

Claretian Missionaries Trust

Annual Report and Accounts

31 December 2022

Charity Registration Number: 234026

Contents

Reports

Reference and administrative information	1
Trustees' annual report	2
Independent auditor's report	13

Accounts

Statement of financial activities	17
Balance sheet	18
Statement of cash flows	19
Principal accounting policies	20
Notes to the accounts	26

Reference and administrative information

Trustees	Father Paul Smyth Father Christopher Newman Father Carlos Candeias Father Manuel Segura Father Philip Blandford Father Joseph Katthula (Appointed 18 December 2023) Father Bijaya Nayak (Appointed 18 December 2023)
Principal Address	The Towers High Street Buckden St Neots Cambridgeshire PE19 5TA
Charity Registration Number	234026
Auditor	Buzzacott LLP 130 Wood Street London EC2V 6DL
Bankers	Santander UK plc 2 Triton Square Regent's Place London NW1 3AN
Solicitors	Stone King LLP Boundary House 91 Charterhouse Street London EC1M 6HR
Property Agents	Annafield Estates 11 Market Square St Neots PE19 2AR

The trustees present their report together with the accounts of Claretians Missionaries Trust (the charity) for the year ended 31 December 2022.

The accounts have been prepared in accordance with the accounting policies set out on pages 20 to 25 of the attached accounts and comply with the charity's trust deed, applicable laws and the requirements of the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (Charities SORP FRS 102).

Introduction



Claretian Missionaries – also known as ‘Missionaries, Sons of the Immaculate Heart of Mary’, are a religious community of priests and brothers founded in 1849 near Barcelona, Spain by St Anthony Mary Claret, who was canonised by Pope Pius XII on 7 May 1950.

From January 2019 the membership in the UK has been linked with members of the Congregation living in Spain and Portugal, and is known as the Province of Fatima. The Claretians have a particular devotion to the Immaculate Heart of Mary and, in the words of our Founder, they are to be “people aflame with the love of God who spread this fire wherever they go”. The whole world is to be their mission field and they are to make themselves “the helping hands of the bishops of the world”.

Today they number over 3,000 members and continue the work of their saintly Founder in over sixty countries of the world. They are to be found in many of the poorest and most under-developed parts of the globe. They run parishes, schools, and colleges; they serve as university chaplains; they work in radio, television and journalism and publishing. Their work is unlimited. In England, while their numbers are few, they give expression to their ministry working from communities based in Hayes (Middlesex); Leyton (East London) and Buckden (Cambridgeshire). In addition to the parishes, they have responsibility for a retreat and conference centre that they operate in their facilities in Buckden. During 2021 they completed the refurbishment of facilities in Hayes and since August 2021 have provided a venue, the Claretian Oasis Centre, for pastoral and social activities.

Constitution

Claretians Missionaries Trust is a charity established and governed by a trust deed dated 28 September 1912 and amended 25 November 1991. It is registered with the Charity Commission, Charity Registration No. 234026.

Mission

The charity's principal aim is the proclamation of the Christian Gospel in word and action as expressed in the teaching of the Roman Catholic tradition.

The charity's aims include:

- ◆ Supporting the Roman Catholic Church in the UK and Ireland;
- ◆ Promoting awareness and responses to issues of social justice at home and abroad;
- ◆ Collaborating with other individuals and agencies concerned with promoting gospel values in our society;
- ◆ Providing support and care for people in need; and
- ◆ Re-organising our own presence to be better able to respond to future need.

Philosophy and values

The Charity's philosophy is derived from the Christian Gospel. Members feel called to contribute to the building of a society of justice and equality. All are encouraged to collaborate in the building up of communities which seek to care for all people, especially for those in danger of exclusion and being overlooked.

The values that lie behind this philosophy are expressed in the vows taken by the membership on entering Congregation and joining religious life.

Poverty

The ideal expressed in this vow is that of living simply and holding all possessions in common. Members have no personal possessions, all resources are shared and used for the good of each other and the work that the charity commits itself to do.

Celibate chastity

In making a commitment not to marry or to engage in sexual relationships, members are committing themselves to be able to work wherever they are needed. They are free to be available and present, offering support and care when needed by individuals or groups. They commit themselves to living in non-exploitative respectful relationships that seek the good of the people with whom they engage.

Obedience

With this vow each individual undertakes to give generously of their gifts and talents in an unselfish way. Through making a commitment for the decisions to be made in common each member strives not to be individualistic in the way they exercise power and choices. The hope is that power is instead exercised in the service of the greater good and not one's own personal development and aggrandisement.

Activities and specific objectives

Objectives and aims

The charity's Trust Deed states its principal objective to be "the advancement of the Roman Catholic religion, the education of children, for the medical treatment of poor persons and any religious or charitable work in connection with the Roman Catholic Church."

As stated above under "Mission" the charitable activities of the Claretian Missionaries Trust are undertaken by the members and can be divided into a number of principal areas. Each of these areas is discussed in further detail in the paragraphs which follow.

In setting the charity's objectives and planning its activities the trustees have given careful consideration to the Charity Commission's guidance on public benefit.

Activities and specific objectives (continued)

Objectives and aims (continued)

Supporting the Roman Catholic Church in the UK and Ireland

This particular objective is principally met through the UK/Ireland Delegation's responsibility for the pastoral care of three parishes in England: Hayes and Leyton in



St Joseph's RC Church Leyton

London, and Buckden in Cambridgeshire. The work of the parishes encompasses the normal range of activities found in this country, offering accompaniment to people at significant moments in their lives (e.g. birth, marriage, illness, death) through offering spiritual guidance and support. Often responsibility for a parish can result in involvement as Governors in local schools and offering chaplaincy services to local hospitals or prisons. Some members also involve themselves in other diocesan positions to support the local Catholic

Church, or offer support to particular ethnic communities. The parishes are multicultural communities which provide a forum that contributes to the social integration of immigrant groups into British society.

In addition to the parishes, the Retreat and Conference Centre at Buckden and the Claretian Oasis in Hayes allow the Claretian Missionaries Trust to offer a range of facilities and programmes that are used for the benefit of the wider Catholic community. The charity has, at Buckden, extensive retreat and conference facilities designed for both youth and adult retreats with residential accommodation offered.

