

GUILD OF SERVANTS OF THE SANCTUARY

England & Wales · Charity number 251735

Details

Status Registered

Legal form Other

Registered 1967-08-02

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

Contact

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Activities

Objects: 1. TO RAISE THE SPIRITUAL TONE OF ALTAR SERVERS. 2. TO PROMOTE A DISINTERESTED AND CONSCIENTIOUS PERFORMANCE OF THE DUTIES OF ALTAR SERVERS. 3. TO ENCOURAGE MORE FREQUENT ATTENDANCE AT THE HOLY EUCHARIST IN ADDITION TO TIMES OF DUTY.

Activities: Religious activities

Classification

- **How:** Provides Services
- **What:** Religious Activities
- **Who:** Children/young People

Geography

- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£28,469	£20,348	-	-
2023-12-31	£31,852	£17,356	-	-
2022-12-31	£165,969	£147,829	-	-
2021-12-31	£119,853	£113,751	-	-
2020-12-31	£20,159	£12,342	-	-

Trustees

Name	Role	Appointed
Father Darren Smith SSC	Chair	2015-04-12
James Farmer		2020-02-08
Michael Andrew		2020-02-08

GUILD OF SERVANTS OF THE SANCTUARY

England & Wales - Charity number 251735

Accounts

GUILD OF SERVANTS OF THE SANCTUARY

UNAUDITED ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2024

Charity Registration No. 251735



GUILD OF SERVANTS OF THE SANCTUARY

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GUILD OF SERVANTS OF THE SANCTUARY

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Rev Darren Smith (Warden) Michael Andrew (Secretary General) Nigel K Makepeace (Trustee) James Farmer (Treasurer General)
Secretary General	Michael Andrew
Charity number	251735
Principal address	Guild of Servants of the Sanctuary c/o Additional Curates Society 16 Commercial Street Birmingham B1 1RS
Independent examiner	Mr Alan Fletcher 1 Beechcroft Road Leicester LE2 3DA
Bankers	Lloyds Bank plc High Street Coventry West Midlands CV1 5RA

GUILD OF SERVANTS OF THE SANCTUARY

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these accounts, the Trustees are required to:

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

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations and the provisions of the governing policy. 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.

Trustees

GUILD OF SERVANTS OF THE SANCTUARY

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF GUILD OF SERVANTS OF THE SANCTUARY

I report on the accounts of the the charity for the year ended 31 December 2024, which are set out on pages 5 to 12.

Respective responsibilities of Trustees and examiner

The charity's Trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

(a) which gives me reasonable cause to believe that in any material respect the requirements:

(i) to keep accounting records in accordance with section 130 of the Charities Act; and

(ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act;

have not been met; or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed A K Fletcher

Name Mr Alan Fletcher
Address 1 Beechcroft Road
 Leicester
 LE2 3DA

Dated:

THE GUILD OF SERVANTS OF THE SANCTUARY

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Incoming resources from generated funds					
Voluntary income	2	19,665	-	19,665	14,501
Activities from generating funds	3	25	-	25	26
Interest	4	1,950	-	1,950	1,513
Investment Income	4	16,057	-	16,057	15,812
Walsingham Weekend Deposits					
Total incoming resources		37,697	-	37,697	31,852
Resources expended					
Costs of generating funds	5	10,681	-	10,681	9,990
				-	-
				-	-
		10,681	-	10,681	9,990
Charitable activities	6				
Festival Expenses		983	-	983	1,305
Walsingham Weekend Festival					100
Grant to ACS					
Bequest Tfr		-	-	-	-
Total charitable expenditure		983	-	983	1,405
Governance costs	7	8,684	-	8,684	5,961
Transfer to CCLA Investments				-	-
Total resources expended		20,348	-	20,348	17,356
Net income/outgoing resources		17,349	-	17,349	14,496
Other recognised gains and losses					
Gains/losses on investment assets		10,752	-	10,752	40,223
Net movement in funds		28,101	-	28,101	54,719
Transfer to CCLA Investments					- 10,000
Transfer to COF account					526,393
Fund balances at 1 January 2024		570,108	-	570,108	539
Creditors					228
Debtors					
Fund balances at 31 December 2024		598,209	-	598,209	571,879

THE GUILD OF SERVANTS OF THE SANCTUARY

BALANCE SHEET

AS AT 31ST DECEMBER 2024

	Notes	Total 2024 £	Total 2023 £
<u>Fixed Assets</u>			
Tangible Assets	8	25	25
Investments CCLA	9	546,159	535,407
		<u>546,184</u>	<u>535,432</u>
<u>Current Assets</u>			
Stock	10	-	-
Debtors	11	-	228
Cash at Bank and on Deposit	12	44,118	36,219
Net incoming resources available		<u>44,118</u>	<u>36,447</u>
Creditors: amounts falling due within one year	13	-	-
Net current assets		<u>44,118</u>	<u>36,447</u>
Total assets less current liabilities	14	<u>590,302</u>	<u>571,879</u>
Made up as			
Restricted Funds		-	1,771
Unrestricted Funds		590,302	570,108
Total Assets		590,302	571,879

The accounts were approved by the trustees on

GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention modified to include the revaluation of certain fixed assets.

The accounts have been prepared in accordance with applicable accounting standards and the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in March 2005 and the Charities Act. The accounting policies have been consistently applied. The following is a summary of the significant accounting policies adopted by the charity in the preparation of the accounts.

1.2 Incoming resources

Legacies are credited as received when the amount is ascertainable and there is reasonable certainty of receipt. No incoming resources are deferred.

Membership subscriptions and other forms of voluntary income are credited to the accounts when received and are stated gross of any related costs.

