

THE ENGLISH DOMINICAN CONGREGATION (STONE) CHARITABLE FUND

England & Wales · Charity number 271922

Details

Status Registered

Legal form Other

Registered 1976-08-12

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

Contact

Address Dominican Sisters
St. Roses House
Beeches Green
Stroud
Gloucestershire
GL5 4AE

Phone 01785812091

Website www.stonedominicans.org.uk

Activities

Objects: (A) IN PROMOTING ADVANCING OR SUPPORTING SUCH CHARITABLE WORK OR WORKS OR SUCH CHARITABLE PURPOSES AS IN THE OPINION OF THE Prioress General serve to ADVANCE THE ROMAN CATHOLIC RELIGION IN ANY PART OF THE WORLD AND AS THE Prioress General SHALL DIRECT AND DETERMINE. (B) IN DEFAULT OF SUCH DIRECTION AND DETERMINATION IN PROMOTING SUCH CHARITABLE WORK CARRIED ON PROMOTED ADVANCED OR SUPPORTED BY THE ENGLISH CONGREGATION AS THE TRUSTEES IN THEIR DISCRETION SHALL THINK FIT OR FOR SUCH CHARITABLE PURPOSES IN CONNECTION WITH THE ROMAN CATHOLIC RELIGION AS THE TRUSTEES IN THEIR ABSOLUTE DISCRETION SHALL SELECT. (C) IF THE ENGLISH CONGREGATION SHALL CEASE TO CARRY ON CHARITABLE WORK OR WORKS THEN FOR THE PROMOTION ADVANCEMENT AND SUPPORT OF SUCH ROMAN CATHOLIC CHARITY OR CHARITIES AS THE TRUSTEES OR A MAJORITY OF THEM IN NUMBER SHALL FROM TIME TO TIME THINK FIT.

Activities: Promoting the work of the Roman Catholic Church through education, through providing or assisting in healthcare and through pastoral and other work.

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, Disability, Religious Activities
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- **Area of benefit:** NATIONAL AND OVERSEAS
- Cambridgeshire
- Gloucestershire
- Leicestershire
- Staffordshire

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|------------|-------------|-------------|-----------|
| 2024-03-31 | £8,409,266 | £8,761,047 | £21,814,511 | 249 |
| 2023-03-31 | £7,281,821 | £8,215,296 | £22,005,051 | 254 |
| 2022-03-31 | £6,944,487 | £6,720,629 | £23,548,207 | 233 |
| 2021-03-31 | £6,755,787 | £6,510,722 | £22,872,500 | 239 |
| 2020-03-31 | £6,363,027 | £6,644,662 | £21,382,011 | 241 |

Trustees

| Name | Role | Appointed |
|--------------------------------------|-------|------------|
| SISTER MARY TERESA BILLINGTON | Chair | |
| SISTER ANGELA MARY LEYDON | | 2013-08-01 |
| SISTER ANN CATHERINE SWAILES | | 2025-07-22 |
| SISTER JANE ANN ALVES | | 2013-08-01 |
| Sister Tamsin Mary Geach | | 2025-07-22 |

THE ENGLISH DOMINICAN CONGREGATION (STONE) CHARITABLE FUND

England & Wales - Charity number 271922

Accounts

**The English
Dominican
Congregation (Stone)
Charitable
Fund**

Annual Report and Accounts

31 March 2024

Charity Registration Number
271922

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Reference and administrative details of the charity, its trustees and advisers

| | |
|------------------------------------|--|
| Trustees | Margaret Teresa Billington - (Sister Mary Teresa) (ex-officio – Prioress General) Angela Mary Leydon - (Sister Angela Mary) Jane Ann Alves - (Sister Mary Julie) Mavis Burton - (Sister Mary David) Susan Perks - (Sister Mary John) |
| Administrative address | St Rose's House Beeches Green Stroud Gloucestershire GL5 4AE |
| Telephone | 01453762449 |
| Website | www.stonedominicans.org |
| Charity registration number | 271922 |
| Auditor | Buzzacott LLP 130 Wood Street London EC2V 6DL |
| Principal bankers | The Royal Bank of Scotland plc PO Box 412 62/63 Threadneedle Street London EC2R 8LA |
| Investment managers | BlackRock Investment Management (UK) Limited 12 Throgmorton Avenue London EC2N 2DL |