In addition to local responsibilities that are aspects of a particular role and appointment, members are also encouraged to respond to invitations to support broader pastoral initiatives and will support pilgrimages and retreats in the wider community. One member also continued to serve as President of the Conference of Religious of England and Wales.

Promoting awareness and responses to issues of social justice at home and abroad

This objective has been mainly carried out through our commitment to the wider missionary work carried out by the Congregation in different parts of the world. Any monies raised for different projects are sent through our Mission Procurator in Seville.

In the UK the members of the charity use the opportunities available to them in the parishes and retreat centre, to encourage people to reflect upon their responsibility for the environment and the wider community, encouraging them to use their time and resources in a responsible manner to help others.

Collaborating with other individuals and agencies concerned with promoting gospel values in our society.

Activities and specific objectives (continued)

Objectives and aims (continued)

Promoting awareness and responses to issues of social justice at home and abroad (continued)

Networking with other agencies and charities working to promote aims similar to those of the charity is an important aspect of the charity's ministry. These agencies include the Dioceses where the charity is present, the Conference of Religious, schools, ecumenical bodies and social justice networks. In addition to working with formally recognised agencies the charity encourages the participation of volunteers and collaborators in the ministry with which the charity is concerned.

Providing support and care for people in need

The work of the members of the charity means they are available to help and support people in a variety of pastoral situations, for example people coming to terms with bereavement or terminal illness. With respect to the finances of the charity there are also resources used for the health care of the Missionaries who are elderly or have serious illnesses. The charity seeks to provide resources for the medical needs of all members but especially those in their later years.

Re-organising its presence to be better able to respond to future need

For the charity to continue its ability to fulfil its mission the trustees recognise the need to allocate resources for both the ongoing preparation of the present membership and also the recruitment and induction of new members. All members are supported financially from our ministries and the funds of the trust.

With the tremendous change that has occurred in society the trustees recognise the need for the membership to re-evaluate their presence and the ways they are working towards fulfilling the objectives of the charity. One aspect being explored is the ethnic makeup of our membership. As part of an international organisation the trustees are investigating ways of renewing the membership through the inclusion of members representing a wider range of ethnicities than the traditional Anglo-Irish group that have made up the membership of the charity. During 2022 we had three members from India, one from Nigeria and one from Poland engaged in the work of the charity.

The trustees have been working in collaboration with Claretian Missionaries based in Spain and Portugal to explore how we might be able to adapt our operating structures as an international organisation to ensure the sustainability and effectiveness of our continued presence in the UK. Since January 2019 the members of the Claretian Missionaries in the UK have formed a region of the Province of Fatima which includes Claretians based in Portugal and the south of Spain which includes the Canary Islands.

Activities and specific objectives (continued)

Objectives and aims (continued)

Heritage Project

In addition to the work of meeting the objectives of the charity, ownership of Buckden Towers, a heritage site with scheduled monument status, also requires time and resources. As a property with a history going back to the Domesday Book, the buildings are recognised by English Heritage as being of national importance.

During the ownership of the site by the Claretian Missionaries, buildings that were in ruin have been carefully restored and reclaimed and are now the facility from which the charity's retreat and conference centre operate. A maintenance plan is in place which continues to be implemented, though the issue of how funding might be generated for the major repairs needed on the property will warrant further investigation.



Buckden Towers



The Tower, Buckden

Review of activities

Like most organisations the work of the Claretian Missionaries Trust continued to be impacted by the Covid situation during 2022. The pastoral centre at Buckden in 2021 began to receive some groups and during 2022 has made its facilities available to offer hospitality to Ukrainian Refugees

Hayes

With the event of lockdown efforts Claretians working from Hayes have made efforts to expand the use of technology allowing the work of the Claretians to continue.

- ◆ Celebrations of Mass continued to be streamed from the parish throughout 2022.
- ◆ Catechetical programmes were offered in 2022 with people able to meet for the whole programme. 120 children were prepared for their first communion and 100 participated in the confirmation programme which also included a residential weekend retreat for the candidates.



At our centre in Hayes, we have initiated the establishment of a Pastoral Centre, making use of the facilities that have been created by the Congregation.

One member of the Hayes community continues to be available to provide workshops and facilitation in support of the members of other religious congregations at home and abroad. While this often took place online, towards the end of the year in person events became more desirable.



The Claretian Oasis

Activities and specific objectives (continued)

Objectives and aims (continued)

Buckden

During 2022 the trustees were attentive to the impact of Covid-19 on the charity and its effect on income. Whilst the trustees were confident with respect to the long-term ongoing sustainability of its work, they had to make some short-term decisions about the Claret Centre in Buckden and the continued employment of staff in positions where no income was being generated. The trustees continued to monitor events and act where necessary.



The facilities of our Retreat Centre at Buckden continued to be improved through redecoration and refurbishments throughout 2022 and groups began to slowly return to make use of the facilities.

Some staff were brought on to allow the facilities to gradually open-up, though there was still some hesitancy and uncertainty around the organisation to taking youth away for residential activities.

Leyton

In Leyton, the community maintained operations in the parish as guided by the Diocese.

Overseas activities

The charity has continued to support overseas activities through the contributions sent through the Provincial Procurator in Spain.

Protection of Children and Vulnerable Adults

Like all other organisations who serve in the Congregation, the trustees recognise the absolute necessity of ensuring the protection and safety of all those the charity serves in any way. This means that members engaged in any ministry must obtain clearance from the Disclosure and Barring Service (DBS). The trustees are fully committed to implementing all policies and procedures of the Catholic Safeguarding Standards Agency (CSSA).

Raising funds

The charity aims to achieve best practice in the way in which it communicates with donors and other supporters. It takes care with both the tone of its communications and the accuracy of its data to minimise the pressures on supporters. It applies best practice to protect supporters' data and never sells data, it never swaps data and ensures that communication preferences can be changed at any time. The charity manages its own fundraising activities and does not employ the services of professional fundraisers. The charity undertakes to react to and investigate any complaints regarding its fundraising activities and to learn from them and improve its service. During the year, the charity received no complaints about its fundraising activities.