Windfalls from mergers or demutualisations are included within interest received and, where material, identified separately.

1.3 Resources expended

Grants payable are charged to the accounts at the earlier of the date they are paid and the date that the donee has an expectation of receiving the grant.

Costs are charged on an accruals basis and are charged to the general fund unless specifically identifiable with the restricted fund.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

No depreciation has been calculated for 2021 as the residual value on Vestments and Equipment etc is minimal.

Fixtures, fittings & equipment 25% per annum on a straight line basis

Vestments 20% per annum on a straight line basis

The charge for depreciation on fixtures, fittings and equipment is charged equally between the cost of generating funds and governance costs.

1.5 Investments

Fixed asset investments are stated at market value. Income from the investments is credited when received.

Unrealised gains and losses are shown on the basis of the movement in market value during the year.

Realised gains and losses are shown on the basis of the difference between the market value at the start of the year and the proceeds received during the year.

1.6 Stock

(The trustees have decided to write off stock in the year of purchase rather than carry the small value onto the balance sheet)

THE GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

Notes	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
2 Voluntary Income				
Annual Subscriptions/Entrance Fees	10,092		10,092	10,263
Donations	20		20	502
Gift Aid	-		-	1,479
Bequests	-		-	614
Miscellaneous Income	166	-	166	116
Chapter funds held by HQ	-	-	-	1,232
Festival Collections	159		159	295
Funds withdrawn from CCLA	9,000	-	9,000	-
Refund from COF	228	-	228	-
	<u>19,665</u>	<u>-</u>	<u>19,665</u>	<u>14,501</u>
3 Activities for Generating Funds				
			-	-
Sales of Guild Products	25		25	26
	<u>25</u>	<u>-</u>	<u>25</u>	<u>26</u>
4 Received Interest				
CCLA Deposit Account	1,950		1,513	1,513
CCLA Investments	16,057		15,812	15,812
Received Interest	<u>18,007</u>	<u>-</u>	<u>17,325</u>	<u>17,325</u>

THE GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

Notes	Total 2024 £	Total 2023 £
Total resources expended		
5 Cost of Generating Funds		
The Server	8,960	8,957
Guild Publications and medal costs	1,071	50
Adverts/Video/Website	245	600
Insurance	405	383
	<u>10,681</u>	<u>9,990</u>
6 Charitable activities		
Festival & Grant Activities		
Festival Expenses	983	1,305
Walsingham Guild Festival	-	100
Grants	-	-
Tfr of Bequest to COF	-	-
	<u>983</u>	<u>1,405</u>
7 Governance costs		
Postage & Telephone	922	629
Computer Services	165	569
Printing/Stationery	10	106
Accountancy & Independent Review	525	425
Bookkeeping & Administration Honoraria		
Other Honoraria	1,900	750
Gratuities/Gifts	-	100
Insurance	405	383
Meeting & Travel Expenses	3,639	2,771
Misc Expenses	1,118	228
Depreciation .		
	<u>8,684</u>	<u>5,961</u>

The cost of Insurance is split equally between the cost of generating funds and governance costs.

THE GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

	Unrestricted Funds £	Total 2024 £	Total 2023 £
Grants payable			
In furtherance of the objects	-	-	-
	=====	=====	=====
Grants to institutions (0)			None
Grants to individuals (0)	None	None	None

Trustees

During the year, no trustees received any payment for secretarial services.

Trustees were reimbursed a total of £3078.85 for computer expenses, travelling, stationery, telephone, postage and small gifts

Public liability indemnity to the value of £2,000,000 was purchased using charitable funds. The cost of the premium during 2024 was £810 (2023 - £766) and is charged equally between costs of generating funds and governance costs.

Employees

There were no employees during the year

THE GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

Notes

8 Tangible Fixed Assets

	Fixtures, fittings & equipment £	Vestments £	Total £
Book Value			
As at 1st January 2024	24	1	25
Additions 2024	-		-
Fixed assets at 31st December 2024	<u>24</u>	<u>1</u>	<u>25</u>
Depreciation			
Depreciation for the year	-	-	-
At 31st December 2024	<u>-</u>	<u>-</u>	<u>-</u>
Net book value			
At 31st December 2024	<u>24</u>	<u>1</u>	<u>25</u>

9 Fixed asset investments

	Unrestricted fund	Net Loss/Gain	Net Value
CBF Church of England Funds at CCLA			
Investment Fund Income Shares			
Market bid value at 1st January 2024		<u>489,790</u>	
Market bid value at 31st December 2024		<u>501,000</u>	501,000
Change in value in the year		<u>11,210</u>	
Historical cost:			
At 2nd June 2015	<u>100,000</u>		
Purchased 21st February 2017	45,000		
Purchased 2021	100,000		
Purchased 8th March 2022	40,000		
Purchased 15th March 2022	20,000		
Purchased 28th June 2022	90,000		
Total	<u>395,000</u>		
Property Fund Income Shares			
Market bid value at 1st January 2024		<u>45,617</u>	
Market bid value at 31st December 2024		<u>45,159</u>	45,159
Change in value in the year		<u>(458)</u>	
Historical cost:			
At 2nd June 2015	<u>50,000</u>		
Net Loss/Gain during year		<u>10,752</u>	
Bid Value 31st December 2024			<u>546,159</u>

The investments are held primarily to provide funds to help cover the expenses of the Guild.

GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

Notes	2024	2023
	£	£
10 Stock	0	0
The trustees have decided to write off stock in the year of purchase rather than carry the small value onto the balance sheet	<u>-</u>	<u>-</u>
11 Debtors		
COF	-	228
	<u>-</u>	<u>228</u>
12 Cash at bank and on Deposit		
Lloyds Bank current account	172	830
Cash on Deposit at CCLA	43,946	35,389
Cash at bank and on Deposit	<u>44,118</u>	<u>36,219</u>
13 Creditors:		
Creditors	None	None
	<u>None</u>	<u>None</u>
14 Analysis of net assets between funds		
Fund balances are represented by:		
Tangible fixed assets	25	25
Debtors	0	228
Investments	546,159	535,407
Cash at bank and on Deposit	44,118	36,219
Creditors: amounts falling due within one year	-	-
	<u>590,302</u>	<u>571,879</u>

The unrestricted fund is for the purpose of:-
 raising the spiritual tone of Altar Servers
 promoting a disinterested and conscientious performance of the duties of Altar Servers
 encouraging more frequent attendance at the Holy Eucharist, in addition to times of duty
 promoting friendship among Altar Services
 paying the running costs of the Guild.

Any transfer to other funds or allocation to a designated fund is at the discretion of the trustees.
 Sufficient resources are held in an appropriate form to enable each fund to be applied in accordance with any restrictions.

GUILD OF SERVANTS OF THE SANCTUARY

England & Wales - Charity number 251735

Accounts

GUILD OF SERVANTS OF THE SANCTUARY

UNAUDITED ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2023

Charity Registration No. 251735



GUILD OF SERVANTS OF THE SANCTUARY

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GUILD OF SERVANTS OF THE SANCTUARY

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Rev Darren Smith (Warden) Michael Andrew (Secretary General) Nigel K Makepeace (Trustee) James Farmer (Treasurer General)
Secretary General	Michael Andrew
Charity number	251735
Principal address	Guild of Servants of the Sanctuary c/o Additional Curates Society 16 Commercial Street Birmingham B1 1RS
Independent examiner	Mr Alan Fletcher 1 Beechcroft Road Leicester LE2 3DA
Bankers	Lloyds Bank plc High Street Coventry West Midlands CV1 5RA

GUILD OF SERVANTS OF THE SANCTUARY

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these accounts, the Trustees are required to:

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

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations and the provisions of the governing policy. 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.

Trustees

GUILD OF SERVANTS OF THE SANCTUARY

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF GUILD OF SERVANTS OF THE SANCTUARY

I report on the accounts of the the charity for the year ended 31 December 2023, which are set out on pages 5 to 12.

Respective responsibilities of Trustees and examiner

The charity's Trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

(a) which gives me reasonable cause to believe that in any material respect the requirements:

- (i) to keep accounting records in accordance with section 130 of the Charities Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act;
- have not been met; or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed A K Fletcher

Name Mr Alan Fletcher
Address 1 Beechcroft Road
 Leicester
 LE2 3DA

Dated:

THE GUILD OF SERVANTS OF THE SANCTUARY

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Incoming resources from generated funds					
Voluntary income	2	13,269	1,232	14,501	151,658
Activities from generating funds	3	26		26	
Interest	4	1,513		1,513	307
Investment Income	4	15,812		15,812	14,004
Walsingham Weekend Deposits					
Total incoming resources		30,620	1,232	31,852	165,969
Resources expended					
Costs of generating funds	5	9,990		9,990	9,470
				-	-
				-	-
		9,990	-	9,990	9,470
Charitable activities					
	6				
Festival Expenses		1,305		1,305	335
Walsingham Weekend Festival		100		100	3,348
Grant to ACS					
Bequest Tfr		-		-	-
Total charitable expenditure		1,405	-	1,405	3,683
Governance costs					
	7	5,961	-	5,961	4,676
Transfer to CCLA Investments					
				-	130,000
Total resources expended		17,356	-	17,356	147,829
Net income/outgoing resources		13,264	1,232	14,496	18,140
Other recognised gains and losses					
Gains/losses on investment assets		40,223	-	40,223	100,109
Net movement in funds		53,487	1,232	54,719	118,249
Transfer to CCLA Investments					- 20,000
Transfer to COF account		- 10,000		- 10,000	
Fund balances at 1 January 2023		526,393		526,393	428,749
Creditors			539	539	- 66
Debtors		228		228	
Fund balances at 31 December 2023		570,108	1,771	571,879	526,932

THE GUILD OF SERVANTS OF THE SANCTUARY

BALANCE SHEET

AS AT 31ST DECEMBER 2023

	Notes	Total 2023 £	Total 2022 £
<u>Fixed Assets</u>			
Tangible Assets	8	25	25
Investments CCLA	9	535,407	495,184
		<u>535,432</u>	<u>495,209</u>
<u>Current Assets</u>			
Stock	10	-	-
Debtors	11	228	
Cash at Bank and on Deposit	12	36,219	31,723
Net incoming resources available		<u>36,447</u>	<u>31,723</u>
Creditors: amounts falling due within one year	13	-	
Net current assets		<u>36,447</u>	<u>31,723</u>
Total assets less current liabilities	14	<u>571,879</u>	<u>526,932</u>
Made up as			
Restricted Funds		1,771	539
Unrestricted Funds		570,108	526,393
Total Assets		571,879	526,932

The accounts were approved by the trustees on

GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention modified to include the revaluation of certain fixed assets.

The accounts have been prepared in accordance with applicable accounting standards and the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in March 2005 and the Charities Act. The accounting policies have been consistently applied. The following is a summary of the significant accounting policies adopted by the charity in the preparation of the accounts.

1.2 Incoming resources

Legacies are credited as received when the amount is ascertainable and there is reasonable certainty of receipt. No incoming resources are deferred.

Membership subscriptions and other forms of voluntary income are credited to the accounts when received and are stated gross of any related costs.

Windfalls from mergers or demutualisations are included within interest received and, where material, identified separately.

