

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 2023

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 2023

The trustees present their annual report and financial statements for the year ended 31 March 2023.

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 maintains our good rating with the Care Quality Commission.

The home is committed to the delivery of high-quality care, through well trained staff in a safe and homely environment.

The trustees are dedicated to continuous improvements in all aspects of our service.

The continual increases in the home overheads caused by recent world events, is creating concerns on the home's financial viability, but the management team continues to overcome these obstacles and achieve a well-run positive home.

The home has a well-established quality control system in place and continues to receive positive feed back in all areas through our resident and visitor questionnaires.

The fact we continue to have a waiting list for vacancies within the home, is a testament to how the home is perceived by the people within our surrounding district.

The occupancy within the home continues to be good and we have maintained 85% occupancy rate throughout the year.

The recruitment of good well trained care staff has again been a problem this financial year, and it is a legacy of the pandemic, staff are now more reluctant to work within care. We do not have a high turnover of staff, so this enables us through planning and good management to control this problem.

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 expectations.

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

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

Financial review

Total income for the year was £587,369 (2022: £592,206). Total costs for the year were £570,725 (2022: £542,572). At the year end the Trust had closing reserves of £2,903,565 (2022: £2,895,189) 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 £346,358 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: 20-12-23

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 2023.

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.

Robson Laidler Accountants Ltd

Robson Laidler Accountants Limited
Fernwood House
Fernwood Road
Jesmond
Newcastle upon Tyne
Tyne and Wear
NE2 1TJ
England

Dated: *8 January 2023*

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 2023

		Unrestricted funds 2023 £	Unrestricted funds 2022 £
	Notes		
Income from:			
Donations and legacies	2	6,195	39,083
Charitable activities	3	573,784	546,631
Investments	4	7,390	6,492
Total income		587,369	592,206
Expenditure on:			
Charitable activities	5	570,725	542,572
 Net gains/(losses) on investments		 (8,268)	 (7,085)
 Net movement in funds		 8,376	 42,549
Fund balances at 1 April 2022		2,895,189	2,852,640
Fund balances at 31 March 2023		2,903,565	2,895,189

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 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	11		1,987,207		2,001,995
Investment property	12		570,000		570,000
Investments	13		102,512		110,334
			<u>2,659,719</u>		<u>2,682,329</u>
Current assets					
Debtors	14	12,855		14,373	
Cash at bank and in hand		238,408		205,266	
		<u>251,263</u>		<u>219,639</u>	
Creditors: amounts falling due within one year	15	(7,417)		(6,779)	
Net current assets			243,846		212,860
Total assets less current liabilities			<u>2,903,565</u>		<u>2,895,189</u>
Income funds					
<u>Unrestricted funds</u>					
Designated funds	16	2,557,207		2,571,995	
General unrestricted funds		346,358		323,194	
			<u>2,903,565</u>		<u>2,895,189</u>
			<u>2,903,565</u>		<u>2,895,189</u>

The financial statements were approved by the Trustees on 20-12-23

Sister 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 2023

	Notes	2023 £	£	2022 £	£
Cash flows from operating activities					
Cash generated from operations	18		26,198		50,471
Investing activities					
Purchase of investments		(42,071)		(128,959)	
Proceeds from disposal of investments		41,625		127,047	
Investment income received		7,390		6,492	
Net cash generated from investing activities			6,944		4,580
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			33,142		55,051
Cash and cash equivalents at beginning of year			205,266		150,215
Cash and cash equivalents at end of year			238,408		205,266

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

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

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, . 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 2023

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
	2023	2022
	£	£
Donations and gifts	10,127	175
Government grants	(3,932)	38,908
	<u>6,195</u>	<u>39,083</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 2023

3 Charitable activities

	Residents fees 2023 £	Residents fees 2022 £
Residents fees	573,784	546,631

4 Investments

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Rental income	5,200	5,200
Income from listed investments	2,190	1,292
	7,390	6,492

5 Charitable activities

	Residential care costs 2023 £	Residential care costs 2022 £
Staff costs	419,069	423,840
Depreciation and impairment	14,788	14,788
Rates and water	4,511	4,712
Insurance	10,728	8,747
Light and heat	26,577	21,428
Travel and transport	2,586	3,650
Repairs and maintenance	49,553	29,741
Staff training and recruitment	126	743
House and garden	8,611	7,511
Residents food	16,249	16,605
	552,798	531,765
Share of support costs (see note 6)	13,234	7,336
Share of governance costs (see note 6)	4,693	3,471
	570,725	542,572

