

Boarbank Hall
Financial Statements
31 December 2020

RIVERSIDE ACCOUNTANCY LANCASTER LIMITED T/A PAUL CLEGG & COMPANY

Chartered accountants & statutory auditor
Second Floor, Riverside Offices
26 St Georges Quay
Lancaster
LA1 1RD

Boarbank Hall

Financial Statements

Year ended 31 December 2020

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Boarbank Hall

Trustees' Annual Report

Year ended 31 December 2020

The trustees present their report and the financial statements of the charity for the year ended 31 December 2020.

Chair's report

Trustees' Appreciation

Each year, Boarbank Hall benefits from the generosity of those people who support the Annual Coffee Morning and those who make individual donations and bequests. The trustees would wish to extend their gratitude to our individual donors and volunteers for their support for the charity. Although the Coffee Morning did not take place in 2020 or 2021, the trustees are hopeful for its return from 2022.

The trustees would also like to place on record their thanks to the employees for their commitment and loyalty to the charity.

Reference and administrative details

Registered charity name	Boarbank Hall
Charity registration number	233499
Principal office	Canonesses of St Augustine Convent of Our Lady of Lourdes Boarbank Hall Allithwaite

The trustees

Sister Eileen Pollard
Sister Elizabeth Mary Veronica
Connell

Auditor	Riverside Accountancy Lancaster Limited t/a Paul Clegg & Company Chartered accountants & statutory auditor Second Floor, Riverside Offices 26 St Georges Quay Lancaster LA1 1RD
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Bankers	National Westminster LA11 6DS Lloyds Bank Plc 6 The High Street Boscombe Dorset BH31 3RG
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Boarbank Hall

Trustees' Annual Report *(continued)*

Year ended 31 December 2020

Solicitors	BSG 3&4 Aalbord Square Lancaster LA1 1GG
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Structure, governance and management

The policies are determined by a Council of Sisters. Day to day operations are closely supervised by the Council of Sisters. Decisions regarding the medical treatment of patients are taken by the qualified members of nursing staff together with external medically qualified persons.

The Council of Sisters control the appointment, induction and training of trustees. The community provides significant support and access to the many years experience of trustees' general duties and responsibilities.

Risk Assessment

The Council of Sisters has conducted its own review of the risks to which Boarbank Hall is exposed and systems have been established to mitigate those risks.

Internal risks are minimised by the financial controls imposed in respect of the procedures for the authorisation of all transactions and projects.

The Council of Sisters maintains a close control on the day-to-day operation of the charity in respect of all its activities. Boarbank Hall has an approved Health and Safety policy.

Objectives and activities

The principal activity of the charity is the running of a convalescent and nursing home.

The objectives of the charity are set out in Paragraph 3 of the Trust Deed, the principal objective being:-

To run a convalescent home for people suffering from illness or injury

For the assistance of a person's recovery of health and strength and for the nursing of sick and ailing patients.

The strategies and activities applied to achieve these objectives involve the use of Boarbank Hall as a nursing and convalescent home run by professional qualified nursing staff together with ongoing voluntary support from the Canonesses of St Augustine.

The charity makes extensive use of voluntary unpaid work from twelve (2019: twelve) of the sisters who reside on site at Boarbank Hall. They provide significant pastoral and spiritual care to the patients residing at Boarbank Hall and are responsible for the day to day administration and running of the charity. The sisters work varied hours in between commitments related to their religious activities.

The policies are determined by a Council of Sisters together with the approval of all important financial transactions.

Boarbank Hall

Trustees' Annual Report *(continued)*

Year ended 31 December 2020

Achievements and performance

The objectives of the charity of care and treatment of patients at Boarbank Hall continue to be achieved through the provision of nursing care of the highest possible standard together with palliative and pastoral care as required. The Sisters have continued their aim of updating and extending the facilities to improve the quality of care offered and to meet the changing needs of society. This programme of refurbishment is ongoing as finances permit.