Financial review for the year

Results for the year

A summary of the results for the year can be found on page 17 of the attached accounts.

Total income for the year amounted to £611,675 (2021 - £469,613) and included donations and legacies of £191,757 (2021 - £180,401). The total figures include donations of £35,327 (2021 - £24,732) being monies restricted in their use mainly towards supporting the overseas mission work of the Congregation, retired and sick members and training of new members. Income from charitable activities i.e. retreat house income, ministry income and related receipts amounted to £213,741 (2021 - £121,525). The charity generated £151,885 (2021 - £94,706) from the operation of the Claretian Oasis Centre, which opened in the year, offering social and conference facilities in Hayes. The charity received £5,500 (2021 - £36,476) from Historic England towards the restoration of its property in Buckden and funding of £nil (2021 - £3,758) from the Coronavirus Job Retention Scheme.

Expenditure amounted to £648,946 compared to £486,805 in 2021. The costs in relation to operating the retreat centre were £122,252 (2021 - £92,274). The costs in relation to supporting members of the Community and their ministry amounted to £88,274 (2021 - £77,208). Expenditure on the Claretian Oasis Centre amounted to £361,755 (2021 - £203,517). Donations, mainly to the Congregation's work overseas works, were £62,676 (2021 - £56,043). Further details of these donations are given in note 8 to the attached accounts.

Gains on revaluation of the investment properties held by the charity amounted to £90,000 (2021 - Nil). After taking account of this, there was a net increase in funds of £52,729 (2021 - net decrease of £17,192)

Financial position

The balance sheet shows total funds £3,647,935 (2021 - £3,595,206).

These funds include restricted funds of £166,591 (2021 - £157,308). Further details of these funds are included in note 18 to the accounts.

The tangible fixed assets fund equal to the net book value of the tangible fixed assets amounting to £1,044,072 (2021 - £1,077,109) has been identified as a separate fund in recognition of the fact that such assets are required to enable the charity to carry out its charitable work and are not available to fund activities or meet future commitments. The investment property fund at £960,000 (2021 - £860,000) equals the value of those properties which are rented out at commercial rates and hence are not readily realisable to meet current commitments.

Reserves policy and financial position (continued)

Financial position (continued)

The unrestricted funds of the charity at 31 December 2022 amounted to £1,487,272 (2021 – £1,500,789) and include funds designated by the trustees for specific purposes amounting to £1,027,453 (2021 – £1,059,847). These funds include funds designated to ensure the charity can fulfil its mission to educate future members and to care for those members who are sick or elderly. Further details of these funds are included in note 21 to the attached accounts. The unrestricted free reserves or general funds of the charity amounted to £459,819 (2021 – £440,942).

Reserves policy

It is the trustees' current policy to retain free reserves (i.e. those unrestricted funds not represented by tangible fixed assets, investment properties and designated for specific purposes or otherwise committed) of between twelve months and eighteen months expenditure on unrestricted funds. This equates to between approximately £208,000 - £625,000.

At 31 December 2022 the free reserves of the charity amounted to £459,819 (2021 – £440,942). The trustees are of the opinion that these are adequate but not excessive.

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 at least one year from the date of approval of these accounts.

The trustees do not expect any material concerns to arise over the charity's financial position or for the charity's going concern to be threatened. Therefore, the trustees are of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due.

Future plans

The trustees are committed to continue to invest in the property in Buckden to ensure that repairs and maintenance are undertaken to ensure the facilities are able to safely accommodate people going forward.

Sadly, the Oasis Centre has struggled in the current climate to break even financially and a decision has been taken subsequent to the year end to close its operations.

The trustees will continue to work with their designated safeguarding link to make sure members are aware of their safeguarding responsibilities in the light of the establishment of the Religious Life Safeguarding Service (RLSS) and the Catholic Safeguarding Standards Agency (CSSA), both of which the charity will be looking to align with.

The trustees will initiate regular monthly gatherings of the members to offer an in-person space to help members be aware of what is happening in the organisation.

Governance, structure and management

Governance

The charity is governed by a trust deed dated 28 September 1912 and amended 25 November 1991. It is registered with the Charity Commission, Charity Registration No. 234026.

Structure and management

The Claretian Missionaries Trust is part of an international religious order divided into separate Provinces and Delegations. Since 2019 the Trust is responsible for the administration of the region of the Province of Fatima located in England. The Province is administered by the Major Superior together with a Council consisting of four other members. The Superior and Council are elected and recognised by the Order's superiors in Rome. The Major Superior identifies the members who will operate as trustees of the charity.

The names of the trustees who served during the year are set out as part of the reference and administrative details on page 1 of this annual report.

No trustee received any remuneration or reimbursed expenses for services as a trustee, nor had any beneficial interest in any contract with the charity, during the year.

The trustees are all members of the Congregation and, as such, are closely involved with the day-to-day work of the members and directly responsible for all major decisions.

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 state of affairs of the charity and of the income and expenditure of the charity for that year. In preparing accounts the trustees are required to:

- ◆ select suitable accounting policies and then apply them consistently;
- ◆ observe the methods and principles of 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);
- ◆ 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;
- ◆ prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

Governance, structure and management (continued)

Statement of trustees' responsibilities (continued)

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the accounts comply with the Charities Act 2011, the relevant 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 personnel

The trustees consider that they comprise the key management of the charity in charge of directing and controlling, running and operating the charity on a day-to-day basis.

The trustees receive no remuneration or additional reimbursement of expenses in connection with their duties as trustees to the charity. The trustees are all members of the Claretian Missionaries and, as such, their living and personal expenses are borne by the charity.

Risk management

In line with the requirement for trustees to undertake a risk assessment exercise and report on the same in their annual report, the trustees have looked at the risks the charity currently faces and have reviewed the measures already in place, or needing to be put in place, to deal with them.