Reference and administrative details of the charity, its trustees and advisers

Solicitors Ansons Solicitors Limited
St Mary's Chambers
5-7 Breadmarket Street
Lichfield
WS13 6LQ

Stone King LLP
Boundary House
91 Charterhouse Street
London
EC1M 6HR

Property consultant Avison Young
65 Gresham Street
London
EC2V 7NQ

The trustees present their report together with the accounts of The English Dominican Congregation (Stone) Charitable Fund ("the charity") for the year ended 31 March 2024.

The accounts have been prepared in accordance with the accounting policies set out on pages 40 to 46 of the attached accounts and comply with the charity's trust deed, applicable laws, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

INTRODUCTION

The English Congregation of Dominican Sisters was formed in 1929 by an amalgamation of five existing Dominican Congregations, the oldest of which was that of Stone, which was founded in 1845.

The Congregation has vested all the property used for its purposes in England in the trustees of a charitable trust dated 13 July 1976 known as The English Dominican Congregation (Stone) Charitable Fund. The charity is registered under the Charities Act 2011, Charity Registration Number 271922.

MISSION

The object of the English Dominican Congregation (Stone) Charitable Fund is the furtherance of the Roman Catholic faith. The charity aims to support the religious and other charitable works carried on by the members of the Congregation and to care for those members throughout their lives within the Congregation.

When setting the objectives and planning the work of the charity for the year, and when encouraging the work of individual sisters, the trustees have given careful consideration to the Charity Commission's guidance on public benefit.

The ministries of the sisters of the Congregation, all of which benefit numerous members of the general public, fall into the following main areas:

◆ **Worship and prayer**

Members of the Congregation are committed to personal and liturgical prayer which is reflected in their daily timetable. They are obliged to study in order to further their knowledge of the Christian faith. They give preference to the study of sacred scripture and the teaching of the Church, so that they in turn can instruct and help others. Members of the Congregation also celebrate and pray with the wider community including people of other faiths. They do this through the provision of spiritual guidance or by just being available to listen in times of need. Some sisters give talks and guide retreats and prayer groups. The sisters respect people of no faith and try to help them in appropriate ways.

MISSION (continued)

◆ Social and pastoral work

Many members of the Congregation are involved in various forms of social or pastoral work in different parts of the country, including care of the elderly and people with special needs, support of families, and chaplaincy work in educational and healthcare establishments. In particular, the sisters aim to help the poor and marginalised in society regardless of their personal background, faith, gender or individual circumstances. The sisters shared the convent premises with diverse groups e.g. groups of pilgrims, St Vincent de Paul Society, and clubs for the elderly before they vacated. When public concerts are arranged in church, the Congregation's premises are used for serving refreshments.

◆ Care of the elderly

During the year the sisters provided care and assistance to the elderly at St Mary's Home, Stone. The Home provides care both for members of the general public and for members of the Congregation in need of nursing care.