The provision of this care and treatment is dependant on the continued excellent relationship with the nursing staff and the implementation of all relevant health and safety regulations enabling the charity to meet with all its legal and moral obligations and thus continue in the future its charitable activities. The main key performance indicators in this area are near 100% occupancy of rooms, high levels of staff retention, availability of spiritual support and the excellent facilities and services provided to patients.

The charity has been awarded gold status from the CQC in relation to the quality of the care they provide to patients, this is a clear indication of the achievement they have made against their objectives.

Covid 19 has not hindered their ability to meet objectives or provide the same quality to patients, however additional funds have been required in order to migrate risks and safeguard the patients in their care.

The continued support from the sisters of St Augustine and members of the public and organisations continues to be an essential element in the smooth running of the charity.

Boarbank Hall

Trustees' Annual Report *(continued)*

Year ended 31 December 2020

Achievements and performance *(continued)*

Public Benefit

The sisters have considered the Charity Commission's guidance on public benefit and have had due regard to its content.

The aim of the charity is to provide nursing care and to assist those recovering from health problems as stated above in the objectives and activities section. The nursing home is open to all members of the public and the convalescents receive support and care as necessary within the guest house, subject to payment of appropriate fees.

An important part of the activity of the charity is the provision of religious support and guidance to those who wish it. Pastoral support is offered as appropriate to members of the public. The Chapel is open for the use of the public to attend Sunday Mass which is attended by many members of the local community and visitors to Boarbank Hall.

The guest house is available for the use of those on religious retreats. The chapel is available for the use of guests for worship and reflective contemplation and courses are available to aid understanding of the Catholic faith. This facility is for the use of members of the public in addition to members of the religious community.

Fundraising Activities

The charity usually holds an annual fundraising coffee morning which raises money towards various projects. This year they were unable to hold the event due to the Covid 19 pandemic therefore £nil (2019: £5,692) (including gift aided donations)) was raised.

The trustees hope that this will return in the future as it has always been a profitable day for the charity.

Investments and Investment Powers

The Council of Sisters controls and approves all important financial transactions.

The investments held by the charity consist of quoted and unquoted investments. The movement in these investments can be found at note 17.

Boarbank Hall

Trustees' Annual Report *(continued)*

Year ended 31 December 2020

Financial review

The results of the charity are set out on pages 12-13.

The net resources surplus made during the year ended 31 December 2020, after accounting for all recognised gains and losses, was £224,204 (2019: net deficit £53,085). This has been credited to reserves and the balance of £3,059,478 (2019: £2,835,274) has been carried forward

During the year, the charity benefitted from the realised gains on long term cash investments with Transact. This has contributed £33,071 (2019: £4,216) to the overall surplus in the year to give the charity more liquid funds for the future.

The trading activities of the charity create a deficit in most years, however the donations and legacies received enable the charity to continue and provide much needed support and care for their patients to meet the charity objectives.

The trustees have invested these cash reserves into short term deposits and investments to further the cash reserves available for the future.

In the year Covid 19 has meant some of the charity's income has been reduced, where they were unable to safely provide the services to the general public. This included, guest house accommodation for short term retreats, training activities and Chapel donations through weekly collections. This has not been material to the financial statements however the trustees have seen a reduction in the income received in the year.

Boarbank Hall

Trustees' Annual Report *(continued)*

Year ended 31 December 2020

Financial review *(continued)*

Reserves Policy

Under the requirements of Charity Law, the Trustees are obliged to define the Charity's policy for holding reserves. The intention in establishing this reserves policy is to ensure the continuation of the Charity's activities. The policy will enable the Charity to meet its legal objectives, provide confidence to supporters and donors seeking to give financial support to a prudently controlled charity and to ensure that the reserves are at a level sufficient to discharge all of the Charity's obligations in the event that it should cease its operations.

