

THE FRIENDS OF GUILDFORD CATHEDRAL

England & Wales · Charity number 250402

Details

Status Registered

Legal form CIO

Registered 1969-07-22

Register [View on the Charity Commission register](#)

Contact

Address Friends Office
Guildford Cathedral
Stag Hill
Guildford
GU2 7UP

Phone 01483547875

Email friends@guildford-cathedral.org

Website <http://www.guildford-cathedral.org/support/friends>

Activities

Objects: TO ADVANCE THE CHRISTIAN RELIGION FOR THE BENEFIT OF THE PUBLIC IN ACCORDANCE WITH THE STATUTES AFFECTING THE CATHEDRAL CHURCH OF THE HOLY SPIRIT, GUILDFORD, (THE CATHEDRAL) AND MEASURES OF THE GENERAL SYNOD OF THE CHURCH OF ENGLAND. TO PROVIDE FURNISHINGS, EMBELLISHMENTS AND EQUIPMENT FOR THE CATHEDRAL. TO ADVANCE EDUCATION OF THE PUBLIC IN RELIGIOUS FABRIC AND ASSISTING IN THE MAINTENANCE OF THE CATHEDRAL.

Activities: Fund raising events

Classification

- **How:** Makes Grants To Organisations
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** DIOCESE OF GUILDFORD
- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£29,161	£71,894	-	-
2023-12-31	£19,130	£108,601	-	-
2022-12-31	£32,408	£80,807	-	-
2021-12-31	£41,324	£32,650	-	-
2020-12-31	£27,173	£62,247	-	-

Trustees

Name	Role	Appointed
Dr Roshan Varghese		2025-06-15
Mary Morris		2023-06-26
Michael John David Bishop		2017-10-17
Muriel Mulvany		2018-06-24
Rev Angela Townshend		2018-06-24
Rev Robert Cooper		2025-01-26
Susan Joy Allen		2023-06-25

THE FRIENDS OF GUILDFORD CATHEDRAL

England & Wales - Charity number 250402

Accounts

**THE FRIENDS OF GUILDFORD CATHEDRAL
(A CHARITABLE INCORPORATED ORGANISATION)**

TRUSTEES REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

THE FRIENDS OF GUILDFORD CATHEDRAL
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THE FRIENDS OF GUILDFORD CATHEDRAL
LEGAL AND ADMINISTRATION INFORMATION
FOR THE YEAR ENDED 31 DECEMBER 2024

Trustees

Revd Canon Stuart Brooks
Canon M Murray
St Allen (Chair)
Canon M J D Bishop
Canon SM Lloyd (resigned 14 October 2024)
M Mulraney
St Neil Smith (Vice Chairman) (resigned 14 October 2024)
P Ross
Revd Canon A Townsend

CIO Registration number 250402

Registered Office:
The Cathedral
Stag Hill
Guildford
Surrey
GU2 7UP

Independent Examiner:
Mrs Helen Lee MA BPP FCA
55 Woodland Avenue
Guildford
Surrey
GU2 4ARX

Investment Manager:
Charles Stanley & Co. Ltd
70-72 Chertsey Street
Guildford
Surrey
GU1 4HE

**THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED
31 DECEMBER 2024**

The Trustees are pleased to present their report together with the financial statements of the charitable incorporated organisation for year to 31 December 2024.

The legal and administrative information set out on the information page (page 1), forms part of this report. The financial statements comply with current statutory requirements and the constitution.

History, objectives and activities of the Trust

The Friends of Guildford Cathedral was registered with the Charity Commissioners on the 22 July 1969. The Friends of Guildford Cathedral was incorporated on 19 November 1954. The charitable company was limited by guarantee and is governed by a set of Memorandum & Articles, amended by Special Resolutions dated 17 December 1968, 8 June 2008, 17 July 2017, 3 October 2021 and 28 June 2023.

In June 2024, the members at a general meeting voted unanimously to apply to the Charity Commission for conversion of the charitable company to a Charitable Incorporated Organisation. The application was granted with effect from 29th June 2024.

The aim of The Friends of Guildford Cathedral is

- Advance Christian religion for the benefit of the public in accordance with the manner affecting the Cathedral Church of the Holy Spirit, Guildford, (the Cathedral) and Messiahs of the General Synod of the Church of England,
- To provide furnishings, embellishments and equipment for the Cathedral,
- To advance education of the public in religious fabric and assisting in the maintenance of the Cathedral.

Public benefit

When planning our activities for the year, the Trustees have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance for the advancement of religion.

Management, risk and governance arrangements

The Charity is administered by a Board of Trustees (the Executive Committee). Trustees are appointed or confirmed at the AGM. There is a minimum of 5 Trustees up to a maximum of 12 (increased from 9 by Special Resolution of the 2021 AGM). They retire by rotation and every serve for six years and shall only be eligible for re-election after a further period of two years. The Dean of Guildford will automatically become a Trustee, but will withdraw from that part of any meeting of the trustees which decides on grants. At the 2024 AGM, P Broad, A Townsend and SM Lloyd retired in accordance with the requirement that 1/3 of the directors shall retire each year. Being eligible, all three were re-appointed.

Trustees may be appointed by the Board during the year (so long as the maximum number is not exceeded). Any trustee so appointed must retire at the next AGM, the members may fill any vacancies on the Board at the AGM. A trustee must be a member of the Friends, have a willingness to serve and be a fit and proper person.

**THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES ANNUAL REPORT FOR YEAR ENDED
31 DECEMBER 2024 (continued)**

The Trustees manage the day-to-day operations of the Charity through its Secretary and Honorary Treasurer. The Social Committee organises a programme of events, which are open both to members and non-members. The Chairman of Trustees is responsible for the induction of any new Trustee which involves awareness of a Trustee's responsibilities, the governing documents, administrative procedures and the history and philosophical approach of the Charity. A new Trustee would receive copies of the previous year's annual report and accounts and a copy of the Charity Committee leaflet 'The Essential Trustee: What you need to know'.

The Trustees annually review the major strategic, business and operational risks which the Charity faces to ascertain that systems have been established to enable regular reports to be produced so that necessary steps can be taken to lessen those risks.

Grants and advice for grant making

Nominations for grants are elicited from the Chapter of the Cathedral and considered by the Trustees. The Trustees always seek feedback on the actual use of the grants given. The explanations and feedback received are sufficient for monitoring the quality of the grants made. The Dean takes no part in decisions about grants.

Achievements and performance of the Trust

During the year the charitable company has been able to continue its support for the Cathedral. The Social Committee raised £2,509 net (2023 - £1,908) from social activities to support the objectives of the charitable company. Grants of £66,447 were made in the year (2023 - £99,641).

The Trustees have been very grateful for the work of the Secretary, Yvonne Wright, for all her hard work during the year.

Financial review

Total income for the year was £29,161,400 (2023 - £19,130), of which £14,500 (2023 - £2,678) came from legacies. Expenditure was £71,804,089 (2023 - £108,601), which included grants to the Cathedral amounting to £66,477,632 (2023 - £99,641) details of which are set out 5. This left a deficit of £42,713,688 (2023 - £89,471) before gains or losses on investments.

Income from investments was £1,422,563 (2023 - £6,773) and the market value at 31st December had decreased by £31,252, but we had withdrawn £33,000 in November to fund grants to the Cathedral, so investment values were continuing to recover after a difficult period.

Although income declined in 2024, the strong reserves position has enabled the trustees to respond positively to grant requests from Chapter. The net result was a decrease in funds of £56,332,433 (2023 - £78,425 decrease).

**THE FRIENDS OF GILDFORD CATHEDRAL
TRUSTEES ANNUAL REPORT FOR YEAR ENDED
31 DECEMBER 2024 (continued)**

Financial review (cont.)

At 31st December 2024 our reserves totalled £156,291 (2023 - £202,643) of which unrestricted funds (free reserves, excluding designated funds set aside) totalled £137,059 (2023 - £170,611)

Reserves

Our unrestricted reserves are at a significant level because of the previous inflow of legacy income. Our constitution does not permit or encourage us to simply hand them over to the Cathedral Chapter.

Following a review of reserves policy, it is the policy of the Trustees to maintain the free reserves of the charity, at a level which equates to at least twelve months running costs (£11,447 in 2024, £8,760 in 2023) and grants of at least £50,000, (where "free reserves" are calculated as net unrestricted current assets excluding current investment assets and assets set aside, including designated funds). This provides sufficient funds to cover administration and support costs and to respond to emergency applications for grants which might arise from time to time. Unrestricted funds were above this level throughout the year in order to comply with the policy.

Investments

The investment portfolio is managed on a discretionary basis by Charles Stanley & Co. The Trust has chosen not to adopt formal ethical investment policies.

In order to maximize risk and diversity opportunity, the trustees have placed unrestricted assets in a variety of investment vehicles and bank deposit accounts. The trustees have set guidelines as to the normal proportions of the total to be held in current or deposit accounts, invested for income or invested for growth. Placement of funds lay within these guidelines at the end of 2024. The policy was reviewed but not changed in 2024. It is due to be reviewed again in 2025.

Future plans

The Trustees intend to continue providing grants to the Cathedral covering the expenses on the refurbishment and maintenance of the Cathedral fabric, fittings and furniture. They consider projects as they arise.

Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES ANNUAL REPORT FOR YEAR ENDED
31 DECEMBER 2024 (continued)

Charity law requires the Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable incorporated organisation and of the incoming resources and application of resources, including the income and expenditure, of the organisation for the year. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable incorporated organisation. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report has been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard 102.

This annual report was approved by the Board of Directors and Trustees on 12 May 2025 and signed on their behalf by:

Chair
Ivy Allen



Date 12/5/25

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES ON THE
UNAUDITED ACCOUNTS OF THE FRIENDS OF GUILDFORD CATHEDRAL
FOR THE YEAR ENDED 31 DECEMBER 2024**

I report to the charity trustees on my examination of the accounts of the charitable incorporated organisation for the year ended 31 December 2024, which are set out on pages 7 to 17.

Responsibilities and terms of report

As the charity trustees of the charitable incorporated organisation you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act') and the Charities Act 2022 (where relevant).

I report in respect of the charitable incorporated organisation's accounts carried out under section 149 of the Act and in carrying out my examination I have followed all the applicable Directives given by the Charity Commission under section 149(1)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have arisen in my opinion 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 company as required by section 149 of the Act, or
2. the accounts do not accord with those records.

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

Signed Alan M. L. Law on 14/5/25

Alan Law MA BPP FCA

**THE FRIENDS OF GUILDFORD CATHEDRAL
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR TO 31 DECEMBER 2024**

	Notes	Unrestricted Funds £	Designated Funds £	Total 2024 £	Total 2023 £
Income and endowments from:					
Donations and legacies	2	20,266	—	20,266	9,518
Other trading activities	3	5,373	—	5,373	2,848
Investments	4	5,422	—	5,422	6,772
Total income		29,161	—	29,161	19,138
Expenditure on:					
Raising funds	5	6,538	—	6,538	4,824
Charitable activities	6	60,976	2,800	61,776	101,556
Other expenditure	7	1,569	—	1,569	2,221
Total expenditure		69,083	2,800	71,883	108,601
Net gains/(losses) on investments	12, 14	6,381	—	6,381	11,368
Net income / (expenditure)		33,552	(2,800)	36,352	(78,427)
Transfers		—	—	—	—
		33,552	(2,800)	36,352	(78,427)
Reconciliation of funds:					
Total funds brought forward		176,611	32,012	202,643	281,908
Total funds carried forward		137,059	29,212	166,271	202,643

The notes on pages 9 - 17 form part of these financial statements.

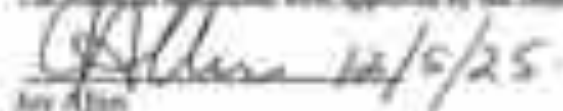
**THE FRIENDS OF GUILDFORD CATHEDRAL
BALANCE SHEET AS AT 31 DECEMBER 2024**

	Notes	Unrestricted Funds	Budgeted Funds	Total 2024	Total 2023
		£	£	£	£
Fixed Assets					
Investments	41	12,287	28,211	40,498	113,843
Current Assets					
Debtors	42	15,237	-	15,237	2,020
Current Asset Investments	43	51,886	-	51,886	45,768
Cash at Bank and in hand	44	17,761	-	17,761	35,311
		<u>84,784</u>	<u>-</u>	<u>84,784</u>	<u>83,899</u>
Current Liabilities					
Contract amounts falling due within one year	45	102	-	102	(2,775)
		<u>84,682</u>	<u>-</u>	<u>84,682</u>	<u>81,124</u>
Net Current Assets					
		<u>84,580</u>	<u>-</u>	<u>84,580</u>	<u>81,124</u>
Total Assets less Current Liabilities		<u>169,262</u>	<u>28,211</u>	<u>197,473</u>	<u>202,943</u>
Represented by					
Funds					
Unrestricted	46	167,262	28,211	195,473	202,943
Restricted	47	-	-	-	-
Endowment	48	-	-	-	-
Total		<u>167,262</u>	<u>28,211</u>	<u>195,473</u>	<u>202,943</u>

Trustees' responsibilities

- The trustees have not prepared the charitable incorporated organisation as if it were an entity of its accounts for the year as required.
- The trustees acknowledge their responsibilities for ensuring that the charitable incorporated organisation keeps accounting records and for preparing financial statements which give a true and fair view of the state of affairs of the charitable incorporated organisation as at 31 December 2024 and of its results for the year then ended in accordance with the requirements of the Charities Act 2011, the Charities Act 2022 which replace and the Charities Act 2006.

The financial statements were approved by the Board and authorized for issue on


Jay Allen

The notes on pages 4 - 17 form part of these financial statements.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2024**

1. ACCOUNTING POLICIES

(a) Charitable Status

"The Friends of Guildford Cathedral" was originally established as a charitable company limited by Guarantee and not having a share capital incorporated in England and Wales. It was converted to a Charitable Incorporated Organisation (CIO) on 26 June 2024. The address of the registered office is given in the Legal & Administrative Information given on page 1 of these financial statements.

The nature of the charity's operations and principal activities are to raise monies for various projects to assist the finances of the Cathedral. Once projects have been completed, the expenditure is passed over the hands of the Chapter. The CIO, therefore, has no title to assets comprised in the projects and no depreciation is required in respect of the expenditure incurred on these projects.

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

(b) Basis of Preparation

The financial statements 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 UK and Republic of Ireland (FRS102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and the Charities Act 2011. The disclosure requirements of section 1A of FRS102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared on a going concern basis under the historical cost convention modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency and are included in the nearest pound.

(c) Income Recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income, the amount can be reliably measured and it is probable that the income will be received.

Donations and other forms of voluntary income are recognized when receivable by the charity. Gift aid is recognized in the period the donation it relates to was received.

Subscription income, including gift aid, is recognized in the year of receipt. Life subscriptions are recognized in the year of receipt.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2023**

1. ACCOUNTING POLICIES (continued)

(i) Income Recognition (continued)

Legacies are accounted for at the earlier of:

- the date on which the charity is aware that probate has been granted,
- the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or
- when a distribution is made from the estate.

Receipt of a legacy, in whole or 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, and criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income for other trading activities is recognised when it is received.

Investment income is recognised in the period the charity is entitled to receive it.

(ii) Expenditure Recognition

All expenditure is accounted for on an accruals basis and is inclusive of recoverable VAT. Expenditure is recognised when there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the obligation can be measured reliably.

Expenditure on raising funds includes costs of social events and investment manager's fees relating to the management of the investment portfolio.

