

Charity registration number 235440

**CONGREGATION DES SOEURS DE CHARITE DE NOTRE DAME DU BON
ET PERPETUAL SECOURS**

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

CONGREGATION DES SOEURS DE CHARITE DE NOTRE DAME DU BON ET PERPETUAL SECOURS

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Sister JP Thomas Sister T Mary Sister LM Joseph
Charity number	235440
Principal address	St Marys Convent Ebchester Consett County Durham England DH8 0QD
Independent examiner	Robson Laidler Accountants Limited Fernwood House Fernwood Road Jesmond Newcastle Upon Tyne Tyne and Wear England NE2 1TJ
Bankers	HSBC 110 Grey Street Newcastle upon Tyne NE1 6JG
Investment advisors	St James Place Wealth Management 1 Trinity Gardens Broad Chare Newcastle upon Tyne NE1 2HF

CONGREGATION DES SOEURS DE CHARITE DE NOTRE DAME DU BON ET PERPETUAL SECOURS

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CONGREGATION DES SOEURS DE CHARITE DE NOTRE DAME DU BON ET PERPETUAL SECOURS

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their annual report and financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The charity's object and principal activities is to offer residential care to elderly persons, by the provision and management of appropriate accommodation.

The charity aims to provide the highest quality, most flexible and personal care for each and every resident. We treat everyone with compassion, in an environment where physical, emotional, spiritual and social needs are met, enabling our residents to live life to the full with continual support being available.

The Trustees confirm that the charity has complied with Section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charities Commission. The charity relies on the income from fees and charges to cover most of its operating costs. In setting the level of fees the trustees give due consideration to the need to ensure that the residential accommodation provided by the charity is accessible to all members of the community.

Achievements and performance

The home ended the financial year having been severely impacted by Covid -19 pandemic and with the home on lock down. The home staff and residents recovered well and the lasting impact on the home was minimal. We are still working with the restrictions from the commencement of Covid-19 but the home, its management team and staff have overcome any obstacles and achieved a well-run positive environment.

We have a well established Quality Control system in place, with resident's, staff and visitor's questionnaires, resident's and staff meetings and also through a strong communication system within the home we can monitor our standards in all areas of the home. The occupancy of the home has been good, with an 80% occupancy rate throughout the year. The home has a waiting list for residents needing care, ensuring a positive outlook for maintaining and continuing a good rate of occupancy in the future.

We have encountered a few problems with recruitment of staff, during the first six months of this financial year, but we have overcome these problems in the second half of this period, and now have a sound staff base, with no roles to fill.

Our overheads increased through this financial period but the successful application for grants and enhanced fees enable us to maintain financial stability.

The homes maintained good ratings with the Care Quality Commission. The trustees continue their commitment to staff training and improvement to ensure that we have an efficient work force in the home who all can deliver a high standard of care to all our residents.

Fundraising activities

The charity does not take part in any specific fundraising activities.

Investment performance

The charity has invested in a small portfolio of investments, the performance of which is monitored on a regular basis. The growth of these investments in the year was in line with expectation.

CONGREGATION DES SOEURS DE CHARITE DE NOTRE DAME DU BON ET PERPETUAL SECOURS

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Financial review

Total income for the year was £592,206 (2021: £615,663). Total costs for the year were £542,572 (2021: £536,149). At the year end the Trust had closing reserves of £2,895,187 (2021: £2,852,640) all of which were classed as unrestricted.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. At the year end the level of free reserves stood at £323,194 which is roughly equal to eight months of running costs. Although slightly above the stated policy, the trustees consider that this level of free reserves are sufficient to ensure that they can continue to provide the residents with the quality of accommodation that they are used to.

Principle sources of funding

The main source of funding remains residents fees with smaller amounts received from donations, grants and legacies.

Risk management

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Plans for future periods

Plans for the future

The charity will continue to provide residential care to elderly members of the local community in accordance with the objectives of the charity.

Structure, governance and management

The charity is controlled by its governing document, a deed of trust.

The trustees who served during the year and up to the date of signature of the financial statements were:

Sister JP Thomas

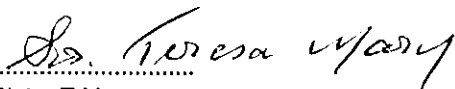
Sister T Mary

Sister LM Joseph

New trustee are sought as and when the trustees consider this necessary and appointments are made by agreement of the trustees.

The day-to-day management of the care home is in the hands of a manager. The trustees take an active interest in the day to day operations of the care home.

The trustees' report was approved by the Board of Trustees.