The policy has been that the level of unrestricted reserves (excluding reserves relating to fixed assets used to deliver the charitable objectives) should be sufficient to meet designated commitments and to meet the running costs of the Charity for a period not less than six months but no more than one year.

The trustees acknowledge the amount in reserve is above the level of the policy but this is with the anticipation of future development at the home.

To maintain appropriate levels of reserves, the Trustees have determined that:

all legacies and donations, which have no restriction placed upon them by the terms of the donation, are considered to be general reserves;

capital commitments and expenditure plans are reviewed periodically and the funds required to finance such may be removed from general reserves as necessary for the attainment of its broad objects;

funds may, from time to time, be designated for specific purposes.

The likely timing of expenditure of designated funds is as explained in note 25

Principal Funding Sources

The principal funding sources are donations from individuals and organisations, payment of nursing fees by Cumbria County Council, other Local Authorities and private sources, fundraising activities such as the annual coffee morning and income from bank interest and investments. Further details may be found in accounting policies. These funding sources have enabled the charity to meet its objectives by being able to pay for the provision of all services and activities.

Plans for future periods

The charity will continue to provide the highest level of care within the means of the charity as set out in its objectives.

Trustees

The trustees who served during the year are as follows:-

Mary Veronica Connell - Sister Elizabeth Mary
Eileen Pollard - Sister Eileen Pollard-Superior

At any one time, there must be no more than four trustees and no less than three trustees. However per the minutes during the year the community decided that they would continue with two.

Boarbank Hall

Trustees' Annual Report *(continued)*

Year ended 31 December 2020

Trustees' responsibilities statement

The trustees are responsible for preparing the trustees' report and the financial statements 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 charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period.

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

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

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (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.

The trustees' annual report was approved on 2 August 2021 and signed on behalf of the board of trustees by:



Eileen Pollard
Trustee

Boarbank Hall

Independent Auditor's Report to the Members of Boarbank Hall

Year ended 31 December 2020

Opinion

We have audited the financial statements of Boarbank Hall (the 'charity') for the year ended 31 December 2020 which comprise the statement of financial activities, statement of financial position, statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- 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 financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

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

Boarbank Hall

Independent Auditor's Report to the Members of Boarbank Hall *(continued)*

Year ended 31 December 2020

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

We have nothing to report in this regard.

Matters on which we are required to report by exception

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

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 financial statements; or
- adequate accounting records have not been kept; or
- the financial statements 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 financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the 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.

Boarbank Hall

Independent Auditor's Report to the Members of Boarbank Hall *(continued)*

Year ended 31 December 2020

Auditor's responsibilities for the audit of the financial statements

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

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

- The financial statements have been reviewed in conjunction with a FRS102 & Charities Act checklist to ensure the entity is complying with the correct framework
- Review of trustees minutes and review of nominal postings for legal and professional fees ensured we identified any regulatory compliance issues and laws that charity must follow in the year and to the date of signing the financial statements
- The assessment of fraud was considered as low due to the segregation of duties seen, the low levels of cash handled and the regular reporting required of the charity.
- During the audit we speak to management, test the systems and speak to various members of the finance function to understand the entity its processes and the nature of trade to assist in determining if the financial statements are true and fair.

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
 - Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
 - Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
 - Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
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Boarbank Hall

Independent Auditor's Report to the Members of Boarbank Hall *(continued)*

Year ended 31 December 2020

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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

Use of our report

This report is made solely to the charity's members, as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.