1.3 Resources expended

Grants payable are charged to the accounts at the earlier of the date they are paid and the date that the donee has an expectation of receiving the grant.

Costs are charged on an accruals basis and are charged to the general fund unless specifically identifiable with the restricted fund.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

No depreciation has been calculated for 2021 as the residual value on Vestments and Equipment etc is minimal.

Fixtures, fittings & equipment 25% per annum on a straight line basis

Vestments 20% per annum on a straight line basis

The charge for depreciation on fixtures, fittings and equipment is charged equally between the cost of generating funds and governance costs.

1.5 Investments

Fixed asset investments are stated at market value. Income from the investments is credited when received.

Unrealised gains and losses are shown on the basis of the movement in market value during the year.

Realised gains and losses are shown on the basis of the difference between the market value at the start of the year and the proceeds received during the year.

1.6 Stock

(The trustees have decided to write off stock in the year of purchase rather than carry the small value onto the balance sheet)

THE GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
2 Voluntary Income				
Annual Subscriptions/Entrance Fees	10,263		10,263	9,937
Donations	502		502	715
Gift Aid	1,479		1,479	
Bequests	614		614	137,000
Miscellaneous Income	116	-	116	737
Chapter funds held by HQ		1,232	1,232	
Festival Collections	295		295	201
Walsingham Weekend Deposits	-	-	-	3,068
	<u>13,269</u>	<u>1,232</u>	<u>14,501</u>	<u>151,658</u>
3 Activities for Generating Funds				
Sales of Guild Products	26		-	
	<u>26</u>	<u>-</u>	<u>26</u>	
4 Received Interest				
CCLA Deposit Account	1,513		1,513	307
CCLA Investments	15,812		15,812	14,004
Received Interest	<u>17,325</u>	<u>-</u>	<u>17,325</u>	<u>14,311</u>

THE GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Notes	Total 2023 £	Total 2022 £
Total resources expended		
5 Cost of Generating Funds		
The Server	8,957	10,614
Guild Publications	50	
Adverts/Video/Website	600	490
Insurance	383	354
	<u>9,990</u>	<u>11,458</u>
6 Charitable activities		
Festival & Grant Activities		
Festival Expenses	1,305	335
Walsingham Guild Festival	100	3,348
Grants		
Tfr of Bequest to COF		
	<u>1,405</u>	<u>3,683</u>
7 Governance costs		
Postage & Telephone	629	316
Computer Services	569	586
Printing/Stationery	106	508
Accountancy & Independent Review	425	415
Bookkeeping & Administration Honoraria		
Other Honoraria	750	500
Gratuities/Gifts	100	
Insurance	383	353
Meeting & Travel Expenses	2,771	1,904
Misc Expenses	228	94
Depreciation .		
	<u>5,961</u>	<u>4,676</u>

The cost of Insurance is split equally between the cost of generating funds and governance costs.

THE GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

	Unrestricted Funds £	Total 2023 £	Total 2022 £	
Grants payable				0
In furtherance of the objects	_____	_____	_____	
	=====	=====	=====	
Grants to institutions (0)			None	
Grants to individuals (0)	None	None	None	

Trustees

During the year, no trustees received any payment for secretarial services.

Trustees were reimbursed a total of £3225.87 for computer expenses, travelling, stationery, telephone, postage and small gifts

Public liability indemnity to the value of £2,000,000 was purchased using charitable funds. The cost of the premium during 2023 was £766 (2022 - £708) and is charged equally between costs of generating funds and governance costs.

Employees

There were no employees during the year

THE GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Notes

8 Tangible Fixed Assets

	Fixtures, fittings & equipment £	Vestments £	Total £
Book Value			
As at 1st January 2023	24	1	25
Additions 2023	-	-	-
Fixed assets at 31st December 2023	<u>24</u>	<u>1</u>	<u>25</u>
Depreciation			
Depreciation for the year	-	-	-
At 31st December 2023	<u>-</u>	<u>-</u>	<u>-</u>
Net book value			
At 31st December 2023	<u>24</u>	<u>1</u>	<u>25</u>

9 Fixed asset investments

	Unrestricted fund	Net Loss/Gain	Net Value
CBF Church of England Funds at CCLA			
Investment Fund Income Shares			
Market bid value at 1st January 2023		<u>447,336</u>	
Market bid value at 31st December 2023		<u>489,790</u>	489,790
Change in value in the year		<u>42,454</u>	
Historical cost:			
At 2nd June 2015	<u>100,000</u>		
Purchased 21st February 2017	45,000		
Purchased 2021	100,000		
Purchased 8th March 2022	40,000		
Purchased 15th March 2022	20,000		
Purchased 28th June 2022	90,000		
Total	<u>395,000</u>		
Property Fund Income Shares			
Market bid value at 1st January 2023		<u>47,848</u>	
Market bid value at 31st December 2023		<u>45,617</u>	45,617
Change in value in the year		<u>(2,231)</u>	
Historical cost:			
At 2nd June 2015	<u>50,000</u>		
Net Loss/Gain during year		<u>40,223</u>	
Bid Value 31st December 2023			<u>535,407</u>

The investments are held primarily to provide funds to help cover the expenses of the Guild.

GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

Notes	2023 £	2022 £
10 Stock	0	0
The trustees have decided to write off stock in the year of purchase rather than carry the small value onto the balance sheet	<u>-</u>	<u>-</u>
11 Debtors		
COF	228	-
	<u>228</u>	<u>-</u>
12 Cash at bank and on Deposit		
Lloyds Bank current account	830	3,659
Cash on Deposit at CCLA	35,389	28,064
Cash at bank and on Deposit	<u>36,219</u>	<u>31,723</u>
13 Creditors:		
Creditors	None	None
	<u>None</u>	<u>None</u>
14 Analysis of net assets between funds		
Fund balances are represented by:		
Tangible fixed assets	25	25
Debtors	228	
Investments	535,407	495,184
Cash at bank and on Deposit	36,219	31,723
Creditors: amounts falling due within one year	-	
	<u>571,879</u>	<u>526,932</u>

The unrestricted fund is for the purpose of:-
 raising the spiritual tone of Altar Servers
 promoting a disinterested and conscientious performance of the duties of Altar Servers
 encouraging more frequent attendance at the Holy Eucharist, in addition to times of duty
 promoting friendship among Altar Services
 paying the running costs of the Guild.

Any transfer to other funds or allocation to a designated fund is at the discretion of the trustees.
 Sufficient resources are held in an appropriate form to enable each fund to be applied in accordance with any restrictions.

GUILD OF SERVANTS OF THE SANCTUARY

England & Wales - Charity number 251735

Accounts

GUILD OF SERVANTS OF THE SANCTUARY

UNAUDITED ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2022

Charity Registration No. 251735



GUILD OF SERVANTS OF THE SANCTUARY

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GUILD OF SERVANTS OF THE SANCTUARY

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Rev Darren Smith (Warden) Michael Andrew (Secretary General) Nigel K Makepeace (Trustee) James Farmer (Treasurer General)
Secretary General	Michael Andrew
Charity number	251735
Principal address	Guild of Servants of the Sanctuary c/o Additional Curates Society 16 Commercial Street Birmingham B1 1RS
Independent examiner	Mr Alan Fletcher 1 Beechcroft Road Leicester LE2 3DA
Bankers	Lloyds Bank plc High Street Coventry West Midlands CV1 5RA

GUILD OF SERVANTS OF THE SANCTUARY

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these accounts, the Trustees are required to:

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

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations and the provisions of the governing policy. 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.

Trustees

GUILD OF SERVANTS OF THE SANCTUARY

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF GUILD OF SERVANTS OF THE SANCTUARY

I report on the accounts of the the charity for the year ended 31 December 2021, which are set out on pages 5 to 12.

Respective responsibilities of Trustees and examiner

The charity's Trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

(a) which gives me reasonable cause to believe that in any material respect the requirements:

- (i) to keep accounting records in accordance with section 130 of the Charities Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act;
- have not been met; or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed A K Fletcher

Name Mr Alan Fletcher
Address 1 Beechcroft Road
 Leicester
 LE2 3DA

Dated: 17-Mar-22

THE GUILD OF SERVANTS OF THE SANCTUARY

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Incoming resources from generated funds					
Voluntary income	2	151,119	539	151,658	111,503
Activities from generating funds	3	-			6
Interest	4	307		307	14
Investment Income		14,004		14,004	8,330
Walsingham Weekend Deposits					
Total incoming resources		165,430	539	165,969	119,853
Resources expended					
Costs of generating funds	5	11,458		11,458	10,249
				-	-
				-	-
		11,458	-	11,458	10,249
Charitable activities					
	6				
Festival Expenses		335		335	228
Walsingham Weekend Festival		3,348		3,348	
Grant to ACS					
Bequest Tfr		-		-	-
Total charitable expenditure		3,683	-	3,683	228
Governance costs					
	7	4,677	-	4,677	3,274
Transfer to CCLA Investments		130,000		130,000	100,000
Total resources expended		15,612	539	16,151	113,751
Net income/outgoing resources		15,612		16,151	6,102
Other recognised gains and losses					
Gains/losses on investment assets		100,109		100,109	142,771
Net movement in funds		115,721		116,260	148,873
Fund balances at 1 January 2022		428,749		428,749	279,876
Fund balances at 31 December 2022		544,470	539	545,009	428,749

THE GUILD OF SERVANTS OF THE SANCTUARY

BALANCE SHEET

AS AT 31ST DECEMBER 2021

	Notes	Total 2022 £	Total 2021 £
<u>Fixed Assets</u>			
Tangible Assets	8	25	25
Investments CCLA	9	495,184	395,075
		<u>495,209</u>	<u>395,100</u>
<u>Current Assets</u>			
Stock	10	-	-
Debtors	11	-	1,988
Cash at Bank and on Deposit	12	31,723	35,571
Net incoming resources available		<u>31,723</u>	<u>33,583</u>
Creditors: amounts falling due within one year	13	-	66
Net current assets		<u>31,723</u>	<u>33,649</u>
Total assets less current liabilities	14	<u>526,932</u>	<u>428,749</u>
Made up as			
Restricted Funds		539	
Unrestricted Funds			428,749
Total Assets		539	428,749

The accounts were approved by the trustees on

GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention modified to include the revaluation of certain fixed assets.

The accounts have been prepared in accordance with applicable accounting standards and the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in March 2005 and the Charities Act. The accounting policies have been consistently applied. The following is a summary of the significant accounting policies adopted by the charity in the preparation of the accounts.

1.2 Incoming resources

Legacies are credited as received when the amount is ascertainable and there is reasonable certainty of receipt. No incoming resources are deferred.

Membership subscriptions and other forms of voluntary income are credited to the accounts when received and are stated gross of any related costs.

Windfalls from mergers or demutualisations are included within interest received and, where material, identified separately.

1.3 Resources expended

Grants payable are charged to the accounts at the earlier of the date they are paid and the date that the donee has an expectation of receiving the grant.

Costs are charged on an accruals basis and are charged to the general fund unless specifically identifiable with the restricted fund.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

No depreciation has been calculated for 2021 as the residual value on Vestments and Equipment etc is minimal.

Fixtures, fittings & equipment 25% per annum on a straight line basis

Vestments 20% per annum on a straight line basis

The charge for depreciation on fixtures, fittings and equipment is charged equally between the cost of generating funds and governance costs.