The key risks for the charity, as identified by the trustees, are described below together with the principal ways in which they are mitigated:

- ◆ An analysis of the age profile of the members of the Province shows that the average age was 63 years. The trustees are aware that there is both a moral and legal obligation to care for the older members. None of the members have resources of their own. As the age profile increases, so too does the need to provide care for the members, particularly with the risk associated with contracting Covid-19. Key elements of the management of this risk are: (a) ensuring that the charity has the available financial resources to finance this care both now and in the years ahead by setting aside assets in a designated fund, the value of which has been based on actuarial principles; and (b) ensuring that processes are in place to review regularly the ministries and needs of individual brothers encouraging those who need it to take on less demanding ministries and for identifying those who need extra care and help.
- ◆ Safeguarding: Operationally the charity works with vulnerable adults including older people. The trustees recognise the absolute necessity of ensuring the protection and safety of all those that the charity serves. This means that members engaged in any ministry in the UK and all those who work or volunteer for the charity and work with children or vulnerable adults must obtain clearance from the Disclosure and Barring Service (DBS). The trustees are committed fully to participating in the safeguarding structure that is presently being created in the Catholic Church aligning the charity with the Catholic Safeguarding Standards Agency (C SSA) and the Religious Life Safeguarding Service (RLSS).

Governance, structure and management (continued)

Risk management (continued)

Safeguarding (continued)

With the present restructuring, a part time safeguarding officer has been employed with responsibility for ensuring this policy is adhered to in respect to all members, employees and volunteers. This person will work with the trustees to ensure that there is on-going safeguarding training; that internal policies are up to date; and to ensure that members, staff and volunteers are kept informed about good practice in work and ministry.

- ◆ The charity donates sums in support of the wider Congregation and other organisations. The vast majority of donations sent overseas are to fund projects administered directly by members of the Congregation. Whether or not the funds are used here in England or elsewhere, the trustees always ensure that they are fully briefed about and familiar with the work of a potential recipient of funds, that funds are transferred via bank transfer, that proof of receipt is obtained and that, wherever possible (and always in the case of monies sent overseas), a full written report of how the monies have been utilised and applied is obtained from the recipient.
- ◆ The charity's principal asset comprises its properties. The charity ensures that these are kept in good order and that health and safety procedures are followed. In addition, the charity confirms that the insurance cover for the properties and for those who visit the property is adequate.

Having assessed the major risks to which the charity is exposed, the trustees believe that by monitoring reserve levels, by ensuring controls exist over key financial systems, and by examining the operational and business risks faced by the charity, they have established effective systems to mitigate those risks.

The trustees also review a risk management matrix periodically.

Acknowledgements

The trustees wish to record their recognition of the professionalism and commitment of the individual members of the Congregation, and the volunteers who have given their time to the charity within the individual parishes over the past year and who have provided invaluable assistance.

Their dedication and positive approach are much appreciated.

Approved by the trustees of Claretian Missionaries Trust and signed on their behalf by:

Paul Smyth

Trustee

Approved by the trustees on: 27 June 2024

Independent auditor's report to the trustees of The Claretian Missionaries Trust

Opinion

We have audited the accounts of The Claretian Missionaries Trust (the 'charity') for the year ended 31 December 2022, which comprise the statement of financial activities, the balance sheet, the statement of cash flows, the principal accounting policies and the 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 2022 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 Annual 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.

Other information (continued)

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 and proper 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.

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

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 representatives from the trustees and the Bursar 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; and
- ◆ We assessed the extent of compliance with the laws and regulations identified above through making enquiries of representatives from the trustees and the Bursar and review of minutes of trustees' meetings.

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

- ◆ Making enquiries of representatives from the trustees and the Bursar 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.

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;
- ◆ Carried out substantive testing of expenditure including the authorisation thereof;
- ◆ Assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and

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

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

- ◆ 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 accounts disclosures to underlying supporting documentation;
- ◆ Reading the minutes of meetings of trustees; and
- ◆ Enquiring of 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.

We did not identify any irregularities, including fraud.

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 144 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.

Date 28 June 2024

Buzzacott LLP
Statutory Auditor
130 Wood Street
London
EC2V 6DL

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 2022

	Notes	Un-restricted funds £	Restricted funds £	2022 Total funds £	Un-restricted funds £	Restricted funds £	2021 Total funds £
Income from:							
Donations and legacies	1	156,430	35,327	191,757	155,669	24,732	180,401
Charitable activities	2	213,741	—	213,741	121,525	—	121,525
Trading activities	3	151,885	—	151,885	94,706	—	94,706
Historic England restoration project grant		—	5,500	5,500	—	36,476	36,476
Investments and interest receivable	4	39,282	—	39,282	32,747	—	32,747
Other income							
.. Coronavirus Job Retention Scheme		—	—	—	3,758	—	3,758
.. Miscellaneous income		9,510	—	9,510	—	—	—
Total income		570,848	40,827	611,675	408,405	61,208	469,613
Expenditure on:							
Raising funds							
..Investment property expenses		4,590	—	4,590	5,692	—	5,692
Trading activities							
.. Claretian Oasis Centre	5	361,755	—	361,755	203,517	—	203,517
Charitable activities							
.. Support of members of the Community and their ministry	6	85,288	2,986	88,274	71,219	5,989	77,208
.. Retreat and conference centre	7	121,152	1,106	122,258	92,274	—	92,274
.. Restoration project - grant related expenditure		3,893	5,500	9,393	1,401	50,670	52,071
.. Donations payable	8	40,669	22,007	62,676	42,043	14,000	56,043
Total expenditure		617,347	31,599	648,946	416,146	70,659	486,805
Net (expenditure) income before transfers and losses on investment properties		(46,499)	9,228	(37,271)	(7,741)	(9,451)	(17,192)
Transfers between funds	18	(55)	55	—	(928)	928	—
Net (expenditure) income before gains on investment properties		(46,554)	9,283	(37,271)	(8,669)	(8,523)	(17,192)
Gains on revaluation of investment properties	15	90,000	—	90,000	—	—	—
Net movement in funds		43,446	9,283	52,729	(8,669)	(8,523)	(17,192)
Reconciliation of funds:							
Funds balances brought forward at 1 January 2022		3,437,898	157,308	3,595,206	3,446,567	165,831	3,612,398
Fund balances carried forward at 31 December 2022		3,481,344	166,591	3,647,935	3,437,898	157,308	3,595,206

All of the charity's activities derived from continuing operations during the above two financial periods. Subsequent to the year end, a decision has been taken to close the operations at the Claretian Oasis Centre (see note 25).