Expenditure on charitable activities includes grants with relevant support costs:

- Grants are charged in the year they are approved for payment. No grants are deferred. Single or multi-year grants are accounted for when either the recipient has a reasonable expectation that they will receive a grant and the Trustees have agreed to pay the grant without conditions, or the recipient has a reasonable expectation that they will receive a grant and any conditions attaching to the grant is outside of the control of the charity.

Other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2024**

4. ACCOUNTING POLICIES (continued)

(b) Allocation of Support Costs

Support costs are those functions that assist the work of the charity but do not directly relate to fundraising costs or charitable activities. Support costs include back office costs, salaries and payroll costs which support the charity's activities. These costs have been allocated between cost of raising funds and charitable activities. The basis on which support costs have been allocated are set out in note 5.

(i) Fixed Asset Investments

Investments are recognised initially at cost which is normally the transaction price less transaction costs. Subsequently they are measured at market value with changes recognised as not realised or unrealised gains or losses on investments in the SoFA.

(a) Capital Assets

Purchase of equipment at less than £1,000 each will be written off in the year of purchase. Purchases in excess of this will have their depreciation rate/period decided as part of the agreement to purchase.

(A) Debtors

Trade and other debtors are recorded at settlement amount. Prepayments are valued at the amount prepaid at balance sheet date.

(i) Current Asset Investments

Current asset investments include investments with a maturity greater than 3 months.

(i) Cash at Bank and in Hand

Cash at bank and in hand includes cash and short term highly liquid investments with short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

(A) Creditors

Trade and other creditors are recognised when the charity has a present obligation resulting from past events and can be measured or estimated reliably. Creditors are recognised at their settlement amounts.

(i) Financial Instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**THE FRIENDS OF GUILDFORD CATHEDRAL,
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2024**

1. ACCOUNTING POLICIES (continued)

(a) Funds

Unrestricted reserves are funds that can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted reserves are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. The charity had no restricted funds at the balance sheet date.

Endowment funds represent those assets which must be held permanently by the charity. The invested capital is to be used to provide income for the charity which can only be spent as specified by the donor. The charity had no endowment funds at the balance sheet date.

2. Donations and Legacies

	Total 2024	Total 2023
	£	£
Donations	220	273
Legacies	14,500	1,079
Subscriptions	4,923	3,761
Gift Aid	724	708
	20,367	5,821

In 2023 all donations and legacies were unrestricted

A. Other Trading Activities

	Total 2024	Total 2023
	£	£
Social Events (see Note 10)	3,273	2,848
Trading Income	-	-
	3,273	2,848

There was no restricted income in 2023 or 2024.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2024**

4. Investments

	Total 2024 £	Total 2023 £
Interest	1,588	4,931
Dividends	3,834	1,841
	<u>5,422</u>	<u>6,772</u>

5. Running Costs

	Total 2024 £	Total 2023 £
Social events (see Note 10)	658	590
Investment Manager Fees	(2,277)	1,509
Support costs (see Note 8)	4,813	2,375
	<u>3,194</u>	<u>4,474</u>

6. Charitable Activities

	Total 2024 £	Total 2023 £
Grants (see Note 9)	60,447	99,661
Support costs (see Note 8)	3,329	1,815
	<u>63,776</u>	<u>101,476</u>

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2024**

7. Other Expenditure

	Total 2024 £	Total 2023 £
Independent Examiner's fee	500	1,700
Underspent prior year	600	80
Transit Indemnity Insurance	620	418
Filing Fee	-	13
	<u>1,720</u>	<u>2,211</u>

Other Expenditure all relate to the governance costs of the charity

8. Analysis of Support Costs

	Raising Funds £	Charitable Activities £	Other Expenditure £	Total 2024 £	Basis of Allocation
Salaries (including 10% NIC)	4,470	2,998	-	7,468	Time
General expenses	300	363	-	728	Use
	<u>4,810</u>	<u>3,329</u>	<u>-</u>	<u>8,142</u>	

9. Grants made to Guildford Cathedral

	2024 £	2023 £
Upgrade live streaming equipment	-	10,700
Support for Operations	10,784	73,000
Refurbishment of Cathedral Offices	4,285	10,000
Replacement computer	-	1,500
Hire of screens for December services	2,579	2,436
Cost of Screens 2021-24 (from Arthur Mason legacy)	2,800	-
	<u>16,447</u>	<u>97,636</u>

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2024**

10.	Social Events <i>(net income)</i>	2024 £	2023 £
	Tombola at Christmas Fair	1,008	1,504
	Other events	(100)	(100)
		2,908	1,404

11. **Salaries**

The charity employs one part-time person (although this post was vacant for much of 2023). The Cathedral arranges for this salary to be paid via its payroll (subject to PAYE). The costs for the employee are reimbursed monthly. The cost incurred was £7,416 (2023) - £2,298.

No member of the executive committee or any persons connected with them has received any remuneration. Mr Bishop received £102 reimbursement for the monthly call plus a mobile phone (for the Secretary) which had to be paid for calls via a credit card. (2023) - £149, including purchase of phone).

12. **Fixed Asset Investments**

	Carried over £
Market value at 1 January 2024	113,411
Additions at cost	52,254
Expirations	(94)
Depreciate	(88,437)
Net gain on investments	3,004
Transfers	-
Market value at 31 December 2023	82,138
Of which:	
Listed investments	82,138

The following investments account for more than 1% of the listed investments:

	2024	2023
iShares	14.9%	17.8%
Vanguard	8.0%	
Artemis	7.0%	
iESB	6.8%	1.8%
UK Gilts	6.0%	11.5%
Tranx	6.2%	

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2024**

13. Debts

	Total 2024 £	Total 2023 £
Gift Aid Claims	704	708
Overpaid grant	—	1,830
Accrued income – legacies	14,806	—
Accrued income – interest	23	—
	<u>16,333</u>	<u>2,538</u>

14. Current Asset Investments

	2024 £	2023 £
<i>OCLA Investment Account</i>		
Value at 1 January	28,218	38,341
Withdrawal	—	(21,888)
Unrealised profit/(loss) in year	1,776	3,877
Value at 31 December	<u>30,004</u>	<u>20,330</u>
<i>Standard 12 month fixed rate account Interest reinvested</i>		
Value at 1 January	20,550	20,407
Interest reinvested	742	143
Value at 31 December	<u>21,292</u>	<u>20,550</u>
Total Value at 31 December	<u>51,296</u>	<u>40,880</u>

15. Cash at Bank and in Hand

	Total 2024 £	Total 2023 £
Liability Current Accounts	1,055	8,314
CAF 60 day Account	—	20,000
OCLA Deposit Account	8,561	8,009
Charles Stanley Income Accounts	830	820
Charles Stanley Capital Accounts	2,238	2,238
	<u>12,684</u>	<u>39,481</u>

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2024**

16. Creditors

	Total 2024 £	Total 2023 £
Creditors	12	646
Accrual expenses	300	—
	312	—
	312	—

21. Controlling Party

The charity has no controlling party.

22. Related Party

£ (2023 - £) Trustees paid subscriptions to the charitable company totalling £195 (2023 - £195)

THE FRIENDS OF GUILDFORD CATHEDRAL

England & Wales - Charity number 250402

Accounts

**THE FRIENDS OF GUILDFORD CATHEDRAL
(A COMPANY LIMITED BY GUARANTEE)**

TRUSTEES REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

**Company Registration Number 00540920
(England and Wales)**

THE FRIENDS OF GUILDFORD CATHEDRAL

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**THE FRIENDS OF GUILDFORD CATHEDRAL
LEGAL AND ADMINISTRATION INFORMATION
FOR THE YEAR ENDED 31 DECEMBER 2023**

Trustees	The Very Revd D Gwilliams (Chairman <i>until June 2023</i>) (<i>until 31st December 2023</i>) The Venerable Stuart Beake (<i>from 1st January 2024</i>) Canon M Morris (<i>from 26th June 23</i>) J Allen (<i>Chair from 26th June 23</i>) Canon M J D Bishop Canon SM Lloyd M Mulvaney NJ Neill-Smith (Vice Chairman) P Read Revd Canon A Townshend
Charity Registration number	250402
Company Number	00540920
Registered Office	The Cathedral Stag Hill Guildford Surrey GU2 7UP
Independent Examiner	Danielle Griffin FCA Moore (South) LLP Suite 3 Second Floor 13-21 High Street Guildford Surrey GU1 3DGX
Investment Manager	Charles Stanley & Co. Ltd 1 Bishops Wharf Walnut Tree Close Guildford Surrey GU1 4UP

**THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED
31 DECEMBER 2023**

The Trustees, who are also the Directors of the charitable company, are pleased to present their report together with the financial statements of the charitable company for year to 31 December 2023.

The legal and administrative information set out on the information page (page 1), forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice, Accounting and Reporting by Charities (FRS102 second edition).

History, objectives and activities of the Trust

The Friends of Guildford Cathedral was registered with the Charity Commissioners on the 22 July 1969. The Friends of Guildford Cathedral was incorporated on 19 November 1954. The charitable company is limited by guarantee and is governed by a set of Memorandum & Articles, amended by Special Resolutions dated 17 December 1968, 8 June 2008, 17 July 2017, 3 October 2021 and 26 June 2023.

In February 2024, the members at a general meeting voted unanimously to apply to the Charity Commission for conversion of the charitable company to a Charitable Incorporated Organisation.

The aim of The Friends of Guildford Cathedral is:

- Advance Christian religion for the benefit of the public in accordance with the statutes affecting the Cathedral Church of the Holy Spirit, Guildford, (the Cathedral) and Measures of the General Synod of the Church of England;
- To provide furnishings, embellishments and equipment for the Cathedral;
- To advance education of the public in religious fabric and assisting in the maintenance of the Cathedral.

Public benefit

When planning our activities for the year, the Trustees have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance for the advancement of religion.

Management, risk and governance arrangements

The Charity is administered by a Board of Trustees (the Executive Committee). Trustees are appointed or confirmed at the AGM. There is a minimum of 5 Trustees up to a maximum of 12 (increased from 9 by Special Resolution of the 2021 AGM). At the Annual General Meeting in June 2023, the members voted by special resolution to amend the Articles of Association. One effect of this was to change the rules concerning the retirement and appointment of trustees, which from that date state that one third of the trustees retire each year and are eligible for re-appointment, but may not serve for a fourth consecutive term. The Dean of Guildford remains an ex officio trustee, but no longer ex officio Chair of Trustees. At the 2023 AGM, M Bishop and M Mulvany retired in accordance with the requirement that 1/3 of the directors shall retire each year; being eligible, both were re-appointed. M Morris was also appointed.

Directors may be appointed by the Board during the year (so long as the maximum number is not exceeded). Any director so appointed must retire at the next AGM; the members may fill any vacancies on the Board at the AGM. A trustee must be a member of the Friends, have a willingness to serve and be a fit and proper person.

**THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES ANNUAL REPORT FOR YEAR ENDED
31 DECEMBER 2023 (continued)**

The Trustees manage the day-to-day operations of the Charity through its Secretary and Honorary Treasurer. The Social Committee organises a programme of events, which are open both to members and non-members. The Chairman of Trustees is responsible for the induction of any new Trustee which involves awareness of a Trustee's responsibilities, the governing document, administrative procedures and the history and philosophical approach of the Charity. A new Trustee would receive copies of the previous year's annual report and accounts and a copy of the Charity Commission leaflet 'The Essential Trustee: What you need to know'.

The Trustees annually review the major strategic, business and operational risks which the Charity faces to ascertain that systems have been established to enable regular reports to be produced so that necessary steps can be taken to lessen those risks.

Procedures and policy for grant making

Nominations for grants are elicited from the Chapter of the Cathedral and considered by the Trustees. The Trustees always seek feedback on the actual use of the grants given. The explanations and feedback received are sufficient for monitoring the quality of the grants made.

Achievements and performance of the Trust

During the year the charitable company has been able to continue its support for the Cathedral. The Social Committee raised £1,908 net (2022 - £1,815) from social activities to support the objectives of the charitable company. Grants of £99,641 were made in the year (2022 - £68,632).

The Trustees were sorry to receive the resignation of the Secretary, Lisa Hatherall, early in 2023. She has since moved on to be PA to the Dean of Guildford. We wish to place on record our thanks for all the hard work Lisa performed, often in difficult circumstances. We were pleased to appoint a new Secretary, Yvette Wright, who started work in October.

Financial review

Total income for the year was £19,130 (2022 - £32,408), of which £2,678 (2022 - £15,055) came from legacies. Expenditure was £108,601 (2022 - £80,807), which included grants to the Cathedral amounting to £99,641 (2022 - £68,632) details of which are in note 9. This left a deficit of £89,471 (2022 - £48,399) before gains or losses on investments.

Income from investments was £6,772 (2022 - £5,960). Revaluation gains over the year amounted to £11,046, but it should be noted that we withdrew £25,000 in November to fund grants to the Cathedral. Overall, investment values were recovering after a difficult two years.

Following the decision to 'de-restrict' the funds previously treated as endowment, all the investments were transferred to a single, unrestricted account, but with the value of restricted/endowment funds at that date put into designated (unrestricted) funds, and therefore excluded from free reserves.

Income from legacies was some £12,000 lower than 2022; income from other sources was broadly the same as 2022. The strong reserve position has enabled the trustees to respond positively to grant requests from Chapter. The net result was a decrease in funds of £78,435 (2022 - £73,716 decrease).

**THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES ANNUAL REPORT FOR YEAR ENDED
31 DECEMBER 2023 (continued)**

At 31st December 2023 our total reserves totalled £202,643 (2022 - £281,068) of which unrestricted funds (excluding designated funds set aside) totalled £170,611 (2022 – £250,330) and endowed and restricted funds totalled £0 (2022 – £30,737).

Reserves

Our unrestricted reserves are at a significant level because of the recent inflow of legacy income. Our constitution does not permit or encourage us to simply hand them over to the Cathedral Chapter.

Following a review of reserves policy, it is the policy of the Trustees to maintain the free reserves of the charity, at a level which equates to *at least* twelve months running costs (£8,960 in 2023; £12,175 in 2022 with a full year's salary) and grants of *at least* £50,000, (where "free reserves" are calculated as net unrestricted current assets excluding current investment assets and sums set aside, including designated funds). This provides sufficient funds to cover administration and support costs and to respond to emergency applications for grants which might arise from time to time. Grants made in 2023 were at twice this level. Unrestricted funds were above the level required by the policy throughout the year.

Investments

The investment portfolio is managed on a discretionary basis by Charles Stanley & Co. The Trust has chosen not to adopt formal ethical investment policies.

In order to minimise risk and diversify opportunity, the trustees have placed unrestricted assets in a variety of investment vehicles and bank deposit accounts. The trustees have set guidelines as to the normal proportions of the total to be held in current or deposit accounts, invested for income or invested for growth. Placement of funds lay within these guidelines at the end of 2023. The policy was reviewed but not changed in 2022.

Future plans

The Trustees intend to continue providing grants to the Cathedral continuing the emphasis on the embellishment and maintenance of the Cathedral fabric, fittings and furniture. They consider projects as they arise. The trustees expect to convert the charitable company to a Charitable Incorporated Organisation during 2024.

Trustees Responsibilities

The Trustees (who are the directors of the company) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

**THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES ANNUAL REPORT FOR YEAR ENDED
31 DECEMBER 2023 (continued)**

Company law requires the Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report has been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard 102. The Trustees have taken the exemptions permitted by section 1A. In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This annual report was approved by the Board of Directors and Trustees on 13/5/24 . and signed on their behalf by:

Chair
Joy Allen



Dated

13/5/24 .

**INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES ON THE
UNAUDITED ACCOUNTS OF THE FRIENDS OF GUILDFORD CATHEDRAL
FOR THE YEAR ENDED 31 DECEMBER 2023**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2022, which are set out on pages 7 to 20.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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 company as required by section 386 of the 2006 Act;
or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 accounts to be reached.



Danielle Griffin FCA
Moore (South) LLP
Chartered Accountants
Suite 3, Second Floor
13-21 High Street
Guildford
Surrey GU1 3DG

Date 15 May 2024

THE FRIENDS OF GUILDFORD CATHEDRAL
STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR TO 31 DECEMBER 2023

	Notes	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Income and endowments from:						
Donations and legacies	2	9,510	-	-	9,510	22,531
Other trading activities	3	2,848	-	-	2,848	3,917
Investments	4	6,443	329	-	6,772	5,960
Total income		18,801	329	-	19,130	32,408
Expenditure on:						
Raising funds	5	4,493	331	-	4,824	7,503
Charitable activities	6	101,556	-	-	101,556	71,301
Other expenditure	7	2,221	-	-	2,221	2,003
Total expenditure		108,270	331	-	108,601	80,807
Net gains/(losses) on investments	12, 14	9,750	1,296	-	11,046	(25,317)
Net income / (expenditure)		(79,719)	1,294	-	(78,425)	(73,716)
Transfers		32,032	(30,697)	(1,335)	0	-
		(47,687)	(29,403)	(1,335)	(78,425)	(73,716)
Reconciliation of funds:						
Total funds brought forward		250,330	29,403	1,335	281,068	354,784
Total funds carried forward		202,643	0	0	202,643	281,068

The notes on pages 9 – 20 form part of these financial statements.

**THE FRIENDS OF GUILDFORD CATHEDRAL
BALANCE SHEET AS AT 31 DECEMBER 2023**

Company registration number: 00540920

	Notes	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Fixed Assets						
Investments	12	113,411	-	-	113,411	130,866
Current Assets						
Debtors	13	2,628	-	-	2,628	995
Current Asset Investment	14	49,768	-	-	49,768	70,748
Cash at Bank and in hand	15	39,411	-	-	39,411	80,122
		91,807	-	-	91,807	151,865
Current Liabilities						
Creditors: amounts falling due within one year	16	(2,575)	-	-	(2,575)	(1,663)
Net Current Assets		89,232	-	-	89,232	150,202
Total Assets less Current Liabilities		202,643	-	-	202,643	281,068
Represented by						
Funds						
Unrestricted	19	202,643	-	-	202,643	250,330
Restricted	17	-	-	-	-	1,335
Endowment	18	-	-	-	-	29,403
Total		202,643	-	-	202,643	281,068

For the year ending 31 December 2023 the charitable company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at 31 December 2021 and of its result for the year then ended in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the charitable company.

The financial statements have been prepared in accordance with the special provisions relating to Companies subject to the Small Companies regime within Part 15 of the Companies Act 2006.

The financial statements were approved by the Board and authorised for issue on

13/5/24


Joy Allen

The notes on pages 9 - 20 form part of these financial statements.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2023**

1. ACCOUNTING POLICIES

(a) Company Status

“The Friends of Guildford Cathedral” is a charitable company limited by Guarantee and not having a share capital incorporated in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The address of the registered office is given in the Legal & Administration Information given on page 1 of these financial statements.

The nature of the charity’s operations and principal activities are to raise monies for various projects to assist the finances of the Cathedral. Once projects have been completed, the expenditure is passed into the hands of the Chapter. The charitable company, therefore, has no title to assets comprised in the projects and no depreciation is required in respect of the expenditure incurred on these projects.

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

(b) Basis of Preparation

The financial statements 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 UK and Republic of Ireland (FRS102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Charities Act 2011, and the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared on a going concern basis under the historical cost convention modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency and are rounded to the nearest pound.

(c) Income Recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income, the amount can be reliably measured and it is probable that the income will be received.

Donations and other forms of voluntary income are recognised when receivable by the charity. Gift aid is recognised in the period the donation it relates to was received.

Subscription income, including gift aid, is recognised in the year of receipt. Life subscriptions are recognised in the year of receipt.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2023**

1. ACCOUNTING POLICIES (continued)

(c) Income Recognition (continued)

Legacies are accounted for at the earlier of:

- the date on which the charity is aware that probate has been granted;
- the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made; or
- when a distribution is made from the estate.

Receipt of a legacy, in whole or 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, and criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income for other trading activities is recognised when it is received.

Investment income is recognised in the period the charity is entitled to receipt.

(d) Expenditure Recognition

All expenditure is accounted for on an accruals basis and is inclusive of irrecoverable VAT. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the obligation can be measured reliably.

Expenditure on raising funds includes costs of social events and investment manager's fees relating to the management of the investment portfolio.

Expenditure on charitable activities includes grants with relevant support costs.

- Grants are charged in the year they are approved for payment. No grants are deferred. Single or multi-year grants are accounted for when either the recipient has a reasonable expectation that they will receive a grant and the Trustees have agreed to pay the grant without condition, or the recipient has a reasonable expectation that they will receive a grant and any condition attaching to the grant is outside of the control of the charity.

Other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2023**

1. ACCOUNTING POLICIES (continued)

(e) Allocation of Support Costs

Support costs are those functions that assist the work of the charity but do not directly relate to fundraising costs or charitable activities. Support costs include back office costs, finance and payroll costs which support the charity's activities. These costs have been allocated between cost of raising funds and charitable activities. The bases on which support costs have been allocated are set out in note 8.

(f) Fixed Asset Investments

Investments are recognised initially at cost which is normally the transaction price less transaction costs. Subsequently they are measured at market value with changes recognised as net realised or unrealised gains or losses on investments in the SoFA.

(g) Capitalisation

Purchases of equipment at less than £1,000 each will be written off in the year of purchase. Purchases in excess of this will have their depreciation rate/period decided as part of the agreement to purchase.

(h) Debtors

Trade and other debtors are recorded at settlement amount. Prepayments are valued at the amounts prepaid at balance sheet date.

(i) Current Asset Investments

Current asset investments include investments with a maturity greater than 3 months.

(j) Cash at Bank and in Hand

Cash at bank and in hand includes cash and short term highly liquid investments with short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

(k) Creditors

Trade and other creditors are recognised when the charity has a present obligation resulting from past events and can be measured or estimated reliably. Creditors are recognised at their settlement amounts.

(l) Financial Instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2023**

1. ACCOUNTING POLICIES (continued)

(m) Funds

Unrestricted reserves are funds that can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted reserves are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The charity's endowment funds represent those assets which must be held permanently by the charity. The invested capital is to be used to provide income for the charity which can only be spent as specified by the donor.

2. Donations and Legacies

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Donations	273	-	-	273	445
Legacies	2,678	-	-	2,678	15,055
Subscriptions	5,761	-	-	5,761	5,996
Gift Aid	798	-	-	798	1,035
	9,510	-	-	9,510	22,531
	9,510	-	-	9,510	22,531

In 2022 all donations and legacies were unrestricted.

3. Other Trading Activities

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Social Events (see Note 10)	2,848	-	-	2,848	3,777
Trading income	-	-	-	-	140
	2,848	-	-	2,848	3,917
	2,848	-	-	2,848	3,917

There was no restricted income in 2023.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2023**

4. Investments

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Dividends	4,602	329	-	4,931	4,254
Interest	1,841	-	-	1,841	1,706
	6,443	329	-	6,772	5,960
	6,443	329	-	6,772	5,960

Dividend income from Endowment funds in 2023 was retained in the Endowment funds to rebuild the capital value (2022 - £264).

5. Raising Funds

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Social events (see Note 10)	940	-	-	940	1,962
Investment Manager fees	1,178	331	-	1,509	1,537
Support costs (see Note 8)	2,375	-	-	2,375	4,004
	4,493	331	-	4,824	7,503
	4,493	331	-	4,824	7,503

Included in 2022 were expenses for social events for £nil which was restricted.

Included in Investment Manager fees in 2022 £335 was restricted.

6. Charitable Activities

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Grants (see Note 9)	99,641	-	-	99,641	68,632
Support costs (see Note 8)	1,915	-	-	1,915	2,669
	101,556	-	-	101,556	71,301
	101,556	-	-	101,556	71,301

Included in 2022 were grants of £3,312 which was restricted.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2023**

7. Other Expenditure

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Independent Examiner's fee	1,700	-	-	1,700	1,650
Underaccrued 2022	90	-	-	90	-
Trustee Indemnity Insurance	418	-	-	418	353
Filing Fee	13	-	-	13	-
	2,221	-	-	2,221	2,003
	2,221	-	-	2,221	2,003

Other Expenditure all relates to the governance costs of the charity

All Other Expenditure in 2022 was unrestricted.

8. Analysis of Support Costs

	Raising Funds £	Charitable Activities £	Other Expenditure £	Total 2023 £	Basis of Allocation
Salaries (including Ers NIC)	1,379	919	-	2,298	Time
General expenses	996	996	-	1,992	Use
	2,375	1,915	-	4,290	
	2,375	1,915	-	4,290	

9. Grants made to Guildford Cathedral

	2023 £	2022 £
From Reginald Boeg Maintenance Fund (restricted)	-	3,312
Young People's Work	-	2,567
Repairs	-	20,089
Support for Families and Schools	-	31,264
Upgrade Database	-	11,400
Upgrade live streaming equipment	10,705	-
Support for Operations	75,000	-
Refurbishment of Cathedral Offices	10,000	-
Replacement computer	1,500	-
Hire of screens for December services	2,436	-
	99,641	68,632
	99,641	68,632

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2023**

10. Social Events
(net income)

	2023	2022
	£	£
Westminster Galleries visit	-	195
Tombola at Christmas Fair	1,624	1,475
Festive Tea/AGM Tea, Concert Supper	<u>284</u>	<u>145</u>
	<u>1,908</u>	<u>1,815</u>

11. Salaries

The charity employs one part-time person (although this post was vacant for much of 2023). The Cathedral arrange for this salary to be paid via its payroll (subject to PAYE). The costs for the employee are recharged monthly. The cost incurred was £2,298 (2022 - £6,673).

No member of the executive committee or any persons connected with them has received any remuneration. M Bishop received £149 reimbursement for the purchase of a mobile phone (for the Secretary) and the monthly call plan, both of which had to be paid for online via a credit card.

12. Fixed Asset Investments

	Unrestricted	Endowment	Total
	£	£	£
Market value at 1 January 2023	101,897	28,969	130,866
Additions at cost	13,973	12,673	26,646
Equalisations	(75)	(5)	(80)
Disposals	(37,643)	(13,547)	(51,190)
Net gain on investments	5,873	1,296	7,169
Transfers	<u>29,386</u>	<u>(29,386)</u>	<u>0</u>
Market value at 31 December 2023	113,411	0	113,411
Of which:			
Listed investments			<u>113,411</u>

The following investments account for more than 5% of the listed investments:

	2023	2022
iShares	10.8%	5.8%
Vanguard Funds		5.1%
Edentree		6.2%
UBS	5.8%	
UK Gilts	11.5%	

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2023**

13. Debtors

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Gift Aid Claim	798	-	-	798	891
Overpaid grant	1,830	-	-	1,830	-
Accrued income – interest	-*	-	-	-	104
	2,628	-	-	2,628	995
	2,628	-	-	2,628	995

* CCLA no longer advise interest due for 3rd month of quarter (payable on first day of next quarter), so interest cannot be accrued for December 2023

14. Current Asset Investments

	2023 £	2022 £
<i>CCLA Investment Account</i>		
Value at 1 January	50,341	56,308
Withdrawal	(25,000)	-
Unrealised profit/(loss) in year	3,877	(5,967)
Value at 31 December	29,218	50,341
	29,218	50,341
<i>Shawbrook 12 month fixed rate account</i>		
Interest reinvested	20,407	20,265
	143	142
Value at 31 December	20,550	20,407
	20,550	20,407
Total Value at 31 December	49,768	70,748
	49,768	70,748

15. Cash at Bank and in Hand

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Lloyds Current Accounts	8,314	-	-	8,314	15,287
CAF 60 day Account	20,000	-	-	20,000	20,000
CCLA Deposit Account	8,039	-	-	8,039	40,536
Charles Stanley Income Accounts	820	-	-	820	509
Charles Stanley Capital Accounts	2,238	-	-	2,238	3,789
	39,411	-	-	39,411	80,121
	39,411	-	-	39,411	80,121

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2023**

16. Creditors

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Creditors	640	-	-	640	13
Accrued expenses	1,935	-	-	1,935	1,650
	<u>2,575</u>	<u>-</u>	<u>-</u>	<u>2,575</u>	<u>1,663</u>

17. Restricted Funds

	At 1 January 2023 £	Income £	Expenditure £	Transfer £	At 31 December 2023 £
Arthur Mason Flower Fund - income	1,335	-	-	(1,335)	0
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0</u>

Following the decision of the trustees in 2023 to remove the restrictions on capital from the Endowment funds, the balance in the Arthur Mason Flower Fund income was transferred to the (unrestricted) designated fund created to hold the former endowment.

Restricted funds for year ended 31 December 2022

	At 1 January 2022 £	Income £	Expenditure £	At 31 December 2022 £
Arthur Mason Flower Fund - income	1,335	-	-	1,335
Reginald D Boeg Legacy - income	3,312	-	(3,312)	0
	<u>4,647</u>	<u>-</u>	<u>(3,312)</u>	<u>1,335</u>

The balance of the Reginald D Boeg Legacy income fund was used to contribute towards qualifying Repair expenditure grants in 2022. Income from investments was retained in the Endowment Funds during 2021, as the trustees sought to rebuild the capital value in the Endowment.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2023**

18. Endowment

	At 1 January 2023	Movements	Transfer	At 31 December 2023
Arthur Mason Flower Fund	8,102	356	(8,458)	0
Reginald D Boeg Legacy	21,301	938	(22,239)	0
	<u>29,403</u>	<u>1,294</u>	<u>(30,697)</u>	<u>0</u>

Examination of Mr Reginald D Boeg's Will by the trustees in 2023 revealed that it did not in fact create an endowment, but merely expressed a non-binding wish that the capital be invested and the income used for the maintenance of the cathedral building. Since in any event the current value of the capital in both this and the Arthur Mason Fund lay below the threshold of £25,000 set by the Charity Commission, the trustees resolved (in accordance with s.281 of the Charities Act 2011) to free both funds from the restrictions with respect to capital which apply to them. They further agreed to set the balance of each fund aside in (unrestricted) designated funds for the original purposes of the bequests.

The second portfolio was therefore closed and the funds transferred to the original (unrestricted) portfolio.

Endowment for year ended 31 December 2022

	At 1 January 2022	Movements	At 31 December 2022
Arthur Mason Flower Fund - capital	9,501	(1,399)	8,102
Reginald D Boeg Legacy - capital	24,981	(3,680)	21,301
	<u>34,482</u>	<u>(5,079)</u>	<u>29,403</u>

Mr A M Mason bequeathed a legacy of £10,000 to The Friends of Guildford Cathedral expressing the wish that this legacy should be named "The Arthur Mason Flower Fund" and invested in Gilt Edged Securities and that the income be used to buy flowers for the Cathedral and not for any other purpose. The value of the original investment of £10,000 has fallen due to the reduction in market value of the investments held at 31 December 2022.

