

The Chapter of the Order of the Holy Paraclete Limited

England & Wales · Charity number 271117

Details

Other names	CHAPTER OF THE ORDER OF THE HOLY PARACLETE
Status	Registered
Legal form	Charitable company
Company number	01241044
Registered	1976-04-15
Register	View on the Charity Commission register

Contact

Address Chapt. Order Of The Holy Paraclete
St. Hildas Priory
Castle Road
Whitby
North Yorkshire
YO21 3SL

Phone 01947899560

Email info@ohpwhitby.org.uk

Website www.ohpwhitby.org.uk

Activities

Objects: TO UNDERTAKE, PROMOTE AND CARRY ON IN ANY PART OF THE WORLD ENTERPRISES FOR THE ADVANCEMENT OF THE CHRISTIAN RELIGION BY EDUCATIONAL, MISSIONARY PASTORAL, EVANGELICAL, MEDICAL OR OTHER CHARITABLE WORK.

Activities: Members of the Order are involved in hospitality, parish work, hospital chaplaincy, spiritual direction, pastoral care, work with the elderly, young people and children in the UK and overseas. In Ghana medical work, vocational training.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Religious Activities
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Ghana
- City Of York
- Middlesbrough
- North Yorkshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£763,041	£1,492,434	£9,906,062	37
2024-06-30	£1,005,826	£1,445,914	£10,612,283	46
2023-06-30	£715,439	£1,339,725	£9,570,413	43
2022-06-30	£723,285	£1,328,641	£10,175,806	42
2021-06-30	£603,234	£1,434,260	£11,411,884	46

Trustees

Name	Role	Appointed
SISTER JOCELYN CARTER	Chair	
Linda Major		2022-12-29
Sister Dorothy Dean		2026-01-04
Sister Margaret Anne de Visme		2025-01-04
Sr Heather Mary Francis Crane OHP		

The Chapter of the Order of the Holy Paraclete Limited

England & Wales - Charity number 271117

Accounts

Charity registration number 271117

Company registration number 1241044 (England and Wales)

**THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2025**

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

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THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Sister J M Carter Sister H M F Crane Sister K E Brewin (Resigned 4 January 2025) Sister H L Stout Sister L M Major Sister M De Visme (Appointed 4 January 2025)
Secretary	Sister J M Carter
Prioress	Sister J M Carter
Charity number	271117
Company number	1241044
Principal address and registered office	St Hilda's Priory Castle Road Whitby North Yorkshire YO21 3SL
Auditor	Fortus Audit LLP Equinox House Clifton Park Shipton Road York YO30 5PA
Bankers	HSBC Bank Plc 33 St Nicholas Street Scarborough North Yorkshire YO11 2HN
Solicitors	Andrew Jackson Solicitors LLP Foss Islands House Foss Islands Road York YO31 7UJ
Investment advisors	RBC Brewin Dolphin 10 Wellington Place Leeds LS1 4AN Fortus Wealth Management (North) Ltd Equinox House Clifton Park, Shipton Road York YO30 5PA

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 30 JUNE 2025

The trustees present their annual report and financial statements for the year ended 30 June 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charitable company's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019".

The legal and administrative information page forms part of this report.

Objectives and activities

Charitable Objectives

The object for which the Chapter was established is in accordance with the principles of the Christian Religion to undertake, promote and carry on in any part of the world, enterprises for the advancement of educational, missionary, pastoral, evangelical, medical or other charitable work in the furtherance of that object. To found, acquire and conduct houses of prayer, churches, chapels, priories, dwelling houses, colleges, schools, technical training establishments, retreat houses, orphanages, refuges and clubs for the poor, guilds, offices or any other institutions which may from time to time be desirable for the commencement or furthering of Christian work in England or in any other country, and to provide the same with all proper, desirable or necessary fittings, apparatus, appliances, conveniences and accommodation desirable for the efficient conduct and welfare of the same. To print, publish and sell newspapers, periodicals, books, leaflets and other publications to further the objects of the Chapter.

The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission when reviewing the charity's aims and objectives and in planning future activities.

Achievements and performance

It is the policy of the Order to undertake a broad range of charitable activities. The principal areas in which the Order is involved are set out as follows:

Education

The Order grants financial assistance to needy persons primarily between the ages of 16 and 25 in the Whitby Deanery to assist in their education, training or personal development.

Health Care

The Order is responsible for running St Hilda's Priory Aelred Wing, a registered care home.

Retreat Work

The Order is actively involved in retreat and counselling work at the Priory and in other houses of the Order.

Social and Pastoral Care

Members of the Order are involved, mainly in a voluntary capacity, in parish work, hospital and hospice chaplaincy, mental health and counselling work and work with children and young people in the UK and overseas.

Overseas Work

Members of the Order work in Ghana where they undertake vocational training, medical work, and work within the Anglican Church, spiritual direction and pastoral care. The UK funds of the Order are being used in development and work in both countries. Donations received for overseas work are administered as restricted funds. Material produced for fund raising is financed from The Central Funds of the Order.

Grant making policy

The Order tithes (10%) of its investment income from the previous financial year as charitable giving. Additional grants may be given on the approval of the Chapter of the Order of the Holy Paraclete.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

Investments

The Order's investments are managed by a nominee company, Brewin Dolphin, which has discretionary powers. The Order also takes advice from Fortus Wealth Management. The Order maintains an ethical policy for its investments.

The portfolio is predominantly equities focused and so the returns reflect a positive 12 months on global stock-markets. During this period, we asked Brewin Dolphin to also prioritise cost efficiency, looking to introduce 'index tracking' funds where possible and appropriate. Through our meetings with Brewin Dolphin during the year, they confirmed this approach had been adopted and has helped to reduce the overall cost of the portfolio. This reporting period also saw the portfolio benefit from a reduced cash holding, reflecting the lower income needs of the fund. Again, this helped to support the valuation as more capital was employed in equity markets.

We have continued to ensure that we have a robust review arrangement in place, in terms of the investment risk profile of the fund and the ongoing suitability of Brewin Dolphin as the Discretionary Fund Manager, so a full review of other investment options is ongoing.

Review of activities

1. Education

The sisters continue to be involved with the local community with some serving as governors at local schools. Sr Dorothy Stella is no longer a governor but continues to offer help at school with early maths and literacy skills.

Sr Anita continues as chair of the discipline committee for the M.A.T. [multi academy trust], Tees Valley Education and serves on the York Diocesan Board of Education.

St Hilda's Bursary Award: OHP Trustees Report 2024 - 2025



Committee Members:

Mrs Vicki Verill – Whitby Sixth Form
Mrs Anne Hornigold – Whitby Fishing School
Rev Sally Wilson – C of E Deacon, Danby group of parishes
Sr Helen OHP
Sr Heather Francis OHP

The total value of awards for the year 2024 – 2025 was £1,050.00 with £1,200 payments made post 30.06.2025. Awards of between £300 and £500 were made to 6 individuals; these were made towards costs of digital equipment, kit and training resources for courses in Medicine, Performing Arts, Fashion & Textiles, Adult Nursing, Geography and Law.

Because fewer awards than usual were made, the Bursary Award did not take the £6,000 grant from the Order's donations this year.

Heather Francis OHP

Holy Paraclete Women's Skills Centre : Sunyani, Ghana: HOPWOSC continues as a place where disadvantaged women aged 16-35, from various educational backgrounds, or without any schooling, are given skills to empower them financially. The three-year training includes dressmaking, tailoring, craft work, bead craft, crocheting and other fashion accessories; basic literacy and numeracy for those who need it; talk in business management, life skills, health issues, pastoral care and growth in spiritual life are given to enhance their lives after training.

Trainees are able to sit for the National Vocational Training Institutes exams at the centre. Successful candidates are awarded national certificates which will enable them to apply for jobs, establish their own businesses or further their vocational education.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

2. Health Care

Aelred Wing – Priory, UK

The Order has an obligation to care for its members, none of whom has resources of their own and all of whom have devoted a significant part of their lives to the work of the Order.

In common with many religious communities in Great Britain, the age profile of the members of the Order is increasing, as existing members grow older, and the number of new vocations decreases. One sister has died during the year, with 17 sisters now in the Order the average age is 81.2.

For most of the year there were six resident sisters and three seculars needing varying levels of care; three sisters were resident for post-operative care and three secular friends of the Order have been resident for respite care.

One sister is now resident in a Care Home in Middlesbrough.

Jachie Eye Clinic and Eye Hospital - Ghana

Jachie Eye Hospital is a small hospital in Ghana. It has a suite of modern equipment. There is great scope to prevent much blindness. With the resident Ophthalmologist now well established and sharing responsibility for the running of the hospital, Sr Aba has been able to take a long overdue furlough to visit the U.K. where she spent much of her time raising awareness and funds towards the cost for some new equipment and developments.

The Outreach service from the Clinic has continued to provide Eye care treatment to people at their homes.

3. Pastoral Work

Sisters from the Priory work in a voluntary capacity in Whitby. One sister works as the Deanery Administrator and secretary to the Deanery Synod. Two Sisters work as part of the Diocesan Vocations Team.

Many sisters provide spiritual accompaniment to individuals on a regular basis and others provide a listening ear responding to individual needs. All the sisters share in the ministry of Hospitality.

4. Hospitality

In keeping with the Monastic tradition, all the houses of the Order welcome guests.

The hospitality ministry has continued show a steady increase. Bookings have been mainly from individuals seeking some quiet time away. We have continued to offer hospitality to wedding guests from Sneaton Castle.

The Retreat programme has developed during this year with help from Sisters and tertiaries and other Retreat Leaders.

Chapel is central to the life and prayer of the Order, and many of our guests come to share in our worship or to use the Chapel for their own worship.

Financial review

The number of life professed sisters was 17 (2024: 19) at the end of the year under review; the majority of them are pensionable, having given most of their lives to the charitable work of the Order. There have been no new vocations this year. Two sisters died after the year end. The average age of the Community was 81 (2024: 81.2) at 30 June 2025.

The Statement of Financial Activities shows that the total funds decreased by £706,221 during the year (2024: £1,041,870 increase), which includes £23,013 gains (2024: £297,095 gains) on investments in the year.

At the end of the year to June 2025 the total funds of the company were £9,906,062 (2024: 10,612,283). Of this some £4,778,004 (2024: £4,896,379) was in fixed assets needed for the work of the Order and £3,939,856 (2024: £3,877,986) in investments.

From the remaining current assets and liabilities £113,431 (2024: £133,529) was made up of restricted funds and £79,805 (2024: £89,934) designated funds leaving a balance of £994,966 (2024: £1,614,455) in general funds.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2025

Reserves Policy

The members of the Order shall work for their living. The Order is under obligation to support its members during training, in old age and in sickness, and to maintain its property adequately. For such purposes it shall be permissible to use income derived from trusts and investments, and if necessary to realise capital. Such income may also be used for the development of existing work and when new work is to be undertaken. It shall be the responsibility of each Chapter, and more especially of the Greater Chapter, to ensure that all property and income is being used to be of the greatest value to the Church and Society, and to remember that, ultimately, a religious community is bound to live by faith. Whilst exercising a careful stewardship in the management of its present affairs it must avoid the accumulation of capital beyond its foreseeable requirements.

The annual resources required to fund the Order's activities before investment, legacy and non-recurring income currently falls short of expenditure by £753,998. Using a current annuity rate of around 4.64% based on the average age of the community of 81 years the free reserves required would be £16,249,957. The current figure is £4,902,610. The Order keeps the policy under review considering the work undertaken and the number and average age of the community.

Risk management

The Order examines all its activities at its annual General Chapter and its finances at the AGM of the company. Its operations and any major risks that the Order might face are under regular review by the Chapter Standing Committee (Policy) and Council of Management (Board of the Company). The trustees consider that adequate systems are in place to monitor and control these risks to mitigate the Order's exposure to them.

Plans for future periods

The Order intends to continue to meet the following objectives:

- . To continue to care for the sisters and to enable them to carry out their pastoral work
- . To continue to support the overseas work through the allocation of donations given for this work
- . To continue to review environmental issues
- . To monitor the needs of the sisters as they grow older and, if necessary, adapt the Order's plans in respect of property needs and provision of care to elderly members
- . Following on from the quinquennial Visitation in July 2023 the Order continues to monitor closely ongoing expenditure and staffing levels
- . Measures are nearing completion to become a Limited Company to enable external trustees to be appointed

Structure, governance and management

The Chapter of the Order of the Holy Paraclete is governed by its Memorandum and Articles of Association.

The Order of the Holy Paraclete (the Order) is a Religious Order within the Anglican Church. It is administered by the Chapter (comprising all full members of the Order) under the chairmanship of the Prioress. The Prioress is elected by the members of the Chapter to serve for a period of five years.

The assets of the Chapter are held in the accounts detailed in this report; the Order's charitable activities are funded by these accounts. The Chapter was registered with the Charities Commission on 9 May 1964, registration number 271117. Registration as an unlimited company took place on 20 January 1976, company registration number 1241044. The company was re-registered as a limited company on 17 November 2025.

Trustees recruitment and appointment

As set out in the Articles of Association the Trustees shall not be less than three not more than seven. The trustees shall consist of the Prioress, Sub-Prioress, the Bursar and four other members of the Chapter. These elected trustees retire in rotation. The trustees are also directors of the company.

Organisation

The Chapter usually meets twice a year to review the state of the Order and take such decisions as are necessary to fulfil its objects.

A Chapter Standing Committee has been set up comprising the Prioress, Sub-Prioress, Chapter Clerk, one Sister appointed by the Prioress and three elected members. This committee is to act on behalf of the Chapter between meetings with specific purposes and powers.

Trustee induction and training

Eligibility to become a trustee is dependent upon a sister being in profession. There is a three-year period of training, discernment and assessment within the Order before a new member is accepted as a sister in profession in the Order.

Trustees take advantage of on-going training opportunities relevant to trusteeship.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2025

Related Parties

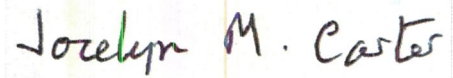
A summary of transactions with related parties is set out in note 24 of the financial statements.

Disclosure of information to auditor

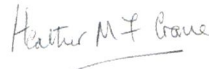
Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The trustees' report was approved by the Trustees on 27 November 2025



Sister J M Carter
Trustee



Sister H M F Crane
Trustee

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 30 JUNE 2025

The trustees, who are also the directors of The Chapter of The Order of The Holy Paraclete for the purpose of company law, 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).

Company Law requires the trustees to prepare financial statements for each financial 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 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;
- make judgements and estimates that are reasonable and prudent; 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 CHAPTER OF THE ORDER OF THE HOLY PARACLETE

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

Opinion

We have audited the financial statements of The Chapter of The Order of The Holy Paraclete (the 'charitable company') for the year ended 30 June 2025 which comprise the statement of financial activities, the statement of financial position, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 June 2025 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charitable company for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

The objectives of our audit, in respect to fraud, are to identify and access the risks of material misstatement of the financial statements due to fraud and obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses, and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and management.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

Our approach was as follows:

- During our planning process we gained an understanding of the legal and regulatory frameworks that are applicable to the charitable company and determined that the most significant of them, which are directly relevant to specific assertions in the financial statements, are those that relate to the reporting framework (FRS102 and the Companies Act 2006) and the relevant tax compliance regulations in the UK;
- We gained an understanding of how the charitable company is complying with these frameworks by making enquiries of trustees, key management and if necessary, advisors responsible for legal and compliance matters. We observed key controls and made appropriate enquiries following our review of contracts, interim financial data, board minutes and reports provided to the trustees;
- We independently assessed the susceptibility of the charitable company's financial statements to material misstatement, including how fraud or error might occur by meeting with trustees and senior management with the skills and experience necessary to determine the risk factors which they believe expose the charitable company to susceptibility to fraud and error. We also considered the impact of any business targets, the personal financial circumstances of management and staff to create a driver for fraud. We considered the culture and controls that the charitable company has established to address the risks identified and evaluated the effectiveness of processes and procedures to prevent and detect fraud, and how senior management monitors those processes and controls. Where the risk was considered to be higher, we designed then performed audit procedures to address each identified fraud risk. These procedures included, but were not restricted to, testing large and unusual items, journals, and transactions with high estimation uncertainty. These tests were designed to provide reasonable assurance that the financial statements were free from fraud and error; and
- Based on our audit plan and understanding of the risks that specifically affect the charitable company we designed our audit procedures to identify non-compliance with such laws and regulations identified above. Our procedures involved substantive testing of transactions and appropriate controls, with a focus on transactions in the books of prime entry that have characteristics that may indicate fraud or error. We looked for unusual patterns, large or unusual transactions, weaknesses in the payments system and new supplier transactions based on our understanding of the business; enquiries of trustees and management and the results from previous audit testing; and focused testing, on specific complex areas based on risk. In addition, we completed procedures to conclude on the other information and disclosures in the trustees' report and accounts with the requirements of the relevant accounting standards and UK legislation.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

We communicate with those charge with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Frances Howard BFP FCA (Senior Statutory Auditor)
for and on behalf of Fortus Audit LLP

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Equinox House
Clifton Park
Shipton Road
York
YO30 5PA

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2025

Current financial year

	Notes	Unrestricted funds general 2025 £	Unrestricted funds designated 2025 £	Restricted funds 2025 £	Total 2025 £	Total 2024 £
Income						
Donations and legacies	2	82,413	-	44,081	126,494	395,977
Charitable activities	3	335,702	-	114,199	449,901	463,018
Other trading activities	4	27,034	-	-	27,034	28,715
Investments	5	153,751	-	5,861	159,612	118,116
Total income		598,900	-	164,141	763,041	1,005,826
Expenditure						
Raising funds	6	52,800	-	-	52,800	24,722
Charitable activities	7	1,089,116	174,793	175,725	1,439,634	1,421,192
Total expenditure		1,141,916	174,793	175,725	1,492,434	1,445,914
Net gains/(losses) on investments	11	23,013	-	-	23,013	297,095
Net expenditure before transfers		(520,003)	(174,793)	(11,584)	(706,380)	(142,993)
Gross transfers between funds		(37,775)	46,289	(8,514)	-	-
Net expenditure before other recognised gains and losses		(557,778)	(128,504)	(20,098)	(706,380)	(142,993)
Other recognised gains and losses						
Other gains or losses	13	159	-	-	159	1,184,863
Net movement in funds		(557,619)	(128,504)	(20,098)	(706,221)	1,041,870
Fund balances at 1 July 2024		5,492,441	4,986,313	133,529	10,612,283	9,570,413
Fund balances at 30 June 2025		4,934,822	4,857,809	113,431	9,906,062	10,612,283

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2025

Prior financial year		Unrestricted funds general 2024 £	Unrestricted funds designated 2024 £	Restricted funds 2024 £	Total 2024 £
	Notes				
Income					
Donations and legacies	2	385,186	1,251	9,540	395,977
Charitable activities	3	308,531	2,560	151,927	463,018
Other trading activities	4	28,715	-	-	28,715
Investments	5	110,262	-	7,854	118,116
Total income		<u>832,694</u>	<u>3,811</u>	<u>169,321</u>	<u>1,005,826</u>
Expenditure					
Raising funds	6	24,722	-	-	24,722
Charitable activities	7	1,090,557	174,746	155,889	1,421,192
Total expenditure		<u>1,115,279</u>	<u>174,746</u>	<u>155,889</u>	<u>1,445,914</u>
Net gains/(losses) on investments	11	297,095	-	-	297,095
Net expenditure before transfers		14,510	(170,935)	13,432	(142,993)
Gross transfers between funds		289,952	(251,462)	(38,490)	-
Net expenditure before other recognised gains and losses		304,462	(422,397)	(25,058)	(142,993)
Other recognised gains and losses					
Other gains or losses	13	1,184,863	-	-	1,184,863
Net movement in funds		1,489,325	(422,397)	(25,058)	1,041,870
Fund balances at 1 July 2023		4,003,116	5,408,710	158,587	9,570,413
Fund balances at 30 June 2024		<u><u>5,492,441</u></u>	<u><u>4,986,313</u></u>	<u><u>133,529</u></u>	<u><u>10,612,283</u></u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF FINANCIAL POSITION

AS AT 30 JUNE 2025

		2025		2024	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	14		4,778,004		4,896,379
Investments	15		3,939,856		3,877,986
			<u>8,717,860</u>		<u>8,774,365</u>
Current assets					
Debtors	16	12,975		14,161	
Cash at bank and in hand		1,287,701		1,894,523	
		<u>1,300,676</u>		<u>1,908,684</u>	
Creditors: amounts falling due within one year	17	<u>(112,474)</u>		<u>(70,766)</u>	
Net current assets			1,188,202		1,837,918
Total assets less current liabilities			<u>9,906,062</u>		<u>10,612,283</u>
Income funds					
Restricted funds	19		113,431		133,529
<u>Unrestricted funds</u>					
Designated funds	20	4,857,809		4,986,313	
General unrestricted funds		<u>4,934,822</u>		<u>5,492,441</u>	
			<u>9,792,631</u>		<u>10,478,754</u>
			<u>9,906,062</u>		<u>10,612,283</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 27 November 2025

Jocelyn M. Carter

Sister J M Carter
Trustee

Heather M F Crane

Sister H M F Crane
Trustee

Company Registration No. 1241044

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2025

	Notes	2025 £	£	2024 £	£
Cash flows from operating activities					
Cash absorbed by operations	26		(690,663)		(404,356)
Investing activities					
Purchase of tangible fixed assets		(37,068)		(55,043)	
Proceeds on disposal of tangible fixed assets		154		1,495,473	
Movement in investment cash accounts		(19,024)		38,413	
Purchase of other investments		(1,679,974)		(1,508,786)	
Proceeds on disposal of other investments		1,660,141		1,928,706	
Investment income received		159,612		118,116	
Net cash generated from investing activities			83,841		2,016,879
Net cash used in financing activities			-		-
Net (decrease)/increase in cash and cash equivalents			(606,822)		1,612,523
Cash and cash equivalents at beginning of year			1,894,523		282,000
Cash and cash equivalents at end of year			1,287,701		1,894,523

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2025

1 Accounting policies

Charity information

Up to 17 November 2025 The Chapter of the Order of the Holy Paraclete was a private unlimited company registered in England and Wales.

From 17 November 2025 The Chapter of the Order of the Holy Paraclete is a private company limited by shares and is registered in England and Wales. The resolution was to become a company limited by guarantee. The trustees are working to resolve the situation.

In the event of the company being wound up or dissolved, funds remaining after all debts and liabilities are settled will be transferred to a similar institution with similar charitable objectives. The charity's registered office and the nature of the charity's principle activities are as stated on the Report of the Board of Trustees.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charitable company's memorandum and articles of association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

The charitable company is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charitable company.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

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

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

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

1.4 Income

Income, including legacies, are included in the statement of financial activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Covenanted salaries and pensions are received under deeds of covenant from members of The Chapter of the Order of the Holy Paraclete and are stated inclusive of income tax but net of any deductions for social security payments and contributions to occupational pension schemes.

Receipts of property, investments or other gifts in kind are included at market value.

1.5 Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in pursuit of its charitable objects.

Direct costs consist of all expenditure directly relating to the objects of the Chapter. Support costs have been allocated in full to direct costs.

Mission and charitable grants payable are charged in the period when the grant is given.

Raising funds comprise those costs associated with attracting donations and legacies, the costs of trading for fundraising purposes including the costs incurred by the trading subsidiary and investment management fees.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2025

1 Accounting policies

(Continued)

Governance costs include expenditure on general administration, and management and compliance with constitutional and statutory requirements.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost (subject to a £500 de minis figure) and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

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

Freehold property	2% and 5% straight line
Plant and equipment	20% straight line
Fixtures, fittings and equipment	20% straight line
Computers	25% straight line
Motor vehicles	25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

Depreciation is not charged until the asset is ready for use.

1.7 Fixed asset investments

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

1.8 Impairment of fixed assets

At each reporting end date, the charitable company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

1.10 Financial instruments

The charity 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.

Basic financial assets

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid at the year end.

Basic financial liabilities

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

1 Accounting policies

(Continued)

1.11 Taxation

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date where transactions or events have occurred at that date that will result in an obligation to pay more, or a right to pay less or to receive more tax, with the following exceptions:

Provision is made for tax on gains arising from the revaluation (and similar fair value adjustments) of fixed assets, and gains on disposal of fixed assets that have been rolled over into replacement assets, only to the extent that, at the balance sheet date, there is a binding agreement to dispose of the assets concerned. However, no provision is made where, on the basis of all available evidence at the balance sheet date, it is more likely than not that the taxable gain will be rolled over into replacement assets and charged to tax only where the replacement assets are sold.

Deferred tax assets are recognised only to the extent that the directors consider that it is more likely than not that there will be suitable taxable profits from which the future reversal of the underlying timing differences can be deducted.

Deferred tax is measured on an undiscounted basis at the tax rates that are expected to apply in the periods in which timing differences reverse, based on tax rates and laws enacted or substantively enacted at the balance sheet date.