The charity has no recognised gains and losses other than those shown above and therefore no separate statement of total recognised gains and losses has been prepared.

Balance sheet 31 December 2022

	Notes	2022 £	2022 £	2021 £	2021 £
Fixed assets:					
Tangible assets	14		1,044,072		1,077,109
Investment properties	15		950,000		860,000
			1,994,072		1,937,109
Current assets:					
Debtors	16	35,417		17,077	
Cash at bank and in hand		1,687,088		1,675,066	
		1,722,505		1,692,143	
Liabilities:					
Creditors: amounts falling due within one year	17	(68,642)		(34,046)	
Net current assets			1,653,863		1,658,097
Total net assets			3,647,935		3,595,206
The funds of the charity:					
Restricted funds	18		166,591		157,308
Unrestricted funds:					
. Tangible fixed assets fund	19	1,044,072		1,077,109	
. Investment property fund	20	950,000		860,000	
. Designated funds	21	1,027,453		1,059,847	
. General fund	22	459,819		440,942	
			3,481,344		3,437,898
			3,647,935		3,595,206

Approved by the trustees of Claretian Missionaries Trust and signed on their behalf by:

Paul Smyth

Trustee

Approved by the trustees on: 27 June 2024

Statement of cash flows Year to 31 December 2022

	Notes	2022 £	2021 £
Cash flows from operating activities:			
Net cash used in operating activities	A	(18,268)	(8,977)
Cash flows from investing activities:			
Investment income received – interest receivable and rental income		39,282	32,747
Purchase of tangible fixed assets		(8,992)	(133,388)
Net cash provided by (used in) investing activities		30,290	(100,641)
Change in cash and cash equivalents in the year		12,022	(109,618)
Cash and cash equivalents at 1 January 2021		1,675,066	1,784,684
Cash and cash equivalents at 31 December 2021	B	1,687,088	1,675,066

Notes to the statement of cash flows for the year to 31 December 2022

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

	2022 £	2021 £
Net movement in funds (as per the statement of financial activities)	52,729	(17,192)
Adjustments for:		
Depreciation	42,029	43,886
Gains on revaluation of investment properties	(90,000)	—
Investment income receivable – interest receivable and rental income	(39,282)	(32,747)
(Increase) decrease in debtors	(18,340)	13,323
Increase (decrease) in creditors	34,596	(16,247)
Net cash used in operating activities	(18,268)	(8,977)

B Analysis of changes in cash and cash equivalents

	At 1 January 2022	Cash flows	At 31 December 2022
Total cash and cash equivalents:			
Cash at bank and in hand	1,675,066	12,022	1,687,088

No separate statement of changes in net debt has been prepared as there is no difference between the movements in cash and cash equivalents and movement in net debt.

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 2022 with comparative information provided in respect to the year to 31 December 2021.

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), 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 judgements and estimates have been made include:

- ◆ estimating the useful economic life of tangible fixed assets for the purpose of determining an annual depreciation charge;
- ◆ estimating the fair value of the charity's investment properties; and
- ◆ estimating future income and expenditure flows for the purpose of assessing going concern (see below).

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 at least one year from the date of approval of these accounts.

Assessment of going concern (continued)

In the aftermath of Covid-19 and given the current macroeconomic and geopolitical climate the trustees will keep all income and expenditure under review. Whilst there will undoubtedly be challenges ahead, the trustees do not expect concerns to arise over the charity's financial position. Therefore, the trustees have concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees are of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due.

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, retreat centre income, ministry income, bank interest, investment property income, grants receivable from Historic England for renovation of the charity's property, trading income from Claretian Oasis Centre, funding from the government's Coronavirus Job Retention Scheme and miscellaneous income.

Grants and 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 and/or grants pledged but not received, the amount is accrued for where the receipt is considered probable. In the event that a donation or grant 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.

Income from the operation of the charity's retreat centre is recognised to the extent that it is probable that the economic benefits will flow to the charity and the revenue can be reliably measured. It is measured as the fair value of the consideration received or receivable excluding any relevant discounts.

Trading income represents the income of the charity's Claretian Oasis Centre together with rental income from the letting of surplus space within the functional property situated at Buckden. Oasis Centre income includes income from operating a restaurant and bar, together with venue hire and related catering. Trading income is measured as the fair value of the consideration received or receivable excluding any relevant discounts.

Interest income is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest payable by the bank.

Income recognition (continued)

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 been transferred to the charity.

Rental income is recognised to the extent that it is probable that the economic benefits will flow to the charity and the revenue can be measured reliably. It is measured at fair value and accounted for on an accruals basis.

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:

- ◆ Expenditure on raising funds includes all expenditure associated with raising funds for the charity. This includes fees and expenses associated with the management of the charity's investment properties.
- ◆ 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 charitable donations and grants, costs in respect to the support of members of the Congregation and enabling their ministry, and costs of running the charity's retreat centre.
- ◆ Expenditure on trading activities includes all costs associated with the day-to-day running of the Claretian Oasis Centre. Such costs include staff costs, costs of catering, depreciation, and other associated costs of running the centre.

Expenditure recognition (continued)

- ◆ 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.

Expenditure includes attributable VAT in the instances that it cannot be recovered.

Support and governance costs

Support costs represent indirect charitable expenditure to enable the members to carry out the primary purposes of the charity it is necessary to provide support in the form of financial procedures, provision of office services and equipment and a suitable working environment.

Support costs include governance costs comprising the costs involving the public accountability of the charity (including audit costs) and costs in respect to its compliance with regulation and good practice.

Support costs are apportioned using percentages based on the expenditure incurred on the main activities of the charity.

Tangible fixed assets

All assets costing more than £1,000 and with an expected useful life exceeding one year are capitalised.

a. Functional freehold property

Freehold properties used for the direct charitable work of the charity are included in these accounts at deemed cost based on long standing estimates of original cost.

As permitted under FRS 102, the charity has adopted a policy of not revaluing its tangible fixed assets. Tangible fixed assets are stated at an historic valuation which has been taken to be deemed cost under the transitional arrangements of FRS 102.