Penelope Bowden ACA (Senior Statutory Auditor)

For and on behalf of
Riverside Accountancy Lancaster Limited t/a Paul Clegg & Company
Chartered accountants & statutory auditor
Second Floor, Riverside Offices
26 St Georges Quay
Lancaster
LA1 1RD

2 August 2021

Boarbank Hall

Statement of Financial Activities

Year ended 31 December 2020

		Unrestricted funds £	2020 Restricted funds £	Total funds £	2019 Total funds £
	Note				
Income and endowments					
Donations and legacies	4	533,457	—	533,457	117,964
Charitable activities	5	1,416,208	—	1,416,208	1,526,662
Other trading activities	6	4,966	—	4,966	24,602
Investment income	7	21,903	—	21,903	21,638
Other income	8	2,384	—	2,384	2,273
Total income		<u>1,978,918</u>	<u>—</u>	<u>1,978,918</u>	<u>1,693,139</u>
Expenditure					
Expenditure on charitable activities	9,10	1,773,359	—	1,773,359	1,749,897
Other expenditure	11	14,426	—	14,426	543
Total expenditure		<u>1,787,785</u>	<u>—</u>	<u>1,787,785</u>	<u>1,750,440</u>
Net gains on investments	12	33,071	—	33,071	4,216
Net income/(expenditure) and net movement in funds		<u>224,204</u>	<u>—</u>	<u>224,204</u>	<u>(53,085)</u>
Reconciliation of funds					
Total funds brought forward		2,834,312	962	2,835,274	2,888,359
Total funds carried forward		<u>3,058,516</u>	<u>962</u>	<u>3,059,478</u>	<u>2,835,274</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 15 to 27 form part of these financial statements.


Boarbank Hall


Statement of Financial Position

31 December 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible fixed assets	16	1,057,713	1,055,404
Investments	17	833,632	800,561
		<u>1,891,345</u>	<u>1,855,965</u>
Current assets			
Stocks	18	1,700	1,700
Debtors	19	58,895	68,454
Investments	20	541,638	685,683
Cash at bank and in hand		663,851	318,126
		<u>1,266,084</u>	<u>1,073,963</u>
Creditors: amounts falling due within one year	22	97,951	94,654
Net current assets		<u>1,168,133</u>	<u>979,309</u>
Total assets less current liabilities		<u>3,059,478</u>	<u>2,835,274</u>
Net assets		<u>3,059,478</u>	<u>2,835,274</u>
Funds of the charity			
Restricted funds		962	962
Unrestricted funds		3,058,516	2,834,312
Total charity funds	25	<u>3,059,478</u>	<u>2,835,274</u>

These financial statements were approved by the board of trustees and authorised for issue on 2 August 2021, and are signed on behalf of the board by:

Eileen Pollard
Trustee


Mary Veronica Connell
Trustee


The notes on pages 15 to 27 form part of these financial statements.

Boarbank Hall

Statement of Cash Flows

Year ended 31 December 2020

	Note	2020 £	2019 £
Cash flows from operating activities			
Net income/(expenditure)		224,204	(53,085)
<i>Adjustments for:</i>			
Depreciation of tangible fixed assets		24,322	21,311
Government grant income		(64,424)	–
Net gains on investments		(33,071)	(4,216)
Dividends, interest and rents from investments		(13,332)	(11,055)
Other interest receivable and similar income		(8,571)	(10,583)
Loss on disposal of tangible fixed assets		14,426	425
Accrued expenses		21,376	1,215
<i>Changes in:</i>			
Trade and other debtors		9,559	52,767
Trade and other creditors		(18,079)	7,768
Cash generated from operations		156,410	4,547
Interest received		8,571	10,583
Net cash from operating activities		<u>164,981</u>	<u>15,130</u>
Cash flows from investing activities			
Dividends, interest and rents from investments		13,332	11,055
Purchase of tangible assets		(41,057)	(17,161)
Proceeds from sale of tangible assets		–	3,175
Purchases of other investments		–	(306,849)
Proceeds from sale of other investments		–	4,216
Net cash used in investing activities		<u>(27,725)</u>	<u>(305,564)</u>
Cash flows from financing activities			
Government grant income		64,424	–
Net cash from financing activities		<u>64,424</u>	<u>–</u>
Net increase/(decrease) in cash and cash equivalents		201,680	(290,434)
Cash and cash equivalents at beginning of year		<u>1,003,809</u>	<u>1,294,243</u>
Cash and cash equivalents at end of year	21	<u>1,205,489</u>	<u>1,003,809</u>

The notes on pages 15 to 27 form part of these financial statements.