1.12 Leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

1.13 Pension costs

Chapter of the Order of the Holy Paraclete (The) Unlimited contributes to defined contribution pension schemes including individual personal pensions. The assets of the schemes are held separately from those of the charity. Pension costs charged in the Statement of Financial Activities represent the contributions payable by the charity in the year.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

2 Donations and legacies

	Unrestricted funds general 2025 £	Unrestricted funds designated 2025 £	Restricted funds 2025 £	Total 2025 £
Donations and gifts	26,282	-	36,081	62,363
Legacies receivable	54,393	-	-	54,393
Other	1,738	-	8,000	9,738
	<u>82,413</u>	<u>-</u>	<u>44,081</u>	<u>126,494</u>

	Unrestricted funds general 2024 £	Unrestricted funds designated 2024 £	Restricted funds 2024 £	Total 2024 £
Donations and gifts	46,512	-	9,540	56,052
Legacies receivable	73,930	-	-	73,930
Donated assets	264,714	-	-	264,714
Other	30	1,251	-	1,281
	<u>385,186</u>	<u>1,251</u>	<u>9,540</u>	<u>395,977</u>

Donated assets

Included in donated asset in the prior year is a property at St John's Chapel, which was left to the Order.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2025

3 Charitable activities

	Charitable Income 2025 £	Charitable Income 2024 £
Covenanted salaries	1,842	1,354
Covenanted pensions	20,383	27,980
State pensions	109,278	114,198
Grants received	-	4,466
DSS allowance	28,450	31,637
NYCC allowance	114,199	147,461
Other income	2,568	7,974
Respite Care	105,021	53,314
Hospitality	68,160	74,634
	<u>449,901</u>	<u>463,018</u>
Analysis by fund		
Unrestricted funds - general	335,702	308,531
Unrestricted funds - designated	-	2,560
Restricted funds	114,199	151,927
	<u>449,901</u>	<u>463,018</u>
Grants received		
Aelred Wing digital transformation	-	4,466
	<u>-</u>	<u>4,466</u>

4 Other trading activities

	Unrestricted funds general 2025 £	Unrestricted funds general 2024 £
Hospitality income	11,224	19,011
Friends of OHP membership	1,705	1,405
Newsletter including publications	455	1,276
Other sales	13,650	7,023
	<u>27,034</u>	<u>28,715</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

5 Investments

	Unrestricted funds general 2025 £	Restricted funds 2025 £	Total 2025 £
Income from listed investments	91,656	-	91,656
Interest receivable	62,095	5,861	67,956
	<u>153,751</u>	<u>5,861</u>	<u>159,612</u>

	Unrestricted funds general 2024 £	Restricted funds 2024 £	Total 2024 £
Income from listed investments	106,389	-	106,389
Interest receivable	3,873	7,854	11,727
	<u>110,262</u>	<u>7,854</u>	<u>118,116</u>

6 Raising funds

	Unrestricted funds general 2025 £	Unrestricted funds general 2024 £
Investment manager's fees	52,800	24,722
	<u>52,800</u>	<u>24,722</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

7 Charitable activities

	Charitable Expenditure 2025 £	Charitable Expenditure 2024 £
Direct costs	990,876	997,968
Premises and equipment costs	408,749	350,920
	<u>1,399,625</u>	<u>1,348,888</u>
Grant funding of activities (see note 8)	22,368	53,399
Share of support costs (see note 9)	8,775	9,779
Share of governance costs (see note 9)	8,866	9,126
	<u>1,439,634</u>	<u>1,421,192</u>
Analysis by fund		
Unrestricted funds - general	1,089,116	1,090,557
Unrestricted funds - designated	174,793	174,746
Restricted funds	175,725	155,889
	<u>1,439,634</u>	<u>1,421,192</u>

8 Grants payable

	Charitable Expenditure 2025 £	Charitable Expenditure 2024 £
Grants to institutions:		
Jachie Eye Clinic	8,000	36,000
Myanmar Earthquake Appeal	1,000	-
Bursary Award	1,050	3,950
Various other grants and donations under £1,000	12,318	13,449
	<u>22,368</u>	<u>53,399</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

9 Support costs	Support costs	Governance costs	2025 Support costs	Governance costs	2024
	£	£	£	£	£
Accountancy fee	8,775	-	8,775	9,779	9,779
Audit fees	-	8,866	8,866	-	9,126
	<u>8,775</u>	<u>8,866</u>	<u>17,641</u>	<u>9,779</u>	<u>18,905</u>
Analysed between Charitable activities	<u>8,775</u>	<u>8,866</u>	<u>17,641</u>	<u>9,779</u>	<u>18,905</u>

10 Employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
Infirmary	22	31
Garden	2	3
Priory	12	11
Laundry	1	1
Total	<u>37</u>	<u>46</u>
Wages and salaries	720,582	749,551
Social security costs	52,042	50,855
Pension costs	16,642	16,824
	<u>789,266</u>	<u>817,230</u>

The sisters comprising the trustees of the charitable company are deemed to be the key management personnel, and no remuneration is received by them.

There were no employees whose annual remuneration was £60,000 or more during the current or the prior year.

11 Net gains/(losses) on investments

	Unrestricted funds general 2025 £	Unrestricted funds general 2024 £
Revaluation of investments	<u>23,013</u>	<u>297,095</u>

12 Taxation

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

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

13 Other gains or losses

	Unrestricted funds general 2025 £	Unrestricted funds general 2024 £
Gain/(loss) on sale of tangible assets	159	1,184,863
	<hr/>	<hr/>
	159	1,184,863
	<hr/> <hr/>	<hr/> <hr/>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2025

14 Tangible fixed assets

	Freehold property	Plant and equipment	Fixtures, fittings and equipment	Computers	Motor vehicles	Total
	£	£	£	£	£	£
Cost						
At 1 July 2024	5,664,632	6,120	396,587	770	76,340	6,144,449
Additions	-	-	24,071	522	12,475	37,068
Disposals	-	-	-	-	(8,485)	(8,485)
At 30 June 2025	5,664,632	6,120	420,658	1,292	80,330	6,173,032
Depreciation						
At 1 July 2024	830,172	1,224	343,461	192	73,016	1,248,065
Depreciation charged in the year	125,280	1,224	22,177	323	6,444	155,448
Eliminated in respect of disposals	-	-	-	-	(8,485)	(8,485)
At 30 June 2025	955,452	2,448	365,638	515	70,975	1,395,028
Carrying amount						
At 30 June 2025	4,709,180	3,672	55,020	777	9,355	4,778,004
At 30 June 2024	4,834,460	4,896	53,117	578	3,324	4,896,379

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

14 Tangible fixed assets

(Continued)

One lease is registered by Anglo American Woodsmith Ltd for mines and minerals which are lying below a depth of 800m from the surface of land held at St. Hildas Priory, Whitby.
The lease terms are 70 years from 29 September 2016 until and including 28 September 2086.

15 Fixed asset investments

	Investments £
Valuation	
At 1 July 2024	3,877,986
Additions	1,679,974
Movement in cash accounts	19,024
Unrealised/realised gain/(loss)	23,013
Disposal proceeds	(1,660,141)
	<hr/>
At 30 June 2025	3,939,856
	<hr/>
Carrying amount	
At 30 June 2025	3,939,856
	<hr/> <hr/>
At 30 June 2024	3,877,986
	<hr/> <hr/>

	2025 £	2024 £
Investments at fair value comprise:		
Listed investments	3,864,559	3,821,713
Cash	75,297	56,273
	<hr/>	<hr/>
	3,939,856	3,877,986
	<hr/> <hr/>	<hr/> <hr/>

Fixed asset investments revalued

Listed investments historical cost at 30 June 2025 is £3,641,177 (2024: £3,543,536).

16 Debtors

	2025 £	2024 £
Amounts falling due within one year:		
Other debtors	5,512	5,547
Prepayments	7,463	8,614
	<hr/>	<hr/>
	12,975	14,161
	<hr/> <hr/>	<hr/> <hr/>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

17 Creditors: amounts falling due within one year

	Notes	2025 £	2024 £
Trade creditors		43,124	29,047
Taxation and social security		15,708	11,837
Deferred income	18	23,850	-
Accruals		29,792	29,882
		<u>112,474</u>	<u>70,766</u>

18 Deferred income

	2025 £	2024 £
Other deferred income	<u>23,850</u>	<u>-</u>

Deferred income is included in the financial statements as follows:

	2025 £	2024 £
Deferred income is included within:		
Current liabilities	<u>23,850</u>	<u>-</u>
Movements in the year:		
Deferred income at 1 July 2024	-	-
Resources deferred in the year	<u>23,850</u>	<u>-</u>
Deferred income at 30 June 2025	<u>23,850</u>	<u>-</u>

Deferred income includes hospitality income and NYC care home allowances that relate to the following year.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

19 Restricted funds

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

	Balance at 1 July 2024	Movement in funds			Balance at 30 June 2025
		Income	Expenditure	Transfers	
	£	£	£	£	£
Ghana fund	15,147	40,591	(36,815)	-	18,923
Development fund	2,516	2,894	-	-	5,410
NYCC allowance fund	-	114,199	(114,199)	-	-
Shelagh Eckford legacy fund	95,152	3,087	(18,618)	-	79,621
Garden fund	2,839	-	-	-	2,839
Hospitality receipts	-	2,500	-	(2,500)	-
Rapid testing fund	2,326	-	-	-	2,326
Stained glass window fund	5,314	700	-	(6,014)	-
Courses & conferences	290	-	-	-	290
Chapel flower fund	620	170	(290)	-	500
OHP Friends	4,659	-	(1,582)	-	3,077
Tertiary	200	-	-	-	200
Aelred digital transformation	4,466	-	(4,221)	-	245
	<u>133,529</u>	<u>164,141</u>	<u>(175,725)</u>	<u>(8,514)</u>	<u>113,431</u>

	Balance at 1 July 2023	Movement in funds			Balance at 30 June 2024
		Income	Expenditure	Transfers	
	£	£	£	£	£
Ghana fund	11,016	4,307	(176)	-	15,147
Development fund	800	1,716	-	-	2,516
NYCC allowance fund	-	147,461	(147,461)	-	-
Shelagh Eckford legacy fund	128,732	5,695	(3,275)	(36,000)	95,152
Garden fund	2,617	222	-	-	2,839
Rapid testing fund	2,326	-	-	-	2,326
Stained glass window fund	-	4,564	-	750	5,314
Courses & conferences	-	500	(210)	-	290
Chapel flower fund	406	338	(124)	-	620
OHP Friends	12,490	-	(4,591)	(3,240)	4,659
Tertiary	200	-	-	-	200
Other	-	52	(52)	-	-
Aelred digital transformation	-	4,466	-	-	4,466
	<u>158,587</u>	<u>169,321</u>	<u>(155,889)</u>	<u>(38,490)</u>	<u>133,529</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2025**

19 Restricted funds

(Continued)

Ghana Fund

The Ghana fund has been set up for work in Ghana.

Development Fund

The Development fund represents donations received specifically used to develop the future property needs of the Order.

NYCC Allowance Fund

The NYCC allowance fund represents the funds received from the council to assist the care of sisters in the infirmary. The cost of caring for the sisters is far greater but this represents the allowance received towards it.

Shelagh Eckford Legacy Fund

The Shelagh Eckford Legacy Fund is a legacy received to be spent on projects relating to Africa.

Garden Fund

Garden fund is money given specifically to be used towards the garden.

Rapid Testing Fund

The rapid testing fund is to support increased lateral flow device testing of staff in care homes.

Stained Glass Window Fund

This fund represents money to be used for the purchase of a new stained glass window.

Courses and Conferences Fund

This fund represents money to be used for courses and conferences for the Sisters.

Chapel Flower Fund

The chapel flower fund is for money donated specifically to be spent on chapel flowers.

OHP Friends

This fund comprises money donated specifically for the work of OHP Friends, and expenditure incurred by the group.

Tertiary

This fund comprises money donated specifically for the tertiary members of the order and associated expenditure.

Other (2024 only)

This comprises one off donations for specific purposes.

Aelred Digital Transformation Fund

This fund comprises of money received for the purchase of digital systems for the Aelred Wing.

Hospitality Receipts Fund

This fund comprises money donated specifically for the purchase of electric beds for the hospitality rooms.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

20 Designated funds

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

	Balance at 1 July 2024	Movement in funds			Balance at 30 June 2025
		Income	Expenditure	Transfers	
	£	£	£	£	£
Fixed assets fund	4,786,545	-	(154,244)	37,068	4,669,369
Ghana Project fund	153	-	-	-	153
Jachie Project fund	25,592	-	(7,213)	1,698	20,077
Sunyani Project fund	76,719	-	(10,672)	12,608	78,655
Bursary Award	19,124	-	(1,110)	-	18,014
Development fund	31,151	-	-	(1,987)	29,164
Diana Watts Legacy	18,754	-	(979)	-	17,775
Garden fund	3,275	-	-	1,000	4,275
Organ fund	25,000	-	-	(5,000)	20,000
Crafts fund	-	-	(37)	50	13
Library fund	-	-	-	50	50
Flower Festival fund	-	-	(538)	802	264
	<u>4,986,313</u>	<u>-</u>	<u>(174,793)</u>	<u>46,289</u>	<u>4,857,809</u>

	Balance at 1 July 2023	Movement in funds			Balance at 30 June 2024
		Income	Expenditure	Transfers	
	£	£	£	£	£
Fixed assets fund	5,196,003	-	(149,104)	(260,354)	4,786,545
Summerhouse fund	2,721	-	(1,362)	(1,359)	-
Ghana Project fund	153	-	-	-	153
Jachie Project fund	25,578	-	(3,427)	3,441	25,592
Sunyani Project fund	80,108	-	(9,094)	5,705	76,719
Bursary Award	17,262	-	(4,148)	6,010	19,124
Development fund	5,125	3,811	-	22,215	31,151
Diana Watts Legacy	53,296	-	(7,422)	(27,120)	18,754
Garden fund	3,464	-	(189)	-	3,275
Organ fund	25,000	-	-	-	25,000
	<u>5,408,710</u>	<u>3,811</u>	<u>(174,746)</u>	<u>(251,462)</u>	<u>4,986,313</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2025

20 Designated funds

(Continued)

Fixed Assets Fund

In order to fulfil the charitable objectives the Order needs a large number of properties and other fixed assets. These assets although unrestricted cannot be realised without undermining the Order's work and the trustees therefore feel it is appropriate to reflect the investment in fixed assets by means of a designated fund.

Summerhouse Fund

The Summerhouse fund represents money received for the purchase of a summerhouse. The transfer represents the remaining assets being transferred to the Fixed Assets fund.

Ghana, Jachie and Sunyani

These have been set up to be used for projects in Southern Africa, Ghana, Jachie and Sunyani. The transfers represent the amount of money received from overseas activity.

Bursary Award Fund

The Bursary award fund is for the provision of grants, loans or other forms of financial assistance to advance education, training and personal development in accordance with the principles of the Christian religion to needy persons primarily between the ages of 16 and 25 who live, study and work in the area of the Deanery of Whitby.

Development Fund

This fund is for the future property needs of the Order in the furtherance of its charitable objects.

Diana Watts Legacy

This was a legacy left by Diana Watts which the Trustees have designated for specific maintenance and repairs projects.

Garden Fund

This fund represents designated money to be used towards the garden.

Organ Fund

The Organ fund represents money earmarked for the purchase of an organ.

21 Analysis of net assets between funds

	Unrestricted funds 2025 £	Designated funds 2025 £	Restricted funds 2025 £	Total 2025 £
Fund balances at 30 June 2025 are represented by:				
Tangible assets	-	4,778,004	-	4,778,004
Investments	3,939,856	-	-	3,939,856
Current assets/(liabilities)	994,966	79,805	113,431	1,188,202
	<u>4,934,822</u>	<u>4,857,809</u>	<u>113,431</u>	<u>9,906,062</u>
	Unrestricted funds 2024 £	Designated funds 2024 £	Restricted funds 2024 £	Total 2024 £
Fund balances at 30 June 2024 are represented by:				
Tangible assets	-	4,896,379	-	4,896,379
Investments	3,877,986	-	-	3,877,986
Current assets/(liabilities)	1,614,455	89,934	133,529	1,837,918
	<u>5,492,441</u>	<u>4,986,313</u>	<u>133,529</u>	<u>10,612,283</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2025

22 Revaluation reserve

	2025	2024
	£	£
At 1 July 2024	-	162,702
Disposal of investments	-	(162,702)
	<u> </u>	<u> </u>
	-	-
	<u> </u>	<u> </u>

23 Operating lease commitments

At the reporting end date the charitable company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2025	2024
	£	£
Within one year	497	719
Between two and five years	1,600	1,987
In over five years	-	109
	<u> </u>	<u> </u>
	2,097	2,815
	<u> </u>	<u> </u>

At the reporting date the charitable company had committed to a health & safety/compliance contract. The total due at 30 June 2025 was £30,115 (2024: £38,146) with £8,031 (2024: £8,031) falling due within one year.

24 Events after the reporting date

On 20 October 2025 the charity passed a special resolution to re-register as a private company limited by guarantee, and to adopt amended articles of association. On 17 November 2025 the charity re-registered at Companies House as a private company limited by shares. The trustees are working to resolve the situation. This event will have no impact on the financial statements.

25 Related party transactions

The trustees of the charitable company are also members of the Chapter and as such have taken vows of poverty under which they have renounced all personal rights to income and capital. The company provides for the essential needs of all members of the Chapter. The living costs of the six trustees who served during the year are therefore borne by the company.

All transactions involving organisations in which a trustee has an interest are conducted at arm's length and in accordance with the charity's normal financial procedures.

The charitable work at St Oswald's was taken on by St Oswald's Community from October 2020 with a tenancy at will in place between the charity and the CIO. Sister J M Carter was a trustee of St Oswald's Community in the year but resigned during the year. During the prior year £807 was paid for by the Chapter and reimbursed from St Oswald's Community. There were no outstanding amounts at the year end.

The St Oswald's property was sold during the prior year.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2025

26	Cash generated from operations	2025 £	2024 £
	Movement in funds before other recognised gains and losses	(706,380)	(142,993)
	Adjustments for:		
	Investment income recognised in statement of financial activities	(159,612)	(118,116)
	Fair value gains and losses on investments	(23,013)	(297,095)
	Depreciation of tangible fixed assets	155,448	151,606
	Movements in working capital:		
	Decrease in debtors	1,186	188
	Increase in creditors	17,858	2,054
	Increase in deferred income	23,850	-
	Cash absorbed by operations	<u>(690,663)</u>	<u>(404,356)</u>

The Chapter of the Order of the Holy Paraclete Limited

England & Wales - Charity number 271117

Accounts

Charity registration number 271117

Company registration number 1241044 (England and Wales)

**THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024**

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

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THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Sister J M Carter Sister H M F Crane Sister K E Brewin Sister H L Stout Sister L M Major
Secretary	Sister J M Carter
Prioress	Sister J M Carter
Charity number	271117
Company number	1241044
Principal address and registered office	St Hilda's Priory Castle Road Whitby North Yorkshire YO21 3SL
Auditor	Fortus Audit LLP Equinox House Clifton Park Shipton Road York YO30 5PA
Bankers	HSBC Bank Plc 33 St Nicholas Street Scarborough North Yorkshire YO11 2HN
Solicitors	Andrew Jackson Solicitors LLP Foss Islands House Foss Islands Road York YO31 7UJ
Investment advisors	RBC Brewin Dolphin 10 Wellington Place Leeds LS1 4AN Fortus Wealth Management (North) Ltd Equinox House Clifton Park, Shipton Road York YO30 5PA

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 30 JUNE 2024

The trustees present their annual report and financial statements for the year ended 30 June 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charitable company's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019".

The legal and administrative information page forms part of this report.

Objectives and activities

Charitable Objectives

The object for which the Chapter was established is in accordance with the principles of the Christian Religion to undertake, promote and carry on in any part of the world, enterprises for the advancement of educational, missionary, pastoral, evangelical, medical or other charitable work in the furtherance of that object. To found, acquire and conduct houses of prayer, churches, chapels, priories, dwelling houses, colleges, schools, technical training establishments, retreat houses, orphanages, refuges and clubs for the poor, guilds, offices or any other institutions which may from time to time be desirable for the commencement or furthering of Christian work in England or in any other country, and to provide the same with all proper, desirable or necessary fittings, apparatus, appliances, conveniences and accommodation desirable for the efficient conduct and welfare of the same. To print, publish and sell newspapers, periodicals, books, leaflets and other publications to further the objects of the Chapter.

The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission when reviewing the charity's aims and objectives and in planning future activities.

Achievements and performance

It is the policy of the Order to undertake a broad range of charitable activities. The principal areas in which the Order is involved are set out as follows:

Education

The Order grants financial assistance to needy persons primarily between the ages of 16 and 25 in the Whitby Deanery to assist in their education, training or personal development.

Health Care

The Order is responsible for running St Hilda's Priory Aelred Wing, a registered care home.

Retreat Work

The Order is actively involved in retreat and counselling work at the Priory and in other houses of the Order.

Social and Pastoral Care

Members of the Order are involved, mainly in a voluntary capacity, in parish work, hospital and hospice chaplaincy, mental health and counselling work and work with children and young people in the UK and overseas.

Overseas Work

Members of the Order work in Ghana where they undertake vocational training, medical work, and work within the Anglican Church, spiritual direction and pastoral care. The UK funds of the Order are being used in development and work in both countries. Donations received for overseas work are administered as restricted funds. Material produced for fund raising is financed from The Central Funds of the Order.

Grant making policy

The Order tithes (10%) of its investment income from the previous financial year as charitable giving. Additional grants may be given on the approval of the Chapter of the Order of the Holy Paraclete.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

Investments

The Order's investments are managed by a nominee company, Brewin Dolphin, which has discretionary powers. The Order maintains an ethical policy for its investments.

The quarterly return on investments, in capital terms, compared to FTSE All Share Index, Government All Stocks Index and WMA Income Index, during the year is set out below

	FTSE	Government all stocks	Risk Level 5 income	OHP portfolio
July/Sept 2023	+1.88%	-0.68%	+0.28%	+0.04%
Oct/Dec 2023	+3.23%	+8.11%	+5.70%	+6.08%
Jan/March 2024	+3.57%	-1.62%	+4.40%	+2.94%
Apr/Jun 2024	+3.73%	-0.89%	+1.71%	+1.81%
12 months to 30 June 2024	+12.98%	+4.76%	+12.64%	+11.22%

Review of activities

1. Education

The sisters continue to be involved with the local community with some serving as governors at local schools.

Sr Dorothy Stella is no longer a governor but continues to offer help at school with early maths and literacy skills.

Sr Anita continues as chair of the discipline committee for the M.A.T. [multi academy trust], Tees Valley Education and serves on the York Diocesan Board of Education.

St Hilda's Bursary Award: OHP Trustees Report 2023 - 2024



Sr Heather Francis continues as administrator of the Award which offers Bursaries to young adults in the Whitby Deanery for costs involved in tertiary education or vocational training.

The total value of awards for the year 2023 – 2024 was £3,950. Award applications are slowly returning to pre-COVID levels but there is still a backlog of rearranged plans among students. Promotional material has included the purchase of coffee/beer mats as a way of promoting the award to current secondary students; this idea came from Sixth Form students as being more likely than flyers to be taken up by students.

Awards of between £100 and £500 were made to 13 individuals; these were made towards costs of digital equipment, kit and training resources for courses in Police training, Physiotherapy, Occupational Therapy, Nursing, Animal Care, Health & Beauty and Sports Coaching; for postgraduate degrees City & Town Planning and Biochemistry; a Camps International project in Kenya and for an international summer school place for a Cambridge choral scholar. There was also an award to Interactive Whitby towards costs of training 4 Young Helpers for the summer activities fortnight.

Holy Paraclete Women's Skills Centre : Sunyani, Ghana: HOPWOSC continues as a place where disadvantaged women aged 16-35, from various educational backgrounds, or without any schooling, are given skills to empower them financially. The three-year training includes dressmaking, tailoring, craft work, bead craft, crocheting and other fashion accessories; basic literacy and numeracy for those who need it; talk in business management, life skills, health issues, pastoral care and growth in spiritual life are given to enhance their lives after training.

Trainees are able to sit for the National Vocational Training Institutes exams at the centre. Successful candidates are awarded national certificates which will enable them to apply for jobs, establish their own businesses or further their vocational education.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2024

2. Health Care

Aelred Wing – Priory, UK

The Order has an obligation to care for its members, none of whom has resources of their own and all of whom have devoted a significant part of their lives to the work of the Order.

In common with many religious communities in Great Britain, the age profile of the members of the Order is increasing, as existing members grow older, and the number of new vocations decreases. With 18 sisters now in the Order the average age is 80.5.

For most of the year there were six resident sisters and one secular needing varying levels of care; three sisters were resident for post-operative care and three secular friends of the Order have been resident for respite care.

Jachie Eye Clinic and Eye Hospital - Ghana

Jachie Eye Hospital is a small hospital in Ghana. It has a suite of modern equipment. There is great scope to prevent much blindness. A major development during the past year has been the appointment of a resident Ophthalmologist; he is a Ghanaian who trained at Moorfields Hospital in London. He is able to share responsibility for the running of the hospital, thus freeing Sr Aba to take a long overdue furlough to visit the U.K.

The Outreach service from the Clinic has continued to provide Eye care treatment to people at their homes.

3. Pastoral Work

Sisters from the Priory work in a voluntary capacity in Whitby. One sister works as the Deanery Administrator and secretary to the Deanery Synod. Two Sisters work as part of the Diocesan Vocations Team.

Many sisters provide spiritual accompaniment to individuals on a regular basis and others provide a listening ear responding to individual needs. All the sisters share in the ministry of Hospitality.

Easterside

Sr Karan continued to develop the ministry in Easterside, Middlesbrough until November 2023. Due to increasing age she then returned to the Priory, hoping that the work she has done will enable the folk of Easterside to continue in their faith journeys.

4. Hospitality

In keeping with the Monastic tradition, all the houses of the Order welcome guests.

The hospitality ministry has continued show a steady increase. Bookings have been mainly from individuals seeking some quiet time away. We have continued to offer hospitality to wedding guests from Sneaton Castle.

We hope to further develop the Retreat programme during this year.

Chapel is central to the life and prayer of the Order, and many of our guests come to share in our worship or to use the Chapel for their own worship.

Financial review

The number of life professed sisters was 19 (2023: 19) at the end of the year under review; the majority of them are pensionable, having given most of their lives to the charitable work of the Order. There have been no new vocations this year. Two sisters died after the year end. The average age of the Community was 81.2 (2023: 80) at 30 June 2024.

The Statement of Financial Activities shows that the total funds increased by £1,041,870 during the year (2023: £605,393 decrease), which includes £297,095 gains (2023: £18,893 gains) on investments in the year.

At the end of the year to June 2024 the total funds of the company were £10,612,283 (2023: 9,570,413). Of this some £4,896,379 (2023: £5,303,552) was in fixed assets needed for the work of the Order and £3,877,986 (2023: £4,039,224) in investments.

From the remaining current assets and liabilities £133,529 (2023: £158,587) was made up of restricted funds and £89,934 (2023: £105,158) designated funds leaving a balance of £1,614,455 (2022: £(36,108)) in general funds.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

Reserves Policy

The members of the Order shall work for their living. The Order is under obligation to support its members during training, in old age and in sickness, and to maintain its property adequately. For such purposes it shall be permissible to use income derived from trusts and investments, and if necessary to realise capital. Such income may also be used for the development of existing work and when new work is to be undertaken. It shall be the responsibility of each Chapter, and more especially of the Greater Chapter, to ensure that all property and income is being used to be of the greatest value to the Church and Society, and to remember that, ultimately, a religious community is bound to live by faith. Whilst exercising a careful stewardship in the management of its present affairs it must avoid the accumulation of capital beyond its foreseeable requirements.

The annual resources required to fund the Order's activities before investment, legacy and non-recurring income currently falls short of expenditure by £731,520. Using a current annuity rate of around 4.45% based on the average age of the community of 81 years the free reserves required would be £16,438,652. The current figure is £5,451,480. The Order keeps the policy under review considering the work undertaken and the number and average age of the community.

Risk management

The Order examines all its activities at its annual General Chapter and its finances at the AGM of the company. Its operations and any major risks that the Order might face are under regular review by the Chapter Standing Committee (Policy) and Council of Management (Board of the Company). The trustees consider that adequate systems are in place to monitor and control these risks to mitigate the Order's exposure to them.