The charity's property, a heritage site with scheduled monument status, is depreciated at a rate of 1% per annum on a straight line basis.

b. Other tangible fixed assets

Plant and other tangible fixed assets are capitalised and depreciated at the following annual rates in order to write them off over their estimated useful lives:

- ◆ Plant, furniture and equipment – 20% per annum based on cost
- ◆ Motor vehicles – 20% per annum based on cost
- ◆ Building improvements – 10% per annum based on cost

Other tangible fixed assets which have been fully depreciated are written out of the accounts as their net realisable value is considered to be negligible.

Freehold investment properties

Properties held for investment purposes are included in these accounts at fair value based on open market value with vacant possession. The valuation has been determined by the trustees, with professional assistance.

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.

Fund structure

Restricted funds comprise monies raised for, or their use restricted to, a specific purpose, or contributions subject to donor imposed conditions.

The tangible fixed assets fund represents the net book value of the charity's tangible fixed assets.

The investment property fund represents the book value of the investment property.

Designated funds comprise monies set aside out of unrestricted general funds for specific future purposes or projects.

General funds represent those monies which are freely available for application towards achieving any charitable purpose that falls within the charity's charitable objects.

Pensions

Contributions in respect of the charity's defined contribution pension scheme are charged to the statement of financial activities when they are payable to the scheme. The charity's contributions are restricted to the contributions disclosed in note 12. The charity has no liability beyond making its contributions and paying across the deductions for the employees' contributions.

Services provided by members of the Congregation

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

1. Income from: Donations and legacies

	Un-restricted funds £	Restricted funds £	2022 Total funds £	Un-restricted funds £	Restricted funds £	2021 Total funds £
Pensions and other income of individual religious received under deed of covenant	47,163	—	47,163	55,232	—	55,232
Donations	54,858	35,327	90,185	56,637	24,732	81,369
Collections and offertory	29,511	—	29,511	24,275	—	24,275
Legacies	7,540	—	7,540	2,000	—	2,000
Other amounts receivable from parishes administered by the charity	17,358	—	17,358	17,525	—	17,525
	156,430	35,327	191,757	155,669	24,732	180,401

2. Income from: Charitable activities

	Un-restricted funds £	Restricted funds £	2022 Total funds £	Un-restricted funds £	Restricted funds £	2021 Total funds £
Retreat house and related income	79,500	—	79,500	23,062	—	23,062
Ministry income	134,241	—	134,241	98,463	—	98,463
	213,741	—	213,741	121,525	—	121,525

3. Income from: Trading activities

	Un-restricted funds £	Restricted funds £	2022 Total funds £	Un-restricted funds £	Restricted funds £	2021 Total funds £
Claretian Oasis Centre and related income	144,685	—	144,685	89,133	—	89,133
Rental income	7,200	—	7,200	5,573	—	5,573
	151,885	—	151,885	94,706	—	94,706

4. Income from: Investments and interest receivable

	Un-restricted funds £	Restricted funds £	2022 Total funds £	Un-restricted funds £	Restricted funds £	2021 Total funds £
Interest receivable	7,372	—	7,372	1,321	—	1,321
Rental income from investment properties	31,910	—	31,910	31,426	—	31,426
	39,282	—	39,282	32,747	—	32,747

5. Expenditure on: Trading activities – the Claretian Oasis Centre

	Un-restricted funds £	Restricted funds £	2022 Total funds £	Un-restricted funds £	Restricted funds £	2021 Total funds £
Staff costs	202,060	—	202,060	94,519	—	94,519
Premises costs	9,587	—	9,587	9,534	—	9,534
Catering costs	101,889	—	101,889	62,378	—	62,378
Depreciation	20,585	—	20,585	20,586	—	20,586
Other administration costs	6,482	—	6,482	8,028	—	8,028
Allocated support costs (note 9)	21,152	—	21,152	8,472	—	8,472
	361,755	—	361,755	203,517	—	203,517

6. Expenditure on: Support of members of the Community and their ministry

	Un-restricted funds £	Restricted funds £	2022 Total funds £	Un-restricted funds £	Restricted funds £	2021 Total funds £
Staff costs	8,868	—	8,868	—	—	—
Premises	4,148	—	4,148	3,923	—	3,923
Food and supplies	15,728	—	15,728	10,653	—	10,653
Living and personal costs	22,919	—	22,919	25,830	—	25,830
Travel, visas and motor expenses	10,543	—	10,543	14,660	—	14,660
Education and formation	6,164	2,986	9,150	—	5,989	5,989
Medical	1,242	—	1,242	2,767	—	2,767
Allocated support costs (note 9)	15,676	—	15,676	13,386	—	13,386
	85,288	2,986	88,274	71,219	5,989	77,208

7. Expenditure on: Retreat and conference centre

	Un-restricted funds £	Restricted funds £	2022 Total funds £	Un-restricted funds £	Restricted funds £	2021 Total funds £
Staff costs	23,671	—	23,671	11,074	—	11,074
Premises costs	65,028	—	65,028	55,183	—	55,183
Food and supplies	7,296	1,106	8,402	1,846	—	1,846
Printing, stationery and telephone	4,690	—	4,690	4,774	—	4,774
Travel	3,643	—	3,643	3,398	—	3,398
Allocated support costs (note 9)	16,824	—	16,824	15,999	—	15,999
	121,152	1,106	121,152	92,274	—	92,274

8. Donations and support of missions

	Un-restricted funds £	Restricted funds £	2022 Total funds £	Un-restricted funds £	Restricted funds £	2021 Total funds £
Contribution to the Provincial Administration of the Claretian Missionaries, Province of Fatima, Seville	40,669	—	40,669	41,384	—	41,384
Contribution to support the overseas missions of the Claretian Missionaries	—	22,007	22,007	14,000	—	14,000
Other donations	—	—	—	659	—	659
	40,669	22,007	62,676	41,384	—	41,384

9. Support costs

	Un-restricted funds £	Restricted funds £	2022 Total funds £	Unrestricted funds £	Restricted funds £	2021 Total funds £
Audit and professional fees	21,873	—	21,873	9,888	—	9,888
Printing, stationery, and telephone	5,103	—	5,103	3,368	—	3,368
Depreciation	21,444	—	21,444	23,300	—	23,300
Other	5,232	—	5,232	1,301	—	1,301
	53,652	—	53,652	37,857	—	37,857

Allocated as follows:

	Un-restricted Funds £	Restricted Funds £	2022 Total Funds £	Un-restricted Funds £	Restricted Funds £	2021 Total Funds £
Ministry and support of members of the Community	15,676	—	15,676	13,386	—	13,386
Retreat and conference centre	16,824	—	16,824	15,999	—	15,999
Claretian Oasis Centre	21,152	—	21,152	8,472	—	8,472
	53,652	—	53,652	37,857	—	37,857

No costs have been allocated to raising funds or donations, as the costs in relation to these activities are considered to be negligible. All support costs, other than depreciation, are allocated to activities in proportion to direct costs.