1.5 Investments

Fixed asset investments are stated at market value. Income from the investments is credited when received.

Unrealised gains and losses are shown on the basis of the movement in market value during the year.

Realised gains and losses are shown on the basis of the difference between the market value at the start of the year and the proceeds received during the year.

1.6 Stock

(The trustees have decided to write off stock in the year of purchase rather than carry the small value onto the balance sheet)

THE GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
2 Voluntary Income				
Annual Subscriptions/Entrance Fees	9,937		9,937	9,457
Donations	715		715	638
Gift Aid	-			1,342
Gifts	-		-	
Bequests	137,000		137,000	100,066
Miscellaneous Income	198	539	737	
Festival Collections	201		201	
Walsingham Weekend Deposits	3,068	-	3,068	
	<u>151,119</u>	<u>539</u>	<u>151,658</u>	<u>111,503</u>
3 Activities for Generating Funds				
Sales of Guild Products			-	6
	<u>-</u>	<u>-</u>	<u>-</u>	<u>6</u>
4 Received Interest				
CCLA Deposit Account	307		307	14
CCLA Investment Bonds	14,004		14,004	8,330
Received Interest	<u>14,311</u>	<u>-</u>	<u>14,311</u>	<u>8,344</u>

THE GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

Notes	Total 2022 £	Total 2021 £
Total resources expanded		
5 Cost of Generating Funds		
The Server	10,614	7,952
Guild Publications		708
Adverts/Video/Website	490	1,254
Insurance	354	335
	<u>11,458</u>	<u>10,249</u>
6 Charitable activities		
Festival & Grant Activities		
Festival Expenses	335	228
Walsingham Guild Festival Grants	3,348	
Tfr of Bequest to COF		
	<u>3,683</u>	<u>228</u>
7 Governance costs		
Postage & Telephone	316	481
Computer Services	586	586
Printing/Stationery	508	32
Accountancy & Independent Review	415	460
Bookkeeping & Administration Honoraria		
Other Honoraria	500	200
Gratuities/Gifts		51
Insurance	354	335
Meeting & Travel Expenses	1,904	1,127
Misc Expenses	94	2
Depreciation .		
	<u>4,677</u>	<u>3,274</u>

The cost of Insurance is split equally between the cost of generating funds and governance costs.

THE GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

	Unrestricted Funds £	Total 2021 £	Total 2021 £
Grants payable			
In furtherance of the objects	_____	_____	_____
	=====	=====	=====
Grants to institutions (0)			None
Grants to individuals (0)	None	None	None

Trustees

During the year, no trustees received any payment for secretarial services.

Trustees were reimbursed a total of £1539.05 for computer expenses, travelling, stationery, telephone, postage and small gifts

Public liability indemnity to the value of £2,000,000 was purchased using charitable funds. The cost of the premium during 2021 was £669 (2020 - £954) and is charged equally between costs of generating funds and governance costs.

Employees

There were no employees during the year

THE GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

Notes

8 Tangible Fixed Assets

	Fixtures, fittings & equipment £	Vestments £	Total £
Book Value			
As at 1st January 2022	24	1	25
Additions 2022	-	-	-
Fixed assets at 31st December 2022	<u>24</u>	<u>1</u>	<u>25</u>
Depreciation			
Depreciation for the year	-	-	-
At 31st December 2022	<u>-</u>	<u>-</u>	<u>-</u>
Net book value			
At 31st December 2022	<u>24</u>	<u>1</u>	<u>25</u>

9 Fixed asset investments

	Unrestricted fund	Net Loss/Gain	Net Value
CBF Church of England Funds at CCLA			
Investment Fund Income Shares			
Market bid value at 1st January 2022		<u>340,867</u>	
Market bid value at 31st December 2022		<u>447,336</u>	447,336
Change in value in the year		<u>106,469</u>	
Historical cost:			
At 2nd June 2015	<u>100,000</u>		
Purchased 21st February 2017	<u>45,000</u>		
Total	<u>145,000</u>		
Property Fund Income Shares			
Market bid value at 1st January 2022		<u>54,208</u>	
Market bid value at 31st December 2022		<u>47,848</u>	47,848
Change in value in the year		<u>(6,360)</u>	
Historical cost:			
At 2nd June 2015	<u>50,000</u>		
Net Loss/Gain during year		<u>100,109</u>	
Bid Value 31st December 2022			<u>495,184</u>

The investments are held primarily to provide funds to help cover the expenses of the Guild.

GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

Notes	2022	2021
	£	£
10 Stock	0	0
The trustees have decided to write off stock in the year of purchase rather than carry the small value onto the balance sheet	<u>-</u>	<u>-</u>
11 Debtors		
Debtors	-	1,988
	<u>-</u>	<u>1,988</u>
12 Cash at bank and on Deposit		
Lloyds Bank current account	3,659	1,818
Cash on Deposit at CCLA	28,064	33,753
Cash at bank and on Deposit	<u>31,723</u>	<u>35,571</u>
13 Creditors:		
Creditors	None	None
	<u>None</u>	<u>None</u>
14 Analysis of net assets between funds		
Fund balances are represented by:		
Tangible fixed assets	25	25
Debtors		(1,988)
Investments	495,184	395,075
Cash at bank and on Deposit	31,723	35,571
Creditors: amounts falling due within one year	-	66
	<u>526,932</u>	<u>428,749</u>

The unrestricted fund is for the purpose of:-
 raising the spiritual tone of Altar Servers
 promoting a disinterested and conscientious performance of the duties of Altar Servers
 encouraging more frequent attendance at the Holy Eucharist, in addition to times of duty
 promoting friendship among Altar Services
 paying the running costs of the Guild.

