

REGISTERED CHARITY NUMBER: 233881

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020**

FOR

**ENGLISH PROVINCE OF THE BROTHERS
OF CHRISTIAN INSTRUCTION**

ENGLISH PROVINCE OF THE BROTHERS OF CHRISTIAN INSTRUCTION

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FOR THE YEAR ENDED 31 AUGUST 2020

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ENGLISH PROVINCE OF THE BROTHERS OF CHRISTIAN INSTRUCTION

TRUSTEES REPORT

FOR THE YEAR ENDED 31 AUGUST 2020

Trustees

Patrick Patterson (Bro. Francis)
Peter Tracey (Bro. Peter) (resigned 31 August 2020)
James Hayes (Bro. James) (resigned 31 August 2020)
Louis Seité (Bro. Louis) (retired 1 Sept 2019)
Jacques Jouvance (Bro. Jacques)
Yannick Houssay (Bro Yannick) (appointed 30 Jun 2019)
Laurent Bouillet (Bro Laurent) (appointed 10 Nov 2019)
Herve Asse (Bro Herve) (appointed 31 August 2020)

Address and Registered office

C/o St Francis Xavier's College
Community House
23 Beaconsfield Road
Liverpool
L25 6EE

Independent Examiner

Mr S E Datlen ACA
Moore (South) LLP
The Quay
30 Channel Way
Ocean Village
Southampton
Hampshire
SO14 3TG

Principal bankers

HSBC Bank PLC
Allerton Branch
23 Allerton Rd
Liverpool
L18 2DA

Solicitors

Payne Marsh Stillwell
6 Carlton Crescent
Southampton
SO15 2EY

ENGLISH PROVINCE OF THE BROTHERS OF CHRISTIAN INSTRUCTION

TRUSTEES REPORT

FOR THE YEAR ENDED 31 AUGUST 2020

The Trustees present their annual report and the financial statements for the year ended 31 August 2020. The financial statements have been prepared in accordance with the accounting policies set out on page 8 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 financial statements in accordance with the financial reporting standards applicable in the UK and Republic of Ireland published on 16 July 2014.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is constituted by a 1965 Trust deed and is registered with the Charity Commissioners under Charity number 233881.

Trustees

The Trustees named above have served throughout the year. Appointment of Trustees is governed by the regulations of the Charity as stated in the Trust deeds of 1965. Trustees are elected by members of the English Province of the Brothers of Christian Instruction to serve for a three-year term of office, with the exception of the Provincial Superior, who is a trustee ex-officio. The Provincial Superior is appointed by the General Council of The Brothers of Christian Instruction based in Rome, following consultation of the brothers of the province, for a six-year term of office. He may be re-appointed for one or two three-year terms.

Risk management

The Trustees have in place a risk management policy relating to financial responsibilities and each school has its own risk management policy relating to the activities of a school. The Charity will develop systems to monitor and control these risks to manage any impact that they may have on the Charity in the future.

Trustees training

Input is arranged at one meeting per year and via inter-religious congregation involvement. Trustee representation at conferences relating to Charity Commission matters is encouraged. Individual trustees undertake their own professional in-service training which applies to the educational objectives of the trustees.

Organisational structure

The English Province of The Brothers of Christian Instruction (EPBCI) is part of a worldwide congregation with establishments in twenty-five countries. In keeping with the vision of their founders John de La Mennais and Gabriel Deshayes, who began the Congregation in 1819 in Brittany, France, the Brothers strive to spread the knowledge of Jesus Christ and his Gospel. The Brothers exercise this apostolate chiefly, but not exclusively, in the field of Education.

The Brothers had two communities in England, both of which are closely connected with schools. In Southampton, St Mary's Independent School an Independent Day School for Boys and Girls. It is a separate registered Charity, (No. 1155647) whose Trustees are appointed by EPBCI. The school has two departments. The Preparatory Department with Nursery, Charlton House, caters for children between 3-11, and the senior department for students from 11-16. This school however, ceased activities in the year.

In Liverpool, St Francis Xavier's College is an Academy for boys from 11-18 with girls accepted into the sixth form. The Academy is a company limited by guarantee (No. 08137421) and an exempt Charity. The trustees are EPBCI who appoint members to the Governing body.

Equal opportunities policy

The Trustees operate an equal opportunities policy, as employer, seeking to appoint employees best qualified to carry out their several duties. With the exceptions permitted within the law they seek to make appointments without regard to gender, race or disability.