Plans for future periods

The Order intends to continue to meet the following objectives:

- . To continue to care for the sisters and to enable them to carry out their pastoral work
- . To continue to support the overseas work through the allocation of donations given for this work
- . To continue to review environmental issues
- . To monitor the needs of the sisters as they grow older and, if necessary, adapt the Order's plans in respect of property needs and provision of care to elderly members
- . Following on from the quinquennial Visitation in July 2023 the Order has taken measures to increase our financial capital and reduce our expenditure:
 - . St Oswald's House has been sold as this property was becoming a financial burden rather than an asset.
 - . Similarly, a legacy property in Weardale has been sold as the sitting tenant no longer wished to live there.
 - . Measures are in process to reduce the staffing level of the Care Wing and to attract seculars for short term respite care in order to utilise the facilities and increase our income.
 - . Measures are in process to become a Limited Company to enable external trustees to be appointed.

Structure, governance and management

The Chapter of the Order of the Holy Paraclete is governed by its Memorandum and Articles of Association.

The Order of the Holy Paraclete (the Order) is a Religious Order within the Anglican Church. It is administered by the Chapter (comprising all full members of the Order) under the chairmanship of the Prioress. The Prioress is elected by the members of the Chapter to serve for a period of five years.

The assets of the Chapter are held in the accounts detailed in this report; the Order's charitable activities are funded by these accounts. The Chapter was registered with the Charities Commission on 9 May 1964, registration number 271117. Registration as an unlimited company took place on 20 January 1976, company registration number 1241044.

Trustees recruitment and appointment

As set out in the Articles of Association the Trustees shall not be less than three not more than seven. The trustees shall consist of the Prioress, Sub-Prioress, the Bursar and four other members of the Chapter. These elected trustees retire in rotation. The trustees are also directors of the company.

Organisation

The Chapter usually meets twice a year to review the state of the Order and take such decisions as are necessary to fulfil its objects.

A Chapter Standing Committee has been set up comprising the Prioress, Sub-Prioress, Chapter Clerk, one Sister appointed by the Prioress and four elected members. This committee is to act on behalf of the Chapter between meetings with specific purposes and powers.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

Trustee induction and training

Eligibility to become a trustee is dependent upon a sister being in profession. There is a three-year period of training, discernment and assessment within the Order before a new member is accepted as a sister in profession in the Order.

Trustees take advantage of on-going training opportunities relevant to trusteeship.

Related Parties

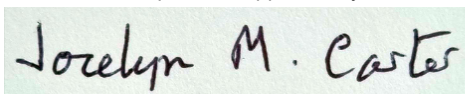
A summary of transactions with related parties is set out in note 23 of the financial statements.

Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The trustees' report was approved by the Trustees on 19 December 2024



Sister J M Carter
Trustee



Sister H M F Crane
Trustee

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 30 JUNE 2024

The trustees, who are also the directors of The Chapter of The Order of The Holy Paraclete for the purpose of company law, 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).

Company Law requires the trustees to prepare financial statements for each financial 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 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;
- make judgements and estimates that are reasonable and prudent; 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 CHAPTER OF THE ORDER OF THE HOLY PARACLETE

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

Opinion

We have audited the financial statements of The Chapter of The Order of The Holy Paraclete (the 'charitable company') for the year ended 30 June 2024 which comprise the statement of financial activities, the statement of financial position, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 June 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charitable company for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

The objectives of our audit, in respect to fraud, are to identify and assess the risks of material misstatement of the financial statements due to fraud and obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses, and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and management.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

Our approach was as follows:

- During our planning process we gained an understanding of the legal and regulatory frameworks that are applicable to the charitable company and determined that the most significant of them, which are directly relevant to specific assertions in the financial statements, are those that relate to the reporting framework (FRS102 and the Companies Act 2006) and the relevant tax compliance regulations in the UK;
- We gained an understanding of how the charitable company is complying with these frameworks by making enquiries of trustees, key management and if necessary, advisors responsible for legal and compliance matters. We observed key controls and made appropriate enquiries following our review of contracts, interim financial data, board minutes and reports provided to the trustees;
- We independently assessed the susceptibility of the charitable company's financial statements to material misstatement, including how fraud or error might occur by meeting with trustees and senior management with the skills and experience necessary to determine the risk factors which they believe expose the charitable company to susceptibility to fraud and error. We also considered the impact of any business targets, the personal financial circumstances of management and staff to create a driver for fraud. We considered the culture and controls that the charitable company has established to address the risks identified and evaluated the effectiveness of processes and procedures to prevent and detect fraud, and how senior management monitors those processes and controls. Where the risk was considered to be higher, we designed then performed audit procedures to address each identified fraud risk. These procedures included, but were not restricted to, testing large and unusual items, journals, and transactions with high estimation uncertainty. These tests were designed to provide reasonable assurance that the financial statements were free from fraud and error; and
- Based on our audit plan and understanding of the risks that specifically affect the charitable company we designed our audit procedures to identify non-compliance with such laws and regulations identified above. Our procedures involved substantive testing of transactions and appropriate controls, with a focus on transactions in the books of prime entry that have characteristics that may indicate fraud or error. We looked for unusual patterns, large or unusual transactions, weaknesses in the payments system and new supplier transactions based on our understanding of the business; enquiries of trustees and management and the results from previous audit testing; and focused testing, on specific complex areas based on risk. In addition, we completed procedures to conclude on the other information and disclosures in the trustees' report and accounts with the requirements of the relevant accounting standards and UK legislation.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Frances Howard

Frances Howard (Senior Statutory Auditor)
for and on behalf of Fortus Audit LLP

19 December 2024

Equinox House
Clifton Park
Shipton Road
York
YO30 5PA

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2024

Current financial year

	Notes	Unrestricted funds general 2024 £	Unrestricted funds designated 2024 £	Restricted funds 2024 £	Total 2024 £	Total 2023 £
Income						
Donations and legacies	2	385,186	1,251	9,540	395,977	121,256
Charitable activities	3	308,531	2,560	151,927	463,018	340,829
Other trading activities	4	28,715	-	-	28,715	98,846
Investments	5	110,262	-	7,854	118,116	154,508
Total income		<u>832,694</u>	<u>3,811</u>	<u>169,321</u>	<u>1,005,826</u>	<u>715,439</u>
Expenditure						
Raising funds	6	24,722	-	-	24,722	28,765
Charitable activities	7	1,090,556	174,747	155,889	1,421,192	1,310,960
Total expenditure		<u>1,115,278</u>	<u>174,747</u>	<u>155,889</u>	<u>1,445,914</u>	<u>1,339,725</u>
Net gains/(losses) on investments	11	297,095	-	-	297,095	18,893
Net income/(expenditure) before transfers		<u>14,511</u>	<u>(170,936)</u>	<u>13,432</u>	<u>(142,993)</u>	<u>(605,393)</u>
Gross transfers between funds		289,953	(251,463)	(38,490)	-	-
Net income/(expenditure) before other recognised gains and losses		<u>304,464</u>	<u>(422,399)</u>	<u>(25,058)</u>	<u>(142,993)</u>	<u>(605,393)</u>
Other recognised gains and losses						
Other gains or losses	13	1,184,863	-	-	1,184,863	-
Net movement in funds		<u>1,489,327</u>	<u>(422,399)</u>	<u>(25,058)</u>	<u>1,041,870</u>	<u>(605,393)</u>
Fund balances at 1 July 2023		4,003,116	5,408,710	158,587	9,570,413	10,175,806
Fund balances at 30 June 2024		<u><u>5,492,443</u></u>	<u><u>4,986,311</u></u>	<u><u>133,529</u></u>	<u><u>10,612,283</u></u>	<u><u>9,570,413</u></u>

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2024

Prior financial year

	Notes	Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Total 2023 £
Income					
Donations and legacies	2	25,318	55,919	40,019	121,256
Charitable activities	3	204,957	1,650	134,222	340,829
Other trading activities	4	92,919	5,927	-	98,846
Investments	5	149,986	10	4,512	154,508
Total income		<u>473,180</u>	<u>63,506</u>	<u>178,753</u>	<u>715,439</u>
Expenditure					
Raising funds	6	28,765	-	-	28,765
Charitable activities	7	968,529	175,990	166,441	1,310,960
Total expenditure		<u>997,294</u>	<u>175,990</u>	<u>166,441</u>	<u>1,339,725</u>
Net gains/(losses) on investments	11	18,893	-	-	18,893
Net income/(expenditure) before transfers		<u>(505,221)</u>	<u>(112,484)</u>	<u>12,312</u>	<u>(605,393)</u>
Gross transfers between funds		(18,340)	18,340	-	-
Net income/(Expenditure) before other recognised gains and losses		<u>(523,561)</u>	<u>(94,144)</u>	<u>12,312</u>	<u>(605,393)</u>
Other recognised gains and losses					
Other gains or losses	13	-	-	-	-
Net movement in funds		<u>(523,561)</u>	<u>(94,144)</u>	<u>12,312</u>	<u>(605,393)</u>
Fund balances at 1 July 2022		4,526,677	5,502,854	146,275	10,175,806
Fund balances at 30 June 2023		<u><u>4,003,116</u></u>	<u><u>5,408,710</u></u>	<u><u>158,587</u></u>	<u><u>9,570,413</u></u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

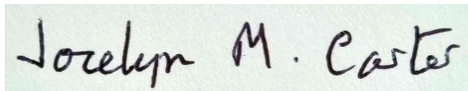
STATEMENT OF FINANCIAL POSITION

AS AT 30 JUNE 2024

		2024		2023	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	14		4,896,379		5,303,552
Investments	15		3,877,986		4,039,224
			<u>8,774,365</u>		<u>9,342,776</u>
Current assets					
Debtors	16	14,161		14,349	
Cash at bank and in hand		1,894,523		282,000	
		<u>1,908,684</u>		<u>296,349</u>	
Creditors: amounts falling due within one year	17	<u>(70,766)</u>		<u>(68,712)</u>	
Net current assets			1,837,918		227,637
Total assets less current liabilities			<u>10,612,283</u>		<u>9,570,413</u>
Income funds					
Restricted funds	18		133,529		158,587
<u>Unrestricted funds</u>					
Designated funds	19	4,986,313		5,408,710	
General unrestricted funds		<u>5,492,441</u>		<u>4,003,116</u>	
			<u>10,478,754</u>		<u>9,411,826</u>
			<u>10,612,283</u>		<u>9,570,413</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 19 December 2024



Sister J M Carter
Trustee



Sister H M F Crane
Trustee

Company Registration No. 1241044

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 JUNE 2024

	Notes	2024 £	£	2023 £	£
Cash flows from operating activities					
Cash absorbed by operations	24		(404,356)		(637,734)
Investing activities					
Purchase of tangible fixed assets		(55,043)		(5,126)	
Proceeds on disposal of tangible fixed assets		1,495,473		-	
Movement in investment cash accounts		38,413		(9,647)	
Purchase of other investments		(1,508,786)		(186,197)	
Proceeds on disposal of other investments		1,928,706		705,716	
Investment income received		118,116		154,508	
Net cash generated from investing activities			2,016,879		659,254
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			1,612,523		21,520
Cash and cash equivalents at beginning of year			282,000		260,480
Cash and cash equivalents at end of year			1,894,523		282,000

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2024

1 Accounting policies

Charity information

The Chapter of the Order of the Holy Paraclete is a private unlimited company and has no share capital and is registered in England and Wales. In the event of the company being wound up or dissolved, funds remaining after all debts and liabilities are settled will be transferred to a similar institution with similar charitable objectives. The charity's registered office and the nature of the charity's principle activities are as stated on the Report of the Board of Trustees.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charitable company's memorandum and articles of association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

The charitable company is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charitable company.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

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

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

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

1.4 Income

Income, including legacies, are included in the statement of financial activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Covenanted salaries and pensions are received under deeds of covenant from members of The Chapter of the Order of the Holy Paraclete and are stated inclusive of income tax but net of any deductions for social security payments and contributions to occupational pension schemes.

Receipts of property, investments or other gifts in kind are included at market value.

1.5 Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in pursuit of its charitable objects.

Direct costs consist of all expenditure directly relating to the objects of the Chapter. Support costs have been allocated in full to direct costs.

Mission and charitable grants payable are charged in the period when the grant is given.

Raising funds comprise those costs associated with attracting donations and legacies, the costs of trading for fundraising purposes including the costs incurred by the trading subsidiary and investment management fees.

Governance costs include expenditure on general administration, and management and compliance with constitutional and statutory requirements.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

1 Accounting policies

(Continued)

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost (subject to a £500 de minimis figure) and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

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

Freehold property	2% and 5% straight line
Plant and equipment	20% straight line
Fixtures, fittings and equipment	20% straight line
Computers	25% straight line
Motor vehicles	25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

Depreciation is not charged until the asset is ready for use.

1.7 Fixed asset investments

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

1.8 Impairment of fixed assets

At each reporting end date, the charitable company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

1.10 Financial instruments

The charity 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.

Basic financial assets

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid at the year end.

Basic financial liabilities

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

1 Accounting policies

(Continued)

1.11 Taxation

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date where transactions or events have occurred at that date that will result in an obligation to pay more, or a right to pay less or to receive more tax, with the following exceptions:

Provision is made for tax on gains arising from the revaluation (and similar fair value adjustments) of fixed assets, and gains on disposal of fixed assets that have been rolled over into replacement assets, only to the extent that, at the balance sheet date, there is a binding agreement to dispose of the assets concerned. However, no provision is made where, on the basis of all available evidence at the balance sheet date, it is more likely than not that the taxable gain will be rolled over into replacement assets and charged to tax only where the replacement assets are sold.

Deferred tax assets are recognised only to the extent that the directors consider that it is more likely than not that there will be suitable taxable profits from which the future reversal of the underlying timing differences can be deducted.

Deferred tax is measured on an undiscounted basis at the tax rates that are expected to apply in the periods in which timing differences reverse, based on tax rates and laws enacted or substantively enacted at the balance sheet date.

1.12 Leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

1.13 Pension costs

Chapter of the Order of the Holy Paraclete (The) Unlimited contributes to defined contribution pension schemes including individual personal pensions. The assets of the schemes are held separately from those of the charity. Pension costs charged in the Statement of Financial Activities represent the contributions payable by the charity in the year.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

2 Donations and legacies

	Unrestricted funds general 2024 £	Unrestricted funds designated 2024 £	Restricted funds 2024 £	Total 2024 £
Donations and gifts	46,512	-	9,540	56,052
Legacies receivable	73,930	-	-	73,930
Donated assets	264,714	-	-	264,714
Other	30	1,251	-	1,281
	<u>385,186</u>	<u>1,251</u>	<u>9,540</u>	<u>395,977</u>

	Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	15,154	495	3,703	19,352
Legacies receivable	10,164	54,246	23,359	87,769
Donations for overseas work	-	-	12,957	12,957
Other	-	1,178	-	1,178
	<u>25,318</u>	<u>55,919</u>	<u>40,019</u>	<u>121,256</u>

Donated assets

Included in donated asset is a property at St John's Chapel, which was left to the Order.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

3 Charitable activities

	Charitable Income 2024 £	Charitable Income 2023 £
Covenanted salaries	1,354	1,650
Covenanted pensions	27,980	26,162
State pensions	114,198	107,040
Grants received	4,466	500
DSS allowance	31,637	36,869
NYCC allowance	147,461	133,722
Other income	7,974	2,643
Respite Care	53,314	32,243
Hospitality	74,634	-
	<u>463,018</u>	<u>340,829</u>
Analysis by fund		
Unrestricted funds - general	308,531	204,957
Unrestricted funds - designated	2,560	1,650
Restricted funds	151,927	134,222
	<u>463,018</u>	<u>340,829</u>
Grants received		
Aelred Wing digital transformation	4,466	-
Other	-	500
	<u>4,466</u>	<u>500</u>

4 Other trading activities

	Unrestricted funds general 2024 £	Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Total 2023 £
Hospitality income	19,011	89,040	-	89,040
Friends of OHP membership	1,405	1,630	-	1,630
Newsletter including publications	1,276	570	-	570
Cards & library sales	7,023	1,679	5,927	7,606
	<u>28,715</u>	<u>92,919</u>	<u>5,927</u>	<u>98,846</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

5 Investments

	Unrestricted funds general 2024 £	Unrestricted funds designated 2024 £	Restricted funds 2024 £	Total 2024 £
Income from listed investments	106,389	-	-	106,389
Interest receivable	3,873	-	7,854	11,727
	<u>110,262</u>	<u>-</u>	<u>7,854</u>	<u>118,116</u>

	Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Total 2023 £
Rental income	779	-	-	779
Income from listed investments	148,892	-	-	148,892
Interest receivable	315	10	4,512	4,837
	<u>149,986</u>	<u>10</u>	<u>4,512</u>	<u>154,508</u>

6 Raising funds

	Unrestricted funds general 2024 £	Unrestricted funds general 2023 £
Investment manager's fees	24,722	28,765
	<u>24,722</u>	<u>28,765</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

7 Charitable activities

	Charitable Expenditure 2024 £	Charitable Expenditure 2023 £
Direct costs	997,968	926,216
Premises and equipment costs	350,920	327,814
	<u>1,348,888</u>	<u>1,254,030</u>
Grant funding of activities (see note 8)	53,399	37,569
Share of support costs (see note 9)	9,779	10,887
Share of governance costs (see note 9)	9,126	8,474
	<u>1,421,192</u>	<u>1,310,960</u>
	<u><u>1,421,192</u></u>	<u><u>1,310,960</u></u>
Analysis by fund		
Unrestricted funds - general	1,090,556	968,529
Unrestricted funds - designated	174,747	175,990
Restricted funds	155,889	166,441
	<u>1,421,192</u>	<u>1,310,960</u>
	<u><u>1,421,192</u></u>	<u><u>1,310,960</u></u>

8 Grants payable

	Charitable Expenditure 2024 £	Charitable Expenditure 2023 £
Grants to institutions:		
Jachie Eye Clinic	36,000	22,200
Bursary Award	3,950	3,100
Various other grants and donations under £1,000	13,449	12,269
	<u>53,399</u>	<u>37,569</u>
	<u><u>53,399</u></u>	<u><u>37,569</u></u>

9 Support costs

	Support costs £	Governance costs £	2024 £	Support costs £	Governance costs £	2023 £
Accountancy fee	9,779	-	9,779	10,887	-	10,887
Audit fees	-	9,126	9,126	-	8,474	8,474
	<u>9,779</u>	<u>9,126</u>	<u>18,905</u>	<u>10,887</u>	<u>8,474</u>	<u>19,361</u>
	<u><u>9,779</u></u>	<u><u>9,126</u></u>	<u><u>18,905</u></u>	<u><u>10,887</u></u>	<u><u>8,474</u></u>	<u><u>19,361</u></u>
Analysed between						
Charitable activities	9,779	9,126	18,905	10,887	8,474	19,361
	<u>9,779</u>	<u>9,126</u>	<u>18,905</u>	<u>10,887</u>	<u>8,474</u>	<u>19,361</u>
	<u><u>9,779</u></u>	<u><u>9,126</u></u>	<u><u>18,905</u></u>	<u><u>10,887</u></u>	<u><u>8,474</u></u>	<u><u>19,361</u></u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2024

10 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Infirmary	31	29
Garden	3	3
Priory	11	10
Laundry	1	1
	<hr/>	<hr/>
Total	46	43
	<hr/> <hr/>	<hr/> <hr/>
Wages and salaries	749,551	706,843
Social security costs	50,855	46,512
Pension costs	16,824	15,389
	<hr/>	<hr/>
	817,230	768,744
	<hr/> <hr/>	<hr/> <hr/>

The sisters comprising the trustees of the charitable company are deemed to be the key management personnel, and no remuneration is received by them.

There were no employees whose annual remuneration was £60,000 or more during the current or the prior year.

11 Net gains/(losses) on investments

	Unrestricted funds general 2024 £	Unrestricted funds general 2023 £
Revaluation of investments	297,095	18,893
	<hr/> <hr/>	<hr/> <hr/>

12 Taxation

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

13 Other gains or losses

	Unrestricted funds general 2024 £	Total 2023 £
Gain/(loss) on sale of tangible assets	1,184,863	-
	<hr/>	<hr/>
	1,184,863	-
	<hr/> <hr/>	<hr/> <hr/>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

14 Tangible fixed assets

	Freehold property	Plant and equipment	Fixtures, fittings and equipment	Computers	Motor vehicles	Total
	£	£	£	£	£	£
Cost						
At 1 July 2023	6,002,489	-	387,797	-	76,340	6,466,626
Additions	-	6,120	48,153	770	-	55,043
Disposals	(337,857)	-	(39,363)	-	-	(377,220)
At 30 June 2024	5,664,632	6,120	396,587	770	76,340	6,144,449
Depreciation						
At 1 July 2023	754,387	-	338,996	-	69,691	1,163,074
Depreciation charged in the year	125,281	1,224	21,584	192	3,325	151,606
Eliminated in respect of disposals	(49,500)	-	(17,110)	-	-	(66,610)
At 30 June 2024	830,168	1,224	343,470	192	73,016	1,248,070
Carrying amount						
At 30 June 2024	4,834,464	4,896	53,117	578	3,324	4,896,379
At 30 June 2023	5,248,102	-	48,801	-	6,649	5,303,552

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

14 Tangible fixed assets

(Continued)

One leases is registered by Anglo American Woodsmith Ltd for mines and minerals which are lying below a depth of 800m from the surface of land held at St. Hildas Priory, Whitby.
The lease terms are 70 years from 29 September 2016 until and including 28 September 2086.

15 Fixed asset investments

	Investments
	£
Valuation	
At 1 July 2023	4,039,224
Additions	1,508,786
Movement in cash accounts	(38,413)
Unrealised/realised gain/(loss)	297,095
Disposal proceeds	(1,928,706)
	<hr/>
At 30 June 2024	3,877,986
	<hr/>
Carrying amount	
At 30 June 2024	3,877,986
	<hr/> <hr/>
At 30 June 2023	4,039,224
	<hr/> <hr/>

	2024	2023
	£	£
Investments at fair value comprise:		
Listed investments	3,821,713	3,944,538
Cash	56,349	94,686
	<hr/>	<hr/>
	3,878,062	4,039,224
	<hr/> <hr/>	<hr/> <hr/>

Fixed asset investments revalued

Listed investments historical cost at 30 June 2024 is £3,487,262 (£3,937,540).

16 Debtors

	2024	2023
	£	£
Amounts falling due within one year:		
Other debtors	5,547	8,292
Prepayments	8,614	6,057
	<hr/>	<hr/>
	14,161	14,349
	<hr/> <hr/>	<hr/> <hr/>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

17 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	29,047	25,869
Taxation and social security	11,837	12,035
Accruals	29,882	30,808
	<u>70,766</u>	<u>68,712</u>

18 Restricted funds

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

	Movement in funds				Balance at 30 June 2024 £
	Balance at 1 July 2023 £	Income £	Expenditure £	Transfers £	
Ghana fund	11,016	4,307	(176)	-	15,147
Development fund	800	1,716	-	-	2,516
NYCC allowance fund	-	147,461	(147,461)	-	-
Shelagh Eckford legacy fund	128,732	5,695	(3,275)	(36,000)	95,152
Garden fund	2,617	222	-	-	2,839
Rapid testing fund	2,326	-	-	-	2,326
Stained glass window fund	-	4,564	-	750	5,314
Courses & conferences	-	500	(210)	-	290
Chapel flower fund	406	338	(124)	-	620
OHP Friends	12,490	-	(4,591)	(3,240)	4,659
Tertiary	200	-	-	-	200
Other	-	52	(52)	-	-
Aelred digital transformation	-	4,466	-	-	4,466
	<u>158,587</u>	<u>169,321</u>	<u>(155,889)</u>	<u>(38,490)</u>	<u>133,529</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

18 Restricted funds

(Continued)

	Balance at 1 July 2022	Movement in funds		Transfers	Balance at 30 June 2023
		Income	Expenditure		
	£	£	£	£	£
Ghana fund	10,372	22,957	(22,313)	-	11,016
Development fund	-	800	-	-	800
NYCC allowance fund	-	133,722	(133,722)	-	-
Shelagh Eckford legacy fund	129,031	3,712	(4,011)	-	128,732
Garden fund	2,617	-	-	-	2,617
Rapid testing fund	2,326	-	-	-	2,326
WRRF	1,664	-	(1,664)	-	-
Chapel flower fund	265	313	(172)	-	406
Aelred Wing	-	2,890	(2,890)	-	-
OHP Friends	-	13,359	(869)	-	12,490
Tertiary	-	500	(300)	-	200
Other	-	500	(500)	-	-
	<u>146,275</u>	<u>178,753</u>	<u>(166,441)</u>	<u>-</u>	<u>158,587</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2024

18 Restricted funds

(Continued)

Ghana Fund

The Ghana fund has been set up for work in Ghana.

Development Fund

The Development fund represents donations received specifically used to develop the future property needs of the Order.

NYCC Allowance Fund

The NYCC allowance fund represents the funds received from the council to assist the care of sisters in the infirmary. The cost of caring for the sisters is far greater but this represents the allowance received towards it.

Shelagh Eckford Legacy Fund

The Shelagh Eckford Legacy Fund is a legacy received to be spent on projects relating to Africa.

Garden Fund

Garden fund is money given specifically to be used towards the garden.

Rapid Testing Fund

The rapid testing fund is to support increased lateral flow device testing of staff in care homes.

Stained Glass Window Fund (2024 only)

This fund represents money to be used for the purchase of a new stained glass window.

Courses and Conferences Fund (2024 only)

This fund represents money to be used for courses and conferences for the Sisters.

WRRF Fund (Workforce Development Recruitment & Retention Fund) (2023 only)

A local government grant of £10,000 for providers with between 20 to 49 staff to assist with costs relating to overtime and pay increase costs, recruitment support, agency staff wage variance and staff wellbeing packages.

Chapel Flower Fund

The chapel flower fund is for money donated specifically to be spent on chapel flowers.

Aelred Wing Fund (2023 only)

This fund was specifically to purchase furniture for the Aelred Wing.

OHP Friends

This fund comprises money donated specifically for the work of OHP Friends, and expenditure incurred by the group.

Tertiary

This fund comprises money donated specifically for the tertiary members of the order and associated expenditure.

Other

This comprises one off donations for specific purposes.