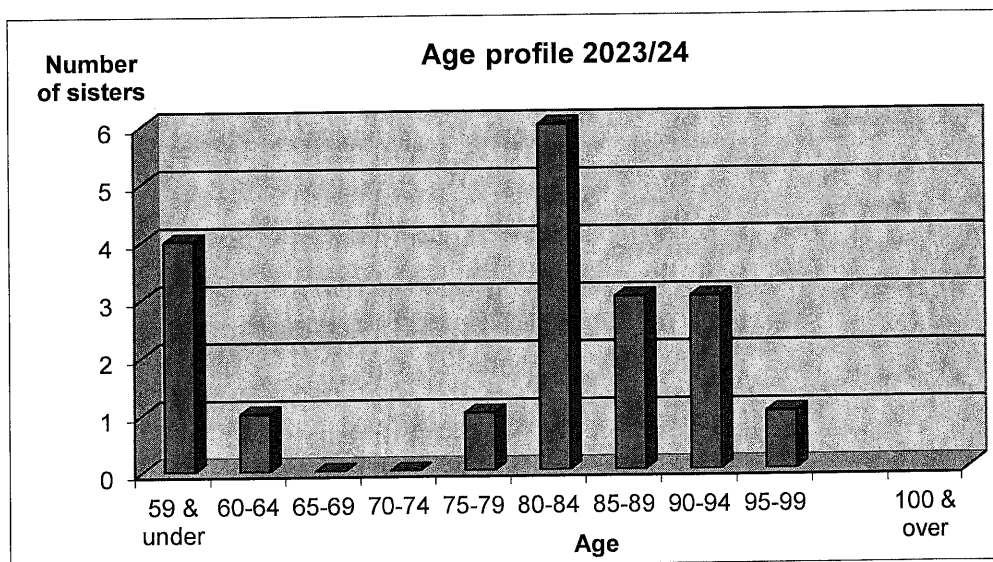
◆ Education

During the year the charity operated an educational establishment, St Rose's School in Stroud, Gloucestershire providing education and care to 2-19 year olds. The Congregation also provides a small unit for 19-25 year olds on the site of St Rose's School called St Martin's. St Rose's School together with St Martin's, collectively hereinafter referred to as "St Rose's", aims to provide the highest quality service to children, young people and young adults with physical disabilities, learning disabilities and associated complex medical, sensory and communication difficulties in the age range 2-25 years. The establishment aims to undertake this with due regard to the Catholic traditions from which the provision has developed, particularly those of the Dominican order. A commitment to provide support and professional development for staff, thereby enabling them to meet the demanding expectations of their role, is central to this mission.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES

Care of the members of the Congregation

In common with many religious congregations in Great Britain, the age profile of the members of the Congregation is increasing as existing members grow older and the number of new vocations becomes minimal. The age profile of the Congregation is shown graphically below:



The Congregation has an obligation, both moral and legal, to provide care for its members, none of whom have resources of their own and all of whom have devoted a significant part of their lives to the care of the elderly, poor and marginalised in society. As the age profile of the Congregation increases, so too does the need to provide increasing and increasingly expensive care for the sisters.

Following the closure of the infirmary in the convent at Stone in April 2022, the small number of sisters who remained in the convent no longer had the need for the remaining catering and housekeeping staff and in April 2023 the five members of staff were made redundant. The two site staff continued to be employed until they found other employment shortly afterwards.

At the end of March 2024, five members of the Congregation were receiving care in the charity's own nursing home, and another was receiving care in a care home in Gloucestershire. Over the next few years, the trustees do not expect the number requiring nursing care to decrease. As a consequence the trustees are giving careful consideration to the impact of this on the work of individual members of the Congregation, the property requirements of the Congregation and the financial implications. In this regard, the aims of the trustees over the forthcoming years include:

- ◆ Ensuring all members of the Congregation receive the high level of care they require to provide them with the quality of life they have a right to expect;

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Care of the members of the Congregation (continued)

- ◆ Reviewing the charity's properties used as community houses and assessing their suitability as homes for the elderly and frail. Those identified as being unsuitable will be sold, adapted or utilised for other purposes in line with the charity's mission; and
- ◆ Enabling all members of the Congregation to continue with their individual ministries for as long as possible.