ENGLISH PROVINCE OF THE BROTHERS OF CHRISTIAN INSTRUCTION

TRUSTEES REPORT

FOR THE YEAR ENDED 31 AUGUST 2020

OBJECTIVES AND ACTIVITIES

Principal activities

The objects of the Charity are to carry on, or direct any charitable works that advance the religious and other charitable works for the time being carried on, by, or under the direction of the EPBCI.

ACHIEVEMENTS AND PERFORMANCE

Review of activities

EDUCATION

Support of the school in Southampton has ceased following the closure of St Mary's Independent School. The support of the school in Liverpool continues, which provides facilities for the general public use.

FINANCIAL REVIEW

Review of financial position

The main focus of the Charity's activities continues to be the education provided by the two schools directed by the Brothers themselves.

In Liverpool, the Charity continued its support of the development of St Francis Xavier's College in its identity as an Academy.

In Southampton, the Charity has supported the development of St Mary's Independent School. Financial support amounting to £251,895 (2019:£107,518) was given during the year.

The net movement in funds in the year was a deficit of £460,934 (2019: £259,403) after incurring annual depreciation of £182,003. (2019: £182,003).

Reserves

The Reserves represent the unrestricted funds arising from past operating results. The Trustees have determined that these reserves should be allowed to accumulate to ensure that funds are available to cover expenditure such as housing costs of the Brothers and donations to religious educational establishments which will enable them to advance the religious works as explained in the Charity's objects.

Plans for future periods

There will be considerable capital developments at St Francis Xavier's College in the coming years under the Government scheme, supported by the local authority.

As the English Province is now liaised with the French Province, joint financial investments may develop in the intermediate future.

ENGLISH PROVINCE OF THE BROTHERS OF CHRISTIAN INSTRUCTION

TRUSTEES REPORT

FOR THE YEAR ENDED 31 AUGUST 2020

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Charity Trustees are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

The law applicable to Charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity at the balance sheet date and of its income and expenditure, for the financial year. In preparing the 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 estimates that are reasonable and prudent;
- state whichever applicable accounting standards have been followed, subject to any material departures that must be 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 its activities.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011. 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.

INDEPENDENT EXAMINERS

Moore (South) LLP continue to act for the Trustees and a resolution to re-appoint them will be proposed at the annual general meeting.

APPROVAL

Approved by the Trustees and signed on their behalf:

Bro. Francis
Trustee

Date: 28 June 2021

ENGLISH PROVINCE OF THE BROTHERS OF CHRISTIAN INSTRUCTION

INDEPENDENT EXAMINER'S REPORT

FOR THE YEAR ENDED 31 AUGUST 2020

I report on the accounts of the Trust for the year ended 31 August 2020, which are set out on pages 6 to 12.

Respective Responsibilities of Trustees and Examiner

The Charity's Trustees consider that an audit is not required for this year under Section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- (1) examine the accounts under Section 145 of the Charities Act;
- (2) to follow the procedures laid down in the General Directions given by the Charity Commissioners under Section 145(5)(b) of the Charities Act; and
- (3) to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

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

Independent Examiner's Statement

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

- (1) which gives me reasonable cause to believe that in any material respect the trustees have not met the requirements:
 - to keep proper accounting records in accordance with Section 130 of the Charities Act; and
 - to prepare accounts which agree with the accounting records and comply with the accounting requirements of the Charities Act; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

S E Datlen ACA
Moore (South) LLP
The Quay
30 Channel Way
Ocean Village
Southampton
Hampshire
SO14 3TG

Date: 28 June 2021

ENGLISH PROVINCE OF THE BROTHERS OF CHRISTIAN INSTRUCTION

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 AUGUST 2020

		Total unrestricted funds 2020	Total unrestricted funds 2019
	Note	£	£
Income			
Incoming resources from generating funds:			
Voluntary income:			
Donations and gifts	2	170,543	154,806
Investment income	3	96	71
Rental Income		5,920	5,940
Total income		176,559	160,817
Expenditure:			
Charitable activities	4	637,493	420,220
Total expenditure		637,493	420,220
Net movements in funds		(460,934)	(259,403)
Other movements		-	(6,000)
Balance brought forward at 1 September 2019		5,189,091	5,454,494
Balance carried forward at 31 August 2020		4,728,157	5,189,091