Aelred Digital Transformation Fund

This fund comprises of money received for the purchase of digital systems for the Aelred Wing.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

19 Designated funds

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

	Movement in funds				Balance at 30 June 2024
	Balance at 1 July 2023	Income	Expenditure	Transfers	
	£	£	£	£	£
Fixed assets fund	5,196,003	-	(149,104)	(260,354)	4,786,545
Summerhouse fund	2,721	-	(1,362)	(1,359)	-
Ghana Project fund	153	-	-	-	153
Jachie Project fund	25,578	-	(3,427)	3,441	25,592
Sunyani Project fund	80,108	-	(9,094)	5,705	76,719
Bursary Award	17,262	-	(4,148)	6,010	19,124
Development fund	5,125	3,811	-	22,215	31,151
Diana Watts Legacy	53,296	-	(7,422)	(27,120)	18,754
Garden fund	3,464	-	(189)	-	3,275
Organ fund	25,000	-	-	-	25,000
	<u>5,408,710</u>	<u>3,811</u>	<u>(174,746)</u>	<u>(251,462)</u>	<u>4,986,313</u>

	Movement in funds				Balance at 30 June 2023
	Balance at 1 July 2022	Income	Expenditure	Transfers	
	£	£	£	£	£
Fixed assets fund	5,339,862	-	(157,763)	13,904	5,196,003
Summerhouse fund	4,085	-	-	(1,364)	2,721
Ghana Project fund	153	-	-	-	153
Jachie Project fund	31,276	1,650	(7,348)	-	25,578
Sunyani Project fund	80,940	5,936	(6,768)	-	80,108
Bursary Award	14,622	-	(3,160)	5,800	17,262
Development fund	3,452	1,673	-	-	5,125
Diana Watts Legacy	-	54,247	(951)	-	53,296
Garden fund	3,464	-	-	-	3,464
Organ fund	25,000	-	-	-	25,000
	<u>5,502,854</u>	<u>63,506</u>	<u>(175,990)</u>	<u>18,340</u>	<u>5,408,710</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

19 Designated funds

(Continued)

Fixed Assets Fund

In order to fulfil the charitable objectives the Order needs a large number of properties and other fixed assets. These assets although unrestricted cannot be realised without undermining the Order's work and the trustees therefore feel it is appropriate to reflect the investment in fixed assets by means of a designated fund.

Summerhouse Fund

The Summerhouse fund represents money received for the purchase of a summerhouse. The transfer represents the remaining assets being transferred to the Fixed Assets fund.

Ghana, Jachie and Sunyani

These have been set up to be used for projects in Southern Africa, Ghana, Jachie and Sunyani. The transfers represent the amount of money received from overseas activity.

Bursary Award Fund

The Bursary award fund is for the provision of grants, loans or other forms of financial assistance to advance education, training and personal development in accordance with the principles of the Christian religion to needy persons primarily between the ages of 16 and 25 who live, study and work in the area of the Deanery of Whitby.

Development Fund

This fund is for the future property needs of the Order in the furtherance of its charitable objects.

Diana Watts Legacy

This was a legacy left by Diana Watts which the Trustees have designated for specific maintenance and repairs projects.

Garden Fund

This fund represents designated money to be used towards the garden.

Organ Fund

The Organ fund represents money earmarked for the purchase of an organ.

20 Analysis of net assets between funds

	Unrestricted funds	Designated funds	Restricted funds	Total
	2024	2024	2024	2024
	£	£	£	£
Fund balances at 30 June 2024 are represented by:				
Tangible assets	-	4,896,379	-	4,896,379
Investments	3,877,986	-	-	3,877,986
Current assets/(liabilities)	1,614,457	89,932	133,529	1,837,918
	<u>5,492,443</u>	<u>4,986,311</u>	<u>133,529</u>	<u>10,612,283</u>
	<u><u>5,492,443</u></u>	<u><u>4,986,311</u></u>	<u><u>133,529</u></u>	<u><u>10,612,283</u></u>
	Unrestricted funds	Designated funds	Restricted funds	Total
	2023	2023	2023	2023
	£	£	£	£
Fund balances at 30 June 2023 are represented by:				
Tangible assets	-	5,303,552	-	5,303,552
Investments	4,039,224	-	-	4,039,224
Current assets/(liabilities)	(36,108)	105,158	158,587	227,637
	<u>4,003,116</u>	<u>5,408,710</u>	<u>158,587</u>	<u>9,570,413</u>
	<u><u>4,003,116</u></u>	<u><u>5,408,710</u></u>	<u><u>158,587</u></u>	<u><u>9,570,413</u></u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

21 Revaluation reserve

	2024	2023
	£	£
At 1 July 2023	-	162,702
Disposal of investments	-	(162,702)
	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>

22 Operating lease commitments

At the reporting end date the charitable company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2024	2023
	£	£
Within one year	719	4,425
Between two and five years	1,987	222
In over five years	109	-
	<u>2,815</u>	<u>4,647</u>
	<u>2,815</u>	<u>4,647</u>

At the reporting date the charitable company had committed to a health & safety/compliance contract. The total due at 30 June 2024 was £38,146 (2023: £46,177) with £8,031 (2023: £8,031) falling due within one year.

23 Related party transactions

The trustees of the charitable company are also members of the Chapter and as such have taken vows of poverty under which they have renounced all personal rights to income and capital. The company provides for the essential needs of all members of the Chapter. The living costs of the six trustees who served during the year are therefore borne by the company.

All transactions involving organisations in which a trustee has an interest are conducted at arm's length and in accordance with the charity's normal financial procedures.

The charitable work at St Oswald's was taken on by St Oswald's Community from October 2020 with a tenancy at will in place between the charity and the CIO. Sister J M Carter was a trustee of St Oswald's Community in the year but resigned after the year end. During the year £807 was paid for by the Chapter and reimbursed from St Oswald's Community. The balance due to the Chapter at 30 June 2024 was £nil (2023: £243).

The St Oswald's property was sold during the year.

24 Cash generated from operations

	2024	2023
	£	£
Movement in funds before other recognised gains and losses	(142,993)	(605,393)
Adjustments for:		
Investment income recognised in statement of financial activities	(118,116)	(154,508)
Fair value gains and losses on investments	(297,095)	(18,893)
Depreciation of tangible fixed assets	151,606	157,764
Movements in working capital:		
Decrease/(increase) in debtors	188	(2,711)
Increase/(decrease) in creditors	2,054	(13,993)
	<u>(404,356)</u>	<u>(637,734)</u>
Cash absorbed by operations	<u>(404,356)</u>	<u>(637,734)</u>

The Chapter of the Order of the Holy Paraclete Limited

England & Wales - Charity number 271117

Accounts

Charity registration number 271117

Company registration number 1241044 (England and Wales)

**THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2023**

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

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THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Sister J M Carter Sister H M F Crane Sister K E Brewin Sister H L Stout Sister J E Davey Sister L M Major	(Resigned 17 February 2023) (Appointed 18 February 2023)
Secretary	Sister J M Carter	
Prioress	Sister J M Carter	
Bursar	Sister J M Carter	
Charity number	271117	
Company number	1241044	
Principal address and registered office	St Hilda's Priory Castle Road Whitby North Yorkshire YO21 3SL	
Auditor	JWPCreers LLP Genesis 5 Church Lane Heslington York YO10 5DQ	
Bankers	HSBC Bank Plc 33 St Nicholas Street Scarborough North Yorkshire YO11 2HN	
Solicitors	Knight's plc Victoria Hudson Quarter Toft Green York YO1 6AB	
Investment advisors	RBC Brewin Dolphin 10 Wellington Place Leeds LS1 4AN	

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 30 JUNE 2023

The trustees present their annual report and financial statements for the year ended 30 June 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charitable company's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019".

The legal and administrative information page forms part of this report.

Objectives and activities

Charitable Objectives

The object for which the Chapter was established is in accordance with the principles of the Christian Religion to undertake, promote and carry on in any part of the world, enterprises for the advancement of educational, missionary, pastoral, evangelical, medical or other charitable work in the furtherance of that object. To found, acquire and conduct houses of prayer, churches, chapels, priories, dwelling houses, colleges, schools, technical training establishments, retreat houses, orphanages, refuges and clubs for the poor, guilds, offices or any other institutions which may from time to time be desirable for the commencement or furthering of Christian work in England or in any other country, and to provide the same with all proper, desirable or necessary fittings, apparatus, appliances, conveniences and accommodation desirable for the efficient conduct and welfare of the same. To print, publish and sell newspapers, periodicals, books, leaflets and other publications to further the objects of the Chapter.

The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission when reviewing the charity's aims and objectives and in planning future activities.

Achievements and performance

It is the policy of the Order to undertake a broad range of charitable activities. The principal areas in which the Order is involved are set out as follows:

Education

The Order grants financial assistance to needy persons primarily between the ages of 16 and 25 in the Whitby Deanery to assist in their education, training or personal development.

Health Care

The Order is responsible for running St Hilda's Priory Aelred Wing, a registered care home.

Retreat Work

The Order is actively involved in retreat and counselling work at the Priory and in other houses of the Order.

Social and Pastoral Care

Members of the Order are involved, mainly in a voluntary capacity, in parish work, hospital and hospice chaplaincy, mental health and counselling work and work with children and young people in the UK and overseas.

Overseas Work

Members of the Order work in Ghana where they undertake vocational training, medical work, and work within the Anglican Church, spiritual direction and pastoral care. The UK funds of the Order are being used in development and work in both countries. Donations received for overseas work are administered as restricted funds. Material produced for fund raising is financed from The Central Funds of the Order.

Grant making policy

The Order tithes (10%) of its investment income from the previous financial year as charitable giving. Additional grants may be given on the approval of the Chapter of the Order of the Holy Paraclete.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

Investments

The Order's investments are managed by a nominee company, Brewin Dolphin, which has discretionary powers. The Order maintains an ethical policy for its investments.

The quarterly return on investments, in capital terms, compared to FTSE All Share Index, Government All Stocks Index and WMA Income Index, during the year is set out below

	FTSE	Government all stocks	Risk Level 5 income	OHP portfolio
July/Sept 2022	-3.45%	-12.85%	-1.96%	-1.87%
Oct/Dec 2022	+8.90%	+1.69%	+2.82%	+3.16%
Jan/March 2023	+3.08%	+2.05%	+3.05%	+2.14%
Apr/Jun 2023	-0.46%	-5.42%	-0.51%	-0.18%
12 months to 30 June 2023	+7.89%	-14.46%	+4.41%	+3.73%

Review of activities

1. Education

The sisters continue to be involved with the local community with some serving as governors at local schools.

Sr Dorothy Stella is no longer a governor but continues to offer help at school with early maths and literacy skills.

Sr Anita continues as chair of the discipline committee for the M.A.T. [multi academy trust], Tees Valley Education and serves on the York Diocesan Board of Education.

St Hilda's Bursary Award: OHP Trustees Report 2022 - 2023

Sr Heather Francis continues as administrator of the Award which offers Bursaries to young adults in the Whitby Deanery for costs involved in tertiary education or vocational training.

The total value of awards for the year 2022 – 2023 was £3,100. Award applications are slowly returning to pre-COVID levels but there is still a backlog of rearranged plans among students. Awards of between £100 and £500 were made to 10 individuals; these were made towards costs of IT equipment for Primary Education, PPE and Sixth Form studies, apprentices in Fishing, Cyber Security and Photography; English classes for a Ukrainian refugee; kit for a Musical Theatre degree; and for Snowboarding and British Exploring Society training courses.

The update of promotional material is in process and has included the purchase of coffee/beer mats as a way of promoting the award to current secondary students.

Holy Paraclete Women's Skills Centre : Sunyani, Ghana: HOPWOSC continues as a place where disadvantaged women aged 16-35, from various educational backgrounds, or without any schooling, are given skills to empower them financially. The three year training includes dressmaking, tailoring, craft work, bead craft, crocheting and other fashion accessories; basic literacy and numeracy for those who need it; talk in business management, life skills, health issues, pastoral care and growth in spiritual life are given to enhance their lives after training.

Trainees are able to sit for the National Vocational Training Institutes exams at the centre. Successful candidates are awarded national certificates which will enable them to apply for jobs, establish their own businesses or further their vocational education.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

2. Health Care

Aelred Wing – Priory, UK

The Order has an obligation to care for its members, none of whom has resources of their own and all of whom have devoted a significant part of their lives to the work of the Order.

In common with many religious communities in Great Britain, the age profile of the members of the Order is increasing, as existing members grow older, and the number of new vocations decreases.

For most of the year there were six resident sisters needing varying levels of care; one sister and one secular were resident for post-operative care and two secular friends of the Order and one referred by Social Services have been resident for respite care.

Jachie Eye Clinic and Eye Hospital - Ghana

Jachie Eye Hospital is a small hospital in Ghana. It has a suite of modern equipment. There is great scope to prevent much blindness.

The other main service is the Outreach service from the Clinic which allows the clinic to provide Eye care treatment to people at their homes.

3. Pastoral Work

Sisters from the Priory work in a voluntary capacity in Whitby. Two sisters have worked at the Foodbank. One sister works as the Deanery Administrator and secretary to the Deanery Synod. Two Sisters work as part of the Siodcesan Vocations Team.

Many sisters provide spiritual accompaniment to individuals on a regular basis and others provide a listening ear responding to individual needs. All the sisters share in the ministry of Hospitality.

Easterside

Sr Karan has continued to develop the ministry in Easterside, Middlesbrough. Sr Karan has established a regular worship slot in the house during the week when she is joined by some of the local residents for morning worship and the Eucharist, for Lent groups and bible study.

She has also worked on the house and garden which had been neglected during the interregnum. The property now looks much more welcoming and can form the base for a future ministry.

4. Hospitality

In keeping with the Monastic tradition, all the houses of the Order welcome guests.

At the Priory, after a slow start to the year, the hospitality ministry has shown a steady increase as people gained confidence after the relaxation of pandemic restrictions. Bookings have been mainly from individuals seeking some quiet time away. We have continued to offer hospitality to wedding guests from Sneaton Castle.

The Retreat programme promised last year has proved popular and will be continued into the future.

Chapel is central to the life and prayer of the Order, and many of our guests come to share in our worship or to use the Chapel for their own worship.

Financial review

The number of life professed sisters was 20 (2022: 21) at the end of the year under review; the majority of them are pensionable, having given most of their lives to the charitable work of the Order. There have been no new vocations this year. One sister died during the year. The average age of the Community was 79 (2022: 78) at 30 June 2023.

The Statement of Financial Activities shows that the total funds decreased by £605,393 during the year (2022: £1,236,078), which includes £18,893 gains (2022: £622,362 losses) on investments in the year.

At the end of the year to June 2023 the total funds of the company were £9,570,413 (2022: 10,175,806). Of this some £5,303,552 (2022: £5,456,189) was in fixed assets needed for the work of the Order and £4,039,224 (2022: £4,530,204) in investments.

From the remaining current assets and liabilities £158,587 (2022: £146,275) was made up of restricted funds and £105,158 (2022: £46,665) designated funds leaving a balance of £(36,108) (2022: £(3,527)) in general funds.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

Reserves Policy

The members of the Order shall work for their living. The Order is under obligation to support its members during training, in old age and in sickness, and to maintain its property adequately. For such purposes it shall be permissible to use income derived from trusts and investments, and if necessary to realise capital. Such income may also be used for the development of existing work and when new work is to be undertaken. It shall be the responsibility of each Chapter, and more especially of the Greater Chapter, to ensure that all property and income is being used to be of the greatest value to the Church and Society, and to remember that, ultimately, a religious community is bound to live by faith. Whilst exercising a careful stewardship in the management of its present affairs it must avoid the accumulation of capital beyond its foreseeable requirements.

The annual resources required to fund the Order's activities before investment, legacy and non-recurring income currently falls short of expenditure by £682,664. Using a current annuity rate of around 4.69% based on the average age of the community of 79 years the free reserves required would be £14,555,736. The current figure is £3,952,292. The Order keeps the policy under review considering the work undertaken and the number and average age of the community.

Risk management

The Order examines all its activities at its annual General Chapter and its finances at the AGM of the company. Its operations and any major risks that the Order might face are under regular review by the Chapter Standing Committee (Policy) and Council of Management (Board of the Company). The trustees consider that adequate systems are in place to monitor and control these risks to mitigate the Order's exposure to them.

Plans for future periods

St Oswald's is now being run by the new St Oswald's Community, and while the Prioress serves as a Trustee the Order is no longer responsible for the running of the house. The sisters have made the decision after the year end to put the property of St Oswald's up for sale.

The Order intends to continue to meet the following objectives:

- To continue to care for the sisters and to enable them to carry out their pastoral work
- To continue to support the overseas work through the allocation of donations given for this work
- To continue to review environmental issues
- To monitor the needs of the sisters as they grow older and, if necessary, adapt the Order's plans in respect of property needs and provision of care to elderly members
- To monitor the outgoing expenses and look for new ways to generate income

Structure, governance and management

The Chapter of the Order of the Holy Paraclete is governed by its Memorandum and Articles of Association.

The Order of the Holy Paraclete (the Order) is a Religious Order within the Anglican Church. It is administered by the Chapter (comprising all full members of the Order) under the chairmanship of the Prioress. The Prioress is elected by the members of the Chapter to serve for a period of five years.

The assets of the Chapter are held in the accounts detailed in this report; the Order's charitable activities are funded by these accounts. The Chapter was registered with the Charities Commission on 9 May 1964, registration number 271117, and was registered as an unlimited company on 20 January 1976, company registration number 1241044.

Trustees recruitment and appointment

As set out in the Articles of Association the Trustees shall not be less than three not more than seven. The trustees shall consist of the Prioress, Sub-Prioress, the Bursar and four other members of the Chapter. These elected trustees retire in rotation. The trustees are also directors of the company.

Organisation

The Chapter usually meets twice a year to review the state of the Order and take such decisions as are necessary to fulfil its objects.

A Chapter Standing Committee has been set up comprising the Prioress, Sub-Prioress, Chapter Clerk, one Sister appointed by the Prioress and four elected members. This committee is to act on behalf of the Chapter between meetings with specific purposes and powers.

Trustee induction and training

Eligibility to become a trustee is dependent upon a sister being in profession. There is a three-year period of training, discernment and assessment within the Order before a new member is accepted as a sister in profession in the Order.

Trustees take advantage of on-going training opportunities relevant to trusteeship.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

Related Parties

A summary of transactions with related parties is set out in note 23 of the financial statements.

Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The trustees' report was approved by the Trustees on 23 November 2023



Jocelyn M. Carter

Signed on 28/11/23 @ 15:12

Sister J M Carter

Trustee



Heather M F Crane

Signed on 28/11/23 @ 19:27

Sister H M F Crane

Trustee

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 30 JUNE 2023

The trustees, who are also the directors of The Chapter of The Order of The Holy Paraclete for the purpose of company law, 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).

Company Law requires the trustees to prepare financial statements for each financial 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 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;
- 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 CHAPTER OF THE ORDER OF THE HOLY PARACLETE

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

Opinion

We have audited the financial statements of The Chapter of The Order of The Holy Paraclete (the 'charitable company') for the year ended 30 June 2023 which comprise the statement of financial activities, the statement of financial position, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 June 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charitable company for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

The objectives of our audit, in respect to fraud, are to identify and assess the risks of material misstatement of the financial statements due to fraud and obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses, and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and management.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

Our approach was as follows:

- During our planning process we gained an understanding of the legal and regulatory frameworks that are applicable to the charitable company and determined that the most significant of them, which are directly relevant to specific assertions in the financial statements, are those that relate to the reporting framework (FRS102 and the Companies Act 2006) and the relevant tax compliance regulations in the UK;
- We gained an understanding of how the charitable company is complying with these frameworks by making enquiries of trustees, key management and if necessary, advisors responsible for legal and compliance matters. We observed key controls and made appropriate enquiries following our review of contracts, interim financial data, board minutes and reports provided to the trustees;
- We independently assessed the susceptibility of the charitable company's financial statements to material misstatement, including how fraud or error might occur by meeting with trustees and senior management with the skills and experience necessary to determine the risk factors which they believe expose the charitable company to susceptibility to fraud and error. We also considered the impact of any business targets, the personal financial circumstances of management and staff to create a driver for fraud. We considered the culture and controls that the charitable company has established to address the risks identified and evaluated the effectiveness of processes and procedures to prevent and detect fraud, and how senior management monitors those processes and controls. Where the risk was considered to be higher, we designed then performed audit procedures to address each identified fraud risk. These procedures included, but were not restricted to, testing large and unusual items, journals, and transactions with high estimation uncertainty. These tests were designed to provide reasonable assurance that the financial statements were free from fraud and error; and
- Based on our audit plan and understanding of the risks that specifically affect the charitable company we designed our audit procedures to identify non-compliance with such laws and regulations identified above. Our procedures involved substantive testing of transactions and appropriate controls, with a focus on transactions in the books of prime entry that have characteristics that may indicate fraud or error. We looked for unusual patterns, large or unusual transactions, weaknesses in the payments system and new supplier transactions based on our understanding of the business; enquiries of trustees and management and the results from previous audit testing; and focused testing, on specific complex areas based on risk. In addition, we completed procedures to conclude on the other information and disclosures in the trustees' report and accounts with the requirements of the relevant accounting standards and UK legislation.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Nigel Clemit
Signed on 29/11/23 @ 09:35

Nigel Clemit ACA FCCA (Senior Statutory Auditor)
for and on behalf of JWPCreers LLP

23 November 2023

Chartered Accountants
Statutory Auditor

Genesis 5
Church Lane
Heslington
York
YO10 5DQ

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2023

Current financial year

		Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
	Notes					
Income from:						
Donations and legacies	2	25,318	55,919	40,019	121,256	212,677
Charitable activities	3	204,957	1,650	134,222	340,829	331,120
Other trading activities	4	92,919	5,927	-	98,846	42,573
Investments	5	149,986	10	4,512	154,508	136,915
Other income	6	-	-	-	-	(8,360)
Total income		473,180	63,506	178,753	715,439	714,925
Expenditure on:						
Raising funds	7	28,765	-	-	28,765	32,512
Charitable activities	8	968,529	175,990	166,441	1,310,960	1,296,129
Total expenditure		997,294	175,990	166,441	1,339,725	1,328,641
Net gains/(losses) on investments	12	18,893	-	-	18,893	(622,362)
Net (expenditure)/income before transfers		(505,221)	(112,484)	12,312	(605,393)	(1,236,078)
Gross transfers between funds		(18,340)	18,340	-	-	-
Net (expenditure)/income for the year		(523,561)	(94,144)	12,312	(605,393)	(1,236,078)
Fund balances at 1 July 2022		4,526,677	5,502,854	146,275	10,175,806	11,411,884
Fund balances at 30 June 2023		4,003,116	5,408,710	158,587	9,570,413	10,175,806

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2023

Prior financial year

	Notes	Unrestricted funds general 2022 £	Unrestricted funds designated 2022 £	Restricted funds 2022 £	Total 2022 £
Income from:					
Donations and legacies	2	202,575	4,429	5,673	212,677
Charitable activities	3	165,301	2,817	163,002	331,120
Other trading activities	4	32,227	10,346	-	42,573
Investments	5	136,476	60	379	136,915
Other income	6	-	(8,360)	-	(8,360)
Total income		536,579	9,292	169,054	714,925
Expenditure on:					
Raising funds	7	32,512	-	-	32,512
Charitable activities	8	936,354	192,439	167,336	1,296,129
Total expenditure		968,866	192,439	167,336	1,328,641
Net gains/(losses) on investments	12	(622,362)	-	-	(622,362)
Net (expenditure)/income before transfers		(1,054,649)	(183,147)	1,718	(1,236,078)
Gross transfers between funds		(49,894)	49,896	(2)	-
Net (expenditure)/income for the year		(1,104,543)	(133,251)	1,716	(1,236,078)
Fund balances at 1 July 2021		5,631,220	5,636,105	144,559	11,411,884
Fund balances at 30 June 2022		4,526,677	5,502,854	146,275	10,175,806

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF FINANCIAL POSITION

AS AT 30 JUNE 2023

		2023		2022	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	14		5,303,552		5,456,189
Investments	15		4,039,224		4,530,204
			<u>9,342,776</u>		<u>9,986,393</u>
Current assets					
Debtors	16	14,349		11,638	
Cash at bank and in hand		282,000		260,480	
		<u>296,349</u>		<u>272,118</u>	
Creditors: amounts falling due within one year	17	<u>(68,712)</u>		<u>(82,705)</u>	
Net current assets			227,637		189,413
Total assets less current liabilities			<u>9,570,413</u>		<u>10,175,806</u>
Income funds					
Restricted funds	18		158,587		146,275
<u>Unrestricted funds</u>					
Designated funds	19	5,408,710		5,502,854	
General unrestricted funds		4,003,116		4,526,677	
		<u>9,411,826</u>		<u>10,029,531</u>	
			<u>9,570,413</u>		<u>10,175,806</u>

The financial statements were approved by the Trustees on 23 November 2023



Jocelyn M. Carter

Signed on 28/11/23 @ 15:12

Sister J M Carter

Trustee



Heather M F Crane

Signed on 28/11/23 @ 19:27

Sister H M F Crane

Trustee

Company Registration No. 1241044

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 JUNE 2023

	Notes	2023 £	£	2022 £	£
Cash flows from operating activities					
Cash absorbed by operations	25		(637,734)		(552,436)
Investing activities					
Purchase of tangible fixed assets		(5,126)		(77,499)	
Proceeds on disposal of tangible fixed assets		-		400	
Movement in investment cash accounts		(9,647)		(32,391)	
Purchase of other investments		(186,197)		(589,374)	
Proceeds on disposal of other investments		705,716		708,966	
Investment income received		154,508		136,915	
		<u> </u>		<u> </u>	
Net cash generated from investing activities			659,254		147,017
Net cash used in financing activities			-		-
			<u> </u>		<u> </u>
Net increase/(decrease) in cash and cash equivalents			21,520		(405,419)
Cash and cash equivalents at beginning of year			260,480		665,899
			<u> </u>		<u> </u>
Cash and cash equivalents at end of year			282,000		260,480
			<u> </u>		<u> </u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2023

1 Accounting policies

Charity information

The Chapter of the Order of the Holy Paraclete is a private unlimited company and has no share capital and is registered in England and Wales. In the event of the company being wound up or dissolved, funds remaining after all debts and liabilities are settled will be transferred to a similar institution with similar charitable objectives. The charity's registered office and the nature of the charity's principle activities are as stated on the Report of the Board of Trustees.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charitable company's memorandum and articles of association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

The charitable company is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charitable company.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

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

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

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

1.4 Income

Income, including legacies, are included in the statement of financial activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Covenanted salaries and pensions are received under deeds of covenant from members of The Chapter of the Order of the Holy Paraclete and are stated inclusive of income tax but net of any deductions for social security payments and contributions to occupational pension schemes.

Receipts of property, investments or other gifts in kind are included at market value.

1.5 Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in pursuit of its charitable objects.

Direct costs consist of all expenditure directly relating to the objects of the Chapter. Support costs have been allocated in full to direct costs.

Mission and charitable grants payable are charged in the period when the grant is given.

Raising funds comprise those costs associated with attracting donations and legacies, the costs of trading for fundraising purposes including the costs incurred by the trading subsidiary and investment management fees.

Governance costs include expenditure on general administration, and management and compliance with constitutional and statutory requirements.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

1 Accounting policies

(Continued)

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost (subject to a £500 de minimis figure) and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

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

Freehold property	2% and 5% straight line
Fixtures, fittings and equipment	20% straight line
Motor vehicles	25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

Depreciation is not charged until the asset is ready for use.