Any transfer to other funds or allocation to a designated fund is at the discretion of the trustees.
 Sufficient resources are held in an appropriate form to enable each fund to be applied in accordance with any restrictions.

GUILD OF SERVANTS OF THE SANCTUARY

England & Wales - Charity number 251735

Accounts

GUILD OF SERVANTS OF THE SANCTUARY

UNAUDITED ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2021

Charity Registration No. 251735



GUILD OF SERVANTS OF THE SANCTUARY

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GUILD OF SERVANTS OF THE SANCTUARY

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Revd Darren Smith (Warden) Michael Andrew (Secretary General) Nigel K Makepeace (Trustee) James Farmer (Treasurer General)
Secretary General	Michael Andrew
Charity number	251735
Principal address	Guild of Servants of the Sanctuary c/o Additional Curates Society 16 Commercial Street Birmingham B1 1RS
Independent examiner	Mr Alan Fletcher 1 Beechcroft Road Leicester LE2 3DA
Bankers	Lloyds Bank plc High Street Coventry West Midlands CV1 5RA

GUILD OF SERVANTS OF THE SANCTUARY

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these accounts, the Trustees are required to:

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

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations and the provisions of the governing policy. 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.

Trustees

GUILD OF SERVANTS OF THE SANCTUARY

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF GUILD OF SERVANTS OF THE SANCTUARY

I report on the accounts of the the charity for the year ended 31 December 2021, which are set out on pages 5 to 12.

Respective responsibilities of Trustees and examiner

The charity's Trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

(a) which gives me reasonable cause to believe that in any material respect the requirements:

- (i) to keep accounting records in accordance with section 130 of the Charities Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act;
- have not been met; or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed A K Fletcher

Name Mr Alan Fletcher
Address 1 Beechcroft Road
 Leicester
 LE2 3DA

Dated: 17-Mar-22

THE GUILD OF SERVANTS OF THE SANCTUARY

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Incoming resources from generated funds					
Voluntary income	2	111,503		111,503	11,880
Activities from generating funds	3	6		6	12
Interest	4	14		14	85
Investment Income		8,330		8,330	8,182
Walsingham Weekend Deposits					150
Total incoming resources		119,853	-	119,853	20,309
Resources expended					
Costs of generating funds	5	10,249		10,249	8,383
				-	-
				-	-
		<u>10,249</u>	<u>-</u>	<u>10,249</u>	<u>8,383</u>
Charitable activities					
	6				
Festival Expenses		228		228	
Walsingham Weekend Festival					500
Grant to ACS					
Bequest Tfr		-		-	-
Total charitable expenditure		<u>228</u>	<u>-</u>	<u>228</u>	<u>500</u>
Governance costs					
	7	<u>3,274</u>	<u>-</u>	<u>3,274</u>	<u>3,459</u>
Transfer to CCLA Investments					
		100,000		100,000	
Total resources expended					
		113,751	-	113,751	12,342
Net income/outgoing resources					
		6,102		6,102	7,967
Other recognised gains and losses					
Gains/losses on investment assets		<u>142,771</u>	<u>-</u>	<u>142,771</u>	<u>10,753</u>
Net movement in funds					
		148,873		148,873	18,720
Fund balances at 1 January 2021					
		279,876		279,876	261,156
Fund balances at 31 December 2021					
		428,749	-	428,749	279,876

THE GUILD OF SERVANTS OF THE SANCTUARY

BALANCE SHEET

AS AT 31ST DECEMBER 2021

	Notes	Total 2021 £	Total 2020 £
<u>Fixed Assets</u>			
Tangible Assets	8	25	25
Investments CCLA	9	395,075	252,304
		<u>395,100</u>	<u>252,329</u>
<u>Current Assets</u>			
Stock	10	-	-
Debtors	11	- 1,988	- 100
Cash at Bank and on Deposit	12	35,571	27,647
Net incoming resources available		<u>33,583</u>	<u>27,547</u>
Creditors: amounts falling due within one year	13	66	-
Net current assets		<u>33,649</u>	<u>27,547</u>
Total assets less current liabilities	14	<u>428,749</u>	<u>279,876</u>
Made up as			
Restricted Funds			150
Unrestricted Funds		428,749	279,726
Total Assets		428,749	279,876

The accounts were approved by the trustees on

GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention modified to include the revaluation of certain fixed assets.

The accounts have been prepared in accordance with applicable accounting standards and the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in March 2005 and the Charities Act. The accounting policies have been consistently applied. The following is a summary of the significant accounting policies adopted by the charity in the preparation of the accounts.

1.2 Incoming resources

Legacies are credited as received when the amount is ascertainable and there is reasonable certainty of receipt. No incoming resources are deferred.

Membership subscriptions and other forms of voluntary income are credited to the accounts when received and are stated gross of any related costs.

Windfalls from mergers or demutualisations are included within interest received and, where material, identified separately.

1.3 Resources expended

Grants payable are charged to the accounts at the earlier of the date they are paid and the date that the donee has an expectation of receiving the grant.

Costs are charged on an accruals basis and are charged to the general fund unless specifically identifiable with the restricted fund.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:
No depreciation has been calculated for 2021 as the residual value on Vestments and Equipment etc is minimal.

Fixtures, fittings & equipment 25% per annum on a straight line basis

Vestments 20% per annum on a straight line basis

The charge for depreciation on fixtures, fittings and equipment is charged equally between the cost of generating funds and governance costs.

1.5 Investments

Fixed asset investments are stated at market value. Income from the investments is credited when received.

Unrealised gains and losses are shown on the basis of the movement in market value during the year. Realised gains and losses are shown on the basis of the difference between the market value at the start of the year and the proceeds received during the year.