Mr Reginald D Boeg bequeathed a legacy of £25,000 expressing the wish that the capital be retained and the income to be used for maintenance of the cathedral building. The value of the original investment of £25,000 has fallen due to the reduction in market value of the investments held at 31 December 2022.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2023**

19. Movement in Funds

	At 1 January 2023	Income	Expenditure	Realised/ Unrealised Gains / Transfers	At 31 December 2023
	£	£	£	£	£
General Fund	250,330	18,801	(108,268)	9,750	170,547
Arthur Mason Flower Fund – designated	0	0	0	9,793	9,793
Reginald D Boeg Legacy Fund - designated	0	0	0	22,239	22,239
	<u>250,330</u>	<u>18,801</u>	<u>(108,268)</u>	<u>41,782</u>	<u>202,643</u>

Movement in Funds 2022

	At 1 January 2022	Income	Expenditure	Realised/ Unrealised Gains / Transfers	At 31 December 2022
	£	£	£	£	£
General Fund	315,655	32,144	(77,160)	(20,309)	250,330

20. Analysis of Net Assets Between Funds

	Fixed Asset Investments	Current Assets	Current Liabilities	Total
	£	£	£	£
Unrestricted funds	113,411	91,807	(2,575)	202,643
Restricted funds	-	-	-	-
Endowment Funds	-	-	-	-
	<u>113,411</u>	<u>91,807</u>	<u>(2,575)</u>	<u>202,643</u>

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2023**

20. Analysis of Net Assets Between Funds (cont).

Analysis of Net Assets between funds for year ended 31 December 2022

	Fixed Asset Investments £	Current Assets £	Current Liabilities £	Total £
Unrestricted funds	101,897	150,096	(1,663)	250,330
Restricted funds	-	1,335	-	1,335
Endowment Funds	28,969	434	-	29,403
	<u>130,866</u>	<u>151,865</u>	<u>(1,663)</u>	<u>281,068</u>

21. Controlling Party

The charity has no controlling party.

22. Related Party

6 (2022 - 6) Trustees paid subscriptions to the charitable company totalling £195 (2022 - £195).

THE FRIENDS OF GUILDFORD CATHEDRAL

England & Wales - Charity number 250402

Accounts

**THE FRIENDS OF GUILDFORD CATHEDRAL
(A COMPANY LIMITED BY GUARANTEE)**

TRUSTEES REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

**Company Registration Number 00540920
(England and Wales)**

THE FRIENDS OF GUILDFORD CATHEDRAL

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**THE FRIENDS OF GUILDFORD CATHEDRAL
LEGAL AND ADMINISTRATION INFORMATION
FOR THE YEAR ENDED 31 DECEMBER 2022**

Trustees	The Very Revd D Gwilliams (Chairman) Canon M Morris (Vice Chairman) (<i>until 26th June 22</i>) J Allen (<i>until 26th June 22</i>) Canon M J D Bishop Canon SM Lloyd M Mulvaney NJ Neil-Smith (Vice Chairman) (<i>from 26th June 22</i>) P Read Revd Canon A Townshend
Charity Registration number	250402
Company Number	00540920
Registered Office	The Cathedral Stag Hill Guildford Surrey GU2 7UP
Independent Examiner	Danielle Griffin FCA Moore (South) LLP Priory House Sydenham Road Guildford Surrey GU1 3RX
Investment Manager	Charles Stanley & Co. Ltd 70-72 Chertsey Street Guildford Surrey GU1 4HL

**THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED
31 DECEMBER 2022**

The Trustees, who are also the Directors of the charitable company, are pleased to present their report together with the financial statements of the charitable company for year to 31 December 2022.

The legal and administrative information set out on the information page (page 1), forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice, Accounting and Reporting by Charities (FRS102 second edition).

History, objectives and activities of the Trust

The Friends of Guildford Cathedral was registered with the Charity Commissioners on the 22 July 1969. The Friends of Guildford Cathedral was incorporated on 19 November 1954. The charitable company is limited by guarantee and is governed by a set of Memorandum & Articles, amended by Special Resolutions dated 17 December 1968, 8 June 2008, 17 July 2017 and 3 October 2021.

The aim of The Friends of Guildford Cathedral is:

- Advance Christian religion for the benefit of the public in accordance with the statutes affecting the Cathedral Church of the Holy Spirit, Guildford, (the Cathedral) and Measures of the General Synod of the Church of England;
- To provide furnishings, embellishments and equipment for the Cathedral;
- To advance education of the public in religious fabric and assisting in the maintenance of the Cathedral.

Public benefit

When planning our activities for the year, the Trustees have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance for the advancement of religion.

Management, risk and governance arrangements

The Charity is administered by a Board of Trustees (the Executive Committee). Trustees are appointed or confirmed at the AGM. There is a minimum of 5 Trustees up to a maximum of 12 (increased from 9 by Special Resolution of the 2021 AGM). They retire by rotation and may serve for six years and shall only be eligible for re-election after a further period of two years. The Dean of Guildford will automatically become a Director and Chair of Trustees. At the 2022 AGM, J Allen and M Morris retired by rotation. JN Neil-Smith was appointed.

Directors may be appointed by the Board during the year (so long as the maximum number is not exceeded). Any director so appointed must retire at the next AGM; the members may fill any vacancies on the Board at the AGM. A trustee must be a member of the Friends, have a willingness to serve and be a fit and proper person.

**THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES ANNUAL REPORT FOR YEAR ENDED
31 DECEMBER 2022 (continued)**

The Trustees manage the day-to-day operations of the Charity through its Secretary and Honorary Treasurer. The Social Committee organises a programme of events, which are open both to members and non-members. The Chairman of Trustees is responsible for the induction of any new Trustee which involves awareness of a Trustee's responsibilities, the governing document, administrative procedures and the history and philosophical approach of the Charity. A new Trustee would receive copies of the previous year's annual report and accounts and a copy of the Charity Commission leaflet 'The Essential Trustee: What you need to know'.

The Trustees annually review the major strategic, business and operational risks which the Charity faces to ascertain that systems have been established to enable regular reports to be produced so that necessary steps can be taken to lessen those risks.

Procedures and policy for grant making

Nominations for grants are elicited from the Chapter of the Cathedral and considered by the Trustees. The Trustees always seek feedback on the actual use of the grants given. The explanations and feedback received are sufficient for monitoring the quality of the grants made.

Achievements and performance of the Trust

During the year the charitable company has been able to continue its support for the Cathedral. The Social Committee raised £1,815 net (2021 - £717) from social activities to support the objectives of the charitable company. Grants of £68,632 were made in the year (2021 - £22,053).

Financial review

Total income for the year was £32,408 (2021 - £41,324), of which £15,055 (2021 - £26,000) came from legacies. Expenditure was £80,807 (2021 - £32,650), which included grants to the Cathedral amounting to £68,632 (2021 - £22,053) details of which are in note 9. This left a deficit of £48,399 (2021 - £8,674) before gains or losses on investments.

Income from investments was £5,960 (2021 - £6,642) and the market value decreased by £25,317.

Again the income from legacies had a significant effect on overall income. The strong reserve position has enabled the trustees to respond positively to grant requests from Chapter. The net result was a decrease in funds of £73,716 (2021 - £26,298 increase).

At 31st December 2022 our reserves totalled £281,068 (2021 - £354,784) of which unrestricted funds (free reserves) totalled £250,330 (2021 - £315,655) and endowed and restricted funds totalled £30,737 (2021 - £39,129).

**THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES ANNUAL REPORT FOR YEAR ENDED
31 DECEMBER 2022 (continued)**

Reserves

Our unrestricted reserves are at a significant level because of the recent inflow of legacy income. Our constitution does not permit or encourage us to simply hand them over to the Cathedral Chapter.

Following a review of reserves policy, it is the policy of the Trustees to maintain the free reserves of the charity, at a level which equates to *at least* twelve months running costs (£12,175 in 2022) and grants of *at least* £50,000, (where “free reserves” are calculated as net unrestricted current assets excluding current investment assets and sums set aside). This provides sufficient funds to cover administration and support costs and to respond to emergency applications for grants which might arise from time to time. Unrestricted funds were above this level throughout the year in order to comply with the policy.

Investments

The investment portfolio is managed on a discretionary basis by Charles Stanley & Co. The Trust has chosen not to adopt formal ethical investment policies.

The trustees have opened a second account with Charles Stanley, so as to separate the Endowment Funds from the Unrestricted Reserves. This will allow us to grow the capital values of the Endowment Funds towards the value they might have reached with a balanced policy rather than focussing solely on income. Limited progress was made on this aspiration in the continuing difficult market conditions of 2022, but the endowment portfolio has now been re-positioned for capital growth. The trustees will use the balances in the Restricted Funds to continue making grants for the purposes intended, and may use unrestricted funds.

In order to minimise risk and diversify opportunity, the trustees have placed unrestricted assets in a variety of investment vehicles and bank deposit accounts. The trustees have set guidelines as to the normal proportions of the total to be held in current or deposit accounts, invested for income or invested for growth. Placement of funds lay within these guidelines at the end of 2022. The policy was reviewed but not changed in 2022.

Future plans

The Trustees intend to continue providing grants to the Cathedral continuing the emphasis on the embellishment and maintenance of the Cathedral fabric, fittings and furniture. They consider projects as they arise.

Trustees Responsibilities

The Trustees (who are the directors of The Friends of Guildford Cathedral for the purposes of company law) are responsible for preparing the Trustees’ Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

**THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES ANNUAL REPORT FOR YEAR ENDED
31 DECEMBER 2022 (continued)**

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report has been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard 102. The Trustees have taken the exemptions permitted by section 1A. In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This annual report was approved by the Board of Directors and Trustees on *17 May 2023* and signed on their behalf by:

Chair *Dianna Gwilliams*
The Very Revd Dianna Gwilliams

Dated *17 May 2023*

**INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES ON THE
UNAUDITED ACCOUNTS OF THE FRIENDS OF GUILDFORD CATHEDRAL
FOR THE YEAR ENDED 31 DECEMBER 2022**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2022, which are set out on pages 7 to 20.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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 company as required by section 386 of the 2006 Act;
or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 accounts to be reached.

Danielle Griffin

Danielle Griffin FCA
Moore (South) LLP
Chartered Accountants
Priory House, Pilgrims Court
Sydenham Road
Surrey GU1 3RX

Date 30 May 2023

**THE FRIENDS OF GUILDFORD CATHEDRAL
STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR TO 31 DECEMBER 2022**

	Notes	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Income and endowments from:						
Donations and legacies	2	22,531	-	-	22,531	33,135
Other trading activities	3	3,917	-	-	3,917	1,547
Investments	4	5,696	264	-	5,960	6,642
Total income		32,144	264	-	32,408	41,324
Expenditure on:						
Raising funds	5	7,168	335	-	7,503	5,850
Charitable activities	6	67,989	-	3,312	71,301	24,744
Other expenditure	7	2,003	-	-	2,003	2,056
Total expenditure		77,160	335	3,312	80,807	32,650
Net (losses) / gains on investments	12, 14	(20,309)	(5,008)	-	(25,317)	17,624
Net (expenditure) / income		(65,325)	(5,079)	(3,312)	(73,716)	26,298
Reconciliation of funds:						
Total funds brought forward		315,655	34,482	4,647	354,784	328,486
Total funds carried forward		250,330	29,403	1,335	281,068	354,784

The notes on pages 9 – 20 form part of these financial statements.

**THE FRIENDS OF GUILDFORD CATHEDRAL
BALANCE SHEET AS AT 31 DECEMBER 2022**

Company registration number: 00540920

	Notes	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Fixed Assets						
Investments	12	101,897	28,969	-	130,866	151,060
Current Assets						
Debtors	13	995	-	-	995	872
Current Asset Investment	14	70,748	-	-	70,748	76,573
Cash at Bank and in hand	15	78,353	434	1,335	80,122	128,502
		150,096	434	1,335	151,865	205,947
Current Liabilities						
Creditors: amounts falling due within one year	16	(1,663)	-	-	(1,663)	(2,223)
Net Current Assets		148,433	434	1,335	150,202	203,724
Total Assets less Current Liabilities		250,330	29,403	1,335	281,068	354,784
Represented by						
Funds						
Unrestricted	19	250,330	-	-	250,330	315,655
Restricted	17	-	-	1,335	1,335	4,647
Endowment	18	-	29,403	-	29,403	34,482
Total		250,330	29,403	1,335	281,068	354,784

For the year ending 31 December 2022 the charitable company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at 31 December 2021 and of its result for the year then ended in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the charitable company.

The financial statements have been prepared in accordance with the special provisions relating to Companies subject to the Small Companies regime within Part 15 of the Companies Act 2006.

The financial statements were approved by the Board and authorised for issue on

17 May 2023


The Very Revd Dianna Gwilliams

The notes on pages 9 - 20 form part of these financial statements.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2022**

1. ACCOUNTING POLICIES

(a) Company Status

“The Friends of Guildford Cathedral” is a charitable company limited by Guarantee and not having a share capital incorporated in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The address of the registered office is given in the Legal & Administration Information given on page 1 of these financial statements.

The nature of the charity’s operations and principal activities are to raise monies for various projects to assist the finances of the Cathedral. Once projects have been completed, the expenditure is passed into the hands of the Chapter. The charitable company, therefore, has no title to assets comprised in the projects and no depreciation is required in respect of the expenditure incurred on these projects.

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

(b) Basis of Preparation

The financial statements 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 UK and Republic of Ireland (FRS102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Charities Act 2011, and the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared on a going concern basis under the historical cost convention modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency and are rounded to the nearest pound.

(c) Income Recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income, the amount can be reliably measured and it is probable that the income will be received.

Donations and other forms of voluntary income are recognised when receivable by the charity. Gift aid is recognised in the period the donation it relates to was received.

Subscription income, including gift aid, is recognised in the year of receipt. Life subscriptions are recognised in the year of receipt.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2022**

1. ACCOUNTING POLICIES (continued)

(c) Income Recognition (continued)

Legacies are accounted for at the earlier of:

- the date on which the charity is aware that probate has been granted;
- the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made; or
- when a distribution is made from the estate.

Receipt of a legacy, in whole or 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, and criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income for other trading activities is recognised when it is received.

Investment income is recognised in the period the charity is entitled to receipt.

(d) Expenditure Recognition

All expenditure is accounted for on an accruals basis and is inclusive of irrecoverable VAT. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the obligation can be measured reliably.

Expenditure on raising funds includes costs of social events and investment manager's fees relating to the management of the investment portfolio.

Expenditure on charitable activities includes grants with relevant support costs.

- Grants are charged in the year they are approved for payment. No grants are deferred. Single or multi-year grants are accounted for when either the recipient has a reasonable expectation that they will receive a grant and the Trustees have agreed to pay the grant without condition, or the recipient has a reasonable expectation that they will receive a grant and any condition attaching to the grant is outside of the control of the charity.

Other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2022**

1. ACCOUNTING POLICIES (continued)

(e) Allocation of Support Costs

Support costs are those functions that assist the work of the charity but do not directly relate to fundraising costs or charitable activities. Support costs include back office costs, finance and payroll costs which support the charity's activities. These costs have been allocated between cost of raising funds and charitable activities. The bases on which support costs have been allocated are set out in note 8.

(f) Fixed Asset Investments

Investments are recognised initially at cost which is normally the transaction price less transaction costs. Subsequently they are measured at market value with changes recognised as net realised or unrealised gains or losses on investments in the SoFA.