1.7 Fixed asset investments

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

1.8 Impairment of fixed assets

At each reporting end date, the charitable company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

1.10 Financial instruments

The charity 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.

Basic financial assets

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid at the year end.

Basic financial liabilities

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

1.11 Taxation

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date where transactions or events have occurred at that date that will result in an obligation to pay more, or a right to pay less or to receive more tax, with the following exceptions:

Provision is made for tax on gains arising from the revaluation (and similar fair value adjustments) of fixed assets, and gains on disposal of fixed assets that have been rolled over into replacement assets, only to the extent that, at the balance sheet date, there is a binding agreement to dispose of the assets concerned. However, no provision is made where, on the basis of all available evidence at the balance sheet date, it is more likely than not that the taxable gain will be rolled over into replacement assets and charged to tax only where the replacement assets are sold.

Deferred tax assets are recognised only to the extent that the directors consider that it is more likely than not that there will be suitable taxable profits from which the future reversal of the underlying timing differences can be deducted.

Deferred tax is measured on an undiscounted basis at the tax rates that are expected to apply in the periods in which timing differences reverse, based on tax rates and laws enacted or substantively enacted at the balance sheet date.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

1 Accounting policies

(Continued)

1.12 Leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

1.13 Pension costs

Chapter of the Order of the Holy Paraclete (The) Unlimited contributes to defined contribution pension schemes including individual personal pensions. The assets of the schemes are held separately from those of the charity. Pension costs charged in the Statement of Financial Activities represent the contributions payable by the charity in the year.

2 Donations and legacies

	Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	15,154	495	3,703	19,352
Legacies receivable	10,164	54,246	23,359	87,769
Donations for overseas work	-	-	12,957	12,957
Other	-	1,178	-	1,178
	<u>25,318</u>	<u>55,919</u>	<u>40,019</u>	<u>121,256</u>

	Unrestricted funds general 2022 £	Unrestricted funds designated 2022 £	Restricted funds 2022 £	Total 2022 £
Donations and gifts	44,567	3,071	265	47,903
Legacies receivable	151,516	-	-	151,516
Donations for overseas work	-	-	4,299	4,299
Other	6,492	1,358	1,109	8,959
	<u>202,575</u>	<u>4,429</u>	<u>5,673</u>	<u>212,677</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

3 Charitable activities

	Charitable Income 2023 £	Charitable Income 2022 £
Covenanted salaries	1,650	2,817
Covenanted pensions	26,162	26,401
State pensions	107,040	105,817
Grants received	500	32,917
DSS allowance	36,869	31,835
NYCC allowance	133,722	130,085
Other income	2,643	1,248
Respite Care	32,243	-
	<u>340,829</u>	<u>331,120</u>
Analysis by fund		
Unrestricted funds - general	204,957	165,301
Unrestricted funds - designated	1,650	2,817
Restricted funds	134,222	163,002
	<u>340,829</u>	<u>331,120</u>
Grants received		
Infection control fund	-	2,124
Rapid testing fund	-	2,162
Adult social care	-	5,881
WICS	-	12,750
WRRF	-	10,000
Other	500	-
	<u>500</u>	<u>32,917</u>

4 Other trading activities

	Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Total 2023 £	Unrestricted funds general 2022 £	Unrestricted funds designated 2022 £	Total 2022 £
Hospitality income	89,040	-	89,040	30,064	-	30,064
Friends of OHP membership	1,630	-	1,630	1,645	-	1,645
Newsletter including publications	570	-	570	518	-	518
Cards & library sales	1,679	5,927	7,606	-	10,346	10,346
	<u>92,919</u>	<u>5,927</u>	<u>98,846</u>	<u>32,227</u>	<u>10,346</u>	<u>42,573</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

5 Investments

	Unrestricted funds general 2023 £	Unrestricted funds designated 2023 £	Restricted funds 2023 £	Total 2023 £
Rental income	779	-	-	779
Income from listed investments	148,892	-	-	148,892
Interest receivable	315	10	4,512	4,837
	<u>149,986</u>	<u>10</u>	<u>4,512</u>	<u>154,508</u>

	Unrestricted funds general 2022 £	Unrestricted funds designated 2022 £	Restricted funds 2022 £	Total 2022 £
Rental income	779	-	-	779
Income from listed investments	135,578	-	-	135,578
Interest receivable	119	60	379	558
	<u>136,476</u>	<u>60</u>	<u>379</u>	<u>136,915</u>

6 Other income

	Total 2023 £	Unrestricted funds designated 2022 £
Net (loss)/gain on disposal of assets	-	(8,360)
	<u>-</u>	<u>(8,360)</u>

7 Raising funds

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Investment manager's fees	28,765	32,512
	<u>28,765</u>	<u>32,512</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

8 Charitable activities

	Charitable Expenditure 2023 £	Charitable Expenditure 2022 £
Direct costs	926,216	933,953
Premises and equipment costs	327,814	324,809
	<hr/>	<hr/>
	1,254,030	1,258,762
Grant funding of activities (see note 9)	37,569	21,527
Share of support costs (see note 10)	10,887	7,920
Share of governance costs (see note 10)	8,474	7,920
	<hr/>	<hr/>
	1,310,960	1,296,129
	<hr/> <hr/>	<hr/> <hr/>
Analysis by fund		
Unrestricted funds - general	968,529	936,354
Unrestricted funds - designated	175,990	192,439
Restricted funds	166,441	167,336
	<hr/>	<hr/>
	1,310,960	1,296,129
	<hr/> <hr/>	<hr/> <hr/>

9 Grants payable

	Charitable Expenditure 2023 £	Charitable Expenditure 2022 £
Grants to institutions:		
Jachie Eye Clinic	22,200	-
Sunyani Project	-	2,000
Bursary Award	3,100	3,000
DEC	-	2,000
Various other grants and donations under £1,000	12,269	11,444
Other	-	3,083
	<hr/>	<hr/>
	37,569	21,527
	<hr/> <hr/>	<hr/> <hr/>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2023

10 Support costs

	Support costs	Governance costs	2023	Support costs	Governance costs	2022
	£	£	£	£	£	£
Accountancy fee	10,887	-	10,887	7,920	-	7,920
Audit fees	-	8,474	8,474	-	7,920	7,920
	<u>10,887</u>	<u>8,474</u>	<u>19,361</u>	<u>7,920</u>	<u>7,920</u>	<u>15,840</u>
Analysed between						
Charitable activities	<u>10,887</u>	<u>8,474</u>	<u>19,361</u>	<u>7,920</u>	<u>7,920</u>	<u>15,840</u>

11 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Infirmary	29	27
Garden	3	3
Priory	10	11
Laundry	1	1
Total	<u>43</u>	<u>42</u>
Wages and salaries	706,843	720,857
Social security costs	46,512	45,610
Pension costs	15,389	14,746
	<u>768,744</u>	<u>781,213</u>

The sisters comprising the trustees of the charitable company are deemed to be the key management personnel, and no remuneration is received by them.

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

12 Net gains/(losses) on investments

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Revaluation of investments	<u>18,893</u>	<u>(622,362)</u>

13 Taxation

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

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

14 Tangible fixed assets

	Freehold property	Fixtures, fittings and equipment	Motor vehicles	Total
	£	£	£	£
Cost				
At 1 July 2022	6,002,489	382,671	76,340	6,461,500
Additions	-	5,126	-	5,126
	<hr/>	<hr/>	<hr/>	<hr/>
At 30 June 2023	6,002,489	387,797	76,340	6,466,626
	<hr/>	<hr/>	<hr/>	<hr/>
Depreciation				
At 1 July 2022	625,807	316,692	62,811	1,005,310
Depreciation charged in the year	128,580	22,304	6,880	157,764
	<hr/>	<hr/>	<hr/>	<hr/>
At 30 June 2023	754,387	338,996	69,691	1,163,074
	<hr/>	<hr/>	<hr/>	<hr/>
Carrying amount				
At 30 June 2023	5,248,102	48,801	6,649	5,303,552
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 30 June 2022	5,376,682	65,978	13,529	5,456,189
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Two leases are registered by York Potash Ltd for mines and minerals which are lying below a depth of 800m from the surface of land held at St. Hildas Priory, Whitby and St Oswalds, Sleights, Whitby.
The lease terms are 70 years from 29 September 2016 until and including 28 September 2086.

15 Fixed asset investments

	Investments
	£
Valuation	
At 1 July 2022	4,530,204
Additions	186,197
Movement in cash accounts	9,647
Unrealised/realised gain/(loss)	18,892
Disposal proceeds	(705,716)
	<hr/>
At 30 June 2023	4,039,224
	<hr/>
Carrying amount	
At 30 June 2023	4,039,224
	<hr/> <hr/>
At 30 June 2022	4,530,204
	<hr/> <hr/>

The carrying amount of £4,039,224 (2022: £4,530,204) includes £3,944,538 of listed investments (2022: £4,445,165) and £94,686 of cash (2022: £85,039).

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

16 Debtors		2023	2022
		£	£
Amounts falling due within one year:			
Other debtors		8,292	7,973
Prepayments		6,057	3,665
		<u>14,349</u>	<u>11,638</u>

17 Creditors: amounts falling due within one year		2023	2022
		£	£
Trade creditors		25,869	28,388
Taxation and social security		12,035	12,542
Accruals		30,808	41,775
		<u>68,712</u>	<u>82,705</u>

18 Restricted funds

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

	Balance at 1 July 2022	Movement in funds			Balance at 30 June 2023
		Income	Expenditure	Transfers	
	£	£	£	£	£
Ghana fund	10,372	22,957	(22,313)	-	11,016
Development fund	-	800	-	-	800
NYCC allowance fund	-	133,722	(133,722)	-	-
Shelagh Eckford legacy fund	129,031	3,712	(4,011)	-	128,732
Garden fund	2,617	-	-	-	2,617
Rapid testing fund	2,326	-	-	-	2,326
WRRF	1,664	-	(1,664)	-	-
Chapel flower fund	265	313	(172)	-	406
Aelred Wing	-	2,890	(2,890)	-	-
OHP Friends	-	13,359	(869)	-	12,490
Tertiary	-	500	(300)	-	200
Other	-	500	(500)	-	-
	<u>146,275</u>	<u>178,753</u>	<u>(166,441)</u>	<u>-</u>	<u>158,587</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

18 Restricted funds

(Continued)

	Balance at 1 July 2021	Movement in funds		Transfers	Balance at 30 June 2022
		Income	Expenditure		
	£	£	£	£	£
Ghana fund	7,184	5,408	(2,220)	-	10,372
Development fund	2	-	-	(2)	-
NYCC allowance fund	-	130,085	(130,085)	-	-
Shelagh Eckford legacy fund	131,918	379	(3,266)	-	129,031
Garden fund	3,129	-	(512)	-	2,617
Infection control fund	-	2,124	(2,124)	-	-
Rapid testing fund	2,326	2,162	(2,162)	-	2,326
Adult social care	-	5,881	(5,881)	-	-
WICS	-	12,750	(12,750)	-	-
WRRF	-	10,000	(8,336)	-	1,664
Chapel flower fund	-	265	-	-	265
	<u>144,559</u>	<u>169,054</u>	<u>(167,336)</u>	<u>(2)</u>	<u>146,275</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

18 Restricted funds

(Continued)

Ghana Fund

The Ghana fund has been set up for work in Ghana.

Development Fund

The Development fund represents donations received specifically used to develop the future property needs of the Order.

NYCC Allowance Fund

The NYCC allowance fund represents the funds received from the council to assist the care of sisters in the infirmary. The cost of caring for the sisters is far greater but this represents the allowance received towards it.

Shelagh Eckford Legacy Fund

The Shelagh Eckford Legacy Fund is a legacy received to be spent on projects relating to Africa.

Garden Fund

Garden fund is money given specifically to be used towards the garden.

Infection Control Fund (2022 only)

The infection control fund is to support adult care providers to reduce the rate of Covid-19 transmission in care homes.

Raid Testing Fund

The rapid testing fund is to support increased lateral flow device testing of staff in care homes.

Adult Social Care Fund (2022 only)

A local government grant to help with costs associated with infection control, vaccinations and testing.

WICS Fund (Workforce Integrated Care System Funding) (2022 only)

A local government grant to provide an additional payment of £375 to employees working within the care home sector.

WRRF Fund (Workforce Development Recruitment & Retention Fund)

A local government grant of £10,000 for providers with between 20 to 49 staff to assist with costs relating to overtime and pay increase costs, recruitment support, agency staff wage variance and staff wellbeing packages.

Chapel Flower Fund

The chapel flower fund is for money donated specifically to be spent on chapel flowers.

Aelred Wing Fund

This fund was specifically to purchase furniture for the Aelred Wing.

OHP Friends

This fund comprises money donated specifically for the work of OHP Friends, and expenditure incurred by the group.

Tertiary

This fund comprises money donated specifically for the tertiary members of the order and associated expenditure.

Other

This comprises one off donations for specific purposes.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

19 Designated funds

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

	Movement in funds				Balance at 30 June 2023
	Balance at 1 July 2022	Income	Expenditure	Transfers	
	£	£	£	£	£
Fixed assets fund	5,339,862	-	(157,763)	13,904	5,196,003
Summerhouse fund	4,085	-	-	(1,364)	2,721
Ghana Project fund	153	-	-	-	153
Jachie Project fund	31,276	1,650	(7,348)	-	25,578
Sunyani Project fund	80,940	5,936	(6,768)	-	80,108
Bursary Award	14,622	-	(3,160)	5,800	17,262
Development fund	3,452	1,673	-	-	5,125
Diana Watts Legacy	-	54,247	(951)	-	53,296
Garden fund	3,464	-	-	-	3,464
Organ fund	25,000	-	-	-	25,000
	<u>5,502,854</u>	<u>63,506</u>	<u>(175,990)</u>	<u>18,340</u>	<u>5,408,710</u>

	Movement in funds				Balance at 30 June 2022
	Balance at 1 July 2021	Income	Expenditure	Transfers	
	£	£	£	£	£
Fixed assets fund	5,441,588	(8,360)	(160,044)	66,678	5,339,862
Summerhouse fund	-	2,587	(346)	1,844	4,085
Ghana Project fund	153	-	-	-	153
Jachie Project fund	40,216	2,817	(11,757)	-	31,276
Sunyani Project fund	83,787	10,406	(13,253)	-	80,940
Bursary Award	15,661	-	(7,039)	6,000	14,622
Development fund	2,266	1,186	-	-	3,452
Diana Watts Legacy	24,626	-	-	(24,626)	-
Garden fund	2,808	656	-	-	3,464
Organ fund	25,000	-	-	-	25,000
	<u>5,636,105</u>	<u>9,292</u>	<u>(192,439)</u>	<u>49,896</u>	<u>5,502,854</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

19 Designated funds

(Continued)

Fixed Assets Fund

In order to fulfil the charitable objectives the Order needs a large number of properties and other fixed assets. These assets although unrestricted cannot be realised without undermining the Order's work and the trustees therefore feel it is appropriate to reflect the investment in fixed assets by means of a designated fund.

Summerhouse Fund

The Summerhouse fund represents money received for the purchase of a summerhouse.

Southern Africa, Ghana, Jachie and Sunyani

These have been set up to be used for projects in Southern Africa, Ghana, Jachie and Sunyani.

Bursary Award Fund

The Bursary award fund is for the provision of grants, loans or other forms of financial assistance to advance education, training and personal development in accordance with the principles of the Christian religion to needy persons primarily between the ages of 16 and 25 who live, study and work in the area of the Deanery of Whitby.

Development Fund

This fund is for the future property needs of the Order in the furtherance of its charitable objects.

Sr Helena Fund

This fund is for the future training needs of Sr Helena.

Diana Watts Legacy

This was a legacy left by Diana Watts which the Trustees have designated for specific maintenance and repairs projects.

Garden Fund

This fund represents designated money to be used towards the garden.

Organ Fund

The Organ fund represents money earmarked for the purchase of an organ.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2023

20 Analysis of net assets between funds

	Unrestricted funds	Designated funds	Restricted funds	Total
	2023	2023	2023	2023
	£	£	£	£
Fund balances at 30 June 2023 are represented by:				
Tangible assets	-	5,303,552	-	5,303,552
Investments	4,039,224	-	-	4,039,224
Current assets/(liabilities)	(36,108)	105,158	158,587	227,637
	<u>4,003,116</u>	<u>5,408,710</u>	<u>158,587</u>	<u>9,570,413</u>
	<u><u>4,003,116</u></u>	<u><u>5,408,710</u></u>	<u><u>158,587</u></u>	<u><u>9,570,413</u></u>
	Unrestricted funds	Designated funds	Restricted funds	Total
	2022	2022	2022	2022
	£	£	£	£
Fund balances at 30 June 2022 are represented by:				
Tangible assets	-	5,456,189	-	5,456,189
Investments	4,530,204	-	-	4,530,204
Current assets/(liabilities)	(3,527)	46,665	146,275	189,413
	<u>4,526,677</u>	<u>5,502,854</u>	<u>146,275</u>	<u>10,175,806</u>
	<u><u>4,526,677</u></u>	<u><u>5,502,854</u></u>	<u><u>146,275</u></u>	<u><u>10,175,806</u></u>

21 Revaluation reserve

	2023	2022
	£	£
At 1 July 2022	-	162,702
Disposal of investments	-	(162,702)
	<u>-</u>	<u>-</u>
	<u><u>-</u></u>	<u><u>-</u></u>

22 Operating lease commitments

At the reporting end date the charitable company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023	2022
	£	£
Within one year	4,425	6,468
Between two and five years	222	4,648
	<u>4,647</u>	<u>11,116</u>
	<u><u>4,647</u></u>	<u><u>11,116</u></u>

At the reporting date the charitable company had committed to a health & safety/compliance contract. The total due at 30 June 2023 was £46,177 (2022: £54,207) with £8,031 (2022: £8,031) falling due within one year.

23 Events after the reporting date

It was decided after the reporting date to put the property of St Oswald's up for sale. It is currently listed on the open market at £1,150,000.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

24 Related party transactions

The trustees of the charitable company are also members of the Chapter and as such have taken vows of poverty under which they have renounced all personal rights to income and capital. The company provides for the essential needs of all members of the Chapter. The living costs of the six trustees who served during the year are therefore borne by the company.

All transactions involving organisations in which a trustee has an interest are conducted at arm's length and in accordance with the charity's normal financial procedures.

The charitable work at St Oswald's was taken on by St Oswald's Community (a newly registered CIO) from October 2020 with a tenancy at will in place between the charity and the CIO. Sister J M Carter is also a trustee of St Oswald's Community. During the year some costs were paid for by the Chapter and reimbursed from St Oswald's Community. The balance due to the Chapter at 30 June 2023 was £243 (2022: £157).

It was determined by the Order after the year end to put the property up for sale.

25 Cash generated from operations	2023	2022
	£	£
Deficit for the year	(605,393)	(1,236,078)
Adjustments for:		
Investment income recognised in statement of financial activities	(154,508)	(136,915)
(Gain)/loss on disposal of tangible fixed assets	-	8,360
Fair value gains and losses on investments	(18,893)	622,362
Depreciation of tangible fixed assets	157,764	161,248
Movements in working capital:		
(Increase)/decrease in debtors	(2,711)	4,591
(Decrease)/increase in creditors	(13,993)	23,996
Cash absorbed by operations	(637,734)	(552,436)

The Chapter of the Order of the Holy Paraclete Limited

England & Wales - Charity number 271117

Accounts

Charity registration number 271117

Company registration number 1241044 (England and Wales)

**THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022**

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

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THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Sister J M Carter Sister H M F Crane Sister K E Brewin Sister H G Dowler Sister H L Stout Sister J E Davey	(Resigned 22 October 2021)
Secretary	Sister J M Carter	
Prioress	Sister J M Carter	
Bursar	Sister J M Carter	
Charity number	271117	
Company number	1241044	
Principal address and registered office	St Hilda's Priory Castle Road Whitby North Yorkshire YO21 3SL	
Auditor	N Clemit ACA, FCCA JWPCreers LLP Chartered Accountants Genesis 5 Church Lane York YO10 5DQ	
Bankers	HSBC Bank Plc 4 Baxtergate Whitby North Yorkshire YO21 1BD	
Solicitors	Knight's plc Victoria Hudson Quarter Toft Green York YO1 6AB	
Investment advisors	RBC Brewin Dolphin 10 Wellington Place Leeds LS1 4AN	

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 30 JUNE 2022

The trustees present their annual report and financial statements for the year ended 30 June 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charitable company's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019".

The legal and administrative information page forms part of this report.

Objectives and activities

Charitable Objectives

The object for which the Chapter was established is in accordance with the principles of the Christian Religion to undertake, promote and carry on in any part of the world, enterprises for the advancement of educational, missionary, pastoral, evangelical, medical or other charitable work in the furtherance of that object. To found, acquire and conduct houses of prayer, churches, chapels, priories, dwelling houses, colleges, schools, technical training establishments, retreat houses, orphanages, refuges and clubs for the poor, guilds, offices or any other institutions which may from time to time be desirable for the commencement or furthering of Christian work in England or in any other country, and to provide the same with all proper, desirable or necessary fittings, apparatus, appliances, conveniences and accommodation desirable for the efficient conduct and welfare of the same. To print, publish and sell newspapers, periodicals, books, leaflets and other publications to further the objects of the Chapter.

The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission when reviewing the charity's aims and objectives and in planning future activities.

Achievements and performance

It is the policy of the Order to undertake a broad range of charitable activities. The principal areas in which the Order is involved are set out as follows:

Education

The Order grants financial assistance to needy persons primarily between the ages of 16 and 25 in the Whitby Deanery to assist in their education, training or personal development.

Health Care

The Order is responsible for running St Hilda's Priory Aelred Wing, a registered care home.

Retreat Work

The Order is actively involved in retreat and counselling work at the Priory and in other houses of the Order.

Social and Pastoral Care

Members of the Order are involved, mainly in a voluntary capacity, in parish work, hospital and hospice chaplaincy, mental health and counselling work and work with children and young people in the UK and overseas.

Overseas Work

Members of the Order work in Ghana where they undertake vocational training, medical work, and work within the Anglican Church, spiritual direction and pastoral care. The UK funds of the Order are being used in development and work in both countries. Donations received for overseas work are administered as restricted funds. Material produced for fund raising is financed from The Central Funds of the Order.

Grant making policy

The Order tithes (10%) its investment income from the previous financial year as charitable giving. Additional grants may be given on the approval of the Chapter of the Order of the Holy Paraclete.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

Investments

The Order's investments are managed by a nominee company, Brewin Dolphin, which has discretionary powers. The Order maintains an ethical policy for its investments.

The quarterly return on investments, in capital terms, compared to FTSE All Share Index, Government All Stocks Index and WMA Income Index, during the year is set out below

	FTSE	Government all stocks	Risk Level 5 income	OHP portfolio
July/Sept 2021	+2.23%	-1.84%	+0.95	+0.42
Oct/Dec 2021	+4.20%	+2.42%	+3.84%	+2.16%
Jan/March 2022	+0.49%	-7.17%	-1.81%	-4.42%
Apr/Jun 2022	-5.04%	-7.42%	-6.00%	-7.76%
12 months to 30 June 2022	+1.64%	-13.60%	-3.25%	-9.56%

Review of activities

1. Education

The sisters continue to be involved with the local community with some serving as governors at local schools. Sr Dorothy Stella is no longer a governor but continues to offer help at school with early maths and literacy skills.

St Hilda's Bursary Award: OHP Trustees Report 2021 - 2022

The total value of awards for the year 2021 – 2022 was £6,970. There was some increase in award applications during the year though applications have not yet returned to pre-COVID levels; there is a backlog of rearranged plans among potential students. The balance on the £6,000 grant for the year (approx. £3,000) had been designated as an award to Caedmon College Whitby to help post-16 students who had fallen behind. This was paid in the 2021 – 2022 financial year.

The update of promotional material is in process.

Awards of between £100 and £500 were made to 13 individuals; these were made towards costs for Sports Sciences, Biological Sciences, Geography, Psychology, Professional Policing, Nursing, work placements at Wembley and for dyslexia testing/equipment for university student.

Holy Paraclete Women's Skills Centre : Sunyani, Ghana: HOPWOSC is a place where disadvantaged women aged 16-35, from various educational backgrounds, or without any schooling, are given skills to empower them financially. The three year training includes dressmaking, tailoring, craft work, bead craft, crocheting and other fashion accessories; basic literacy and numeracy for those who need it; talk in business management, life skills, health issues, pastoral care and growth in spiritual life are given to enhance their lives after training.

Trainees are able to sit for the National Vocational Training Institutes exams at the centre. Successful candidates are awarded national certificates which will enable them to apply for jobs, establish their own businesses or further their vocational education.

In the year 2021 twenty trainees graduated. Ten now work in their own villages; five have opened their own shops and have their own apprentices; two are working either on a veranda or under a tree in their homes; two have partnered previous graduates and one is teaching in the Centre.

Currently there are thirty-seven trainees. The Centre is also used as an exam centre for other private candidates.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

2. Health Care

Aelred Wing – Priory, UK

The Order has an obligation to care for its members, none of whom has resources of their own and all of whom have devoted a significant part of their lives to the work of the Order.

In common with many religious communities in Great Britain, the age profile of the members of the Order is increasing, as existing members grow older, and the number of new vocations decreases.

For most of the year there were 8 Sisters in permanence residence in the Aelred Wing, But sadly one sister passed away just before Easter and a 2nd one just after the year end.

During the year the CQC held a spot inspection as a result of which the Wing was rated Good.

Jachie Eye Clinic and Eye Hospital - Ghana

Jachie Eye Hospital is a small hospital in Ghana. It has a suite of modern equipment. There is great scope to prevent much blindness.

The other main service is the Outreach service from the Clinic which allows the clinic to provide Eye care treatment to people at their homes.

3. Pastoral Work

Sisters from the Priory work in a voluntary capacity in Whitby. Two sisters have worked at the Foodbank. One sister works as the Deanery Administrator and secretary to the Deanery Synod. Two Sisters work as part of the Diocesan Vocations Team.

Many sisters provide spiritual accompaniment to individuals on a regular basis and others provide a listening ear responding to individual needs.

All the sisters share in the ministry of Hospitality.

Easterside

Sr Karan has continued to develop the ministry in Easterside, Middlesbrough.

Sr Karan has established a regular worship slot in the house during the week when she is joined by some of the local residents for morning worship and the Eucharist, for Lent groups and bible study.

Karan has continued to offer support at the Genesis project.

She has also worked on the house and garden which had been neglected during the interregnum. The property now looks much more welcoming and can form the base for a future ministry.

4. Hospitality

In keeping with the Monastic tradition, all the houses of the Order welcome guests.

