Facility

This fund represents donations received towards the construction of an outdoor classroom known as 'Hillview' on the Sunninghill School site. The amounts received into the fund have been applied during the year towards the costs of constructing the facility. A transfer from restricted to unrestricted funds has been made to reflect this.

♦ Minibus Fund

This fund represented a donation received from the Marist Friends Association to purchase a minibus for Sunninghill School. Each year the depreciation on the minibus is charged to the fund.

17 Tangible fixed assets fund

	2020 £	2019 £
At 1 January 2020	6,982,739	6,576,626
Net movement in the year	(195,918)	406,113
At 31 December 2020	6,786,821	6,982,739

The tangible fixed assets fund represents the net book value of the charity's tangible fixed assets, excluding those designated for use by the charity's independent school, and has been established in recognition of the fact that the tangible fixed assets are required for the charity's work and are not available as a reserve to fund activities or meet future contingencies.

18 Designated funds

The unrestricted funds of the charity include the following funds designated for specific purposes:

	At 1 January 2020 £	New designations in year £	Utilised/ (released) £	At 31 December 2020 £
School fund	7,839,381	—	(372,988)	7,466,393
Retirement reserve	14,550,000	—	—	14,550,000
Bursary fund	22,221	—	(11,000)	11,221
	22,411,602	—	(383,988)	22,027,614

	At 1 January 2019 £	New designations in year £	Utilised/ (released) £	At 31 December 2019 £
School fund	8,157,740	—	(318,359)	7,839,381
Retirement reserve	14,550,000	—	—	14,550,000
Bursary fund	33,221	—	(11,000)	22,221
	22,740,961	—	(329,359)	22,411,602

18 Designated funds (continued)

♦ School fund

The school fund represents the net assets designated for use by the charity's independent school.

♦ Retirement reserve

The retirement reserve consists of monies which the trustees have set aside in order to provide for the sisters in their retirement. The value of the fund has been calculated on actuarial principles to provide for the Province's 42 sisters, but is adjusted as necessary in the light of available resources and changes in the number of the Province's members and their age profile.

♦ Bursary fund

This represents monies set aside by the trustees for the payment of bursaries at the charity's independent school.

19 Analysis of net assets between funds

	Restricted funds £	Tangible fixed assets fund £	Designated funds £	General fund £	Total funds 2020 £
Fund balances at 31 December 2020 are represented by:					
Tangible fixed assets	8,579	6,786,821	7,650,851	—	14,446,251
Investments	—	—	14,550,000	15,813,443	30,363,443
Net current assets	27,276	—	(7,086)	3,928,389	3,948,579
Creditors: amounts falling due after one year	—	—	(166,151)	—	(166,151)
Total net assets	35,855	6,786,821	22,027,614	19,741,832	48,592,122

	Restricted funds £	Tangible fixed assets fund £	Designated funds £	General fund £	Total funds 2019 £
Fund balances at 31 December 2019 are represented by:					
Tangible fixed assets	4,474	6,982,739	7,931,912	—	14,919,125
Investments	—	—	14,550,000	16,399,357	30,949,357
Net current assets	—	—	85,019	2,161,613	2,246,632
Creditors: amounts falling due after one year	—	—	(155,329)	—	(155,329)
Total net assets	4,474	6,982,739	22,411,602	18,560,970	47,959,785

19 Analysis of net assets between funds (continued)

The total unrealised gains as at 31 December 2020 constitutes movements on revaluation and are as follows:

	2020 £	2019 £
Unrealised gains included above:		
On investments	4,110,532	7,178,035
Total unrealised gains at 31 December 2020	4,110,532	7,178,035
Reconciliation of movements in unrealised gains		
Unrealised gains at 1 January 2020	7,178,035	5,832,222
Less: in respect to disposals of listed investments in the year	(4,100,069)	1,857,286
	3,077,966	7,689,508
Add: net gains (losses) arising on revaluation of listed investments arising in the year	1,032,566	(511,473)
Total unrealised gains at 31 December 2020	4,110,532	7,178,035

20 Pension commitments

Retirement benefits for academic employees of the charity's independent school are provided by a defined benefit scheme, the Teachers' Pension Scheme (TPS), which is funded by contributions from Marist School, Sunninghill and the employees.