(g) Capitalisation

Purchases of equipment at less than £1,000 each will be written off in the year of purchase. Purchases in excess of this will have their depreciation rate/period decided as part of the agreement to purchase.

(h) Debtors

Trade and other debtors are recorded at settlement amount. Prepayments are valued at the amounts prepaid at balance sheet date.

(i) Current Asset Investments

Current asset investments include investments with a maturity greater than 3 months.

(j) Cash at Bank and in Hand

Cash at bank and in hand includes cash and short term highly liquid investments with short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

(k) Creditors

Trade and other creditors are recognised when the charity has a present obligation resulting from past events and can be measured or estimated reliably. Creditors are recognised at their settlement amounts.

(l) Financial Instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2022**

1. ACCOUNTING POLICIES (continued)

(m) Funds

Unrestricted reserves are funds that can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted reserves are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The charity's endowment funds represent those assets which must be held permanently by the charity. The invested capital is to be used to provide income for the charity which can only be spent as specified by the donor.

2. Donations and Legacies

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Donations	445	-	-	445	165
Legacies	15,055	-	-	15,055	26,000
Subscriptions	5,996	-	-	5,996	5,986
Gift Aid	1,035	-	-	1,035	984
	22,531	-	-	22,531	33,135
	22,531	-	-	22,531	33,135

In 2021 all donations and legacies were unrestricted.

3. Other Trading Activities

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Social Events (see Note 10)	3,777	-	-	3,777	1,307
Trading income	140	-	-	140	240
	3,917	-	-	3,917	1,547
	3,917	-	-	3,917	1,547

There was no restricted income in 2021.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2022**

4. Investments

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Dividends	4,822	264	-	5,086	6,379
Interest	874	-	-	874	263
	<u>5,696</u>	<u>264</u>	<u>-</u>	<u>5,960</u>	<u>6,642</u>

Dividend income from Endowment funds in 2022 was retained in the Endowment funds to rebuild the capital value (2021 - £250).

5. Raising Funds

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Social events (see Note 10)	1,962	-	-	1,962	590
Investment Manager fees	1,202	335	-	1,537	1,261
Support costs (see Note 8)	4,004	-	-	4,004	3,999
	<u>7,168</u>	<u>335</u>	<u>-</u>	<u>7,503</u>	<u>5,850</u>

Included in 2021 were expenses for social events for £nil which was restricted.

Included in Investment Manager fees in 2021 £273 was restricted.

6. Charitable Activities

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Grants (see Note 9)	65,320	-	3,312	68,632	22,053
Support costs (see Note 8)	2,669	-	-	2,669	2,691
	<u>67,989</u>	<u>-</u>	<u>3,312</u>	<u>71,301</u>	<u>24,744</u>

Included in 2021 were grants of £nil which were restricted.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2022**

7. Other Expenditure

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Independent Examiner's fee	1,650	-	-	1,650	1,500
Underaccrued 2020	-	-	-	-	210
Trustee Indemnity Insurance	353	-	-	353	333
Legal fees	-	-	-	-	13
	<u>2,003</u>	<u>-</u>	<u>-</u>	<u>2,003</u>	<u>2,056</u>

Other Expenditure all relates to the governance costs of the charity

All Other Expenditure in 2021 was unrestricted.

8. Analysis of Support Costs

	Raising Funds £	Charitable Activities £	Other Expenditure £	Total 2022 £	Basis of Allocation
Salaries (including Ers NIC)	<u>4,004</u>	<u>2,669</u>	<u>-</u>	<u>6,673</u>	Time

9. Grants made to Guildford Cathedral

	2022 £	2021 £
AV equipment (for live streaming: advancement of religion)	-	14,472
Additional laptops for for flexible working for staff	-	3,581
Benches for Cathedral Green (outside Seasons)	-	4,000
From Reginald Boeg Maintenance Fund (restricted)	3,312	-
Young People's Work	2,567	-
Repairs	20,089	-
Support for Families and Schools	31,264	-
Database upgrade	<u>11,400</u>	<u>-</u>
	<u>68,632</u>	<u>22,053</u>

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2022**

10. Social Events
(net income)

	2022	2021
	£	£
Westminster Galleries visit	195	-
Tombola at Christmas Fair	1,475	595
Christmas Lunch	-	122
Festive Tea	<u>145</u>	<u>-</u>
	<u>1,815</u>	<u>717</u>

11. Salaries

The charity employs one part-time person. The Cathedral arrange for this salary to paid via its payroll (subject to PAYE). The costs for the employee are recharged monthly. The cost incurred was £6,673 (2021 - £6,542).

No member of the executive committee or any persons connected with them has received any remuneration, or reimbursed expenses.

12. Fixed Asset Investments

	Unrestricted	Endowment	Total
	£	£	£
Market value at 1 January 2021	117,586	33,474	151,060
Additions at cost	35,468	11,648	47,116
Equalisations	(86)	(6)	(92)
Disposals	(36,729)	(11,138)	(47,867)
Net gain on investments	(14,342)	(5,009)	(19,351)
Market value at 31 December 2022	<u>101,897</u>	<u>28,969</u>	<u>130,866</u>
Of which:			
Listed investments		<u>130,866</u>	

The following investments account for more than 5% of the listed investments:

	2022	2021
Schroder Unit Trusts	-%	8.0%
iShares	5.8%	8.5%
Vanguard Funds	5.1%	5.3%
Edentree	6.2%	-%

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2022**

13. Debtors

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Accrued income – interest	104	-	-	104	3
Gift Aid Claim	891	-	-	891	869
	995	-	-	995	872
	995	-	-	995	872

14. Current Asset Investment

	2022 £	2021 £
CCLA Investment Account		
Value at 1 January	56,308	48,721
Unrealised profit/(loss) in year	(5,967)	7,587
Value at 31 December	50,341	56,308
Shawbrook 12 month fixed rate accounts	20,265	20,265
Interest reinvested	142	-
Value at 31 December	20,407	20,265
Total Value at 31 December	70,748	76,573

15. Cash at Bank and in Hand

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Lloyds Current Accounts	13,952	-	1,335	15,287	34,524
CAF 60 day Account	20,000	-	-	20,000	20,000
CCLA Deposit Account	40,536	-	-	40,536	69,135
Charles Stanley Income Accounts	483	26	-	509	598
Charles Stanley Capital Accounts	3,382	407	-	3,789	4,245
	78,353	433	1,335	80,121	128,502
	78,353	433	1,335	80,121	128,502

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2022**

16. Creditors

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Creditors	13	-	-	13	573
Accrued expenses	1,650	-	-	1,650	1,650
	<u>1,663</u>	<u>-</u>	<u>-</u>	<u>1,663</u>	<u>2,223</u>

17. Restricted Funds

	At 1 January 2022 £	Income £	Expenditure £	At 31 December 2022 £
Arthur Mason Flower Fund - income	1,335	-	-	1,335
Reginald D Boeg Legacy - income	3,312	-	(3,312)	-
	<u>4,647</u>	<u>-</u>	<u>(3,312)</u>	<u>1,335</u>

The grant from the Reginal Boeg fund was for replacement York stone for the west steps and towards the cost of repair to lead drainage and gullies.

There was no grant made in 2022 from Arthur Mason Flower Fund

Restricted funds for year ended 31 December 2021

	At 1 January 2021 £	Income £	Expenditure £	At 31 December 2022 £
Arthur Mason Flower Fund - income	1,335	-	-	1,335
Reginald D Boeg Legacy - income	3,312	-	-	3,312
	<u>4,647</u>	<u>-</u>	<u>-</u>	<u>4,647</u>

Covid-19 meant that no appropriate grant opportunity arose in 2021 for either fund. Income from investments was retained in the Endowment Funds during 2021, as the trustees seek to rebuild the capital value in the Endowment.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2022**

18. Endowment

	At 1 January 2022	Movements	At 31 December 2022
Arthur Mason Flower Fund - capital	9,501	(1,399)	8,102
Reginald D Boeg Legacy - capital	24,981	(3,680)	21,301
	<u>34,482</u>	<u>(5,079)</u>	<u>29,403</u>

The investments were moved to a separate account in 2020, with the aim of building up their capital value. The pandemic has limited progress with this aim.

Endowment for year ended 31 December 2021

	At 1 January 2021	Movements	At 31 December 2021
Arthur Mason Flower Fund - capital	8,720	781	9,501
Reginald D Boeg Legacy - capital	22,929	2,052	24,981
	<u>31,649</u>	<u>2,833</u>	<u>34,482</u>

Mr A M Mason bequeathed a legacy of £10,000 to The Friends of Guildford Cathedral expressing the wish that this legacy should be named "The Arthur Mason Flower Fund" and invested in Gilt Edged Securities and that the income be used to buy flowers for the Cathedral and not for any other purpose. The value of the original investment of £10,000 has fallen due to the reduction in market value of the investments held at 31 December 2022.

Mr Reginald D Boeg bequeathed a legacy of £25,000, received in 2011, which must be retained and the income to be used for maintenance of the cathedral building. The value of the original investment of £25,000 has fallen due to the reduction in market value of the investments held at 31 December 2022.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2022**

19. Movement in Funds

	At 1 January 2022	Income	Expenditure	Realised/ Unrealised Gains / Transfers	At 31 December 2021
	£	£	£	£	£
General Fund	315,655	32,144	(77,160)	(20,309)	250,330
	<u>315,655</u>	<u>32,144</u>	<u>(77,160)</u>	<u>(20,309)</u>	<u>250,330</u>

	At 1 January 2021	Income	Expenditure	Realised/ Unrealised Gains / Transfers	At 31 December 2021
	£	£	£	£	£
General Fund	292,190	41,074	(32,377)	(14,768)	315,655
	<u>292,190</u>	<u>41,074</u>	<u>(32,377)</u>	<u>(14,768)</u>	<u>315,655</u>

20. Analysis of Net Assets Between Funds

	Fixed Asset Investments	Current Assets	Current Liabilities	Total
	£	£	£	£
Unrestricted funds	101,897	150,096	(1,663)	250,330
Restricted funds	-	1,335	-	1,335
Endowment Funds	28,969	434	-	29,403
	<u>130,866</u>	<u>151,865</u>	<u>(1,663)</u>	<u>281,068</u>

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2022**

20. Analysis of Net Assets Between Funds (cont).

Analysis of Net Assets between funds for year ended 31 December 2021

	Fixed Asset Investments	Current Assets	Current Liabilities	Total
	£	£	£	£
Unrestricted funds	117,586	200,292	(2,223)	315,655
Restricted funds	-	4,647	-	4,647
Endowment Funds	33,474	1,008	-	34,482
	<u>151,060</u>	<u>205,947</u>	<u>(2,223)</u>	<u>354,784</u>

21. Controlling Party

The charity has no controlling party.

22. Related Party

6 (2021 - 4) Trustees paid subscriptions to the charitable company totalling £195 (2021 - £165).

THE FRIENDS OF GUILDFORD CATHEDRAL

England & Wales - Charity number 250402

Accounts

**THE FRIENDS OF GUILDFORD CATHEDRAL
(A COMPANY LIMITED BY GUARANTEE)**

TRUSTEES REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2021

**Company Registration Number 00540920
(England and Wales)**

THE FRIENDS OF GUILDFORD CATHEDRAL

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**THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED
31 DECEMBER 2021**

The Trustees, who are also the Directors of the charitable company, are pleased to present their report together with the financial statements of the charitable company for year to 31 December 2021.

The legal and administrative information set out on the information page (page 1), forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice, Accounting and Reporting by Charities (FRS102 second edition).

History, objectives and activities of the Trust

The Friends of Guildford Cathedral was registered with the Charity Commissioners on the 22 July 1969. The Friends of Guildford Cathedral was incorporated on 19 November 1954. The charitable company is limited by guarantee and is governed by a set of Memorandum & Articles, amended by Special Resolutions dated 17 December 1968, 8 June 2008, 17 July 2017 and 3 October 2021.

The aim of The Friends of Guildford Cathedral is:

- Advance Christian religion for the benefit of the public in accordance with the statutes affecting the Cathedral Church of the Holy Spirit, Guildford, (the Cathedral) and Measures of the General Synod of the Church of England;
- To provide furnishings, embellishments and equipment for the Cathedral;
- To advance education of the public in religious fabric and assisting in the maintenance of the Cathedral.

Public benefit

When planning our activities for the year, the Trustees have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance for the advancement of religion.

Management, risk and governance arrangements

The Charity is administered by a Board of Trustees (the Executive Committee). Trustees are appointed or confirmed at the AGM. There is a minimum of 5 Trustees up to a maximum of 12 (increased from 9 by Special Resolution of the 2021 AGM). They retire by rotation and may serve for six years and shall only be eligible for re-election after a further period of two years. The Dean of Guildford will automatically become a Director and Chair of Trustees. At the 2021 AGM, M Bishop, A Townshnd, M Mulvaney and S Lloyd retired by rotation and offered themselves for re-election. Col J Blake retired and P Read was appointed.

Directors may be appointed by the Board during the year (so long as the maximum number is not exceeded). Any director so appointed must retire at the next AGM; the members may fill any vacancies on the Board at the AGM. A trustee must be a member of the Friends, have a willingness to serve and be a fit and proper person.

**THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES ANNUAL REPORT FOR YEAR ENDED
31 DECEMBER 2021 (continued)**

The Trustees manage the day-to-day operations of the Charity through its Secretary and Honorary Treasurer. The Social Committee organises a programme of events, which are open both to members and non-members; social events in 2021 were limited to the Tombola at the November Christmas Fair and a Christmas lunch in Seasons in December. The Chairman of Trustees is responsible for the induction of any new Trustee which involves awareness of a Trustee's responsibilities, the governing document, administrative procedures and the history and philosophical approach of the Charity. A new Trustee would receive copies of the previous year's annual report and accounts and a copy of the Charity Commission leaflet 'The Essential Trustee: What you need to know'.

The Trustees annually review the major strategic, business and operational risks which the Charity faces to ascertain that systems have been established to enable regular reports to be produced so that necessary steps can be taken to lessen those risks.

Procedures and policy for grant making

Nominations for grants are elicited from the Chapter of the Cathedral and considered by the Trustees. The Trustees always seek feedback on the actual use of the grants given. The explanations and feedback received are sufficient for monitoring the quality of the grants made.

Achievements and performance of the Trust

During the year the charitable company has been able to continue its support for the Cathedral. The Social Committee raised £717 net (2020 - £Nil) from social activities to support the objectives of the charitable company. Grants of £22,053 were made in the year (2020 - £52,354).

Financial review

Total income for the year was £41,324 (2020 - £27,173), of which £26,000 (2020 - £10,851) came from legacies. Expenditure was £32,650 (2020 - £62,247), which included grants to the Cathedral amounting to £22,053 (2020 - £52,354) details of which are in note 9. This left a surplus of £8,674 (2020 - deficit of £35,074) before gains or losses on investments.

Income from investments was £6,642 (2020 - £6,803) and the market value increased by £17,624, both of which reflect the improvement in the market in the second year of the pandemic.

Again the income from legacies had a significant effect on overall income. The strong reserve position has enabled the trustees to respond positively to grant requests from Chapter, even though these were curtailed by the reduced activity arising from the pandemic. The trustees decided it was not appropriate or necessary to furlough our one, part-time staff member. The net result was an increase in funds of £26,298 (2020 - £43,369 decrease).