At the Priory, after a slow start to the year, the hospitality ministry has shown a steady increase as people gained confidence after the relaxation of pandemic restrictions. Bookings have been mainly from individuals seeking some quiet time away but also 4 group and Wedding guests from Sneaton Castle.

Next year we hope to have a small Retreat programme in place.

Chapel is central to the life and prayer of the Order, and many of our guests come to share in our worship or to use the Chapel for their own worship.

Financial review

The number of life professed sisters was 21 at the end of the year under review; the majority of them are pensionable, having given most of their lives to the charitable work of the Order. There have been no new vocations this year. One sister died during the year and one just after the year end. The average age of the Community is currently 78 years.

The Statement of Financial Activities shows that the total resources decreased by £1,236,078 during the year (2021: £27,819 gain), which includes £622,362 losses (2021: £860,392 gains) on investments in the year.

At the end of the year to June 2022 the total funds of the company were £10,175,806 (2021: £11,411,884). Of this some £5,456,189 (2021: £5,548,698) was in fixed assets needed for the work of the Order and £4,530,204 (2021: £5,239,767) in investments. From the remaining current assets and liabilities £146,275 (2021: £144,559) was made up of restricted funds and £53,002 (£87,407) designated funds leaving a balance of £(3,527) (2021: £391,453) in general funds.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

Reserves Policy

The members of the Order shall work for their living. The Order is under obligation to support its members during training, in old age and in sickness, and to maintain its property adequately. For such purposes it shall be permissible to use income derived from trusts and investments, and if necessary to realise capital. Such income may also be used for the development of existing work and when new work is to be undertaken. It shall be the responsibility of each Chapter, and more especially of the Greater Chapter, to ensure that all property and income is being used to be of the greatest value to the Church and Society, and to remember that, ultimately, a religious community is bound to live by faith. Whilst exercising a careful stewardship in the management of its present affairs it must avoid the accumulation of capital beyond its foreseeable requirements.

The annual resources required to fund the Order's activities before investment, legacy and non-recurring income currently falls short of expenditure by £759,901. Using a current annuity rate of around 3.77% based on the average age of the community of 78 years the free reserves required would be £20,156,525. The current figure is £4,461,354. The Order keeps the policy under review considering the work undertaken and the number and average age of the community.

Risk management

The Order examines all its activities at its annual General Chapter and its finances at the AGM of the company. Its operations and any major risks that the Order might face are under regular review by the Chapter Standing Committee (Policy) and Council of Management (Board of the Company). The trustees consider that adequate systems are in place to monitor and control these risks to mitigate the Order's exposure to them.

Plans for future periods

St Oswald's is now being run by the new St Oswald's Community, and while the Prioress serves as a Trustee the Order is no longer responsible for the running of the house.

The Order intends to continue to meet the following objectives:

- To continue to care for the sisters and to enable them to carry out their pastoral work
- To continue to support the overseas work through the allocation of donations given for this work
- To continue to review environmental issues
- To monitor the needs of the sisters as they grow older and, if necessary, adapt the Order's plans in respect of property needs and provision of care to elderly members
- To monitor the outgoing expenses and look for new ways to generate income

Structure, governance and management

The Chapter of the Order of the Holy Paraclete is governed by its Memorandum and Articles of Association.

The Order of the Holy Paraclete (the Order) is a Religious Order within the Anglican Church. It is administered by the Chapter (comprising all full members of the Order) under the chairmanship of the Prioress. The Prioress is elected by the members of the Chapter to serve for a period of five years.

The assets of the Chapter are held in the accounts detailed in this report; the Order's charitable activities are funded by these accounts. The Chapter was registered with the Charities Commission on 9 May 1964, registration number 271117, and was registered as an unlimited company on 20 January 1976, company registration number 1241044.

Trustees recruitment and appointment

As set out in the Articles of Association the Trustees shall not be less than three not more than seven. The trustees shall consist of the Prioress, Sub-Prioress, the Bursar and four other members of the Chapter. These elected trustees retire in rotation. The trustees are also directors of the company.

Organisation

The Chapter usually meets twice a year to review the state of the Order and take such decisions as are necessary to fulfil its objects.

A Chapter Standing Committee has been set up comprising the Prioress, Sub-Prioress, Chapter Clerk, one Sister appointed by the Prioress and four elected members. This committee is to act on behalf of the Chapter between meetings with specific purposes and powers.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

Trustee induction and training

Eligibility to become a trustee is dependent upon a sister being in profession. There is a three-year period of training, discernment and assessment within the Order before a new member is accepted as a sister in profession in the Order.

Trustees take advantage of on-going training opportunities relevant to trusteeship.

Related Parties

A summary of transactions with related parties is set out in note 22 of the financial statements.

Statement of trustees' responsibilities

The trustees, who are also the directors of The Chapter of The Order of The Holy Paraclete for the purpose of company law, 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).

Company Law requires the trustees to prepare financial statements for each financial 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 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;
- 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.

Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

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



Jocelyn M Carter
Signed on 07/12/22 @ 15:50

Sister J M Carter

Trustee

Date: 24 November 2022



Heather M F Crane
Signed on 12/12/22 @ 14:35

Sister H M F Crane

Trustee

Date: 24 November 2022

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

Opinion

We have audited the financial statements of The Chapter of The Order of The Holy Paraclete (the 'charitable company') for the year ended 30 June 2022 which comprise the statement of financial activities, the statement of financial position, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 June 2022 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charitable company for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

The objectives of our audit, in respect to fraud, are to identify and assess the risks of material misstatement of the financial statements due to fraud and obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses, and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and management.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

Our approach was as follows:

- During our planning process we gained an understanding of the legal and regulatory frameworks that are applicable to the charitable company and determined that the most significant of them, which are directly relevant to specific assertions in the financial statements, are those that relate to the reporting framework (FRS102 and the Companies Act 2006) and the relevant tax compliance regulations in the UK;
- We gained an understanding of how the charitable company is complying with these frameworks by making enquiries of trustees, key management and if necessary, advisors responsible for legal and compliance matters. We observed key controls and made appropriate enquiries following our review of contracts, interim financial data, board minutes and reports provided to the trustees;
- We independently assessed the susceptibility of the charitable company's financial statements to material misstatement, including how fraud or error might occur by meeting with trustees and senior management with the skills and experience necessary to determine the risk factors which they believe expose the charitable company to susceptibility to fraud and error. We also considered the impact of any business targets, the personal financial circumstances of management and staff to create a driver for fraud. We considered the culture and controls that the charitable company has established to address the risks identified and evaluated the effectiveness of processes and procedures to prevent and detect fraud, and how senior management monitors those processes and controls. Where the risk was considered to be higher, we designed then performed audit procedures to address each identified fraud risk. These procedures included, but were not restricted to, testing large and unusual items, journals, and transactions with high estimation uncertainty. These tests were designed to provide reasonable assurance that the financial statements were free from fraud and error; and
- Based on our audit plan and understanding of the risks that specifically affect the charitable company we designed our audit procedures to identify non-compliance with such laws and regulations identified above. Our procedures involved substantive testing of transactions and appropriate controls, with a focus on transactions in the books of prime entry that have characteristics that may indicate fraud or error. We looked for unusual patterns, large or unusual transactions, weaknesses in the payments system and new supplier transactions based on our understanding of the business; enquiries of trustees and management and the results from previous audit testing; and focused testing, on specific complex areas based on risk. In addition, we completed procedures to conclude on the other information and disclosures in the trustees' report and accounts with the requirements of the relevant accounting standards and UK legislation.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



N P Clemit

Countersigned on 13/12/22 @ 13:58

(Senior Statutory Auditor)

for and on behalf of N Clemit ACA, FCCA

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Chartered Accountants

Statutory Auditor

JWPCreers LLP
Chartered Accountants
Genesis 5
Church Lane
York
YO10 5DQ

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 30 JUNE 2022

CURRENT FINANCIAL YEAR

	Notes	Unrestricted funds general 2022 £	Unrestricted funds designated 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
Income						
Donations and legacies	2	202,575	4,429	5,673	212,677	44,954
Charitable activities	3	165,301	2,817	163,002	331,120	369,001
Other trading activities	4	32,227	10,346	-	42,573	14,770
Investments	5	136,476	60	379	136,915	174,509
Other income	6	-	(8,360)	-	(8,360)	(1,547)
Total income		536,579	9,292	169,054	714,925	601,687
Expenditure						
Raising funds	7	32,512	-	-	32,512	30,899
Charitable activities	8	936,354	192,439	167,336	1,296,129	1,403,361
Total expenditure		968,866	192,439	167,336	1,328,641	1,434,260
Net gains/(losses) on investments	12	(622,362)	-	-	(622,362)	860,392
Net (expenditure)/income before transfers		(1,054,649)	(183,147)	1,718	(1,236,078)	27,819
Gross transfers between funds		(49,894)	49,896	(2)	-	-
Net movement in funds		(1,104,543)	(133,251)	1,716	(1,236,078)	27,819
Fund balances at 1 July 2021		5,631,220	5,636,105	144,559	11,411,884	11,384,065
Fund balances at 30 June 2022		4,526,677	5,502,854	146,275	10,175,806	11,411,884

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 30 JUNE 2022

PRIOR FINANCIAL YEAR

		Unrestricted funds general 2021 £	Unrestricted funds designated 2021 £	Restricted funds 2021 £	Total 2021 £
	Notes				
Income					
Donations and legacies	2	39,287	2,340	3,327	44,954
Charitable activities	3	207,336	1,641	160,024	369,001
Other trading activities	4	4,208	10,562	-	14,770
Investments	5	174,162	-	347	174,509
Other income	6	(1,547)	-	-	(1,547)
Total income		423,446	14,543	163,698	601,687
Expenditure					
Raising funds	7	30,899	-	-	30,899
Charitable activities	8	1,068,321	167,324	167,716	1,403,361
Total expenditure		1,099,220	167,324	167,716	1,434,260
Net gains/(losses) on investments	12	860,392	-	-	860,392
Net (expenditure)/income for the year		184,618	(152,781)	(4,018)	27,819
Gross transfers between funds		(301,066)	314,492	(13,426)	-
Net movement in funds		(116,448)	161,711	(17,444)	27,819
Fund balances at 1 July 2020		5,747,668	5,474,394	162,003	11,384,065
Fund balances at 30 June 2021		5,631,220	5,636,105	144,559	11,411,884

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF FINANCIAL POSITION

AS AT 30 JUNE 2022

	Notes	2022		2021	
		£	£	£	£
Fixed assets					
Tangible assets	13		5,456,189		5,548,698
Investments	14		4,530,204		5,239,767
			<u>9,986,393</u>		<u>10,788,465</u>
Current assets					
Debtors	15	11,638		16,229	
Cash at bank and in hand		260,480		665,899	
		<u>272,118</u>		<u>682,128</u>	
Creditors: amounts falling due within one year	16	<u>(82,705)</u>		<u>(58,709)</u>	
Net current assets			189,413		623,419
Total assets less current liabilities			<u>10,175,806</u>		<u>11,411,884</u>
Income funds					
Restricted funds	17		146,275		144,559
<u>Unrestricted funds</u>					
Designated funds	18	5,502,854		5,636,105	
General unrestricted funds		<u>4,526,677</u>		<u>5,631,220</u>	
			<u>10,029,531</u>		<u>11,267,325</u>
			<u>10,175,806</u>		<u>11,411,884</u>

The financial statements were approved by the Trustees on 24 November 2022



Jocelyn M Carter
Signed on 07/12/22 @ 15:50

Sister J M Carter

Trustee



Heather M F Crane
Signed on 12/12/22 @ 14:35

Sister H M F Crane

Trustee

Company Registration No. 1241044

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 JUNE 2022

	Notes	2022 £	£	2021 £	£
Cash flows from operating activities					
Cash absorbed by operations	23		(552,436)		(874,968)
Investing activities					
Purchase of tangible fixed assets		(77,499)		(311,625)	
Proceeds on disposal of tangible fixed assets		400		3,400	
Movement in investment cash accounts		(32,391)		37,292	
Purchase of other investments		(589,374)		(1,663,942)	
Proceeds on disposal of other investments		708,966		2,230,653	
Investment income received		136,915		174,509	
Net cash generated from investing activities			147,017		470,287
Net cash used in financing activities			-		-
Net decrease in cash and cash equivalents			(405,419)		(404,683)
Cash and cash equivalents at beginning of year			665,899		1,070,582
Cash and cash equivalents at end of year			260,480		665,899

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2022

1 Accounting policies

Charity information

The Chapter of the Order of the Holy Paraclete is a private unlimited company and has no share capital and is registered in England and Wales. In the event of the company being wound up or dissolved, funds remaining after all debts and liabilities are settled will be transferred to a similar institution with similar charitable objectives. The charity's registered office and the nature of the charity's principle activities are as stated on the Report of the Board of Trustees.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charitable company's memorandum and articles of association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

The charitable company is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charitable company.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

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

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

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

1.4 Income

Income, including legacies, are included in the statement of financial activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Covenanted salaries and pensions are received under deeds of covenant from members of The Chapter of the Order of the Holy Paraclete and are stated inclusive of income tax but net of any deductions for social security payments and contributions to occupational pension schemes.

Receipts of property, investments or other gifts in kind are included at market value.

1.5 Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in pursuit of its charitable objects.

Direct costs consist of all expenditure directly relating to the objects of the Chapter. Support costs have been allocated in full to direct costs.

Mission and charitable grants payable are charged in the period when the grant is given.

Raising funds comprise those costs associated with attracting donations and legacies, the costs of trading for fundraising purposes including the costs incurred by the trading subsidiary and investment management fees.

Governance costs include expenditure on general administration, and management and compliance with constitutional and statutory requirements.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

1 Accounting policies

(Continued)

1.6 Tangible fixed assets

Prior to 1 September 1996 all capital expenditure was written off as incurred. As at that date the trustees included material fixed assets at cost less notional depreciation in the balance sheet except for freehold property which was valued at current market value. Subsequent acquisitions or improvements are capitalised at cost subject to a de minimis figure of £500.

Depreciation is calculated by the straight line method to write off the cost/value, less anticipated residual value over the expected useful lives of assets as follows:

Freehold property	2% and 5%
Fixtures, fittings and equipment	20%
Motor vehicles	25%

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

Depreciation is not charged until the asset is ready for use.

1.7 Fixed asset investments

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

1.8 Impairment of fixed assets

At each reporting end date, the charitable company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

1.10 Financial instruments

The charity 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.

Basic financial assets

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid at the year end.

Basic financial liabilities

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

1 Accounting policies

(Continued)

1.11 Taxation

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date where transactions or events have occurred at that date that will result in an obligation to pay more, or a right to pay less or to receive more tax, with the following exceptions:

Provision is made for tax on gains arising from the revaluation (and similar fair value adjustments) of fixed assets, and gains on disposal of fixed assets that have been rolled over into replacement assets, only to the extent that, at the balance sheet date, there is a binding agreement to dispose of the assets concerned. However, no provision is made where, on the basis of all available evidence at the balance sheet date, it is more likely than not that the taxable gain will be rolled over into replacement assets and charged to tax only where the replacement assets are sold.

Deferred tax assets are recognised only to the extent that the directors consider that it is more likely than not that there will be suitable taxable profits from which the future reversal of the underlying timing differences can be deducted.

Deferred tax is measured on an undiscounted basis at the tax rates that are expected to apply in the periods in which timing differences reverse, based on tax rates and laws enacted or substantively enacted at the balance sheet date.

1.12 Leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

1.13 Pension costs

Chapter of the Order of the Holy Paraclete (The) Unlimited contributes to defined contribution pension schemes including individual personal pensions. The assets of the schemes are held separately from those of the charity. Pension costs charged in the Statement of Financial Activities represent the contributions payable by the charity in the year.

1.14 Redundancy costs

Redundancy costs are recognised as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

2 Donations and legacies

	Unrestricted funds general 2022 £	Unrestricted funds designated 2022 £	Restricted funds 2022 £	Total 2022 £
Donations and gifts	44,567	3,071	265	47,903
Legacies receivable	151,516	-	-	151,516
Donations for overseas work	-	-	4,299	4,299
Other	6,492	1,358	1,109	8,959
	<u>202,575</u>	<u>4,429</u>	<u>5,673</u>	<u>212,677</u>

	Unrestricted funds general 2021 £	Unrestricted funds designated 2021 £	Restricted funds 2021 £	Total 2021 £
Donations and gifts	11,437	-	-	11,437
Legacies receivable	2,964	-	-	2,964
Donations for overseas work	-	-	3,327	3,327
Other	24,886	2,340	-	27,226
	<u>39,287</u>	<u>2,340</u>	<u>3,327</u>	<u>44,954</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

3 Charitable activities

	Charitable Income 2022 £	Charitable Income 2021 £
Covenanted salaries	2,817	20,453
Covenanted pensions	26,401	26,618
State pensions	105,817	104,831
Grants received	32,917	47,637
DSS allowance	31,835	27,931
NYCC allowance	130,085	137,851
Other income	1,248	3,680
	<u>331,120</u>	<u>369,001</u>
Analysis by fund		
Unrestricted funds - general	165,301	207,336
Unrestricted funds - designated	2,817	1,641
Restricted funds	163,002	160,024
	<u>331,120</u>	<u>369,001</u>
Grants received		
HMRC coronavirus job retention scheme	-	25,464
Infection control fund	2,124	17,008
Rapid testing fund	2,162	5,165
Adult social care	5,881	-
WICS	12,750	-
WRRF	10,000	-
	<u>32,917</u>	<u>47,637</u>

4 Other trading activities

	Unrestricted funds general 2022 £	Unrestricted funds designated 2022 £	Total 2022 £	Unrestricted funds general 2021 £	Unrestricted funds designated 2021 £	Total 2021 £
Hospitality income	30,064	-	30,064	301	-	301
Friends of OHP membership	1,645	-	1,645	2,286	-	2,286
Newsletter including publications	518	-	518	1,551	-	1,551
Cards & library sales	-	10,346	10,346	70	10,562	10,632
	<u>32,227</u>	<u>10,346</u>	<u>42,573</u>	<u>4,208</u>	<u>10,562</u>	<u>14,770</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

5 Investments

	Unrestricted funds general 2022 £	Unrestricted funds designated 2022 £	Restricted funds 2022 £	Total 2022 £
Rental income	779	-	-	779
Income from listed investments	135,578	-	-	135,578
Interest receivable	119	60	379	558
	<u>136,476</u>	<u>60</u>	<u>379</u>	<u>136,915</u>

	Unrestricted funds general 2021 £	Unrestricted funds designated 2021 £	Restricted funds 2021 £	Total 2021 £
Rental income	16,035	-	-	16,035
Income from listed investments	156,810	-	-	156,810
Interest receivable	1,317	-	347	1,664
	<u>174,162</u>	<u>-</u>	<u>347</u>	<u>174,509</u>

6 Other income

	Unrestricted funds designated 2022 £	Unrestricted funds general 2021 £
Net (loss)/gain on disposal of assets	<u>(8,360)</u>	<u>(1,547)</u>

7 Raising funds

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Cost of raising funds	-	520
Fundraising and publicity	<u>-</u>	<u>520</u>
Investment manager's fees	32,512	30,379
	<u>32,512</u>	<u>30,899</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

8 Charitable activities

	Charitable Expenditure 2022 £	Charitable Expenditure 2021 £
Direct costs	933,953	1,019,719
Premises and equipment costs	324,809	348,994
	<hr/>	<hr/>
	1,258,762	1,368,713
Grants payable (see note 9)	21,527	18,808
Share of support costs (see note 10)	7,920	7,920
Share of governance costs (see note 10)	7,920	7,920
	<hr/>	<hr/>
	1,296,129	1,403,361
	<hr/> <hr/>	<hr/> <hr/>
Analysis by fund		
Unrestricted funds - general	936,354	1,068,321
Unrestricted funds - designated	192,439	167,324
Restricted funds	167,336	167,716
	<hr/>	<hr/>
	1,296,129	1,403,361
	<hr/> <hr/>	<hr/> <hr/>

9 Grants payable

	Charitable Expenditure 2022 £	Charitable Expenditure 2021 £
Grants to institutions:		
Sunyani Project	2,000	-
Deborah Boahemaa	-	2,788
Bursary Award	3,000	2,000
DEC	2,000	-
Various other grants and donations under £1,000	11,444	14,020
	<hr/>	<hr/>
	21,527	18,808
	<hr/> <hr/>	<hr/> <hr/>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

10 Support costs

	2022		2021			
	Support costs	Governance costs	2022	Support costs	Governance costs	2021
	£	£	£	£	£	£
Accountancy fee	7,920	-	7,920	7,920	-	7,920
Audit fees	-	7,920	7,920	-	7,920	7,920
	<u>7,920</u>	<u>7,920</u>	<u>15,840</u>	<u>7,920</u>	<u>7,920</u>	<u>15,840</u>
Analysed between						
Charitable activities	<u>7,920</u>	<u>7,920</u>	<u>15,840</u>	<u>7,920</u>	<u>7,920</u>	<u>15,840</u>

11 Employees

The average monthly number of employees during the year was:

	2022	2021
	Number	Number
Infirmary	27	26
Garden	3	3
Priory	11	13
Laundry	1	2
St Oswald's	-	2
Total	<u>42</u>	<u>46</u>
Wages and salaries	720,857	701,905
Social security costs	45,610	40,403
Pension costs	14,746	13,265
Redundancy costs	-	11,061
	<u>781,213</u>	<u>766,634</u>

The sisters comprising the trustees of the charitable company are deemed to be the key management personnel, and no remuneration is received by them.

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

12 Net gains/(losses) on investments

	Unrestricted funds general 2022	Unrestricted funds general 2021
	£	£
Revaluation of investments	<u>(622,362)</u>	<u>860,392</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2022

13 Tangible fixed assets

	Freehold property	Fixtures, fittings and equipment	Motor vehicles	Total
	£	£	£	£
Cost				
At 1 July 2021	6,006,967	374,420	79,560	6,460,947
Additions	6,337	57,862	13,300	77,499
Disposals	(10,815)	(49,611)	(16,520)	(76,946)
At 30 June 2022	6,002,489	382,671	76,340	6,461,500
Depreciation				
At 1 July 2021	499,282	342,841	70,126	912,249
Depreciation charged in the year	128,580	23,463	9,205	161,248
Eliminated in respect of disposals	(2,055)	(49,611)	(16,520)	(68,186)
At 30 June 2022	625,807	316,693	62,811	1,005,311
Carrying amount				
At 30 June 2022	5,376,682	65,978	13,529	5,456,189
At 30 June 2021	5,507,685	31,579	9,434	5,548,698

Freehold property acquired by the company before 1996 was revalued at 31 August 1996. Values of £2,186,960 are attributable to property and land professionally valued by Carter Jonas on 1 November 1996 with £190,000 assessed by the trustees. Additions to Freehold property since 1996 are included at cost less depreciation where appropriate.

Two leases are registered by York Potash Ltd for mines and minerals which are lying below a depth of 800m from the surface of land held at St. Hildas Priory, Whitby and St Oswalds, Sleights, Whitby.
The lease terms are 70 years from 29 September 2016 until and including 28 September 2086.

14 Fixed asset investments

	Investments
	£
Valuation	
At 1 July 2021	5,239,767
Additions	589,374
Movement in cash accounts	32,659
Unrealised/realised gain/(loss)	(622,630)
Disposal proceeds	(708,966)
At 30 June 2022	4,530,204
Carrying amount	
At 30 June 2022	4,530,204
At 30 June 2021	5,239,767

The carrying amount of £4,530,204 (2021: £5,239,767) includes £4,445,165 of listed investments (2021: £5,187,386) and £85,039 of cash (2021: £52,381).

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

15 Debtors

	2022	2021
	£	£
Amounts falling due within one year:		
Other debtors	7,973	6,806
Prepayments	3,665	9,423
	<u>11,638</u>	<u>16,229</u>

16 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	28,388	20,884
Taxation and social security	12,542	11,035
Accruals	41,775	26,790
	<u>82,705</u>	<u>58,709</u>

17 Restricted funds

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

	Balance at 1 July 2021	Movement in funds			Balance at 30 June 2022
		Income	Expenditure	Transfers	
	£	£	£	£	
Ghana fund	7,184	5,408	(2,220)	-	10,372
Development fund	2	-	-	(2)	-
NYCC allowance fund	-	130,085	(130,085)	-	-
Shelagh Eckford legacy fund	131,918	379	(3,266)	-	129,031
Garden fund	3,129	-	(512)	-	2,617
Infection control fund	-	2,124	(2,124)	-	-
Rapid testing fund	2,326	2,162	(2,162)	-	2,326
Adult social care	-	5,881	(5,881)	-	-
WICS	-	12,750	(12,750)	-	-
WRRF	-	10,000	(8,336)	-	1,664
Chapel flower fund	-	265	-	-	265
	<u>144,559</u>	<u>169,054</u>	<u>(167,336)</u>	<u>(2)</u>	<u>146,275</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2022

17 Restricted funds

(Continued)

	Movement in funds				Balance at 30 June 2022
	Balance at 1 July 2020	Income	Expenditure	Transfers	
	£	£	£	£	
Ghana fund	4,904	3,398	(1,118)	-	7,184
Development fund	-	2	-	-	2
NYCC allowance fund	-	137,851	(137,851)	-	-
Shelagh Eckford legacy fund	153,970	274	(4,818)	(17,508)	131,918
Garden fund	3,129	-	-	-	3,129
Infection control fund	-	17,008	(21,090)	4,082	-
Rapid testing fund	-	5,165	(2,839)	-	2,326
	<u>162,003</u>	<u>163,698</u>	<u>(167,716)</u>	<u>(13,426)</u>	<u>144,559</u>

Ghana Fund

The Ghana fund has been set up for work in Ghana.

Development Fund

The Development fund represents donations received specifically used to develop the future property needs of the Order.

NYCC Allowance Fund

The NYCC allowance fund represents the funds received from the council to assist the care of sisters in the infirmary. The cost of caring for the sisters is far greater but this represents the allowance received towards it.

Shelagh Eckford Legacy Fund

The Shelagh Eckford Legacy Fund is a legacy received to be spent on projects relating to Africa.

Garden Fund

Garden fund is money given specifically to be used towards the garden.

Infection Control Fund

The infection control fund is to support adult care providers to reduce the rate of Covid-19 transmission in care homes.

Raid Testing Fund

The rapid testing fund is to support increased lateral flow device testing of staff in care homes.

Adult Social Care Fund

A local government grant to help with costs associated with infection control, vaccinations and testing.

WICS Fund (Workforce Integrated Care System Funding)

A local government grant to provide an additional payment of £375 to employees working within the care home sector.

WRRF Fund (Workforce Development Recruitment & Retention Fund)

A local government grant of £10,000 for providers with between 20 to 49 staff to assist with costs relating to overtime and pay increase costs, recruitment support, agency staff wage variance and staff wellbeing packages.