Teachers' Pension Scheme

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pensions Regulations (2010) and, from 1 April 2014, by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies and, from 1 January 2007, automatic for teachers in part-time employment following appointment or a change of contract, although they are able to opt out.

The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis – these contributions along with those made by employers are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

Valuation of the Teachers' Pension Scheme

Not less than every four years the Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2012 and in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014. The valuation report was published by the Department for Education on 9 June 2014. The key elements of the valuation and subsequent consultation are:

20 Pension commitments (continued)

Valuation of the Teachers' Pension Scheme (continued)

- ♦ employer contribution rates set at 23.68% of pensionable pay (including a 0.08% administration levy);
- ♦ total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £218,100 million and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196,000 million, giving a notional past service deficit of £22,000 million; and
- ♦ the SCAPE rate, set by HMT, is used to determine the notional investment return. The current SCAPE rate is 2.4% above the rate of CPI. The assumed real rate of return is 2.4% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.2%. The assumed nominal rate of return including earnings growth is 4.45%.

The next valuation result is due to be implemented from 1 April 2023.

The pension costs paid to TPS in the period amounted to £504,315 (2019 - £463,804).

A copy of the valuation report and supporting documentation is on the Teachers' Pensions website.

Under the definitions set out in FRS 102, the TPS is a multi-employer pension scheme. The school has accounted for its contributions to the scheme as if it were a defined contribution scheme. The school has set out above the information available on the scheme.

21 Operating leases

As at 31 December 2020, the school had minimum commitments under non-cancellable operating leases in respect to motor vehicles and other equipment as follows:

	2020 £	2019 £
Payments which fall due:		
Within one year	16,539	21,099
Within one to two years	11,047	16,539
Within two to five years	7,600	18,647
	35,186	56,285

The school leases certain motor vehicles under finance leases. The future minimum payments (net of interest) to which the school is committed are as follows:

	2020 £	2019 £
Payable within:		
One year	3,819	3,819
One to two years	3,819	3,819
Two to five years	4,507	5,092
	12,145	12,730

22 Capital commitment

At 31 December 2020 the School had committed to capital works on new school gates totalling £55,001.

23 Connected charity

The following charity is connected by virtue of common control and unity of administration.

Name	Charity Reg No.	Charitable objectives
Our Lady's Homestead at Nympsfield in the County of Gloucester	234761	To hold land and property for the purpose of an orphanage for boys and girls, or such religious or charitable purpose connected with the Roman Catholic religion within the Parish of Nympsfield as the trustees shall determine.

The property owned by the connected charity was occupied by members of the Order and used by the charity as a retreat centre. On 19 December 2019, the trusteeship was transferred to Marian Mission For The Poor (Registered Charity Number 1112407).

There were no transactions between the charity and its connected charity during the year (2019 - none).

24 Related parties

Transactions with trustees are disclosed in note 9 to these accounts.

One governor of Marist School, Sunninghill had a daughter who attended the school during 2020 and received a bursary of 70%. During the year, £6,060 (2019 - £12,480) was paid to JDB Contractors and Sons Limited, a company in which Barbara Denning, a governor of the Marist School, Sunninghill, has a familial interest.

During the year, £125 (2019 - £nil) was paid to a Governor of Marist School, Sunninghill for Safeguarding services.

There were no further related party transactions requiring disclosure (2019 – none).

25 Ultimate control

The charity, which is constituted as a trust, was controlled throughout the period by the Order of the Marist Sisters Province of England by virtue of the fact that the Provincial Superior of the Order appoints all of the trustees.

26 Post balance sheet events

On 25 March 2022, contracts were exchanged for the sale of the Marist School, Sunninghill, as a going concern, by the Order of the Marist Sister Province of England to a specialist education provider. It is anticipated that legal completion of the sale will take place on 20 May 2022. The trustees and the school governors will work to ensure a smooth handover without disruption to the pupils of the school.