At 31st December 2021 our reserves totalled £354,784 (2020 - £328,486) of which unrestricted funds (free reserves) totalled £315,655 (2020 - £292,190) and endowed and restricted funds totalled £39,129 (2020 - £36,296).

**THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES ANNUAL REPORT FOR YEAR ENDED
31 DECEMBER 2021 (continued)**

Reserves

Our unrestricted reserves are at a significant level because of the recent inflow of legacy income. Our constitution does not permit or encourage us to simply hand them over to the Cathedral Chapter.

Following a review of reserves policy, it is the policy of the Trustees to maintain the free reserves of the charity, at a level which equates to *at least* twelve months running costs (£10,597 in 2021) and grants of *at least* £50,000, (where “free reserves” are calculated as net unrestricted current assets excluding current investment assets and sums set aside). This provides sufficient funds to cover administration and support costs and to respond to emergency applications for grants which might arise from time to time. Unrestricted funds were above this level throughout the year in order to comply with the policy.

The trustees have previously responded positively to Chapter concerning several projects which Chapter is not yet in a position to implement. We have informally set aside a sum of £80,000 as a potential contribution, but have not formally established a designated fund, because these are not yet liabilities, both the amount and timing of any grant remaining to be decided. This reduces our “free reserves” to £41,496 at the year end, which is below the *minimum* level required under the policy. The trustees are reviewing with Chapter the likelihood of the set aside sums being required in the next 2-3 years.

Investments

The investment portfolio is managed on a discretionary basis by Charles Stanley & Co. The Trust has chosen not to adopt formal ethical investment policies.

The trustees have opened a second account with Charles Stanley, so as to separate the Endowment Funds from the Unrestricted Reserves. This will allow us to grow the capital values of the Endowment Funds towards the value they might have reached with a balanced policy rather than focussing solely on income. Limited progress was made on this aspiration in the continuing difficult market conditions of 2021, but the endowment portfolio has now been re-positioned for capital growth.. The trustees will use the balances in the Restricted Funds to continue making grants for the purposes intended, and may use unrestricted funds.

In order to minimise risk and diversify opportunity, the trustees have placed unrestricted assets in a variety of investment vehicles and bank deposit accounts. The trustees have set guidelines as to the normal proportions of the total to be held in current or deposit accounts, invested for income or invested for growth. Placement of funds lay within these guidelines at the end of 2021. The policy is due for review in 2022.

Future plans

The Trustees intend to continue providing grants to the Cathedral continuing the emphasis on the embellishment and maintenance of the Cathedral fabric, fittings and furniture. They consider projects as they arise.

Trustees Responsibilities

The Trustees (who are the directors of the company) are responsible for preparing the Trustees’ Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

**THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES ANNUAL REPORT FOR YEAR ENDED
31 DECEMBER 2021 (continued)**

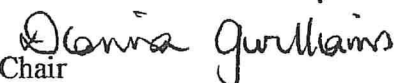
Company law requires the Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report has been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard 102. The Trustees have taken the exemptions permitted by section 1A. In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This annual report was approved by the Board of Directors and Trustees on _____ and signed on their behalf by:


Chair
The Very Revd Dianna Gwilliams

Dated 6 May 2022

**INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES ON THE
UNAUDITED ACCOUNTS OF THE FRIENDS OF GUILDFORD CATHEDRAL
FOR THE YEAR ENDED 31 DECEMBER 2021**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2021, which are set out on pages 7 to 20.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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 company as required by section 386 of the 2006 Act;
or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 accounts to be reached.

Danielle Griffin
Danielle Griffin FCA
Moore (South) LLP
Chartered Accountants
Priory House, Pilgrims Court
Sydenham Road
Surrey GU1 3RX

Date *16 May 2022*

**THE FRIENDS OF GUILDFORD CATHEDRAL
STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR TO 31 DECEMBER 2021**

	Notes	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Income and endowments						
from:						
Donations and legacies	2	33,135	-	-	33,135	20,318
Other trading activities	3	1,547	-	-	1,547	52
Investments	4	6,392	250	-	6,642	6,803
Total income		<u>41,074</u>	<u>250</u>	<u>-</u>	<u>41,324</u>	<u>27,173</u>
Expenditure on:						
Raising funds	5	5,577	273	-	5,850	5,345
Charitable activities	6	24,744	-	-	24,744	55,437
Other expenditure	7	2,056	-	-	2,056	1,465
Total expenditure		<u>32,377</u>	<u>273</u>	<u>-</u>	<u>32,650</u>	<u>62,247</u>
Net gains/(losses) on investments	12, 14	14,768	2,856	-	17,624	(8,295)
Net income / (expenditure)		<u>23,465</u>	<u>2,833</u>	<u>-</u>	<u>26,298</u>	<u>(43,369)</u>
Reconciliation of funds:						
Total funds brought forward		292,190	31,649	4,647	328,486	371,855
Total funds carried forward		<u><u>315,655</u></u>	<u><u>34,482</u></u>	<u><u>4,647</u></u>	<u><u>354,784</u></u>	<u><u>328,486</u></u>

The notes on pages 9 – 20 form part of these financial statements.

**THE FRIENDS OF GUILDFORD CATHEDRAL
BALANCE SHEET AS AT 31 DECEMBER 2021**

Company registration number: 00540920

	Notes	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Fixed Assets						
Investments	12	117,586	33,474	0	151,060	136,834
Current Assets						
Debtors	13	872	0	0	872	1,175
Current Asset Investment	14	76,573	0	0	76,573	68,986
Cash at Bank and in hand	15	122,846	1,008	4,647	128,501	122,991
		200,291	1,008	4,647	205,946	193,152
Current Liabilities						
Creditors: amounts falling due within one year	16	2,223	0	0	2,223	(1,500)
		2,223	0	0	2,223	(1,500)
Net Current Assets		198,068	1,008	4,647	203,723	191,652
Total Assets less Current Liabilities		315,654	34,482	4,647	354,783	328,486
Represented by						
Funds						
Unrestricted		315,655	0	0	315,655	292,190
Restricted	17	0	4,647	0	4,647	4,647
Endowment	18	0	0	34,482	34,482	31,649
Total		315,655	4,647	34,482	354,784	328,486

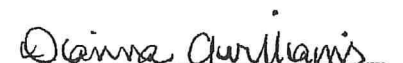
For the year ending 31 December 2021 the charitable company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at 31 December 2021 and of its result for the year then ended in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the charitable company.

The financial statements have been prepared in accordance with the special provisions relating to Companies subject to the Small Companies regime within Part 15 of the Companies Act 2006.

The financial statements were approved by the Board and authorised for issue on


The Very Revd Dianna Gwilliams

The notes on pages 9 - 20 form part of these financial statements.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2021**

1. ACCOUNTING POLICIES

(a) Company Status

“The Friends of Guildford Cathedral” is a charitable company limited by Guarantee and not having a share capital incorporated in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The address of the registered office is given in the Legal & Administration Information given on page 1 of these financial statements.

The nature of the charity’s operations and principal activities are to raise monies for various projects to assist the finances of the Cathedral. Once projects have been completed, the expenditure is passed into the hands of the Chapter. The charitable company, therefore, has no title to assets comprised in the projects and no depreciation is required in respect of the expenditure incurred on these projects.

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

(b) Basis of Preparation

The financial statements 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 UK and Republic of Ireland (FRS102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Charities Act 2011, and the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared on a going concern basis under the historical cost convention modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency and are rounded to the nearest pound.

(c) Income Recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income, the amount can be reliably measured and it is probable that the income will be received.

Donations and other forms of voluntary income are recognised when receivable by the charity. Gift aid is recognised in the period the donation it relates to was received.

Subscription income, including gift aid, is recognised in the year of receipt. Life subscriptions are recognised in the year of receipt.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2021**

1. ACCOUNTING POLICIES (continued)

(c) Income Recognition (continued)

Legacies are accounted for at the earlier of:

- the date on which the charity is aware that probate has been granted;
- the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made; or
- when a distribution is made from the estate.

Receipt of a legacy, in whole or 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, and criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income for other trading activities is recognised when it is received.

Investment income is recognised in the period the charity is entitled to receipt.

(d) Expenditure Recognition

All expenditure is accounted for on an accruals basis and is inclusive of irrecoverable VAT. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the obligation can be measured reliably.

Expenditure on raising funds includes costs of social events and investment manager's fees relating to the management of the investment portfolio.

Expenditure on charitable activities includes grants with relevant support costs.

- Grants are charged in the year they are approved for payment. No grants are deferred. Single or multi-year grants are accounted for when either the recipient has a reasonable expectation that they will receive a grant and the Trustees have agreed to pay the grant without condition, or the recipient has a reasonable expectation that they will receive a grant and any condition attaching to the grant is outside of the control of the charity.

Other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2021**

1. ACCOUNTING POLICIES (continued)

(e) Allocation of Support Costs

Support costs are those functions that assist the work of the charity but do not directly relate to fundraising costs or charitable activities. Support costs include back office costs, finance and payroll costs which support the charity's activities. These costs have been allocated between cost of raising funds and charitable activities. The bases on which support costs have been allocated are set out in note 8.

(f) Fixed Asset Investments

Investments are recognised initially at cost which is normally the transaction price less transaction costs. Subsequently they are measured at market value with changes recognised as net realised or unrealised gains or losses on investments in the SoFA.

(g) Capitalisation

Purchases of equipment at less than £1,000 each will be written off in the year of purchase. Purchases in excess of this will have their depreciation rate/period decided as part of the agreement to purchase.

(h) Debtors

Trade and other debtors are recorded at settlement amount. Prepayments are valued at the amounts prepaid at balance sheet date.

(i) Current Asset Investments

Current asset investments include investments with a maturity greater than 3 months.

(j) Cash at Bank and in Hand

Cash at bank and in hand includes cash and short term highly liquid investments with short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

(k) Creditors

Trade and other creditors are recognised when the charity has a present obligation resulting from past events and can be measured or estimated reliably. Creditors are recognised at their settlement amounts.

(l) Financial Instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2021**

1. ACCOUNTING POLICIES (continued)

(m) Funds

Unrestricted reserves are funds that can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted reserves are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The charity's endowment funds represent those assets which must be held permanently by the charity. The invested capital is to be used to provide income for the charity which can only be spent as specified by the donor.

2. Donations and Legacies

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Donations	165	-	-	165	485
Legacies	26,000	-	-	26,000	10,851
Subscriptions	5,986	-	-	5,986	7,714
Gift Aid	984	-	-	984	1,268
	33,135	-	-	33,135	20,318
	33,135	-	-	33,135	20,318

In 2020 all donations and legacies were unrestricted.

3. Other Trading Activities

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Social Events (see Note 10)	1,307	-	-	1,307	-
Trading income	240	-	-	240	52
	1,547	-	-	1,547	52
	1,547	-	-	1,547	52

There was no restricted income in 2020.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2021**

4. Investments

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Dividends	6,129	250	-	6,379	6,116
Interest	263	-	-	263	687
	6,392	250	-	6,642	6,803
	6,392	250	-	6,642	6,803

Included in 2020 was dividend income of £401 which was restricted. Dividend income from Endowment funds in 2021 was retained in the Endowment funds to rebuild the capital value.

5. Raising Funds

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Social events (see Note 10)	590	-	-	590	-
Investment Manager fees	988	273	-	1,261	953
Support costs (see Note 8)	3,999	-	-	3,999	4,392
	5,577	273	-	5,850	5,345
	5,577	273	-	5,850	5,345

Included in 2020 were expenses for social events for £nil which was restricted.

Included in Investment Manager fees in 2020 £96 was restricted.

6. Charitable Activities

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Grants (see Note 9)	22,053	-	-	22,053	52,354
Support costs (see Note 8)	2,691	-	-	2,691	3,083
	24,744	-	-	24,744	55,437
	24,744	-	-	24,744	55,437

Included in 2020 were grants of £nil which was restricted.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2021**

7. Other Expenditure

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Independent Examiner's fee	1,500	-	-	1,500	1,200
Underaccrued 2020	210	-	-	210	-
Trustee Indemnity Insurance	333	-	-	333	252
Legal fees	13	-	-	13	13
	2,056	-	-	2,056	1,465
	2,056	-	-	2,056	1,465

Other Expenditure all relates to the governance costs of the charity

All Other Expenditure in 2020 was unrestricted.

8. Analysis of Support Costs

	Raising Funds £	Charitable Activities £	Other Expenditure £	Total 2021 £	Basis of Allocation
Salaries (including Ers NIC)	3,925	2,617	-	6,542	Time
General expenses	74	74	-	148	Use
	3,999	2,691	-	6,690	
	3,999	2,691	-	6,690	

9. Grants made to Guildford Cathedral

	2021 £	2020 £
Support sub-organist's salary (live streaming work: advancement of region)	-	25,850
Maternity leave cover (Schools & families: education)	-	3,255
AV equipment (for live streaming: advancement of religion)	14,472	6,840
IT upgrade (live streaming: advancement of religion)	-	16,409
Additional laptops for for flexible working for staff	3,581	-
Benches for Cathedral Green (outside Seasons)	4,000	-
	22,053	52,354
	22,053	52,354

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2021**

10. Social Events

Social events were largely precluded by the need for social distancing during the pandemic, but the Friends were able to hold the customary Tombola at the Cathedral Christmas Fair in November, which raised £595 net. We also held a Christmas lunch in Seasons in December, attended by about 30 people. This raised £122, including the raffle. A more extensive programme of events is being planned for 2022.

11. Salaries

The charity employs one part-time person. The Cathedral arrange for this salary to paid via its payroll (subject to PAYE). The costs for the employee are recharged monthly. The cost incurred was £6,542 (2021 - £6,542).

No member of the executive committee or any persons connected with them has received any remuneration, or reimbursed expenses.

12. Fixed Asset Investments

	Unrestricted £	Endowment £	Total £
Market value at 1 January 2021	109,103	27,731	136,834
Additions at cost	74,405	28,109	102,514
Equalisations	(56)	(7)	(63)
Disposals at carrying value	(73,047)	(25,215)	(98,262)
Net gain on investments	7,181	2,856	10,037
Market value at 31 December 2021	117,586	33,474	151,060
Of which:			
Listed investments			151,060

The following investments account for more than 5% of the listed investments:

	2021	2020
Aviva Investors UK SVCS Ltd		5.8%
Henderson Investment		7.7%
Legg Mason Investment Funds Rare		5.7%
Schroder Unit Trusts	8.0%	7.0%
Murray International Trust		5.8%
iShares	8.5%	5.9%
Personal Assets Trust		5.6%
Schröder Strategic		5.9%
Vanguard Funds	5.3%	5.3%

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2021**

13. Debtors

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Accrued income – interest	3	-	-	3	1
Gift Aid Claim	869	-	-	869	1,174
	<u>872</u>	<u>-</u>	<u>-</u>	<u>872</u>	<u>1,175</u>

14. Current Asset Investment

	2021 £	2020 £
CCLA Investment Account		
Value at 1 January	48,721	45,180
Unrealised profit/(loss) in year	7,587	3,541
Value at 31 December	<u>56,308</u>	<u>48,721</u>
Shawbrook 12 month fixed rate accounts	20,265	20,265
	<u>76,573</u>	<u>68,986</u>

In order to spread unrestricted funds as part of our Reserves/Investment policy, the trustees opened a 12-month notice account with Shawbrook Bank (via CAF) and a COIF Investment Fund account with CCLA. Both of these are regarded as Current Asset Investments from a Balance Sheet perspective, as they are both intended to remain in place for more than 6 months.