Chapel Flower Fund

The chapel flower fund is for money donated specifically to be spent on chapel flowers.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

18 Designated funds

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

	Movement in funds				Balance at 30 June 2022
	Balance at 1 July 2021	Income	Expenditure	Transfers	
	£	£	£	£	
Fixed assets fund	5,441,588	(8,360)	(160,044)	66,678	5,339,862
Summerhouse fund	-	2,587	(346)	1,844	4,085
Ghana Project fund	153	-	-	-	153
Jachie Project fund	40,216	2,817	(11,757)	-	31,276
Sunyani Project fund	83,787	10,406	(13,253)	-	80,940
Bursary Award	15,661	-	(7,039)	6,000	14,622
Development fund	2,266	1,186	-	-	3,452
Sr Helena's fund	24,626	-	-	(24,626)	-
Garden fund	2,808	656	-	-	3,464
Organ fund	25,000	-	-	-	25,000
	<u>5,636,105</u>	<u>9,292</u>	<u>(192,439)</u>	<u>49,896</u>	<u>5,502,854</u>

	Movement in funds				Balance at 30 June 2021
	Balance at 1 July 2020	Income	Expenditure	Transfers	
	£	£	£	£	
Fixed assets fund	5,276,603	-	(147,507)	312,492	5,441,588
Summerhouse fund	-	-	-	-	-
Ghana Project fund	153	-	-	-	153
Jachie Project fund	50,299	1,641	(11,724)	-	40,216
Sunyani Project fund	78,530	10,562	(5,305)	-	83,787
Bursary Award	16,449	-	(2,788)	2,000	15,661
Development fund	-	2,266	-	-	2,266
Sr Helena's fund	24,626	-	-	-	24,626
Garden fund	2,734	74	-	-	2,808
Organ fund	25,000	-	-	-	25,000
	<u>5,474,394</u>	<u>14,543</u>	<u>(167,324)</u>	<u>314,492</u>	<u>5,636,105</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

18 Designated funds

(Continued)

Fixed Assets Fund

In order to fulfil the charitable objectives the Order needs a large number of properties and other fixed assets. These assets although unrestricted cannot be realised without undermining the Order's work and the trustees therefore feel it is appropriate to reflect the investment in fixed assets by means of a designated fund.

Summerhouse Fund

The Summerhouse fund represents money received for the purchase of a summerhouse.

Southern Africa, Ghana, Jachie and Sunyani

These have been set up to be used for projects in Southern Africa, Ghana, Jachie and Sunyani.

Bursary Award Fund

The Bursary award fund is for the provision of grants, loans or other forms of financial assistance to advance education, training and personal development in accordance with the principles of the Christian religion to needy persons primarily between the ages of 16 and 25 who live, study and work in the area of the Deanery of Whitby.

Development Fund

This fund is for the future property needs of the Order in the furtherance of its charitable objects.

Sr Helena Fund

This fund is for the future training needs of Sr Helena.

Garden Fund

This fund represents designated money to be used towards the garden.

Organ Fund

The Organ fund represents money earmarked for the purchase of an organ.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2022

19 Analysis of net assets between funds

	Unrestricted funds 2022 £	Designated funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 30 June 2022 are represented by:				
Tangible assets	-	5,456,189	-	5,456,189
Investments	4,530,204	-	-	4,530,204
Current assets/(liabilities)	(3,527)	46,665	146,275	189,413
	<u>4,526,677</u>	<u>5,502,854</u>	<u>146,275</u>	<u>10,175,806</u>
	£	£	£	£
Fund balances at 30 June 2021 are represented by:				
Tangible assets	-	5,548,698	-	5,548,698
Investments	5,239,767	-	-	5,239,767
Current assets/(liabilities)	391,453	87,407	144,559	623,419
	<u>5,631,220</u>	<u>5,636,105</u>	<u>144,559</u>	<u>11,411,884</u>

20 Revaluation reserve

	2022 £	2021 £
At 1 July 2021	-	162,702
Disposal of investments	-	162,702
	<u>-</u>	<u>-</u>

21 Operating lease commitments

At the reporting end date the charitable company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2022 £	2021 £
Within one year	6,468	6,468
Between two and five years	4,648	11,116
	<u>11,116</u>	<u>17,584</u>

At the reporting date the charitable company had committed to a health & safety/compliance contract. The total due after the reporting date was £54,207 with £8,031 falling due within one year.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

22 Related party transactions

The trustees of the charitable company are also members of the Chapter and as such have taken vows of poverty under which they have renounced all personal rights to income and capital. The company provides for the essential needs of all members of the Chapter. The living costs of the seven trustees who served during the year are therefore borne by the company.

All transactions involving organisations in which a trustee has an interest are conducted at arm's length and in accordance with the charity's normal financial procedures.

The charitable work at St Oswald's was taken on by St Oswald's Community (a newly registered CIO) from October 2020 with a tenancy at will in place between the charity and the CIO. Sister J M Carter is also a trustee of St Oswald's Community. During the year some costs were paid for by the Chapter and reimbursed from St Oswald's Community. The balance due to the Chapter at 30 June 2022 was £157 (2021: £1,506).

The lease is still being negotiated with St Oswald's Community.

23 Cash generated from operations	2022	2021
	£	£
(Deficit)/surplus for the year	(1,236,078)	27,819
Adjustments for:		
Investment income recognised in statement of financial activities	(136,915)	(174,509)
Loss on disposal of tangible fixed assets	8,360	1,547
Fair value gains and losses on investments	622,362	(860,392)
Depreciation of tangible fixed assets	161,248	148,647
Movements in working capital:		
Decrease in debtors	4,591	84,339
Increase/(decrease) in creditors	23,996	(102,419)
Cash absorbed by operations	(552,436)	(874,968)

The Chapter of the Order of the Holy Paraclete Limited

England & Wales - Charity number 271117

Accounts

Charity Registration No. 271117

Company Registration No. 1241044 (England and Wales)

**THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021
LIMITED BY GUARANTEE**

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

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THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Sister J M Carter Sister H M F Crane Sister K E Brewin Sister D M Dean Sister H G Dowler Sister H L Stout Sister J E Davey	(Resigned 26 January 2021) (Resigned 22 October 2021) (Appointed 30 December 2020)
Secretary	Sister J M Carter	
Prioress	Sister J M Carter	
Bursar	Sister J M Carter	
Charity number	271117	
Company number	1241044	
Principal address and registered office	St Hilda's Priory Castle Road Whitby North Yorkshire YO21 3SL	
Auditor	N Clemit ACA, FCCA JWPCreers LLP Chartered Accountants Genesis 5 Church Lane York YO10 5DQ	
Bankers	HSBC Bank Plc 4 Baxtergate Whitby North Yorkshire YO21 1BD	
Solicitors	Lupton Fawcett Stamford House Piccadilly York YO1 9PP	
Investment advisors	Brewin Dolphin Sturge Court 120 Wellington Street Leeds LS1 4LT	

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 30 JUNE 2021

The trustees present their report and financial statements for the year ended 30 June 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charitable company's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019".

The legal and administrative information page forms part of this report.

Objectives and activities

Charitable Objectives

The object for which the Chapter was established is in accordance with the principles of the Christian Religion to undertake, promote and carry on in any part of the world, enterprises for the advancement of educational, missionary, pastoral, evangelical, medical or other charitable work in the furtherance of that object. To fund, acquire and conduct houses of prayer, churches, chapels, priories, dwelling houses, colleges, schools, technical training establishments, retreat houses, orphanages, refuges and clubs for the poor, guilds, offices or any other institutions which may from time to time be desirable for the commencement or furthering of Christian work in England or in any other country, and to provide the same with all proper, desirable or necessary fittings, apparatus, appliances, conveniences and accommodation desirable for the efficient conduct and welfare of the same. To print, publish and sell newspapers, periodicals, books, leaflets and other publications to further the objects of the Chapter.

The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission when reviewing the charity's aims and objectives and in planning future activities.

Achievements and performance

It is the policy of the Order to undertake a broad range of charitable activities. The principal areas in which the Order is involved are set out as follows:

Education

The Order grants financial assistance to needy persons primarily between the ages of 16 and 25 in the Whitby Deanery to assist in their education, training or personal development.

Health Care

The Order is responsible for running St Hilda's Priory Aelred Wing, a registered care home.

Retreat Work

The Order is actively involved in retreat and counselling work at the Priory and in other houses of the Order.

Social and Pastoral Care

Members of the Order are involved, mainly in a voluntary capacity, in parish work, hospital and hospice chaplaincy, mental health and counselling work and work with children and young people in the UK and overseas.

Overseas Work

Members of the Order work in Ghana where they undertake vocational training, medical work, and work within the Anglican Church, spiritual direction and pastoral care. The UK funds of the Order are being used in development and work in both countries. Donations received for overseas work are administered as restricted funds. Material produced for fund raising is financed from The Central Funds of the Order.

Grant making policy

The Order tithes (10%) its investment income from the previous financial year as charitable giving. Additional grants may be given on the approval of the Chapter of the Order of the Holy Paraclete.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

Investments

The Order's investments are managed by a nominee company, Brewin Dolphin, which has discretionary powers. The Order maintains an ethical policy for its investments.

The quarterly return on investments, in capital terms, compared to FTSE All Share Index, Government All Stocks Index and WMA Income Index, during the year is set out below

	FTSE	Government all stocks	Risk Level 5 OHP portfolio Income	OHP portfolio
July/Sept 2020	-2.92%	-1.23%	+0.46%	+2.36%
Oct/Dec 2020	+12.62%	+0.63%	+6.50%	+7.49%
Jan/Mar 2021	+5.19%	-7.24%	+0.90%	+2.42%
Apr/Jun 2021	+5.60%	+1.70%	+4.93%	+4.63%
12 months to 30 June 2021	+21.45%	-6.24%	+13.35%	+17.89%

Review of activities

1. Education

Sr Dorothy Stella has continued to serve as a Governor of Egton Church of England Primary School and returned to assisting in teaching when lockdown eased in June.



Dormanstown Primary Academy

Sr Anita continues to chair the governors at Dormanstown primary academy and chairs the discipline committee for the M.A.T. [multi academy trust], Tees Valley Education. Sr Louisa Ann has now completed her teaching Training at Sunderland University where she achieved a BA (Hons) in Primary Education with Qualified Teacher Status. Sadly, she chose to leave the Order and we wish her well in her future career



Egton C. of E. School

St Hilda's Bursary Award



The total value of awards for the year 2020 – 2021 was £2,700. The reduced amount reflects the ongoing situation of students unable to make decisions about future studies and training due to COVID-19 and the interruption of education from March 2020 to June 2021. The increase in award applications that was expected did not materialise due to the continuing uncertainties and the year 2020-2021 ended with a higher-than-expected balance accrued. The balance on the £6,000 grant for the year (approx. £3,000) has been designated as an award to Caedmon College Whitby to help post-16 students who have fallen behind.

The College hopes to add Health & Social Science to courses available to Level 2 students. The update of promotional material is in process and will be in use in the year 2021-2022. Because of the balance accrued, the award only took £2,000 of its annual grant; the remaining £4,000 was added to the Order's tithed giving which includes donations to several educational charities.

Awards of between £100 and £500 were made to 8 individuals; these were made for Nursing & Midwifery, Environmental Sciences, Engineering and Performance Arts,

Sunyani



Graduates and Students

Sr Mavis was resident at the Priory in the U.K during the year due to Covid restrictions on travel. She managed to oversee the work in Sunyani with the help of technology and kept in touch daily so that the various projects were able to continue and flourish with the local workers stepping up and taking responsibility.

Wafer production and sale has continued and provided income to maintain the convent and house expenses.



Mavis presents a Certificate



A sample of Beadwork

The Skills Centre also continued to flourish and two groups of Students were enabled to take the NVTI exams. Two new staff members were recruited bringing the total to seven and Sr Mavis maintained contact via Video calls.



Graduation Class 2021

Sr Mavis was able to return and be present at the Graduation Ceremony, which had been organised by the Staff & Students.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021



The Jackie Eye Clinic - Services to Blind Children

The Blind School

Providing support to the students in the Blind School continues to be an important part of the outreach from the Clinic and is very dear to Sr Aba's heart. Her very first student has just been elected president of the African Society at Oxford University.

2. Health Care

The Order has an obligation to care for its members, none of whom has resources of their own and all of whom have devoted a significant part of their lives to the work of the Order. In common with many religious communities in Great Britain, the age profile of the members of the Order is increasing, as existing members grow older, and the number of new vocations decreases.

During the year the bed occupancy has remained at 7 sisters resident in the Aelred Wing.

Occupancy: July 2020 65% July 2021 64%

Sisters Care Needs

- The occupancy has decreased slightly but dependency has increased
- Some Sisters require almost constant care, supervision and attention while others are more independent
- 7 Sisters currently in permanent residence
- Not all care is physical support, much of what we do is psychological, emotional and social support and care
- A number of Sisters are living with dementia
- More recent weeks has seen an increase in dependency levels due to 1 Sister requiring 1:1 care and supervision due to extremely challenging behaviour

We continue to provide care and support to Sisters living in the main Priory:

Funding continues to be sourced through a variety of options

- North Yorkshire County Council (NYCC) 24-hour care funding
- Attendance Allowance
- Pension Credits
- Individual Pensions
- Direct Care Packages
- Self Funding

Staffing

- The Aelred Wing has a team of 26 staff members
- Most staff are part time except for the Care Manager who is full time
- Maintaining staffing levels has become increasingly challenging during the year mainly due to Covid restrictions and the need for vulnerable staff to be furloughed

Core Care Values

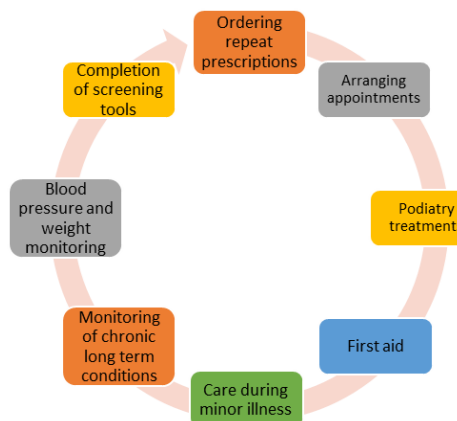
As a team we have developed our own Core Care Values

Our overall aim:

- "To deliver high quality excellent care every day"

Our other aims:

- Treat our sisters with dignity and respect while incorporating their individual values, choices and beliefs
- Help our Sisters to maintain their independence and live a fulfilled life
- Treat others as I would expect to be treated myself
- Be kind, considerate and unselfish in everything we do
- Exercise patience, compassion and understanding
- Develop and build appropriate relationships with our Sisters, incorporating good lines of communication
- Devote time in our day to listening and talking to Sisters
- Be a dependable and reliable member of staff
- Be sensitive and understanding of our Sisters chosen way of life
- Demonstrate a positive, polite and accommodating attitude



THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

Activity and Support Role

One member of staff continues to work 4 days per week in this role and helps the sisters to partake in activities such as puzzles, games, and crafts; baking in the Aelred kitchen; walking in the grounds; television or a DVD together; spending time together, talking and keeping active as much as possible. These are all important in maintaining Sisters independence.

Postcards of Kindness Scheme



- We joined Age UK's postcards of kindness Scheme.
- Volunteers select a Care Home from those who have signed up for the project
- They send postcards, letters or cards to the residents of that home or a specific resident
- Our Resident Sisters have really enjoyed receiving correspondence

Covid challenges

- An empty bedroom has become a PPE area

Testing has become a way of life:

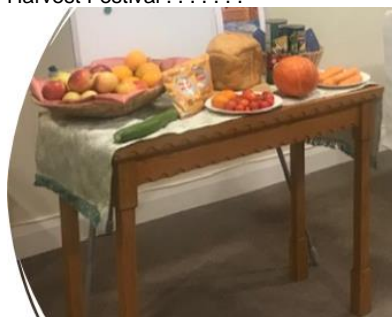
- All staff have 3 tests per week: 1 laboratory PCR test and 2 rapid lateral flow tests (LFD)
- The Chaplain and volunteer Sisters are treated as staff
- All resident Sisters are tested every 28 days
- Every indoor visitor has an LFD test
- Every contractor/ workman has an LFD test
- Every visiting health care professional has an LFD test

And new ways of working

- Meetings held through Zoom or Microsoft Teams format
- Study and training days arranged as webinars
- Mandatory training in groups has started to be allowed again
- E learning for most mandatory training
- Additional training for all staff on Infection Prevention and Control, PPE and COVID-19
- Some changes have been positive and will continue for the future

Some celebrations have managed to lighten life a little:

Harvest Festival



A golden Anniversary of Profession



And Christmas



THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2021

Health Care cont.
Jachie House and Eye Hospital

Clinic's Mission Statement

1. To provide quality eye care in a pleasant environment with the highest quality sterilization procedures in place.
2. To provide outreach programmes at the neighbouring schools and communities and to implement preventative eye care.
3. To provide an opportunity for mission-minded eye professionals to volunteer their services.



The Waiting Room showing the doors to the Consulting

The work this year has been to adapt the Convent to comply with Ministry of Health standards for the Eye Hospital. This has included separating the Waiting Room, Consulting Room and Administration unit to allow for patient privacy as well as providing the basic Covid hygiene precautions and new washroom facilities for staff and patients.



Outreach Services

In order to provide first class Eye Treatment to all manner of persons regardless of colour, creed or location. The outreach programme is part of the clinic's main activities. This enables us to provide Eye Care Treatment to people at their doorstep.



3. Retreat & Pastoral Work

St Oswald's Pastoral Centre at Sleights. The year has been one of preparation for a new future for St Oswald's under the leadership of Paul and Jackie Reily and The St Oswald's Community.

During lockdown it was a great advantage to have the rhythm of religious life. It gave structure in such an abnormal time and a sense of life carrying on almost as normal.

- We lost our normal ministry, but we have been reaching out on Facebook with a daily post, partly as a way of keeping St Oswalds visible, but also as an online ministry. At the beginning of lockdown, we met and chatted with a lot of people on the drive.



Bishophorpe

In March 2020 Sr Erika returned to the Priory as a result of the pandemic but continued to keep in touch with the Archbishop and his staff via regular Zoom meetings, and was able to share in the ongoing ministry of prayer and in the on-line worship from the Palace.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2021

Retreat & Pastoral Work (cont.)

Easterside

In August 2020 new work was undertaken with a presence on the Easterside estate in Middlesbrough. Sr Louisa Ann moved there from Dormanstown and Sr Karan joined her in October.



Unfortunately this coincided with the beginning of Lockdown so while Louisa Ann continued her studies on line, Sr Karan had to begin her ministry in a limited way. Communication was confined to "doorstep" conversations and telephone calls; but contacts were made with long-term residents, shop keepers and social workers and by May Karan was able to assist with the distribution of food and clothing. Karan also made

contact with the local Genesis Project and their Centre for collecting and distributing food, clothing, furniture and which provides a social centre for the local people to meet.



More recently Sr Karan has established a regular worship slot in the house during the week when she is joined by some of the local residents.

She has also worked on the house and garden which had been neglected during the interregnum. The property now looks much more welcoming and can form the base for a future ministry.



Sisters from the Priory work in a voluntary capacity in Whitby. Two sisters have worked at the Foodbank. One sister now works as the Deanery Administrator. Many sisters provide spiritual accompaniment to individuals on a regular basis and others provide a listening ear responding to individual needs.

4. Hospitality



In keeping with the Monastic tradition, all the houses of the Order welcome guests.

At the Priory the hospitality ministry was going well with 68 individual guests, 13 groups of 2 or more people, 8 larger groups and 4-day groups from the 4th August 2019 until 19th March 2020.

With the beginning of the Coronavirus pandemic the hospitality ministry had to close. The cancelled groups include retreats, schools, musicians who would have taken part in the fish and ship festival, church groups including one from Germany, walking groups, and two private groups celebrating birthdays.

5. Sharing our facilities

Chapel is central to the life and prayer of the Order, and many of our guests come to share in our worship or to use the Chapel for their own worship.

6. During this year, groups resident in St Francis House have joined with the sisters for worship. A memorial service for an ex-member of staff of St Hilda's School has been held in the new Chapel. We also visit outside the Priory and Branch Houses to lead retreats and workshops on prayer & spirituality.

7. Sneaton Castle Farm

The arable land and pasture have been sold during the year to the new owners of Sneaton Castle, but we continue to benefit from the open space and are confident that the land will receive better stewardship than we would be able to provide. The land still provides a quiet and relaxing space around the Priory and hospitality buildings for both Sisters and Guests.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

Financial review

The number of life professed sisters was 23 at the end of the year under review; the majority of them are pensionable, having given most of their lives to the charitable work of the Order. There have been no new vocations this year and three sisters and one novice have left the Order. This means average age has increased this year to 78.

Other sisters who are still economically active are employed in a voluntary capacity either within the works of the company or in low paid jobs. Any money or salaries received by individuals is covenanted to the Order.

The income generated by members will continue to decline for the foreseeable future, but the charity has a continuing commitment to support its members when they retire due to age or infirmity.

The Statement of Financial Activities shows that the total resources increased by £27,819 during the year, which includes £860,392 gains on investments in the year.

At the end of the year to June 2021 the total funds of the company were £11,411,884. Of this some £5,548,698 was in fixed assets needed for the work of the Order and £5,239,767 in investments. From the remaining current assets and liabilities £144,559 was made up of restricted funds and £87,407 designated funds leaving a balance of £391,453 in general funds.

Reserves Policy

The members of the Order shall work for their living. The Order is under obligation to support its members during training, in old age and in sickness, and to maintain its property adequately. For such purposes it shall be permissible to use income derived from trusts and investments, and if necessary to realise capital. Such income may also be used for the development of existing work and when new work is to be undertaken. It shall be the responsibility of each Chapter, and more especially of the Greater Chapter, to ensure that all property and income is being used to be of the greatest value to the Church and Society, and to remember that, ultimately, a religious community is bound to live by faith. Whilst exercising a careful stewardship in the management of its present affairs it must avoid the accumulation of capital beyond its foreseeable requirements.

The annual resources required to fund the Order's activities before investment, legacy and non-recurring income currently falls short of expenditure by £879,027. Using a current annuity rate of around 1.36% based on the average age of the community of 78 years the free reserves required would be £64,634,338. The current figure is £5,612,848. The Order keeps the policy under review considering the work undertaken and the number and average age of the community.

Risk management

The Order examines all its activities at its annual General Chapter and its finances at the AGM of the company. Its operations and any major risks that the Order might face are under regular review by the Chapter Standing Committee (Policy) and Council of Management (Board of the Company). The trustees have considered that adequate systems are in place to monitor and control these risks to mitigate the Order's exposure to them.

Plans for future periods

The Trustees are in the process of handing on the running of St Oswald's to a new CIO, St Oswald's Community, as we no longer have the personnel required to continue with this ministry.

It is their intention to continue to meet the following objectives:

- To continue to care for the sisters and to enable them to carry out their pastoral work
- To continue to support the overseas work through the allocation of donations given for this work
- To continue to review environmental issues
- To monitor the needs of the sisters as they grow older and, if necessary, adapt the Order's plans in respect of property needs and provision of care to elderly members

Structure, governance and management

The Chapter of the Order of the Holy Paraclete is governed by its Memorandum and Articles of Association.

The Order of the Holy Paraclete (the Order) is a Religious Order within the Anglican Church. It is administered by the Chapter (comprising all full members of the Order) under the chairmanship of the Prioress. The Prioress is elected by the members of the Chapter to serve for a period of five years.

The assets of the Chapter are held in the accounts detailed in this report; the Order's charitable activities are funded by these accounts. The Chapter was registered with the Charities Commission on 9 May 1964, registration number 271117, and was registered as an unlimited company on 20 January 1976, company registration number 1241044. The Chapter governed by its Memorandum and Articles of Association.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

Trustees recruitment and appointment

As set out in the Articles of Association the Trustees shall not be less than three not more than seven. The trustees shall consist of the Prioress, Sub-Prioress, the Bursar and four other members of the Chapter. These elected trustees retire in rotation. The trustees are also directors of the company.

Organisation

The Chapter usually meets twice a year to review the state of the Order and take such decisions as are necessary to fulfil its objects.

A Chapter Standing Committee has been set up comprising the Prioress, Sub-Prioress, Chapter Clerk, one Sister appointed by the Prioress and four elected members. This committee is to act on behalf of the Chapter between meetings with specific purposes and powers.

Trustee induction and training

Eligibility to become a trustee is dependent upon a sister being in profession. There is a three-year period of training, discernment and assessment within the Order before a new member is accepted as a sister in profession in the Order.

Trustees take advantage of on-going training opportunities relevant to trusteeship.

Related Parties

A summary of transactions with related parties is set out in note 22 of the financial statements.

Statement of trustees' responsibilities

The trustees, who are also the directors of The Chapter of The Order of The Holy Paraclete for the purpose of company law, 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).

Company Law requires the trustees to prepare financial statements for each financial 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 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;
- 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 trustees' report was approved by the Board of Trustees.