The statement of financial activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

The notes on pages 8 to 12 form part of these financial statements

ENGLISH PROVINCE OF THE BROTHERS OF CHRISTIAN INSTRUCTION

BALANCE SHEET

AS AT 31 AUGUST 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	6	<u>5,246,196</u>	<u>5,428,199</u>
Current assets			
Other debtors	7	-	-
Cash and cash equivalents	8	<u>123,326</u>	<u>122,919</u>
		123,326	122,919
Current liabilities			
Creditors amounts falling due within one year	9	<u>641,365</u>	<u>45,500</u>
Net current (liabilities)/assets		<u>(518,039)</u>	<u>77,419</u>
Total assets less current liabilities		4,728,157	5,505,618
Creditors: amounts falling due after more than one year	10	-	<u>316,527</u>
Net assets		<u>4,728,157</u>	<u>5,189,091</u>
Total unrestricted funds	11	<u>4,728,157</u>	<u>5,189,091</u>

Approved by the Board of Trustees on 28 June 2021 and signed on its behalf by

Bro. Francis
Trustee

The notes on pages 8 to 12 form part of these financial statements.

ENGLISH PROVINCE OF THE BROTHERS OF CHRISTIAN INSTRUCTION

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2020

1 Accounting policies

Basis of preparation and assessment of going concern

The financial statements are prepared under the historical cost convention as modified by the inclusion of investments at market value and land and buildings at valuation. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 and the Charities Act 2011.

The Trust constitutes a public benefit entity as defined by FRS102.

The Trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

The financial statements are prepared in sterling which is the functional currency of the Charity rounded to the nearest £.

The Trust has taken advantage of the exemption not to produce a cash flow statement under SORP2015 update bulletin dated 2 February 2016.

Income recognition

All income is recognised once the Charity is entitled to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. The main income of the Charity results from the Brothers salaries and pensions credited directly to the Charity bank account. See note 2.

Legacies are recognised following the granting of probate when the estate has notified the Charity in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash, recognition is subject to the value of the gift being reliably measured and title is transferred to the Charity.

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 by the bank.

Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a constructive or legal obligation committing the Charity to that expenditure and the amount can be measured reliably. Expenditure is included on an accruals basis. VAT is not recoverable by the Charity and is included with the item of expense to which it relates. The costs are allocated to either charitable activities or governance costs as appropriate.

Grants and donations are payments made in the furtherance of the charitable objectives of the Trust.

Tangible fixed assets and depreciation

Land is not depreciated. Depreciation of other assets is provided at rates calculated to write off the excess of cost over estimated residual amount over the estimated useful economic lives of each asset as follows:

Buildings	:	50 years
Fixtures and Fittings	:	25% reducing balance
Motor vehicles	:	25% straight line

ENGLISH PROVINCE OF THE BROTHERS OF CHRISTIAN INSTRUCTION

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2020

2 Donations and gifts receivable

	2020	2019
	£	£
From Trustees	141,511	154,595
Donations	29,032	211
	<u>170,543</u>	<u>154,806</u>

3 Investment income

	2020	2019
	£	£
Bank Interest	96	71

4 Expenditure: Charitable activities

	2020	2019
	£	£
Donation to St Mary's Independent School	251,895	107,518
Other donations	67,357	809
Administration fee	-	10,909
Housing costs (see below)	67,046	67,233
Wages (note 5)	9,080	8,320
Maintenance	13,958	7,845
Transport	18,164	26,526
Printing, postage and telephone	3,331	2,712
Accountancy and other fees	10,308	8,100
Depreciation	175,703	175,703
Profit on disposal of fixed assets	-	(1,200)
Foreign exchange difference	20,204	5,268
Bank charges	447	477
Legal and professional	-	-
	<u>637,493</u>	<u>420,220</u>

Housing costs

	2020	2019
	£	£
Rates and water	4,131	3,541
Light, heat and power	7,847	10,476
Food and living expenses	48,768	46,916
Repairs to rental properties	-	-
Depreciation	6,300	6,300
	<u>67,046</u>	<u>67,233</u>

5 Staff costs

	2020	2019
	£	£
Wages and salaries	9,080	8,320

No employee earned over £60,000 in the year (2019: none). The average number of employees, calculated on full time equivalent basis was 1 (2019: 1).

The Trustees neither received nor waived any emoluments during the year (2019: £nil).