Boarbank Hall

Notes to the Financial Statements

Year ended 31 December 2020

1. General information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is Boarbank Hall, Allithwaite, Grange over Sands, LA11 7NH.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Foreign currencies

Foreign currency transactions are initially recorded in the functional currency, by applying the spot exchange rate as at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are translated at the exchange rate ruling at the reporting date, with any gains or losses being taken to the statement of financial activities.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Boarbank Hall

Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Operating leases

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

Boarbank Hall

Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

3. Accounting policies *(continued)*

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Freehold property	- 3% reducing balance
Fixtures and fittings	- 15%/20% Reducing balance
Motor vehicles	- 25% reducing balance
Equipment	- 15%/20% Reducing balance

Investments

Unlisted equity investments are initially recorded at cost, and subsequently measured at fair value. If fair value cannot be reliably measured, assets are measured at cost less impairment.

Listed investments are measured at fair value with changes in fair value being recognised in income or expenditure.

Investment property

Investment property is initially recorded at cost, which includes purchase price and any directly attributable expenditure.

Investment property is revalued to its fair value at each reporting date and any changes in fair value are recognised in income or expenditure.

If a reliable measure of fair value is no longer available without undue cost or effort for an item of investment property, it shall be transferred to tangible assets and treated as such until it is expected that fair value will be reliably measurable on an on-going basis.

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

Boarbank Hall

Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

3. Accounting policies *(continued)*

Impairment of fixed assets *(continued)*

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Stocks

Stocks consists of goods purchased for use within the charity. Stocks are valued at cost.

Government grants

COVID -19 , the various support initiatives for businesses from local , National Government and other Industry or sector organisations have been collectively recognised as Government grants . Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Government grants are recognised using the accrual model and the performance model.

Under the accrual model, government grants relating to revenue are recognised on a systematic basis over the periods in which the charity recognises the related costs for which the grant is intended to compensate. Grants that are receivable as compensation for expenses or losses already incurred or for the purpose of giving immediate financial support to the entity with no future related costs are recognised in income in the period in which it becomes receivable.

Grants relating to assets are recognised in income on a systematic basis over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income and not deducted from the carrying amount of the asset.

Under the performance model, where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability

Boarbank Hall

Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

3. Accounting policies *(continued)*

Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Donations and legacies

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Donations				
Donations	62,201	62,201	62,298	62,298
Legacies				
Legacies	406,832	406,832	55,666	55,666

Boarbank Hall

Notes to the Financial Statements (continued)

Year ended 31 December 2020

4. Donations and legacies (continued)

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Grants				
Government grant income	64,424	64,424	—	—
	<u>533,457</u>	<u>533,457</u>	<u>117,964</u>	<u>117,964</u>

5. Charitable activities

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Nursing Home Fees for Residential Care	1,367,943	1,367,943	1,376,267	1,376,267
Income from Retreats	46,745	46,745	142,072	142,072
Convalescent Guest Home fees	1,520	1,520	8,323	8,323
	<u>1,416,208</u>	<u>1,416,208</u>	<u>1,526,662</u>	<u>1,526,662</u>

6. Other trading activities

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Fundraising events	83	83	5,692	5,692
Guest House Fees	4,883	4,883	18,910	18,910
	<u>4,966</u>	<u>4,966</u>	<u>24,602</u>	<u>24,602</u>

7. Investment income

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Rental income	13,332	13,332	11,055	11,055
Bank interest receivable	8,457	8,457	10,471	10,471
Other interest receivable	114	114	112	112
	<u>21,903</u>	<u>21,903</u>	<u>21,638</u>	<u>21,638</u>

8. Other income

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Sundry income	2,384	2,384	2,273	2,273

Boarbank Hall

Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

9. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Charitable Activities	1,751,920	1,751,920	1,725,091	1,725,091
Support costs	21,439	21,439	24,806	24,806
	<u>1,773,359</u>	<u>1,773,359</u>	<u>1,749,897</u>	<u>1,749,897</u>

10. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total funds 2020 £	Total fund 2019 £
Charitable Activities	1,751,920	–	1,751,920	1,725,091
Governance costs	–	21,439	21,439	24,806
	<u>1,751,920</u>	<u>21,439</u>	<u>1,773,359</u>	<u>1,749,897</u>

11. Other expenditure

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Loss on disposal of tangible fixed assets held for charity's own use	14,426	14,426	425	425
Other expenditure - Fundraising	–	–	118	118
	<u>14,426</u>	<u>14,426</u>	<u>543</u>	<u>543</u>

12. Net gains on investments

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Gains/(losses) on listed investments	33,071	33,071	4,216	4,216

13. Net income/(expenditure)

Net income/(expenditure) is stated after charging/(crediting):

	2020 £	2019 £
Depreciation of tangible fixed assets	24,322	21,311
Loss on disposal of tangible fixed assets	14,426	425
Operating lease rentals	23,498	25,410
Foreign exchange differences	<u>(204)</u>	<u>452</u>

Boarbank Hall

Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

14. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2020	2019
	£	£
Wages and salaries	1,073,644	1,138,416
Social security costs	78,851	–
Employer contributions to pension plans	43,235	33,868
Other employee benefits	2,560	3,779
	<u>1,198,290</u>	<u>1,176,063</u>

The average head count of employees during the year was 68 (2019: 77). The average number of full-time equivalent employees during the year is analysed as follows:

	2020	2019
	No.	No.
Full Time equivalents	<u>46</u>	<u>53</u>

The number of employees whose remuneration for the year fell within the following bands, were:

	2020	2019
	No.	No.
£60,000 to £69,999	–	1
£80,000 to £89,999	1	–
	<u>1</u>	<u>1</u>

15. Trustee remuneration and expenses

During the year, neither trustee received any remuneration from the charity.

Boarbank Hall

Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

16. Tangible fixed assets

	Freehold property £	Fixtures and fittings £	Motor vehicles £	Equipment £	Total £
Cost					
At 1 January 2020	1,465,283	300,202	53,717	149,050	1,968,252
Additions	37,493	–	–	3,564	41,057
Disposals	(16,800)	–	–	–	(16,800)
At 31 December 2020	1,485,976	300,202	53,717	152,614	1,992,509
Depreciation					
At 1 January 2020	470,630	297,861	26,999	117,358	912,848
Charge for the year	10,637	237	6,638	6,810	24,322
Disposals	(2,374)	–	–	–	(2,374)
At 31 December 2020	478,893	298,098	33,637	124,168	934,796
Carrying amount					
At 31 December 2020	1,007,083	2,104	20,080	28,446	1,057,713
At 31 December 2019	994,653	2,341	26,718	31,692	1,055,404

17. Investments

	Investment properties £	Other investments £	Total £
Cost or valuation			
At 1 January 2020	472,546	328,015	800,561
Additions	–	–	–
Fair value movements	–	33,071	33,071
At 31 December 2020	472,546	361,086	833,632
Impairment			
At 1 January 2020 and 31 December 2020		–	–
Carrying amount			
At 31 December 2020	472,546	361,086	833,632
At 31 December 2019	472,546	328,015	800,561

All investments shown above are held at valuation.

Investment properties

The investment properties are included in the accounts at valuations which the trustees believe to be market value. In accordance with UK FRS102, no depreciation is provided on these properties.