1.6 Stock

(The trustees have decided to write off stock in the year of purchase rather than carry the small value onto the balance sheet)

THE GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Notes	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
2 Voluntary Income				
Annual Subscriptions/Entrance Fees	9,457		9,457	9,808
Donations	638		638	480
Gift Aid	1,342		1,342	1,536
Gifts	-		-	
Bequests	100,066		100,066	100,066
Miscellaneous Income				56
Festival Collections	-		-	
Walsingham Weekend Deposits		-		150
	<u>111,503</u>	<u>-</u>	<u>111,503</u>	<u>112,096</u>
3 Activities for Generating Funds				
			-	.
Sales of Guild Products	6		6	12
	<u>6</u>	<u>-</u>	<u>6</u>	<u>12</u>
4 Received Interest				
CCLA Deposit Account	14		14	85
CCLA Investment Bonds	8,330		8,330	8,182
Received Interest	<u>8,344</u>	<u>-</u>	<u>8,344</u>	<u>8,267</u>

THE GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Notes	Total 2021 £	Total 2020 £
Total resources expanded		
5 Cost of Generating Funds		
The Server	7,952	7,897
Guild Publications	708	9
Adverts/Video/Website	1,254	-
Insurance	335	477
	<u>10,249</u>	<u>8,383</u>
6 Charitable activities		
Festival & Grant Activities		
Festival Expenses	228	
Walsingham Guild Festival		
Grants		500
Tfr of Bequest to COF		
	<u>228</u>	<u>500</u>
7 Governance costs		
Postage & Telephone	481	528
Computer Services	586	537
Printing/Stationery	32	79
Accountancy & Independent Review	460	455
Bookkeeping & Administration Honoraria		
Other Honoraria	200	
Gratuities/Gifts	51	125
Insurance	335	477
Meeting & Travel Expenses	1,127	1,258
Misc Expenses	2	
Depreciation .		
	<u>3,274</u>	<u>3,459</u>

The cost of Insurance is split equally between the cost of generating funds and governance costs.

THE GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

	Unrestricted Funds £	Total 2021 £	Total 2020 £
Grants payable			
In furtherance of the objects	_____	_____	500
	=====	=====	500
Grants to institutions (0)			500
Grants to individuals (0)	None	None	None

Trustees

During the year, no trustees received any payment for secretarial services.

Trustees were reimbursed a total of £1539.05 for computer expenses, travelling, stationery, telephone, postage and small gifts

Public liability indemnity to the value of £2,000,000 was purchased using charitable funds. The cost of the premium during 2021 was £669 (2020 - £954) and is charged equally between costs of generating funds and governance costs.

Employees

There were no employees during the year

THE GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Notes

8 Tangible Fixed Assets

	Fixtures, fittings & equipment £	Vestments £	Total £
Book Value			
As at 1st January 2021	24	1	25
Additions 2021	-	-	-
Fixed assets at 31st December 2021	<u>24</u>	<u>1</u>	<u>25</u>
Depreciation			
Depreciation for the year	-	-	-
At 31st December 2021	<u>-</u>	<u>-</u>	<u>-</u>
Net book value			
At 31st December 2021	<u>24</u>	<u>1</u>	<u>25</u>

9 Fixed asset investments

	Unrestricted fund	Net Loss/Gain	Net Value
CBF Church of England Funds at CCLA			
Investment Fund Income Shares			
Market bid value at 1st January 2021		<u>204,862</u>	
Market bid value at 31st December 2021		<u>340,867</u>	340,867
Change in value in the year		<u>136,005</u>	
Historical cost:			
At 2nd June 2015	<u>100,000</u>		
Purchased 21st February 2017	<u>45,000</u>		
Total	<u>145,000</u>		
Property Fund Income Shares			
Market bid value at 1st January 2021		<u>47,442</u>	
Market bid value at 31st December 2021		<u>54,208</u>	54,208
Change in value in the year		<u>6,766</u>	
Historical cost:			
At 2nd June 2015	<u>50,000</u>		
Net Loss/Gain during year		<u>142,771</u>	
Bid Value 31st December 2021			<u>395,075</u>

The investments are held primary to provide funds to help cover the expenses of the Guild.

GUILD OF SERVANTS OF THE SANCTUARY

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

Notes	2021	2020
	£	£
10 Stock	0	0
The trustees have decided to write off stock in the year of purchase rather than carry the small value onto the balance sheet	<u>-</u>	<u>-</u>
11 Debtors		
Debtors	1,988	100
	<u>1,988</u>	<u>100</u>
12 Cash at bank and on Deposit		
Lloyds Bank current account	1,818	2,239
Cash on Deposit at CCLA	33,753	25,408
Cash at bank and on Deposit	<u>35,571</u>	<u>27,647</u>
13 Creditors:		
Creditors		None
	<u>None</u>	<u>None</u>
14 Analysis of net assets between funds		
Fund balances are represented by:		
Tangible fixed assets	25	25
Debtors	(1,988)	(100)
Investments	395,075	252,304
Cash at bank and on Deposit	35,571	27,647
Creditors: amounts falling due within one year	66	-
	<u>428,749</u>	<u>279,876</u>

The unrestricted fund is for the purpose of:-
 raising the spiritual tone of Altar Servers
 promoting a disinterested and conscientious performance of the duties of Altar Servers
 encouraging more frequent attendance at the Holy Eucharist, in addition to times of duty
 promoting friendship among Altar Services
 paying the running costs of the Guild.

Any transfer to other funds or allocation to a designated fund is at the discretion of the trustees.
 Sufficient resources are held in an appropriate form to enable each fund to be applied in accordance with any restrictions.