10. Governance costs

Included within support costs are governance costs as detailed below:

	Unrestricted funds	
	Total 2022 £	Total 2021 £
Professional fees	21,873	9,888

11. Net (expenditure) income before gains on revaluation of investment properties

This is stated after charging:

	2022 £	2021 £
Staff costs (note 12)	234,599	105,593
Auditor's remuneration (including VAT)		
. Statutory audit services – current year	13,800	7,488
. Statutory audit services – prior year	2,442	—
. Other services (VAT advice) – current year	2,256	2,400
Depreciation	42,029	43,886

12. Staff costs, key management and trustees' remuneration

	2022 £	2021 £
Staff costs during the year were as follows:		
Wages and salaries	220,635	95,489
Social security costs	7,682	7,768
Other pension costs	6,282	2,336
	234,599	105,593
Redundancy costs	—	—
	234,599	105,593
Staff costs per function were as follows:		
Retreat and conference centre	23,671	11,074
Claretian Oasis Centre	202,060	94,519
Support of members	8,868	—
	234,599	105,593

Key management

The average number of employees during the year was 12 (2021 – 5).

No employee earned £60,000 (including taxable benefits) per annum or more during the year (2021 – none).

The trustees consider that they comprise the key management of the charity in charge of directing and controlling, running and operating the charity on a day-to-day basis.

Certain of the charity's trustees are members of the Congregation in England and consequently their living and personal expenses, all of which are consistent with the amounts paid in respect to other members of the Community, are borne by the charity. No trustee received any remuneration or reimbursement of expenses in connection with their duties as trustees (2021 – none).

12. Staff costs, key management and trustees' remuneration (continued)

As members of the Congregation, 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 the trustees to the charity was £7,700 (2021 – £7,832).

13. Taxation

Claretian Missionaries Trust is a registered charity and therefore is not liable to income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

14. Tangible fixed assets

	Freehold properties £	Building improvements £	Furniture and fittings £	Computer equipment £	Motor vehicles £	Total £
Cost						
At 1 January 2022	1,000,000	60,923	125,680	2,646	47,556	1,236,805
Additions	—	3,455	4,494	1,043	—	8,992
At 31 December 2022	<u>1,000,000</u>	<u>64,378</u>	<u>130,174</u>	<u>3,689</u>	<u>47,556</u>	<u>1,245,797</u>
Depreciation						
At 1 January 2022	60,000	6,092	48,817	529	44,258	159,696
Charge for the year	10,000	6,294	24,025	547	1,163	42,029
At 31 December 2022	<u>70,000</u>	<u>12,386</u>	<u>72,842</u>	<u>1,076</u>	<u>45,421</u>	<u>201,725</u>
Net book values						
At 31 December 2022	<u>930,000</u>	<u>51,992</u>	<u>57,332</u>	<u>2,613</u>	<u>2,135</u>	<u>1,044,072</u>
At 31 December 2021	<u>940,000</u>	<u>54,831</u>	<u>76,863</u>	<u>2,117</u>	<u>3,298</u>	<u>1,077,109</u>

The freehold property is included in the accounts at a historic valuation performed in the early 1990's which has now been defined as deemed cost. As permitted under FRS 102, the charity has adopted a policy of not revaluing its freehold buildings or other tangible fixed assets. Tangible fixed assets are stated at cost or deemed cost in accordance with the transitional arrangements of FRS 102.

It is likely that there are material differences between the open market values of the charity's freehold land and buildings and their book values. These arise from the specialised nature of some of the properties and the effects of inflation. The amounts of such differences cannot be ascertained without incurring significant cost, which, in the opinion of the trustees, is not justified in terms of the benefits to the users of the accounts.

15. Investment properties

	2022 £	2021 £
At 1 January 2022	860,000	860,000
Revaluation gains	90,000	—
At 31 December 2022	950,000	860,000

Investment properties comprise three residential properties owned by the charity. These are included in the accounts at fair value based on open market value with vacant possession. The valuation has been determined by the trustees, with professional assistance. No information is available of the historic cost of the properties.

16. Debtors

	2022 £	2021 £
Donations receivable	18,145	16,211
Trade debtors	1,447	—
Prepayments	3,035	866
Other debtors	12,790	—
	35,417	17,077

17. Creditors: amounts falling due within one year

	2022 £	2021 £
Expense creditors	2,684	6,293
Tax and social security costs	14,990	6,634
Deposits received in advance	7,515	—
Pension contributions	13,485	1,631
Accruals	29,968	19,488
	68,642	34,046

18. Restricted funds

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

	At 1 January 2022 £	Income £	Ex- penditure £	Transfers £	At 31 December 2022 £
Mission fund	—	22,037	(22,007)	55	85
Clergy fund	157,308	5,721	—	—	163,029
Training fund	—	2,986	(2,986)	—	—
Friends of Buckden Tower fund	—	500	(500)	—	—
Historic England grant fund	—	5,000	(5,000)	—	—
Other	—	4,583	(1,106)	—	3,477
	157,308	40,827	(31,599)	55	166,591

18. **Restricted funds** (continued)