The Shawbrook account was again closed on the maturity date, owing to correspondence being delayed. This resulted in £91 interest for the year being paid to the current account instead of reinvested in a new 12 Month account. Such an account was opened a few days later, but the balance was unchanged from 2020. The value at 31 December 2021 was £20,265.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2021**

15. Cash at Bank and in Hand

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Lloyds Current Accounts	29,877	-	4,647	34,524	14,458
CAF 60 day Account	20,000	-	-	20,000	20,000
CCLA Deposit Account	69,135	-	-	69,135	78,315
Charles Stanley Income Accounts	598	-	-	598	1,028
Charles Stanley Capital Accounts	3,237	1,008	-	4,245	9,190
	122,847	1,008	4,647	128,502	122,991
	122,847	1,008	4,647	128,502	122,991

16. Creditors

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Creditors	573	-	-	573	0
Accrued expenses	1,650	-	-	1,650	1,500
	2,223	-	-	2,223	1,500
	2,223	-	-	2,223	1,500

17. Restricted Funds

	At 1 January 2021 £	Income £	Expenditure £	At 31 December 2021 £
Arthur Mason Flower Fund - income	1,335	-	-	1,335
Reginald D Boeg Legacy - income	3,312	-	-	3,312
	4,647	-	-	4,647
	4,647	-	-	4,647

Covid-19 meant that no appropriate grant opportunity arose in 2021 for either fund. Income from investments has been retained in the Endowment Funds during 2021, as the trustees seek to rebuild the capital value in the Endowment.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2021**

17. Restricted Funds (cont).

Restricted funds for year ended 31 December 2020

	At 1 January 2020	Income	Expenditure	At 31 December 2020
	£	£	£	£
Arthur Mason Flower Fund - income	1,224	111	-	1,335
Reginald D Boeg Legacy - income	3,022	290	-	3,312
	<u>4,246</u>	<u>401</u>	<u>-</u>	<u>4,647</u>

Due to the Covid-19 restrictions there was no opportunity in 2020 to make a grant from the Arthur Mason Flower Fund income towards the cost of Easter flowers.

Due to the Covid-19 restrictions there was no opportunity for the charity to make a grant in 2020 for the maintenance of the Cathedral building.

18. Endowment

	At 1 January 2021	Movements	At 31 December 2021
Arthur Mason Flower Fund - capital	8,720	781	9,501
Reginald D Boeg Legacy - capital	22,929	2,052	24,981
	<u>31,649</u>	<u>2,833</u>	<u>34,482</u>

The investments were moved to a separate account in 2020, with the aim of building up their capital value. The pandemic has limited progress with this aim in 2021, but market values have increased.

Endowment for year ended 31 December 2020

	At 1 January 2020	Movements	At 31 December 2020
Arthur Mason Flower Fund - capital	9,346	(626)	8,720
Reginald D Boeg Legacy - capital	24,576	(1,647)	22,929
	<u>33,922</u>	<u>(2,273)</u>	<u>31,649</u>

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2021**

18. Endowment (cont).

Mr A M Mason bequeathed a legacy of £10,000 to The Friends of Guildford Cathedral expressing the wish that this legacy should be named "The Arthur Mason Flower Fund" and invested in Gilt Edged Securities and that the income be used to buy flowers for the Cathedral and not for any other purpose. The value of the original investment of £10,000 has fallen due to the reduction in market value of the investments held at 31 December 2021.

Mr Reginald D Boeg bequeathed a legacy of £25,000 which must be retained and the income to be used for maintenance of the cathedral building. The value of the original investment of £25,000 has fallen due to the reduction in market value of the investments held at 31 December 2021.

19. Movement in Funds

	At 1 January 2021	Income	Expenditure	Realised/ Unrealised Gains / Transfers	At 31 December 2021
	£	£	£	£	£
General Fund	292,190	41,074	(32,377)	14,768	315,655

	At 1 January 2020	Income	Expenditure	Realised/ Unrealised Gains / Transfers	At 31 December 2020
	£	£	£	£	£
General Fund	333,687	26,517	(62,151)	(5,863)	292,190

20. Analysis of Net Assets Between Funds

	Fixed Asset Investments £	Current Assets £	Current Liabilities £	Total £
Unrestricted funds	17,586	200,292	(2,223)	315,655
Restricted funds	-	4,647	-	4,647
Endowment Funds	33,474	1,008	-	34,482
	<u>151,060</u>	<u>205,947</u>	<u>(2,223)</u>	<u>354,784</u>

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2021**

20. Analysis of Net Assets Between Funds (cont).

Analysis of Net Assets between funds for year ended 31 December 2020

	Fixed Asset Investments £	Current Assets £	Current Liabilities £	Total £
Unrestricted funds	109,103	184,587	(1,500)	292,190
Restricted funds	-	4,647	-	4,647
Endowment Funds	27,731	3,918	-	31,649
	<u>136,834</u>	<u>193,152</u>	<u>(1,500)</u>	<u>328,486</u>

21. Controlling Party

The charity has no controlling party.

22. Related Party

4 (2020 - 6) Trustees paid subscriptions to the charitable company totalling £165(2020 - £85).

THE FRIENDS OF GUILDFORD CATHEDRAL

England & Wales - Charity number 250402

Accounts

**THE FRIENDS OF GUILDFORD CATHEDRAL
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES REPORT AND
UNAUDITED FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 DECEMBER 2020

**Company Registration Number 00540920
(England and Wales)**

THE FRIENDS OF GUILDFORD CATHEDRAL

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**THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED
31 DECEMBER 2020**

The Trustees, who are also the Directors of the charitable company, are pleased to present their report together with the financial statements of the charitable company for year to 31 December 2020.

The legal and administrative information set out on the information page (page 1), forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice, Accounting and Reporting by Charities (FRS102 second edition).

History, objectives and activities of the Trust

The Friends of Guildford Cathedral was registered with the Charity Commissioners on the 22 July 1969. The Friends of Guildford Cathedral was incorporated on 19 November 1954. The charitable company is limited by guarantee and is governed by a set of Memorandum & Articles, amended by Special Resolutions dated 17 December 1968, 8 June 2008 and 17 July 2017.

The aim of The Friends of Guildford Cathedral is:

- Advance Christian religion for the benefit of the public in accordance with the statutes affecting the Cathedral Church of the Holy Spirit, Guildford, (the Cathedral) and Measures of the General Synod of the Church of England;
- To provide furnishings, embellishments and equipment for the Cathedral;
- To advance education of the public in religious fabric and assisting in the maintenance of the Cathedral.

Public benefit

When planning our activities for the year, the Trustees have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance for the advancement of religion.

Management, risk and governance arrangements

The Charity is administered by a Board of Trustees (the Executive Committee). Trustees are appointed or confirmed at the AGM. There is a minimum of 5 Trustees up to a maximum of 9. They retire by rotation and may serve for six years and shall only be eligible for re-election after a further period of two years. The Dean of Guildford will automatically become a Director and Chair of Trustees. No AGM was held in 2020, and those who were due to retire at the 2020 AGM had their terms extended by one year, in accordance with the Charity Commission guidance for the Covid-19 pandemic. Martin Gwilliams resigned in February 2020.

Directors may be appointed by the Board during the year (so long as the maximum number is not exceeded). Any director so appointed must retire at the next AGM; the members may fill any vacancies on the Board at the AGM. A trustee must be a member of the Friends, have a willingness to serve and be a fit and proper person.

The Trustees manage the day-to-day operations of the Charity through its Secretary and Honorary Treasurer. The Social Committee organises a programme of events, which are open both to members and non-members; no social events were able to be held in 2020. The Chairman of Trustees is responsible for the induction of any new Trustee which involves awareness of a Trustee's responsibilities, the governing document, administrative procedures and the history and philosophical approach of the Charity. A new Trustee would receive copies of the previous year's annual report and accounts and a copy of the Charity Commission leaflet 'The Essential Trustee: What you need to know'.

**THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES ANNUAL REPORT FOR YEAR ENDED
31 DECEMBER 2020 (continued)**

The Trustees annually review the major strategic, business and operational risks which the Charity faces to ascertain that systems have been established to enable regular reports to be produced so that necessary steps can be taken to lessen those risks.

Procedures and policy for grant making

Nominations for grants are elicited from the Chapter of the Cathedral and considered by the Trustees. The Trustees always seek feedback on the actual use of the grants given. The explanations and feedback received are sufficient for monitoring the quality of the grants made.

Achievements and performance of the Trust

During the year the charitable company has been able to continue its support for the Cathedral. The Social Committee raised £0 net (2019 - £1,058) from social activities to support the objectives of the charitable company. Grants of £52,354 were made in the year (2019 - £72,371).

Financial review

Total income for the year was £27,173 (2019 - £144,360), of which £10,851 (2019 - £121,637) came from legacies. Expenditure was £62,247 (2019 - £86,393), which included grants to the Cathedral amounting to £52,354 (2019 - £72,372) details of which are in note 9. This left a deficit of £35,074 (2019 - £57,967 surplus) before gains or losses on investments.

Unrestricted reserves were restructured in 2018, resulting from significant legacy income and the need to manage the associated risks, both seeking a reasonable return and ensuring that funds would be available for any grants which they chose to make. The 2019 result was an increase in income from dividends and interest, but the pandemic had an adverse effect on both 2020 income and values (2020 income - £6,803; 2019 - £9,056), as well as increased opportunity for capital growth from the COIF Investment account with CCLA.

Overall our investments incurred a loss of £8,295 at 31st December (2019 - £18,598 gain). This simply demonstrates the volatility of the market in a difficult year.

The decrease in legacies is largely responsible for the decrease in income. The strong reserve position has enabled the trustees to respond positively to grant request from Chapter, even though income was down. Costs were reduced due to a lack of activity. The trustees decided it was not appropriate or necessary to furlough our one, part-time staff member. The net result was a decrease in funds of £48,457 (2019 - £76,565 increase).

At 31st December 2020 our reserves totalled £328,486 (2019 - £371,855) of which unrestricted funds (free reserves) totalled £292,190 (2019 - £333,687) and endowed and restricted funds totalled £36,296 (2019 - £38,168).

**THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES ANNUAL REPORT FOR YEAR ENDED
31 DECEMBER 2020 (continued)**

Reserves

Our unrestricted reserves are at a significant level because of the recent inflow of legacy income. Our constitution does not permit or encourage us to simply hand them over to the Cathedral Chapter.

Following a review of reserves policy, it is the policy of the Trustees to maintain the free reserves of the charity, at a level which equates to *at least* twelve months running costs (£6,574 in 2020) and grants of *at least* £50,000. This provides sufficient funds to cover administration and support costs and to respond to emergency applications for grants which might arise from time to time. Unrestricted funds were above this level throughout the year in order to comply with the policy.

The trustees have previously responded positively to Chapter concerning several projects which Chapter is not yet in a position to implement. We have informally set aside a sum of £80,000 as a potential contribution, but have not formally established a designated fund, because these are not yet liabilities, both the amount and timing of any grant remaining to be decided. This reduces our “free reserves” (net unrestricted current assets excluding current investment assets and sums set aside) to £34,481 at the year end, which is below the *minimum* level required under the policy. The trustees are reviewing with Chapter the likelihood of the set aside sums being required in the next 2-3 years.

Investments

The investment portfolio is managed on a discretionary basis by Charles Stanley & Co. The Trust has chosen not to adopt formal ethical investment policies.

The trustees have opened a second account with Charles Stanley, so as to separate the Endowment Funds from the Unrestricted Reserves. This will allow us to grow the capital values of the Endowment Funds towards the value they might have reached with a balanced policy rather than focussing solely on income. No real progress was made on this aspiration in the exceptional circumstances of 2020. The trustees will use the balances in the Restricted Funds to continue making grants for the purposes intended, and may use unrestricted funds.

In order to minimise risk and diversify opportunity, the trustees have placed unrestricted assets in a variety of investment vehicles and bank deposit accounts. Towards the end of 2019, the trustees set guidelines as to the normal proportions of the total to be held in current or deposit accounts, invested for income or invested for growth. Placement of funds lay within these guidelines at the end of 2020. There have been no significant changes so far in 2021. The policy is due for review in 2022.

Future plans

The Trustees intend to continue providing grants to the Cathedral continuing the emphasis on the embellishment and maintenance of the Cathedral fabric, fittings and furniture. They consider projects as they arise.

Trustees Responsibilities

The Trustees (who are the directors of the company) are responsible for preparing the Trustees’ Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

**THE FRIENDS OF GUILDFORD CATHEDRAL
TRUSTEES ANNUAL REPORT FOR YEAR ENDED
31 DECEMBER 2020 (continued)**


Company law requires the Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report has been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard 102. The Trustees have taken the exemptions permitted by section 1A. In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This annual report was approved by the Board of Directors and Trustees on 2nd June 2021 and signed on their behalf by:



Chair
The Very Revd Dianna Gwilliams

Dated 2 June 2021

**INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES ON THE
UNAUDITED ACCOUNTS OF THE FRIENDS OF GUILDFORD CATHEDRAL
FOR THE YEAR ENDED 31 DECEMBER 2020**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2020, which are set out on pages 7 to 19.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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 company as required by section 386 of the 2006 Act;
or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 accounts to be reached.

Danielle Griffin

Danielle Griffin FCA
Moore (South) LLP
Chartered Accountants
Priory House, Pilgrims Court
Sydenham Road
Surrey GU1 3RX

Date 9th July 2021

THE FRIENDS OF GUILDFORD CATHEDRAL
STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR TO 31 DECEMBER 2020

	Notes	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Income and endowments from:						
Donations and legacies	2	20,318	0	0	20,318	130,096
Other trading activities	3	52	0	0	52	5,208
Investments	4	6,147	255	401	6,803	9,056
Total income		<u>26,517</u>	<u>255</u>	<u>401</u>	<u>27,173</u>	<u>144,360</u>
Expenditure on:						
Raising funds	5	5,249	96	0	5,345	9,361
Charitable activities	6	55,437	0	0	55,437	75,255
Other expenditure	7	1,465	0	0	1,465	1,777
Total expenditure		<u>62,151</u>	<u>96</u>	<u>0</u>	<u>62,247</u>	<u>86,393</u>
Net gains/(losses) on investments		(5,863)	(2,432)	0	(8,295)	18,598
Net income / (expenditure)		<u>(41,497)</u>	<u>(2,273)</u>	<u>401</u>	<u>(43,369)</u>	<u>76,565</u>
Reconciliation of funds:						
Total funds brought forward		333,687	33,922	4,246	371,855	295,290
Total funds carried forward		<u><u>292,190</u></u>	<u><u>31,649</u></u>	<u><u>4,647</u></u>	<u><u>328,486</u></u>	<u><u>371,855</u></u>

The notes on pages 9 – 20 form part of these financial statements.

**THE FRIENDS OF GUILDFORD CATHEDRAL
BALANCE SHEET AS AT 31 DECEMBER 2020**

Company registration number: 00540920

	Notes	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Fixed Assets						
Investments	12	109,103	27,731	0	136,834	150,597
Current Assets						
Debtors	13	1,175	0	0	1,175	130
Current Asset Investment	14	68,986	0	0	68,986	65,440
Cash at Bank and in hand	15	114,426	3,918	4,647	122,991	160,403
		<u>184,587</u>	<u>3,918</u>	<u>4,647</u>	<u>193,152</u>	<u>225,973</u>
Current Liabilities						
Creditors: amounts falling due within one year	16	(1,500)	0	0	(1,500)	(4,715)
		<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Net Current Assets		<u>183,087</u>	<u>3,918</u>	<u>4,647</u>	<u>191,652</u>	<u>221,258</u>
Total Assets less Current Liabilities		<u>292,190</u>	<u>31,649</u>	<u>4,647</u>	<u>328,486</u>	<u>371,855</u>
Represented by						
Funds						
Unrestricted		292,190	0	0	292,190	333,687
Restricted	17	0	0	4,647	4,647	4,246
Endowment	18	0	31,649	0	31,649	33,922
Total		<u>292,190</u>	<u>31,649</u>	<u>4,647</u>	<u>328,486</u>	<u>371,855</u>

For the year ending 31 December 2020 the charitable company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at 31 December 2020 and of its result for the year then ended in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the charitable company.