Boarbank Hall

Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

18. Stocks

	2020	2019
	£	£
Raw materials and consumables	<u>1,700</u>	<u>1,700</u>

19. Debtors

	2020	2019
	£	£
Trade debtors	39,723	45,446
Prepayments and accrued income	10,749	23,008
Other debtors	<u>8,423</u>	<u>—</u>
	<u>58,895</u>	<u>68,454</u>

20. Investments

	2020	2019
	£	£
Short-term deposits	<u>541,638</u>	<u>685,683</u>

21. Cash and cash equivalents

Cash and cash equivalents comprise the following:

	2020	2019
	£	£
Cash at bank and in hand	663,851	318,126
Short-term deposits	<u>541,638</u>	<u>685,683</u>
	<u>1,205,489</u>	<u>1,003,809</u>

22. Creditors: amounts falling due within one year

	2020	2019
	£	£
Trade creditors	11,308	29,200
Accruals and deferred income	77,933	56,557
Social security and other taxes	<u>8,710</u>	<u>8,897</u>
	<u>97,951</u>	<u>94,654</u>

23. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £43,235 (2019: £33,868).

Boarbank Hall

Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

24. Government grants

The amounts recognised in the financial statements for government grants are as follows:

	2020 £	2019 £
Recognised in income from donations and legacies:		
Government grants income	<u>64,424</u>	<u>—</u>

25. Analysis of charitable funds

Unrestricted funds

	At 1 January 2020 £	Income £	Expenditure £	Gains and losses £	At 31 December 2020 £
General funds	2,750,463	1,978,918	(1,787,785)	33,071	2,974,667
Community Fund	50,913	—	—	—	50,913
Property Improvements	32,936	—	—	—	32,936
	<u>2,834,312</u>	<u>1,978,918</u>	<u>(1,787,785)</u>	<u>33,071</u>	<u>3,058,516</u>

	At 1 January 2019 £	Income £	Expenditure £	Gains and losses £	At 31 December 2019 £
General funds	2,803,548	1,693,139	(1,750,440)	4,216	2,750,463
Community Fund	50,913	—	—	—	50,913
Property Improvements	32,936	—	—	—	32,936
	<u>2,887,397</u>	<u>1,693,139</u>	<u>(1,750,440)</u>	<u>4,216</u>	<u>2,834,312</u>

Restricted funds

	At 1 January 2020 £	Income £	Expenditure £	Gains and losses £	At 31 December 2020 £
Sister Anne post graduate scheme	962	—	—	—	962

	At 1 January 2019 £	Income £	Expenditure £	Gains and losses £	At 31 December 2019 £
Sister Anne post graduate scheme	962	—	—	—	962

Boarbank Hall

Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

26. Statement of funds

Sister Anne Postgraduate scheme Fund has been set up to fund year student's costs coming to Boarbank. This will be an ongoing fund.

Timing of Expenditure on funds is as required to meet the objectives of the funds.

The Community Fund is money put aside for the sisters in the event of emergencies or for a reason such as a sister requiring specialised care or a sister who leaves the community and requires monetary assistance. The source is mainly from legacies inherited by the sisters and gains/ payouts of insurance/ endowment policies.

Property Improvements Fund is money put aside for improving the property. This fund was set up in 2005. The initial donation came from a legacy left to one of the members of the community. As the members of the community are not allowed to own any property the money was transferred into this fund, and will be utilized as and when required. In 2011, funds were utilised to make up the shortfall in funds required on the Bethany Refurbishment.

27. Contingent liabilities

There are no contingent liabilities.

28. Control relationships

The charity is controlled by the trustees together with the council of twelve sisters.

29. Analysis of changes in net debt

	At 1 Jan 2020	Cash flows	At 31 Dec 2020
	£	£	£
Cash at bank and in hand	318,126	345,725	663,851
Current asset investments	685,683	(144,045)	541,638
	<u>1,003,809</u>	<u>201,680</u>	<u>1,205,489</u>

30. Capital commitments

There were no capital commitments at 31 December 2020 £nil (2019 £Nil).

31. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2020	2019
	£	£
Not later than 1 year	10,778	15,833
Later than 1 year and not later than 5 years	8,517	18,143
	<u>19,295</u>	<u>33,976</u>

Boarbank Hall

Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

32. Ethical standards

In common with many other charities of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of financial statements.