Sister J M Carter
Trustee
Date: 1 April 2022

Sister H M F Crane
Trustee
Date: 1 April 2022

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

Opinion

We have audited the financial statements of The Chapter of The Order of The Holy Paraclete (the 'charitable company') for the year ended 30 June 2021 which comprise the statement of financial activities, the statement of financial position, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 June 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charitable company for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

The objectives of our audit, in respect to fraud, are to identify and assess the risks of material misstatement of the financial statements due to fraud and obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses, and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and management.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

Our approach was as follows:

- During our planning process we gained an understanding of the legal and regulatory frameworks that are applicable to the charitable company and determined that the most significant of them, which are directly relevant to specific assertions in the financial statements, are those that relate to the reporting framework (FRS102 and the Companies Act 2006) and the relevant tax compliance regulations in the UK;
- We gained an understanding of how the charitable company is complying with these frameworks by making enquiries of trustees, key management and if necessary, advisors responsible for legal and compliance matters. We observed key controls and made appropriate enquiries following our review of contracts, interim financial data, board minutes and reports provided to the trustees;
- We independently assessed the susceptibility of the charitable company's financial statements to material misstatement, including how fraud or error might occur by meeting with trustees and senior management with the skills and experience necessary to determine the risk factors which they believe expose the charitable company to susceptibility to fraud and error. We also considered the impact of any business targets, the personal financial circumstances of management and staff to create a driver for fraud. We considered the culture and controls that the charitable company has established to address the risks identified and evaluated the effectiveness of processes and procedures to prevent and detect fraud, and how senior management monitors those processes and controls. Where the risk was considered to be higher, we designed then performed audit procedures to address each identified fraud risk. These procedures included, but were not restricted to, testing large and unusual items, journals, and transactions with high estimation uncertainty. These tests were designed to provide reasonable assurance that the financial statements were free from fraud and error; and
- Based on our audit plan and understanding of the risks that specifically affect the charitable company we designed our audit procedures to identify non-compliance with such laws and regulations identified above. Our procedures involved substantive testing of transactions and appropriate controls, with a focus on transactions in the books of prime entry that have characteristics that may indicate fraud or error. We looked for unusual patterns, large or unusual transactions, weaknesses in the payments system and new supplier transactions based on our understanding of the business; enquiries of trustees and management and the results from previous audit testing; and focused testing, on specific complex areas based on risk. In addition, we completed procedures to conclude on the other information and disclosures in the trustees' report and accounts with the requirements of the relevant accounting standards and UK legislation.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

N Clemit ACA, FCCA

1 April 2022

**Chartered Accountants
Statutory Auditor**

JWPCreers LLP
Chartered Accountants
Genesis 5
Church Lane
York
YO10 5DQ

N Clemit ACA, FCCA is eligible for appointment as auditor of the charitable company by virtue of its eligibility for appointment as auditor of a company under of section 1212 of the Companies Act 2006.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2021

CURRENT FINANCIAL YEAR

		Unrestricted funds general 2021 £	Unrestricted funds designated 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
	Notes					
Income and endowments						
Donations and legacies	2	39,287	2,340	3,327	44,954	181,961
Charitable activities	3	207,336	1,641	160,024	369,001	429,843
Other trading activities	4	4,208	10,562	-	14,770	19,644
Investments	5	174,162	-	347	174,509	191,610
Other income	6	(1,547)	-	-	(1,547)	7,135
Total income		<u>423,446</u>	<u>14,543</u>	<u>163,698</u>	<u>601,687</u>	<u>830,193</u>
Expenditure						
Raising funds	7	30,899	-	-	30,899	31,767
Charitable activities	8	1,068,321	167,324	167,716	1,403,361	1,312,944
Total expenditure		<u>1,099,220</u>	<u>167,324</u>	<u>167,716</u>	<u>1,434,260</u>	<u>1,344,711</u>
Net gains/(losses) on investments	12	860,392	-	-	860,392	(306,978)
Net income/(expenditure) before transfers		184,618	(152,781)	(4,018)	27,819	(821,496)
Gross transfers between funds		(301,066)	314,492	(13,426)	-	-
Net outgoing resources		(116,448)	161,711	(17,444)	27,819	(821,496)
Other recognised gains and losses						
Revaluation of tangible fixed assets		-	-	-	-	(940,570)
Net movement in funds		(116,448)	161,711	(17,444)	27,819	(1,762,066)
Fund balances at 1 July 2020		5,747,668	5,474,394	162,003	11,384,065	13,146,131
Fund balances at 30 June 2021		<u>5,631,220</u>	<u>5,636,105</u>	<u>144,559</u>	<u>11,411,884</u>	<u>11,384,065</u>

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2021

PRIOR FINANCIAL YEAR

	Notes	Unrestricted funds general 2020 £	Unrestricted funds designated 2020 £	Restricted funds 2020 £	Total 2020 £
Income and endowments					
Donations and legacies	2	128,390	45,167	8,404	181,961
Charitable activities	3	209,076	13,567	207,200	429,843
Other trading activities	4	5,500	14,144	-	19,644
Investments	5	190,628	62	920	191,610
Other income	6	7,135	-	-	7,135
Total income		<u>540,729</u>	<u>72,940</u>	<u>216,524</u>	<u>830,193</u>
Expenditure					
Raising funds	7	31,767	-	-	31,767
Charitable activities	8	899,421	173,767	239,756	1,312,944
Total expenditure		<u>931,188</u>	<u>173,767</u>	<u>239,756</u>	<u>1,344,711</u>
Net gains/(losses) on investments	12	(306,978)	-	-	(306,978)
Net income/(expenditure) before transfers		<u>(697,437)</u>	<u>(100,827)</u>	<u>(23,232)</u>	<u>(821,496)</u>
Gross transfers between funds		948,900	(953,400)	4,500	-
Net outgoing resources		<u>251,463</u>	<u>(1,054,227)</u>	<u>(18,732)</u>	<u>(821,496)</u>
Other recognised gains and losses					
Revaluation of tangible fixed assets		(940,570)	-	-	(940,570)
Net movement in funds		<u>(689,107)</u>	<u>(1,054,227)</u>	<u>(18,732)</u>	<u>(1,762,066)</u>
Fund balances at 1 July 2019		6,436,775	6,528,621	180,735	13,146,131
Fund balances at 30 June 2020		<u>5,747,668</u>	<u>5,474,394</u>	<u>162,003</u>	<u>11,384,065</u>

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF FINANCIAL POSITION

AS AT 30 JUNE 2021

	Notes	2021		2020	
		£	£	£	£
Fixed assets					
Tangible assets	13		5,548,698		5,390,667
Investments	14		5,239,767		4,983,376
			<u>10,788,465</u>		<u>10,374,043</u>
Current assets					
Debtors	15	16,229		100,568	
Cash at bank and in hand		665,899		1,070,582	
		<u>682,128</u>		<u>1,171,150</u>	
Creditors: amounts falling due within one year	16	<u>(58,709)</u>		<u>(161,128)</u>	
Net current assets			<u>623,419</u>		<u>1,010,022</u>
Total assets less current liabilities			<u>11,411,884</u>		<u>11,384,065</u>
Income funds					
Restricted funds	17		144,559		162,003
<u>Unrestricted funds</u>					
Designated funds	18	5,636,105		5,474,394	
General unrestricted funds		5,631,220		5,584,966	
Revaluation reserve	20	-		162,702	
			<u>11,267,325</u>		<u>11,222,062</u>
			<u>11,411,884</u>		<u>11,384,065</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 June 2021, although an audit has been carried out under section 144 of the Charities Act 2011.

The directors acknowledge their responsibilities for ensuring that the charity 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 company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The members have not required the company to obtain an audit of its financial statements under the requirements of the Companies Act 2006, for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 1 April 2022

Sister J M Carter
Trustee

Sister H M F Crane
Trustee

Company Registration No. 1241044

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 JUNE 2021

		2021		2020	
	Notes	£	£	£	£
Cash flows from operating activities					
Cash absorbed by operations	24		(874,968)		(604,920)
Investing activities					
Purchase of tangible fixed assets		(311,625)		(43,558)	
Proceeds on disposal of tangible fixed assets		3,400		985,110	
Movement in investment cash accounts		37,290		231	
Purchase of other investments		(1,663,942)		(593,842)	
Proceeds on disposal of other investments		2,230,653		744,841	
Investment income received		174,509		191,610	
		<u> </u>		<u> </u>	
Net cash generated from investing activities			470,285		1,284,392
Net cash used in financing activities			<u> </u>		<u> </u>
			-		-
Net (decrease)/increase in cash and cash equivalents			(404,683)		679,472
Cash and cash equivalents at beginning of year			<u>1,070,582</u>		<u>391,110</u>
Cash and cash equivalents at end of year			<u><u>665,899</u></u>		<u><u>1,070,582</u></u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2021

1 Accounting policies

Charity information

The Chapter of the Order of the Holy Paraclete is a private unlimited company and has no share capital and is registered in England and Wales. In the event of the company being wound up or dissolved, funds remaining after all debts and liabilities are settled will be transferred to a similar institution with similar charitable objectives. The charity's registered office and the nature of the charity's principle activities are as stated on the Report of the Board of Trustees.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charitable company's governing document, the Companies Act 2006, "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (issued in October 2019)" and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

The charitable company is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charitable company.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

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

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

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

1.4 Income

Income, including legacies, are included in the statement of financial activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Covenanted salaries and pensions are received under deeds of covenant from members of The Chapter of the Order of the Holy Paraclete and are stated inclusive of income tax but net of any deductions for social security payments and contributions to occupational pension schemes.

Receipts of property, investments or other gifts in kind are included at market value.

1.5 Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in pursuit of its charitable objects.

Direct costs consist of all expenditure directly relating to the objects of the Chapter. Support costs have been allocated in full to direct costs.

Mission and charitable grants payable are charged in the period when the grant is given.

Raising funds comprise those costs associated with attracting donations and legacies, the costs of trading for fundraising purposes including the costs incurred by the trading subsidiary and investment management fees.

Governance costs include expenditure on general administration, and management and compliance with constitutional and statutory requirements.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

1 Accounting policies

1.6 Tangible fixed assets

Prior to 1 September 1996 all capital expenditure was written off as incurred. As at that date the trustees included material fixed assets at cost less notional depreciation in the balance sheet except for freehold property which was valued at current market value. Subsequent acquisitions or improvements are capitalised at cost subject to a de minimis figure of £500.

Depreciation is calculated by the straight line method to write off the cost/value, less anticipated residual value over the expected useful lives of assets as follows:

Freehold property	2% and 5%
Fixtures, fittings and equipment	20% and 10%
Motor vehicles	25%

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

Depreciation is not charged until the asset is ready for use.

1.7 Fixed asset investments

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

1.8 Impairment of fixed assets

At each reporting end date, the charitable company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

1.10 Financial instruments

The charity 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.

Basic financial assets

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid at the year end.

Basic financial liabilities

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

1 Accounting policies

1.11 Taxation

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date where transactions or events have occurred at that date that will result in an obligation to pay more, or a right to pay less or to receive more tax, with the following exceptions:

Provision is made for tax on gains arising from the revaluation (and similar fair value adjustments) of fixed assets, and gains on disposal of fixed assets that have been rolled over into replacement assets, only to the extent that, at the balance sheet date, there is a binding agreement to dispose of the assets concerned. However, no provision is made where, on the basis of all available evidence at the balance sheet date, it is more likely than not that the taxable gain will be rolled over into replacement assets and charged to tax only where the replacement assets are sold.

Deferred tax assets are recognised only to the extent that the directors consider that it is more likely than not that there will be suitable taxable profits from which the future reversal of the underlying timing differences can be deducted.

Deferred tax is measured on an undiscounted basis at the tax rates that are expected to apply in the periods in which timing differences reverse, based on tax rates and laws enacted or substantively enacted at the balance sheet date.

1.12 Leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

1.13 Pension costs

Chapter of the Order of the Holy Paraclete (The) Unlimited contributes to defined contribution pension schemes including individual personal pensions. The assets of the schemes are held separately from those of the charity. Pension costs charged in the Statement of Financial Activities represent the contributions payable by the charity in the year.

1.14 Redundancy costs

Redundancy costs are recognised as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

2 Donations and legacies

	Unrestricted funds general 2021 £	Unrestricted funds designated 2021 £	Restricted funds 2021 £	Total 2021 £
Donations and gifts	11,437	-	-	11,437
Legacies receivable	2,964	-	-	2,964
Donations for overseas work	-	-	3,327	3,327
Other	24,886	2,340	-	27,226
	<u>39,287</u>	<u>2,340</u>	<u>3,327</u>	<u>44,954</u>

	Unrestricted funds general 2020 £	Unrestricted funds designated 2020 £	Restricted funds 2020 £	Total 2020 £
Donations and gifts	60,434	-	-	60,434
Legacies receivable	15,213	45,160	-	60,373
Donations for overseas work	-	7	7,404	7,411
Other	52,743	-	1,000	53,743
	<u>128,390</u>	<u>45,167</u>	<u>8,404</u>	<u>181,961</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

3 Charitable activities

	Charitable Income 2021 £	Charitable Income 2020 £
Covenanted salaries	20,453	11,554
Covenanted pensions	26,618	26,278
State pensions	104,831	104,722
Coronavirus related grants	47,637	47,619
DSS allowance	27,931	39,162
NYCC allowance	137,851	159,580
Other income	3,680	26,448
York House	-	14,480
	<u>369,001</u>	<u>429,843</u>
Analysis by fund		
Unrestricted funds - general	207,336	209,076
Unrestricted funds - designated	1,641	13,567
Restricted funds	<u>160,024</u>	<u>207,200</u>
	<u>369,001</u>	<u>429,843</u>
Coronavirus related grants		
HMRC coronavirus job retention scheme	25,464	47,619
Infection control fund	17,008	-
Rapid testing fund	5,165	-
	<u>47,637</u>	<u>47,619</u>

4 Other trading activities

	Unrestricted funds general 2021 £	Unrestricted funds designated 2021 £	Total 2021 £	Unrestricted funds general 2020 £	Unrestricted funds designated 2020 £	Total 2020 £
Trading income	301	-	301	122	-	122
Friends of OHP membership	2,286	-	2,286	2,000	-	2,000
Newsletter including publications	1,551	-	1,551	2,488	-	2,488
Cards & library sales	70	10,562	10,632	890	14,144	15,034
	<u>4,208</u>	<u>10,562</u>	<u>14,770</u>	<u>5,500</u>	<u>14,144</u>	<u>19,644</u>
Other trading activities	<u>4,208</u>	<u>10,562</u>	<u>14,770</u>	<u>5,500</u>	<u>14,144</u>	<u>19,644</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

5 Investments

	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £
Rental income	16,035	-	16,035
Income from listed investments	156,810	-	156,810
Interest receivable	1,317	347	1,664
	<u>174,162</u>	<u>347</u>	<u>174,509</u>

	Unrestricted funds general 2020 £	Restricted funds 2020 £	Total 2020 £
Rental income	24,313	-	24,313
Income from listed investments	161,741	-	161,741
Interest receivable	4,574	920	5,556
	<u>190,628</u>	<u>920</u>	<u>191,610</u>

6 Other income

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £
Net (loss)/gain on disposal of assets	<u>(1,547)</u>	<u>7,135</u>

7 Raising funds

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £
<u>Cost of raising funds</u>		
Fundraising and publicity	<u>520</u>	<u>1,247</u>
Investment manager's fees	<u>30,379</u>	<u>30,520</u>
	<u>30,899</u>	<u>31,767</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

8 Charitable activities

	Charitable Expenditure 2021 £	Charitable Expenditure 2020 £
Direct costs	1,019,719	987,866
Premises and equipment costs	348,994	265,432
	<u>1,368,713</u>	<u>1,253,298</u>
Grants payable (see note 9)	18,808	44,831
Share of support costs (see note 10)	7,920	7,408
Share of governance costs (see note 10)	7,920	7,407
	<u>1,403,361</u>	<u>1,312,944</u>
Analysis by fund		
Unrestricted funds - general	1,068,321	899,421
Unrestricted funds - designated	167,324	173,767
Restricted funds	167,716	239,756
	<u>1,403,361</u>	<u>1,312,944</u>

9 Grants payable

	Charitable Expenditure 2021 £	Charitable Expenditure 2020 £
Grants to institutions:		
Jachie Eye Clinic	-	11,214
Jachie	-	5,017
Sunyani Project	-	1,550
British Red Cross	-	1,000
Bursary Award	2,788	8,644
Deborah Boahemaa	2,000	3,000
Christian Aid	-	1,000
Various other grants and donations under £1,000	14,020	13,406
	<u>18,808</u>	<u>44,831</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

10 Support costs

	2021		2020		2020	
	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Accountancy fee	7,920	-	7,920	7,408	-	7,408
Audit fees	-	7,920	7,920	-	7,407	7,407
	<u>7,920</u>	<u>7,920</u>	<u>15,840</u>	<u>7,408</u>	<u>7,407</u>	<u>14,815</u>
Analysed between Charitable activities	<u>7,920</u>	<u>7,920</u>	<u>15,840</u>	<u>7,408</u>	<u>7,407</u>	<u>14,815</u>

11 Employees

The average monthly number of employees during the year was:

	2021	2020
	Number	Number
Infirmery	26	23
Garden	3	3
Priory	13	12
Laundry	2	2
St Oswald's	2	5
Total	<u>46</u>	<u>45</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

11 Employees

Wages and salaries	712,966	655,528
Social security costs	40,403	36,392
Pension costs	2,204	12,045
Redundancy costs	11,061	2,610
	<u>766,634</u>	<u>706,575</u>

The sisters comprising the trustees of the charitable company are deemed to be the key management personnel, and no remuneration is received by them.

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

12 Net gains/(losses) on investments

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £
Revaluation of investments	<u>860,392</u>	<u>(306,978)</u>

13 Tangible fixed assets

	Freehold property £	Fixtures, fittings and equipment £	Motor vehicles £	Total £
Cost				
At 1 July 2020	5,706,967	366,368	103,464	6,176,799
Additions	300,000	11,625	-	311,625
Disposals	<u>-</u>	<u>(3,573)</u>	<u>(23,904)</u>	<u>(27,477)</u>
At 30 June 2021	<u>6,006,967</u>	<u>374,420</u>	<u>79,560</u>	<u>6,460,947</u>
Depreciation				
At 1 July 2020	370,657	328,699	86,776	786,132
Depreciation charged in the year	128,625	14,142	5,880	148,647
Eliminated in respect of disposals	<u>-</u>	<u>-</u>	<u>(22,530)</u>	<u>(22,530)</u>
At 30 June 2021	<u>499,282</u>	<u>342,841</u>	<u>70,126</u>	<u>912,249</u>
Carrying amount				
At 30 June 2021	<u>5,507,685</u>	<u>31,579</u>	<u>9,434</u>	<u>5,548,698</u>
At 30 June 2020	<u>5,336,310</u>	<u>37,669</u>	<u>16,688</u>	<u>5,390,667</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

13 Tangible fixed assets

Freehold property acquired by the Group and company before 1996 was revalued at 31 August 1996. Values of £2,186,960 are attributable to property and land professionally valued by Carter Jonas on 1 November 1996 with £190,000 assessed by the trustees. Additions to Freehold property since 1996 are included at cost less depreciation where appropriate.

The restatement of the brought forward cost and depreciation reflects the impairment on Sneaton Castle in the prior year accounts.

Two leases are registered by York Potash Ltd for mines and minerals which are lying below a depth of 800m from the surface of land held at St. Hildas Priory, Whitby and St Oswalds, Sleights, Whitby.

The lease terms are 70 years from 29 September 2016 until and including 28 September 2086.

14 Fixed asset investments

	Investments
	£
Valuation	
At 1 July 2020	4,983,376
Additions	1,663,942
Movement in cash accounts	(37,290)
Unrealised/realised gain/(loss)	860,392
Disposal proceeds	<u>(2,230,653)</u>
At 30 June 2021	<u>5,239,767</u>
Carrying amount	
At 30 June 2021	<u>5,239,767</u>
At 30 June 2020	<u>4,983,376</u>

15 Debtors

	2021	2020
	£	£
Amounts falling due within one year:		
Other debtors	6,806	88,723
Prepayments	9,423	11,845
	<u>16,229</u>	<u>100,568</u>

16 Creditors: amounts falling due within one year

	2021	2020
	£	£
Taxation and social security	11,035	6,758
Trade creditors	20,884	31,755
Other creditors	-	226
Accruals	26,790	122,389
	<u>58,709</u>	<u>161,128</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

17 Restricted funds

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

	Balance at 1 July 2020	Movement in funds			Balance at 30 June 2021
		Income	Expenditure	Transfers	
	£	£	£	£	£
Ghana fund	4,904	3,398	(1,118)	-	7,184
Development fund	-	2	-	-	2
NYCC allowance fund	-	137,851	(137,851)	-	-
Shelagh Eckford Legacy fund	153,970	274	(4,818)	(17,508)	131,918
Garden fund	3,129	-	-	-	3,129
Infection control fund	-	17,008	(21,090)	4,082	-
Rapid testing fund	-	5,165	(2,839)	-	2,326
	<u>162,003</u>	<u>163,698</u>	<u>(167,716)</u>	<u>(13,426)</u>	<u>144,559</u>

	Balance at 1 July 2019	Movement in funds			Balance at 30 June 2020
		Income	Expenditure	Transfers	
	£	£	£	£	£
Southern Africa fund	3,203	-	-	(3,203)	-
Ghana fund	6,007	3,076	(4,179)	-	4,904
Development fund	-	2,750	(7,250)	4,500	-
NYCC allowance fund	-	159,580	(159,580)	-	-
Shelagh Eckford Legacy fund	169,574	907	(19,714)	3,203	153,970
Sr Louisa Ann fund	-	1,000	(1,000)	-	-
Garden fund	1,951	1,592	(414)	-	3,129
HMRC furlough scheme	-	47,619	(47,619)	-	-
	<u>180,735</u>	<u>216,524</u>	<u>(239,756)</u>	<u>4,500</u>	<u>162,003</u>

The Ghana fund has been set up for work in Ghana.

The Development fund represents donations received specifically used to develop the future property needs of the Order.

The NYCC allowance fund represents the funds received from the council to assist the care of sisters in the infirmary. The cost of caring for the sisters is far greater but this represents the allowance received towards it.

The Shelagh Eckford Legacy Fund is a legacy received to be spent on projects relating to Africa.

Sr Louisa Ann fund is a bursary received towards her teaching studies.

Garden fund is money given specifically to be used towards the garden.

The HMRC furlough scheme is grant monies received for furloughed staff members during the year due to the coronavirus outbreak. Based on guidance received last year, furlough income was treated as restricted. But due to the guidance changing, furlough income has been accounted for within the unrestricted fund in the current year.

The infection control fund is to support adult care providers to reduce the rate of Covid-19 transmission in care homes.

The rapid testing fund is to support increased lateral flow device testing of staff in care homes.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

18 Designated funds

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

	Balance at 1 July 2020	Movement in funds			Balance at 30 June 2021
		Income	Expenditure	Transfers	
	£	£	£	£	£
Fixed assets fund	5,276,603	-	(147,507)	312,492	5,441,588
Ghana Project fund	153	-	-	-	153
Jachie Project fund	50,299	1,641	(11,724)	-	40,216
Sunyani Project fund	78,530	10,562	(5,305)	-	83,787
Bursary Award	16,449	-	(2,788)	2,000	15,661
Development fund	-	2,266	-	-	2,266
Sr Helena's fund	24,626	-	-	-	24,626
Garden fund	2,734	74	-	-	2,808
Organ fund	25,000	-	-	-	25,000
	<u>5,474,394</u>	<u>14,543</u>	<u>(167,324)</u>	<u>314,492</u>	<u>5,636,105</u>

	Balance at 1 July 2019	Movement in funds			Balance at 30 June 2020
		Income	Expenditure	Transfers	
	£	£	£	£	£
Fixed assets fund	6,361,693	-	(145,850)	(939,240)	5,276,603
Southern Africa Project fund	2,802	-	(68)	(2,734)	-
Ghana Project fund	283	-	(130)	-	153
Jachie Project fund	49,542	16,033	(15,276)	-	50,299
Sunyani Project fund	74,807	11,747	(8,024)	-	78,530
Bursary Award	13,093	-	(2,644)	6,000	16,449
Development fund	-	20,160	-	(20,160)	-
Sr Helena's fund	26,401	-	(1,775)	-	24,626
Garden fund	-	-	-	2,734	2,734
Organ fund	-	25,000	-	-	25,000
	<u>6,528,621</u>	<u>72,940</u>	<u>(173,767)</u>	<u>(953,400)</u>	<u>5,474,394</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

18 Designated funds

Fixed Assets Fund

In order to fulfil the charitable objectives the Order needs a large number of properties and other fixed assets. These assets although unrestricted cannot be realised without undermining the Order's work and the trustees therefore feel it is appropriate to reflect the investment in fixed assets by means of a designated fund.

Southern Africa, Ghana, Jachie and Sunyani

These have been set up to be used for projects in Southern Africa, Ghana, Jachie and Sunyani.

Bursary Award Fund

The Bursary award fund is for the provision of grants, loans or other forms of financial assistance to advance education, training and personal development in accordance with the principles of the Christian religion to needy persons primarily between the ages of 16 and 25 who live, study and work in the area of the Deanery of Whitby.

Development Fund

This fund is for the future property needs of the Order in the furtherance of its charitable objects.

Sr Helena Fund

This fund is for the future training needs of Sr Helena.

Garden Fund

This fund represents designated money to be used towards the garden.

Organ Fund

The Organ fund represents money earmarked for the purchase of an organ.

19 Analysis of net assets between funds

	Unrestricted funds 2021 £	Designated funds 2021 £	Restricted funds 2021 £	Total 2021 £
Fund balances at 30 June 2021 are represented by:				
Tangible assets	-	5,548,698	-	5,548,698
Investments	5,239,767	-	-	5,239,767
Current assets/(liabilities)	391,453	87,407	144,559	623,419
	<u>5,631,220</u>	<u>5,636,105</u>	<u>144,559</u>	<u>11,411,884</u>
	Unrestricted funds 2020 £	Designated funds 2020 £	Restricted funds 2020 £	Total 2020 £
Fund balances at 30 June 2020 are represented by:				
Tangible assets	-	5,390,667	-	5,390,667
Investments	4,983,376	-	-	4,983,376
Current assets/(liabilities)	764,292	83,727	162,003	1,010,022
	<u>5,747,668</u>	<u>5,474,394</u>	<u>162,003</u>	<u>11,384,065</u>

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

20 Revaluation reserve

	2021	2020
	£	£
At 1 July 2020	162,702	1,103,272
Removal of investment revaluations	-	(940,570)
Disposal of investments	(162,702)	-
	<u> </u>	<u> </u>
	-	162,702
	<u> </u>	<u> </u>

21 Operating lease commitments

At the reporting end date the charitable company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2021	2020
	£	£
Within one year	6,468	6,468
Between two and five years	11,116	17,585
	<u> </u>	<u> </u>
	17,584	24,053
	<u> </u>	<u> </u>

22 Related party transactions

The trustees of the charitable company are also members of the Chapter and as such have taken vows of poverty under which they have renounced all personal rights to income and capital. The company provides for the essential needs of all members of the Chapter. The living costs of the seven trustees who served during the year are therefore borne by the company.

All transactions involving organisations in which a trustee has an interest are conducted at arm's length and in accordance with the charity's normal financial procedures.

The charitable work at St Oswald's was taken on by St Oswald's Community (a newly registered CIO) from October 2020 with a tenancy at will in place between the charity and the CIO. Sister J M Carter is also a trustee of St Oswald's Community. During the year the Chapter paid for some of the costs whilst the bank account of the CIO was being set up, and these costs were fully recharged. The balance due to the Chapter at 30 June 2021 was £1,506.

The lease is still being negotiated with St Oswald's Community.

23 Sneaton Castle Limited

The wholly owned trading subsidiary ceased trading in 31st December 2018 and was liquidated during this financial year.

THE CHAPTER OF THE ORDER OF THE HOLY PARACLETE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2021

24	Cash generated from operations	2021	2020
		£	£
	Surplus/(deficit) for the year	27,819	(821,496)
	Adjustments for:		
	Investment income recognised in statement of financial activities	(174,509)	(191,610)
	Loss/(gain) on disposal of tangible fixed assets	1,547	(7,135)
	Fair value gains and losses on investments	(860,392)	306,978
	Depreciation of tangible fixed assets	148,647	145,851
	Movements in working capital:		
	Decrease/(increase) in debtors	84,339	(18,276)
	(Decrease) in creditors	<u>(102,419)</u>	<u>(19,232)</u>
	Cash absorbed by operations	<u>(874,968)</u>	<u>(604,920)</u>