Payments of £nil (2019: £nil) were made to the Trustees in the year.

ENGLISH PROVINCE OF THE BROTHERS OF CHRISTIAN INSTRUCTION

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2020

6 Tangible Fixed assets

	Land and buildings at cost £	Land and buildings at estimated cost £	Fixtures and fittings £	Motor vehicles £	Total £
<i>Cost</i>					
At 1 September 2019	737,416	8,252,946	101,723	23,056	9,115,141
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
At 31 August 2020	737,416	8,252,946	101,723	23,056	9,115,141
<i>Depreciation</i>					
At 1 September 2019	294,962	3,277,026	101,723	13,231	3,686,942
Charge for the year	14,748	163,980	-	3,275	182,003
Disposals	-	-	-	-	-
At 31 August 2020	309,710	3,441,006	101,723	16,506	3,868,945
<i>Net book value</i>					
At 31 August 2020	427,706	4,811,940	-	6,550	5,246,196
At 31 August 2019	442,454	4,975,920	-	9,825	5,428,199

Included in land and buildings is land valued at £54,000 (2019: £54,000) which is not depreciated.

7 Debtors

	2020 £	2019 £
Loan	-	-

8 Cash and cash equivalents

	2020 £	2019 £
Cash at bank	121,693	121,194
Cash	1,633	1,725
	123,326	122,919

9 Current liabilities

	2020 £	2019 £
Accruals and deferred income	8,400	9,300
Loan	632,965	36,200
	641,365	45,500

ENGLISH PROVINCE OF THE BROTHERS OF CHRISTIAN INSTRUCTION

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2020

10 Creditors: amounts falling due after one year

	2020 £	2019 £
Loan	-	316,527

In January 2016, a loan was taken out with the French Province for €200,000. This is due for repayment by 5 annual instalments of €40,000 commencing January 2017. In June 2018, further loans were agreed totalling approximately €300,000. Further to this, other loans were granted in 2020 totalling £318,182. Further monies now advanced total €660,186 making the total to date €860,186. This loan was fully repaid in February 2021.

11 Analysis of charitable funds

	Fund B/fwd	Income	Expenditure	Loan Repayment	Fund C/fwd
	£	£	£	£	£
Unrestricted	5,167,398	176,513	(637,427)	-	4,706,484
Designated	21,693	46	(66)	-	21,673
	<u>5,189,091</u>	<u>176,559</u>	<u>(637,493)</u>	<u>-</u>	<u>4,728,157</u>

The Designated Funds arose from monies in St Francis Xavier's College and will be used for projects specific to this school.

12 Analysis of Net Assets between funds

	Unrestricted £	Designated £	Total £
Tangible fixed assets	5,246,196	-	5,246,196
Bank and cash	101,653	21,673	123,326
Current liabilities	(641,365)	-	(641,365)
	<u>4,706,484</u>	<u>21,673</u>	<u>4,728,157</u>

13 Transactions with Trustees

As members of the order, the Trustees' living expenses during the year were borne by the Trust, but the Trustees did not receive any remuneration or other benefits in connection with their duties as trustees during the year.

14 Related parties

As described in the Trustees Report on page 2 the EPBCI is closely connected to two schools, St Mary's Independent School in Southampton (Charity number 1155647) and St Francis Xavier's College in Liverpool, an Academy. The trust has secured the overdraft facilities of St Mary's Independent School by a charge on certain fixed assets.

St Mary's Independent School as an independent school, is a separately registered Charity and shares the same Board of Trustees as EPBCI. From time to time EPBCI has made considerable financial donations to St Mary's Independent School. During the year donations totalling £251,895 (2019: £107,518) were made to St Mary's Independent School.

The salaries and pensions received by the Trustees of St Francis Xavier's College amounting to £141,511 (2019: £154,595) were covenanted directly to EPBCI and form the main source of income of the Charity.

ENGLISH PROVINCE OF THE BROTHERS OF CHRISTIAN INSTRUCTION

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2020

The Trustees are members of the Xaverian Club Council who rent (under a licence agreement) buildings and fixtures and fittings from EPBCI. Rent receivable in the year amounted to £Nil (2019: £nil)

15 Post balance sheet event

In May 2020, St Mary's Independent School ceased trading and is currently in administration. The Trustees' believe that this charity's balance sheet will be unaffected by this event as the current value of the site exceeds the balance sheet value.