Sister T Mary

Trustee

Date: 22-11-22

CONGREGATION DES SOEURS DE CHARITE DE NOTRE DAME DU BON ET PERPETUAL SECOURS

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF CONGREGATION DES SOEURS DE CHARITE DE NOTRE DAME DU BON ET PERPETUAL SECOURS

I report to the trustees on my examination of the financial statements of Congregation des Soeurs de charite de Notre Dame du bon et perpetual secours (the charity) for the year ended 31 March 2022.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ACCA, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Nicholas Cunningham FCCA
Robson Laidler Accountants Limited
Fernwood House
Fernwood Road
Jesmond
Newcastle Upon Tyne
Tyne and Wear
NE2 1TJ
England

Dated: 27.11.2022

CONGREGATION DES SOEURS DE CHARITE DE NOTRE DAME DU BON ET PERPETUAL SECOURS

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds 2022 £	Unrestricted funds 2021 £
<u>Income from:</u>			
Donations and legacies	2	39,083	79,809
Charitable activities	3	546,631	528,615
Investments	4	6,492	7,239
Total income		592,206	615,663
<u>Expenditure on:</u>			
Charitable activities	5	542,572	536,149
Net gains/(losses) on investments		(7,085)	8,767
Net movement in funds		42,549	88,281
Fund balances at 1 April 2021		2,852,640	2,764,359
Fund balances at 31 March 2022		2,895,189	2,852,640

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

All income and expenditure derive from continuing activities.

CONGREGATION DES SOEURS DE CHARITE DE NOTRE DAME DU BON ET PERPETUAL SECOURS

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	10	2,001,995		2,016,783	
Investment properties	11	570,000		570,000	
Investments	12	110,334		115,507	
		<u>2,682,329</u>		<u>2,702,290</u>	
Current assets					
Debtors	13	14,373		18,826	
Cash at bank and in hand		205,266		150,215	
		<u>219,639</u>		<u>169,041</u>	
Creditors: amounts falling due within one year	14	(6,779)		(18,691)	
Net current assets			212,860		150,350
Total assets less current liabilities			<u>2,895,189</u>		<u>2,852,640</u>
Income funds					
<u>Unrestricted funds</u>					
Designated funds	15	2,571,995		2,586,783	
General unrestricted funds		323,194		265,857	
		<u>2,895,189</u>		<u>2,852,640</u>	
		<u>2,895,189</u>		<u>2,852,640</u>	

The financial statements were approved by the Trustees on 22-11-22

Sr. Teresa Mary
Sister T Mary
Trustee

CONGREGATION DES SOEURS DE CHARITE DE NOTRE DAME DU BON ET PERPETUAL SECOURS

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Cash flows from operating activities					
Cash generated from operations	17		50,471		83,464
Investing activities					
Purchase of investments		(128,959)		(2,040)	
Proceeds from disposal of investments		127,047		-	
Investment income received		6,492		7,239	
Net cash generated from investing activities			4,580		5,199
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			55,051		88,663
Cash and cash equivalents at beginning of year			150,215		61,552
Cash and cash equivalents at end of year			<u>205,266</u>		<u>150,215</u>

CONGREGATION DES SOEURS DE CHARITE DE NOTRE DAME DU BON ET PERPETUAL SECOURS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Charity information

Congregation des Soeurs de charite de Notre Dame du bon et perpetual secours is a unincorporated charity (charity number 235440).

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

CONGREGATION DES SOEURS DE CHARITE DE NOTRE DAME DU BON ET PERPETUAL SECOURS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	not provided
Fixtures and fittings	straight line over 10 years

1.7 Investment properties

Investment property, which is property held to earn rentals and/or for capital appreciation, is initially recognised at cost, which includes the purchase cost and any directly attributable expenditure. Subsequently it is measured at fair value at the reporting end date. The surplus or deficit on revaluation is recognised in profit or loss.

1.8 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Donations and gifts	175	12,404
Legacies receivable	-	10,000
Government grants	38,908	57,405
	<u>39,083</u>	<u>79,809</u>

CONGREGATION DES SOEURS DE CHARITE DE NOTRE DAME DU BON ET PERPETUAL SECOURS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

3 Charitable activities

	Residents fees 2022 £	Residents fees 2021 £
Residents fees	546,631	528,615

4 Investments

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Rental income	5,200	5,200
Income from listed investments	1,292	2,039
	6,492	7,239

5 Charitable activities

	Residential care costs 2022 £	Residential care costs 2021 £
Staff costs	423,840	423,786
Depreciation and impairment	14,788	14,788
Rates and water	4,712	7,145
Insurance	8,747	6,874
Light and heat	21,428	16,637
Travel and transport	3,650	4,643
Repairs and maintenance	29,741	21,236
Staff training and recruitment	743	-
House and garden	7,511	11,477
Residents food	16,805	13,290
	531,765	519,876
Share of support costs (see note 6)	7,336	11,475
Share of governance costs (see note 6)	3,471	4,798
	542,572	536,149