Enabling and supporting members in a variety of religious and charitable works

The religious and charitable works of individual members of the Congregation can be divided into four principal areas; worship and prayer, the social and pastoral work of the sisters, the ownership and operation of a nursing home for the elderly, and the ownership and operation of a school. Each of these is considered in turn below:

Worship and prayer

Members of the Congregation are committed to personal and liturgical prayer which is reflected in their daily timetable. They are obliged to study in order to further their knowledge of the Christian faith. They give preference to the study of sacred scripture and the teaching of the Church, so that they in turn can instruct and help others. Members of the Congregation also celebrate and pray with the wider community including people of other faiths. They do this through the provision of spiritual guidance or by just being available to listen in times of need. Some sisters give talks and guide retreats and prayer groups. The sisters respect people of no faith and try to help them in appropriate ways.

The charity is committed to helping as many people as possible to come into contact with the sisters and also join them in worship. Their faith, thereby strengthened, is put into action in a number of activities which include:

- ◆ Promoting the values and vision set out in the Gospel including the promotion of human dignity, teaching respect of different cultures, working for a society based on justice and peace and encouraging care and respect for all creation;
- ◆ Offering prayer groups, giving members of the public from all walks of life the opportunity to escape the stresses of everyday life for a short time and take time for quiet contemplation and reflection and the chance to study and consider the Gospel;
- ◆ Engaging in more outgoing worship through youth groups, summer schools etc;
- ◆ Providing religious instruction and supervision;
- ◆ Providing retreats where those who attend can reflect in a peaceful atmosphere rooted in Gospel values; and
- ◆ Praying with those who are house bound, sick or dying.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Enabling and supporting members in a variety of religious and charitable works
(continued)

Social and pastoral work (continued)

Many members of the Congregation are involved in various forms of social or pastoral work in different parts of the country, including care of the elderly and people with special needs, support of families, as well as chaplaincy work in educational and healthcare establishments. Two sisters lecture in Theology, Scripture, & Ecumenism at Blackfriars Stadium in Oxford and Allan Hall Seminary in London and one sister teaches Latin at Blackfriars. Another sister teaches Latin online, and another teaches Theology. In particular, the sisters aim to help the poor in society regardless of their personal background, faith, gender or individual circumstances. Prior to vacating the convent on Stone, the sisters shared the convent premises with diverse groups: e.g. groups of pilgrims, St Vincent de Paul Society, and clubs for the elderly. When public events, i.e. pilgrimages, concerts, talks, were arranged in the adjacent church, the Congregation's convent premises were used for serving refreshments.

The following are examples of the social and pastoral work undertaken by individual sisters:

- ◆ Monthly talks on catholic teaching with refreshments and the opportunity to pray with the sisters in the chapel;
- ◆ Twice yearly days of recollection for women, with inputs from the sisters, shared prayer, and the opportunity for personal prayer and reflection in the house, chapel and garden;
- ◆ 'The Poustinia'-self-contained, self-catering accommodation in the garden in the Cambridge house, for quiet days or short retreats, providing a space for prayer and reflection in solitude with the opportunity to join the sisters for prayer in their chapel;
- ◆ Meetings and social events for the First Communion catechists of the local parish, making use of the house, chapel and garden;
- ◆ A Dominican Spirituality Group for Women met regularly for some months, joining the sisters for prayer in the chapel and then having a shared meal and prayer and study together with one of the sisters;
- ◆ A men's prayer group met in the chapel in the Cambridge house for prayer and may do so again in the future;
- ◆ The Diocesan Prayer and Listening Ministry Team held a meeting and shared a meal in the Cambridge house; the day included Mass in the chapel celebrated by the Diocesan Bishop;
- ◆ Individual sisters regularly welcome visitors into the Cambridge house for one-to-one pastoral meetings and spiritual direction;
- ◆ Visting the sick and housebound;
- ◆ Leadership of the Called and Gifted Group based at Blackfriars in Cambridge, which facilitates the discernment of gifts among the laity;
- ◆ Presenting programmes on Radio Maria;

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Enabling and supporting members in a variety of religious and charitable works
(continued)

Social and pastoral work (continued)