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 2023

6 Support costs

	Support costs	Governance costs	2023	Support costs	Governance costs	2022
	£	£	£	£	£	£
Postage and telephone	2,417	-	2,417	1,999	-	1,999
Sundry expenses	10,662	-	10,662	5,244	-	5,244
Bank charges	155	-	155	93	-	93
Independent examiners fees	-	2,949	2,949	-	2,786	2,786
Legal and professional	-	1,744	1,744	-	685	685
	<u>13,234</u>	<u>4,693</u>	<u>17,927</u>	<u>7,336</u>	<u>3,471</u>	<u>10,807</u>
Analysed between Charitable activities	<u>13,234</u>	<u>4,693</u>	<u>17,927</u>	<u>7,336</u>	<u>3,471</u>	<u>10,807</u>

7 Net movement in funds

	2023	2022
	£	£
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:

	2023	2022
	Number	Number
Management	4	1
Care home staff	<u>31</u>	<u>36</u>
Total	<u>35</u>	<u>37</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 2023

9 Employees (Continued)

Employment costs	2023 £	2022 £
Wages and salaries	399,854	404,333
Social security costs	14,138	14,912
Other pension costs	5,077	4,595
	<u>419,069</u>	<u>423,840</u>

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

10 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

11 Tangible fixed assets

	Freehold land and buildings £	Fixtures and fittings £	Total £
Cost			
At 1 April 2022	1,902,500	147,876	2,050,376
At 31 March 2023	<u>1,902,500</u>	<u>147,876</u>	<u>2,050,376</u>
Depreciation and impairment			
At 1 April 2022	-	48,381	48,381
Depreciation charged in the year	-	14,788	14,788
At 31 March 2023	<u>-</u>	<u>63,169</u>	<u>63,169</u>
Carrying amount			
At 31 March 2023	<u>1,902,500</u>	<u>84,707</u>	<u>1,987,207</u>
At 31 March 2022	<u>1,902,500</u>	<u>99,495</u>	<u>2,001,995</u>

12 Investment property

	2023 £
Fair value	
At 1 April 2022 and 31 March 2023	<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 2023

13 Fixed asset investments

	Listed investments £	Cash in portfolio	Total £
Cost or valuation			
At 1 April 2022	97,626	12,708	110,334
Additions	42,071	-	42,071
Valuation changes	(8,268)	(8,426)	(16,694)
Disposals	(33,199)	-	(33,199)
	<u>98,230</u>	<u>4,282</u>	<u>102,512</u>
At 31 March 2023	98,230	4,282	102,512
Carrying amount:			
At 31 March 2023	<u>98,230</u>	<u>4,282</u>	<u>102,512</u>
At 31 March 2022	<u>97,626</u>	<u>12,708</u>	<u>110,334</u>

14 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	<u>12,855</u>	<u>14,373</u>

15 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	3,352	3,066
Other creditors	1,114	927
Accruals and deferred income	2,951	2,786
	<u>7,417</u>	<u>6,779</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 2023

16 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 2021 £	Resources expended £	Balance at 1 April 2022 £	Resources expended 31 March 2023 £	Balance at 31 March 2023 £
Capital fund	2,586,783	(14,788)	2,571,995	(14,788)	2,557,207
	<u>2,586,783</u>	<u>(14,788)</u>	<u>2,571,995</u>	<u>(14,788)</u>	<u>2,557,207</u>

Capital Fund

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

17 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2023 £	2022 £
Aggregate compensation	<u>93,906</u>	<u>100,487</u>

18 Cash generated from operations

	2023 £	2022 £
Surplus for the year	8,376	42,549
Adjustments for:		
Investment income recognised in statement of financial activities	(7,390)	(6,492)
Fair value gains and losses on investments	8,268	7,085
Depreciation and impairment of tangible fixed assets	14,788	14,788
Movements in working capital:		
Decrease in debtors	1,518	4,453
Increase/(decrease) in creditors	638	(11,912)
Cash generated from operations	<u>26,198</u>	<u>50,471</u>

19 Analysis of changes in net funds

The charity had no debt during the year.