CONGREGATION DES SOEURS DE CHARITE DE NOTRE DAME DU BON ET PERPETUAL SECOURS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

6 Support costs

	Support costs £	Governance costs £	2022 £	Support costs £	Governance costs £	2021 £
Postage and telephone	1,999	-	1,999	3,107	-	3,107
Sundry expenses	5,244	-	5,244	8,276	-	8,276
Bank charges	93	-	93	92	-	92
Independent examiners fees	-	2,786	2,786	-	2,580	2,580
Legal and professional	-	685	685	-	2,218	2,218
	<u>7,336</u>	<u>3,471</u>	<u>10,807</u>	<u>11,475</u>	<u>4,798</u>	<u>16,273</u>
Analysed between Charitable activities	<u>7,336</u>	<u>3,471</u>	<u>10,807</u>	<u>11,475</u>	<u>4,798</u>	<u>16,273</u>

7 Net movement in funds

	2022 £	2021 £
Net movement in funds is stated after charging/(crediting)		
Depreciation of owned tangible fixed assets	<u>14,788</u>	<u>14,788</u>

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

9 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Management	1	1
Care home staff	<u>36</u>	<u>32</u>
Total	<u>37</u>	<u>33</u>

CONGREGATION DES SOEURS DE CHARITE DE NOTRE DAME DU BON ET PERPETUAL SECOURS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

9 Employees (Continued)

Employment costs	2022 £	2021 £
Wages and salaries	404,333	403,722
Social security costs	14,912	15,555
Other pension costs	4,595	4,509
	<u>423,840</u>	<u>423,786</u>

There were no employees whose annual remuneration was more than £60,000.

10 Tangible fixed assets

	Freehold land and buildings £	Fixtures and fittings £	Total £
Cost			
At 1 April 2021	1,902,500	147,876	2,050,376
At 31 March 2022	<u>1,902,500</u>	<u>147,876</u>	<u>2,050,376</u>
Depreciation and Impairment			
At 1 April 2021	-	33,593	33,593
Depreciation charged in the year	-	14,788	14,788
At 31 March 2022	<u>-</u>	<u>48,381</u>	<u>48,381</u>
Carrying amount			
At 31 March 2022	<u>1,902,500</u>	<u>99,495</u>	<u>2,001,995</u>
At 31 March 2021	<u>1,902,500</u>	<u>114,283</u>	<u>2,016,783</u>

11 Investment property

	2022 £
Fair value	
At 1 April 2021 and 31 March 2022	<u>570,000</u>

CONGREGATION DES SOEURS DE CHARITE DE NOTRE DAME DU BON ET PERPETUAL SECOURS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

12 Fixed asset investments

	Listed investments £	Cash in portfolio	Total £
Cost or valuation			
At 1 April 2021	115,507	-	115,507
Additions	116,251	12,708	128,959
Valuation changes	(7,085)	-	(7,085)
Disposals	(127,047)	-	(127,047)
At 31 March 2022	97,626	12,708	110,334
Carrying amount			
At 31 March 2022	97,626	12,708	110,334
At 31 March 2021	115,507	-	115,507

13 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Trade debtors	14,373	7,521
Prepayments and accrued income	-	11,305
	14,373	18,826

14 Creditors: amounts falling due within one year

	2022 £	2021 £
Other taxation and social security	3,066	4,802
Other creditors	927	11,309
Accruals and deferred income	2,786	2,580
	6,779	18,691

CONGREGATION DES SOEURS DE CHARITE DE NOTRE DAME DU BON ET PERPETUAL SECOURS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

15 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:

	Balance at 1 April 2020 £	Resources expended £	Balance at 1 April 2021 £	Resources expended £	Balance at 31 March 2022 £
Capital fund	2,601,571	(14,788)	2,586,783	(14,788)	2,571,995
	<u>2,601,571</u>	<u>(14,788)</u>	<u>2,586,783</u>	<u>(14,788)</u>	<u>2,571,995</u>

Capital Fund

Represents the net book value of the capital assets and investment property

16 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2022 £	2021 £
Aggregate compensation	<u>11,887</u>	<u>13,123</u>

17 Cash generated from operations

	2022 £	2021 £
Surplus for the year	42,549	88,281
Adjustments for:		
Investment income recognised in statement of financial activities	(6,492)	(7,239)
Fair value gains and losses on investments	7,085	(8,767)
Depreciation and impairment of tangible fixed assets	14,788	14,788
Movements in working capital:		
Decrease/(increase) in debtors	4,453	(17,520)
(Decrease)/increase in creditors	(11,912)	13,921
Cash generated from operations	<u>50,471</u>	<u>83,464</u>

18 Analysis of changes in net funds

The charity had no debt during the year.