- ◆ First Communion Programme in local parishes;
- ◆ Liaising with the Lay Dominicans of England and Scotland as the Accompanying Religious Sister;
- ◆ Preaching for the Word (broadcast homilies);
- ◆ Justice and peace work as a member of the Congregation's justice and peace commission, and also for Dominican Sisters Europe;
- ◆ Parish catechesis, including RCIA courses, confirmation courses and talks on vocation and faith development;
- ◆ Teaching and marking for the Maryvale Institute, focusing on moral theology, spirituality and scripture;
- ◆ Canon law work at the diocesan marriage tribunal;
- ◆ Spiritual direction;
- ◆ Work as Acting Chaplain and Assistant Chaplain at Fisher House, the Roman Catholic Chaplaincy to the University of Cambridge;
- ◆ Giving sermons as an ecumenical guest preacher in various college chapels;
- ◆ Leading retreats at Douai Abbey and in Norwich.

The objectives of the trustees in this area include:

- ◆ Enabling all members of the Congregation to carry out meaningful social and pastoral work within the community after assessing their skills and the needs of the local area;
- ◆ Encouraging and motivating members to work with and assist the poor, elderly and marginalised; and
- ◆ Wherever possible ensuring sisters are remunerated for such work by way of a stipend to cover expenses. Such income is donated to the charity and thereby contributes to defraying the costs and ensures that the charity may continue with this work as long as possible.

Care of the elderly

St Mary's Home provides residential and nursing care facilities for the elderly and is administered in accordance with the charitable objects of The English Dominican Congregation (Stone) Charitable Fund as specified in the trust deed.

The philosophy of care at the Home is to ensure a homely, friendly and open atmosphere among residents and staff whilst maintaining the privacy, dignity, rights and quality of life of all residents.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Care of the elderly (continued)

The Home provides both long-term care and end of life care to those suffering from terminal illness for both members of the general public and members of the Congregation.

There are 59 rooms at St Mary's, 42 with en-suite facilities and a number with separate sitting areas. Each room has a television point and is linked to the call system. All areas of the Home are accessible by either stairs or lifts, and residents are encouraged to take meals in the dining room. Other facilities include a chapel, hairdressing salon, conservatory and several lounges. The Home is set in large attractive gardens, which house a summerhouse.

In operating St Mary's Home, the trustees aim to:

- ◆ Provide excellent residential and nursing care to elderly men and women, ensuring that their needs are met fully and that they enjoy as high a quality of life as possible;
- ◆ Employ high quality staff to care for the elderly residents ensuring that all such staff obtain the necessary qualifications and training needed for their work;
- ◆ Ensure that the Home meets the requirements of the Care Quality Commission and that any recommendations arising from inspections are acted upon quickly and effectively; and
- ◆ Maintain the financial security of the Home through careful budgeting and by setting fees at levels that ensure the viability of the Home is not threatened.

Education

St Rose's is located in Stroud and has been recognised as a Non-Maintained Specialist School by the Department for Education since 1912. It is a Dominican foundation and the philosophy of St Rose's is stated in its Mission Statement:

Its mission is working together, to help each person flourish educationally and spiritually, to reach their full potential in a Christian community and believe in their worth as children of God. And its vision is to be an exceptional Catholic specialist school and college delivering the highest quality education, therapy and care for children and young adults, to enable them to achieve their maximum independence and develop as valued members of society.

St Rose's is highly regarded for its comprehensive approach to the education and care of children and young people with major physical disabilities and who often have additional visual or hearing impairment and complex health needs.