	At 1 January 2021 £	Income £	Ex- penditure £	Transfers £	At 31 December 2021 £
Mission fund	—	13,961	(14,000)	39	—
Clergy fund	149,661	7,647	—	—	157,308
Training fund	1,976	3,124	(5,989)	889	—
Friends of Buckden Tower fund	—	12,976	(12,976)	—	—
Historic England grant fund	14,194	23,500	(37,694)	—	—
	<u>165,831</u>	<u>61,208</u>	<u>(70,659)</u>	<u>928</u>	<u>157,308</u>

The specific purposes for which the funds are to applied are as follows:

- ♦ **Mission Fund**
This fund represents monies received to send aid to overseas missions for projects, in conformity with the charity's objectives. The transfer represents expenditure funded from unrestricted funds.
- ♦ **Clergy Fund**
This fund represents funds raised specifically for the sick, retired members of the Clergy through the Diocese of East Anglia's "Alive in Faith" initiative.
- ♦ **Training Fund**
This fund represents funds raised for the training and education of the members of the Claretian Missionaries. The transfer represents expenditure funded from unrestricted funds.
- ♦ **Friends of Buckden Tower grant fund**
This fund represents monies received and spent received from Friends of Buckden Tower for the renovation of the charity's property situated at Buckden, St Neots, Cambridgeshire. This fund was fully utilised in the year.
- ♦ **Historic England grant fund**
This fund represented the unspent balance on the 'Historic England Repairs Grants for Heritage at Risk' received from Historic England for the renovation of the charity's property situated at Buckden, St Neots, Cambridgeshire. This fund was fully utilised in the year.

19. **Tangible fixed assets fund**

	2022 £	2021 £
At 1 January 2022	1,077,109	987,607
Movement in year	(33,037)	89,502
At 31 December 2022	<u>1,044,072</u>	<u>1,077,109</u>

The tangible fixed assets fund represents the net book value of the charity's tangible fixed assets and has been set up in recognition of the fact that the assets are required for the day-to-day work of the charity and are not available to finance current expenditure or meet contingencies.

20. Investment property fund

This fund represents the carrying value of the charity's investment properties. The amount has been set aside from the charity's general funds in recognition of the fact that the assets have been invested for the longer term and will not be available to meet contingencies.

	2022 £	2021 £
At 1 January 2022	860,000	860,000
Movement in year	90,000	—
At 31 December 2022	950,000	860,000

21. Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	At 1 January 2022 £	Net movement £	At 31 December 2022 £
Pastoral/Apostolic fund	85,883	—	85,883
Sick and aged fund	710,855	9,258	720,113
Retreat Centre fund	263,109	(41,652)	221,457
	1,059,847	(30,988)	1,027,453

	At 1 January 2021 £	Net movement £	At 31 December 2021 £
Pastoral/Apostolic fund	85,883	—	85,883
Sick and aged fund	710,622	233	710,855
Retreat Centre fund	328,563	(65,454)	263,109
	1,125,068	(65,221)	1,059,847

The Pastoral/Apostolic fund has been established to provide a resource from which the Claretian Missionaries can subsidise a ministry that is in accord with their Constitutions and Trust Deed, but which would not keep the personnel appointed to the ministry. It can also be used to pay for resources needed in one of our apostolates. The trustees are actively trying to find new pastoral connections and funds will be used when the new connections are made.

The Sick and Aged Fund exists to provide for the care of retired or sick missionaries, including residential care if needed. Each parish community contributes approximately £3,000 a year towards the fund. As the missionaries are an ageing generation, the funds will be used as required when the missionaries are sick and aged.

The Retreat Centre fund represents the movement of funds relating to the activities carried out at Buckden Towers and the up-keep of the existing maintenance on the site.

22. Analysis of net assets between funds

	Un-restricted funds £	Tangible fixed assets fund £	Investment property fund £	Restricted funds £	Designated funds £	2022 Total funds £
Fund balances at 30 December 2022 are represented by:						
Tangible fixed assets	—	1,044,072	—	—	—	1,044,072
Investment properties	—	—	950,000	—	—	950,000
Net current assets	459,819			166,591	1,027,453	1,653,863
Total net assets	459,819	1,044,072	950,000	166,591	1,027,453	3,647,935

	Un-restricted funds £	Tangible fixed assets fund £	Investment property fund £	Restricted funds £	Designated funds £	2021 Total funds £
Fund balances at 30 December 2021 are represented by:						
Tangible fixed assets	—	1,077,109	—	—	—	1,077,109
Investment properties	—	—	860,000	—	—	860,000
Net current assets	440,942	—	—	157,308	1,059,847	1,658,097
Total net assets	440,942	1,077,109	860,000	157,308	1,059,847	3,595,206

The funds of the charity include unrealised gains on the charity's investment properties as follows:

	2022 £	2021 £
Unrealised gains at 31 December 2022 included above:		
Total unrealised gains on investment properties	830,014	740,014
Reconciliation of movements in unrealised gains		
Unrealised gains at 1 January 2022	740,014	740,014
Add: losses arising on revaluation arising in the year	90,000	—
Total unrealised gains at 31 December 2022	830,014	740,014

23. Ultimate control

The charity, which is constituted as a trust, was controlled throughout the period by the Claretian Missionaries by virtue of the fact that the trustees are appointed by the Congregation. The Congregation within the United Kingdom does not hold any assets, incur liabilities or enter into transactions in its own right. Assets and liabilities of the Congregation in the United Kingdom are vested in the trustees of the charity, who undertake all transactions entered into in the course of the Congregation's charitable activities in the United Kingdom.

24. Transactions with trustees and related parties

Two of the charity's trustees are members of the Provincial Council of the Province of Fatima which includes the Congregation's members based in Portugal, Spain and the United Kingdom. In addition to making a contribution towards the running costs of the Province, the charity makes donations to the Province and to the wider Congregation to support its overseas work (see note 8).

Those trustees who are members of the Provincial Council withdraw from discussions concerning the awarding of such donations.

Amounts donated to the charity by its trustees are disclosed in note 12.

There were no other related party transactions during the year (2021 – none).

25. Post balance sheet events

In March 2024, the trustees took the difficult decision to cease trading at the Claretian Oasis Centre, Hayes and close the restaurant and bar. This decision was based in part on difficulties in building up sufficient bookings and events to enable the Centre to become financially sustainable in the medium to long term.