The financial statements have been prepared in accordance with the special provisions relating to Companies subject to the Small Companies regime within Part 15 of the Companies Act 2006.

The financial statements were approved by the Board and authorised for issue on 2nd June 2021.


The Very Revd Dianna Gwilliams

The notes on pages 9 - 20 form part of these financial statements.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2020**

1. ACCOUNTING POLICIES

(a) Company Status

“The Friends of Guildford Cathedral” is a charitable company limited by Guarantee and not having a share capital incorporated in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The address of the registered office is given in the Legal & Administration Information given on page 1 of these financial statements.

The nature of the charity’s operations and principal activities are to raise monies for various projects to assist the finances of the Cathedral. Once projects have been completed, the expenditure is passed into the hands of the Chapter. The charitable company, therefore, has no title to assets comprised in the projects and no depreciation is required in respect of the expenditure incurred on these projects.

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

(b) Basis of Preparation

The financial statements 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 UK and Republic of Ireland (FRS102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Charities Act 2011, and the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared on a going concern basis under the historical cost convention modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency and are rounded to the nearest pound.

(c) Income Recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income, the amount can be reliably measured and it is probable that the income will be received.

Donations and other forms of voluntary income are recognised when receivable by the charity. Gift aid is recognised in the period the donation it relates to was received.

Subscription income, including gift aid, is recognised in the year of receipt. Life subscriptions are recognised in the year of receipt.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2020**

1. ACCOUNTING POLICIES (continued)

(c) Income Recognition (continued)

Legacies are accounted for at the earlier of:

- the date on which the charity is aware that probate has been granted;
- the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made; or
- when a distribution is made from the estate.

Receipt of a legacy, in whole or 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, and criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income for other trading activities is recognised when it is received.

Investment income is recognised in the period the charity is entitled to receipt.

(d) Expenditure Recognition

All expenditure is accounted for on an accruals basis and is inclusive of irrecoverable VAT. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the obligation can be measured reliably.

Expenditure on raising funds includes costs of social events and investment manager's fees relating to the management of the investment portfolio.

Expenditure on charitable activities includes grants with relevant support costs.

- Grants are charged in the year they are approved for payment. No grants are deferred. Single or multi-year grants are accounted for when either the recipient has a reasonable expectation that they will receive a grant and the Trustees have agreed to pay the grant without condition, or the recipient has a reasonable expectation that they will receive a grant and any condition attaching to the grant is outside of the control of the charity.

Other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

(e) Allocation of Support Costs

Support costs are those functions that assist the work of the charity but do not directly relate to fundraising costs or charitable activities. Support costs include back office costs, finance and payroll costs which support the charity's activities. These costs have been allocated between cost of raising funds and charitable activities. The bases on which support costs have been allocated are set out in note 8.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2020**

1. ACCOUNTING POLICIES (continued)

(f) Fixed Asset Investments

Investments are recognised initially at cost which is normally the transaction price less transaction costs. Subsequently they are measured at market value with changes recognised as net realised or unrealised gains or losses on investments in the SoFA.

(g) Capitalisation

Purchases of equipment at less than £1,000 each will be written off in the year of purchase. Purchases in excess of this will have their depreciation rate/period decided as part of the agreement to purchase.

(h) Debtors

Trade and other debtors are recorded at settlement amount. Prepayments are valued at the amounts prepaid at balance sheet date.

(i) Current Asset Investments

Current asset investments include investments with a maturity greater than 3 months.

(j) Cash at Bank and in Hand

Cash at bank and in hand includes cash and short term highly liquid investments with short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

(k) Creditors

Trade and other creditors are recognised when the charity has a present obligation resulting from past events and can be measured or estimated reliably. Creditors are recognised at their settlement amounts.

(l) Financial Instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2020**

1. ACCOUNTING POLICIES (continued)

(m) Funds

Unrestricted reserves are funds that can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted reserves are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The charity's endowment funds represent those assets which must be held permanently by the charity. The invested capital is to be used to provide income for the charity which can only be spent as specified by the donor.

2. Donations and Legacies

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Donations	485	0	0	485	799
Legacies	10,851	0	0	10,851	121,637
Subscriptions	7,714	0	0	7,714	6,553
Gift Aid	1,268	0	0	1,268	1,107
	20,318	0	0	20,318	130,096
	20,318	0	0	20,318	130,096

In 2019 all donations and legacies were unrestricted.

3. Other Trading Activities

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Social Events (see Note 10)	0	0	0	0	5,208
Trading income	52	0	0	52	0
	52	0	0	52	5,208
	52	0	0	52	5,208

There was no restricted income in 2019.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2020**

4. Investments

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Dividends	5,460	255	401	6,116	8,224
Interest	687	0	0	687	833
	6,147	255	401	6,803	9,056
	6,147	255	401	6,803	9,056

Included in 2019 was dividend income of £1,823 which was restricted.

5. Raising Funds

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Social events (see Note 10)	0	0	0	0	4,150
Publicity	0	0	0	0	50
Investment Manager fees	857	96	0	953	995
Support costs (see Note 8)	4,392	0	0	4,392	4,166
	5,249	96	0	5,345	9,361
	5,249	96	0	5,345	9,361

Included in 2019 were expenses for social events for £nil which was restricted.

6. Charitable Activities

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Grants (see Note 9)	52,354	0	0	52,354	72,371
Support costs (see Note 8)	3,083	0	0	3,083	2,884
	55,437	0	0	55,437	75,255
	55,437	0	0	55,437	75,255

Included in 2019 were grants of £2,500 which was restricted.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2020**

7. Other Expenditure

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Independent Examiner's fee	1,200	0	0	1,200	1,170
Accountancy	0	0	0	0	300
Trustee Indemnity Insurance	252	0	0	252	294
Legal fees	13	0	0	13	13
	1,465	0	0	1,465	1,777
	1,465	0	0	1,465	1,777

Other Expenditure all relates to the governance costs of the charity

All Other Expenditure in 2019 was unrestricted.

8. Analysis of Support Costs

	Raising Funds £	Charitable Activities £	Other Expenditure £	Total 2020 £	Basis of Allocation
Salaries (including Ers NIC)	3,926	2,617	0	6,543	Time
General expenses	466	466	0	932	Use
	4,392	3,083	0	7,475	
	4,392	3,083	0	7,475	

9. Grants made to Guildford Cathedral

	2020 £	2019 £
Support sub-organist's salary (live streaming work: advancement of region)	25,850	0
Maternity leave cover (Schools & families: education)	3,255	0
AV equipment (for live streaming: advancement of religion)	6,840	0
IT upgrade (live streaming: advancement of religion)	16,409	0
From Arthur Mason Flower Fund	0	500
From Reginald Boeg Maintenance Fund	0	2,000
Replacement Grand Piano	0	16,500
Repair/Replacement Stewards badges	0	623
New Amplifier	0	6,400
Visitor Experience project	0	35,000
Support for Young People's work and website	0	9,600
Liturgical items including Great Cross	0	1,748
	52,354	72,371
	52,354	72,371

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2020**

10. Social Events

No social events were organised during the year ; the first lockdown due to the pandemic occurred before any were scheduled, and there were no suitable opportunities thereafter. It is hoped to resume social events in the second half of 2021.

11. Salaries

The charity employs one part-time person. The Cathedral arrange for this salary to paid via its payroll (subject to PAYE). The costs for the employee are recharged monthly. The cost incurred was £6,542 (2019 - £6,414).

No member of the executive committee or any persons connected with them has received any remuneration, or reimbursed expenses.

12. Fixed Asset Investments

	£
Market value at 1 January 2020	150,597
Additions at cost	38,544
Equalisations	(148)
Disposals at carrying value	(40,323)
Net unrealised gain on investments	(11,836)
 Market value at 31 December 2020	 136,834
 Of which:	
Listed investments	 136,834

The following investments account for more than 5% of the listed investments:

	2020	2019
Aviva Investors UK SVCS Ltd	5.8%	6.2%
Twenty Four Income Fund Ltd		7.2%
Henderson Investment	7.7%	7.1%
Legg Mason Investment Funds Rare	5.7%	5.0%
Schroder Income Maximiser		5.5%
Schroder Unit Trust Strategic Credit	7.0%	6.2%
First Trust Global Funds		5.2%
Murray International Trust	5.8%	7.4%
iShares	5.9%	7.9%
Personal Assets Trust	5.6%	
Schröder Strategic	5.9%	
Vanguard	5.3%	

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2020**

13. Debtors

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Accrued income – interest	1	0	0	1	56
Gift Aid Claim	1,174	0	0	1,174	744
	1,175	0	0	1,175	130
	1,175	0	0	1,175	130

14. Current Asset Investment

	2020 £	2019 £
CCLA Investment Account		
Value at 1 January	45,180	38,327
Additions in year	0	0
Unrealised profit/(loss) in year	3,541	6,853
Value at 31 December	48,721	45,180
	48,721	45,180
Shawbrook 12 month fixed rate accounts	20,265	20,260
	68,986	65,440
	68,986	65,440

In order to spread unrestricted funds as part of our Reserves/Investment policy, the trustees opened a 12-month notice account with Shawbrook Bank (via CAF) and a COIF Investment Fund account with CCLA. Both of these are regarded as Current Asset Investments from a Balance Sheet perspective, as they are both intended to remain in place for more than 6 months.

In July 2018, a CAF 12 Month Fixed Rate Saver account was opened with Shawbrook Bank (via CAF). It paid interest at 1.3% pa after 12 months, so the value upon maturity was £20,260. This should have been reinvested into a new CAF 12 Month Fixed Rate Saver account in July 2020, but Covid-19 delayed matters and the account was closed, with £284 being paid to the bank current account. A new Fixed Rate Saver account was opened with the balance (£20,265 including some interest); this will not pay interest until 10 August 2021. The value at 31 December 2020 was £20,265.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2020**

15. Cash at Bank and in Hand

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Lloyds Current Accounts	9,811	0	4,647	14,458	18,878
CAF 60 day Account	20,000	0	0	20,000	20,000
CCLA Deposit Account	78,315	0	0	78,315	112,086
Charles Stanley Income Account	773	255	0	1,028	1,224
Charles Stanley Capital Account	5,527	3,663	0	9,190	8,215
	114,426	3,918	4,647	122,991	160,403

16. Creditors

	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Creditors	0	0	0	0	1,467
Accrued expenses	1,500	0	0	1,500	1,500
Grants payable	0	0	0	0	1,748
	1,500	0	0	1,500	4,715

17. Restricted Funds

	At 1 January 2020		Income	Expenditure	At 31 December 2020
	£	£	£	£	£
Arthur Mason Flower Fund - income	1,224	111	0	0	1,335
Reginald D Boeg Legacy - income	3,022	290	0	0	3,312
	4,246	401	0	0	4,647

Covid-19 meant that no appropriate grant opportunity arose in 2020 for either fund.

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2020**

17. Restricted Funds (cont).

Restricted funds for year ended 31 December 2019

	At 1 January			At 31 December	
	2019	Income	Expenditure	2019	
	£	£	£	£	£
Arthur Mason Flower Fund - income	1,276	448	500	1,224	
Reginald D Boeg Legacy - income	3,647	1,375	2,000	3,022	
	<u>4,923</u>	<u>1,823</u>	<u>2,500</u>	<u>4,246</u>	

The charity resolved in February 2019 to make a grant of £500 from the Arthur Mason Flower Fund income towards the cost of Easter flowers. No similar opportunity arose in 2020.

The charity resolved in May 2019 to make a grant of £2,000 from the Reginald D Boeg Legacy income, as a restricted donation, to be spent only on the maintenance of the Cathedral building. No similar opportunity arose in 2020.

18. Endowment

	At 1 January		At 31 December
	2020	Movements	2020
Arthur Mason Flower Fund - capital	9,346	(626)	8,720
Reginald D Boeg Legacy - capital	24,576	(1,647)	22,929
	<u>33,922</u>	<u>(2,273)</u>	<u>31,649</u>

The investments were moved to a separate account in 2020, with the aim of building up their capital value. The pandemic has prevented any progress with this aim in 2020.

Endowment for year ended 31 December 2019

	At 1 January		At 31 December
	2019	Movements	2019
	£	£	£
Arthur Mason Flower Fund - capital	9,029	317	9,346
Reginald D Boeg Legacy - capital	23,768	808	24,576
	<u>32,797</u>	<u>1,125</u>	<u>33,922</u>

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2020**

18. Endowment (cont).

Mr A M Mason bequeathed a legacy of £10,000 to The Friends of Guildford Cathedral expressing the wish that this legacy should be named "The Arthur Mason Flower Fund" and invested in Gilt Edged Securities and that the income be used to buy flowers for the Cathedral and not for any other purpose. The value of the original investment of £10,000 has fallen due to the reduction in market value of the investments held at 31 December 2020.

Mr Reginald D Boeg bequeathed a legacy of £25,000 which must be retained and the income to be used for maintenance of the cathedral building. The value of the original investment of £25,000 has fallen due to the reduction in market value of the investments held at 31 December 2020.

19. Movement in Funds

	At 1 January 2020	Income	Expenditure	Realised/ Unrealised Gains / Transfers	At 31 December 2020
	£	£	£	£	£
General Fund	333,687	26,517	(62,151)	(5,863)	292,190
	<u>333,687</u>	<u>26,517</u>	<u>(62,151)</u>	<u>(5,863)</u>	<u>292,190</u>

	At 1 January 2019	Income	Expenditure	Realised/ Unrealised Gains / Transfers	At 31 December 2019
	£	£	£	£	£
General Fund	257,570	142,537	(83,893)	17,473	333,687
	<u>257,570</u>	<u>142,537</u>	<u>(83,893)</u>	<u>17,473</u>	<u>333,687</u>

20. Analysis of Net Assets Between Funds

	Fixed Asset Investments	Current Assets	Current Liabilities	Total
	£	£	£	£
Unrestricted funds	109,103	184,587	(1,500)	292,190
Restricted funds	0	4,647	0	4,647
Endowment Funds	27,731	3,918	0	31,649
	<u>136,834</u>	<u>193,152</u>	<u>(1,500)</u>	<u>328,486</u>

**THE FRIENDS OF GUILDFORD CATHEDRAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2020**

20. Analysis of Net Assets Between Funds (cont).

Analysis of Net Assets between funds for year ended 31 December 2019

	Fixed Asset Investments £	Current Assets £	Current Liabilities £	Total £
Unrestricted funds	116,675	221,727	(4,715)	333,687
Restricted funds	0	4,246	0	4,246
Endowment Funds	33,922	0	0	33,922
	<u>150,597</u>	<u>225,973</u>	<u>(4,715)</u>	<u>371,855</u>

21. Controlling Party

The charity has no controlling party.

22. Related Party

6 (2019 - 6) Trustees made donations to the charitable company totalling £85 (2019 - £35)