St Rose's admits young people between the ages of 2 and 25 years with children coming from 10 local authorities. In addition to residential and day placements, short breaks are provided. There are currently 56 young people on roll, many with complex physical disability and health needs, and there are 28 in the Early Years department, which is an integrated department with children who may or may not have additional needs. The children in the main school are nearly all wheelchair users and many have communication difficulties. St Rose's contains Early Years, Primary, Secondary, 16-19, and Post-19 departments. Local authorities pay the students' fees for St Rose's. Vigorous steps continue to be taken to make savings and efficiencies in the running costs of St Rose's.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Education (continued)

St Rose's has its own therapy and support staff, and the multidisciplinary team of teachers, tutors, therapists, care assistants, and nurses all work together to provide the best teaching, therapy, and care for each individual student. There is nursing cover on site 24 hours a day. Regular wheelchair and sling clinics are held in School and College, which are also open to pupils from other schools. St Rose's strives to give each student as much independence and opportunity for decision making as possible, placing great emphasis on helping each individual student to develop their communication and mobility skills, as it is through these skills that they can take steps to achieving greater independence.

Volunteering

Throughout the year, the members of the Congregation gave their time to assist the poor and marginalised and those in need. The majority of members receive no financial reward for this work which contributes to the overall achievement of the charity's objectives. In addition, members are involved in administering the work of the Congregation and charity - without their contribution the charity would not be able to function as effectively or fully as it does.

Details of the areas in which members gave their time during the year are shown in the table below.

| Area | No. of Volunteers | Hours volunteered |
|----------------------------------|----------------------|----------------------|
| Nursing home | 5 | 4,200 |
| Counselling | 4 | 350 |
| General parish work & catechesis | 5 | 4,700 |
| University chaplaincy | 1 | 750 |
| Administration | 5 | 5,300 |
| Hospital visiting | 1 | 250 |
| PAT therapy | 1 | 550 |
| | 22 | 16,100 |

Grants, donations and support of missionary work and ministry

Grants, donations and other payments in support of missionary work and ministry are decided on by the trustees in consultation with other members of the Congregation as appropriate. In the main, the charity supports the work of those organisations whose work is within the objects of the charity, both in the United Kingdom and overseas. However, the charity does not regard itself as a grant making entity and applications for grants and donations are not invited.

ACHIEVEMENTS AND PERFORMANCE

The paragraphs below outline briefly the charity's achievements during the year in each of its main activities. Certain details have already been recorded in the earlier part of this report.

Care of the members of the Congregation

During the year the charity supported and enabled its members to continue to engage in a variety of ministries such as teaching and nursing, family counselling, working in hospital and university chaplaincies, working with youth and the homeless, visiting the sick and house-bound, facilitating study groups for people with special educational needs, and giving lectures and talks on a wide spectrum of subjects to a wide variety of people.

ACHIEVEMENTS AND PERFORMANCE (continued)

Care of the members of the Congregation (continued)

Over the next few years, it is inevitable that the cost of caring for members will continue to increase due to the rising expense of social and dementia care.

Worship and prayer

Throughout the year the sisters continued with their own private worship and their spiritual development and training. All sisters attended retreats which provided an opportunity for renewal and quiet contemplation.

Social and pastoral work

Details of the many activities in which the sisters are engaged have already been noted above.

While the trustees appreciate the commitment and dedication of the sisters, they are very aware that over the next several years, these activities will diminish significantly, due to the increasing age profile. The trustees will continue to assist the sisters in any way possible and will encourage them to remain active and involved for as long as possible. However, they will maintain a vigilant eye on sisters who might want to stay in ministries when they are really no longer able to cope. The trustees will instead try to guide these sisters towards a less demanding, gentler ministry.

Care of the elderly: St Mary's Home, Stone

The Registered Manager at St Mary's is Natalie Dibble. Natalie was appointed in May 2018 having been a senior member of the nursing team at St Mary's for over twelve years. She is passionate about the care of the elderly and highly committed to the home, its staff and residents.

The Home was inspected by the Care Quality Commission in December 2023 and was rated 'Requires Improvement'. The inspection was prompted in part by an incident following which a resident unfortunately died. The incident was reported to all regulatory bodies, including the Care Quality Commission and their investigation indicated potential concerns about the management of risk of moving and handling which prompted the inspection. The inspection examined these risks but found no evidence that people were at risk of harm from this concern and following the inspection the Commission determined that they would take no further action in response to the incident. The inspection did identify some minor environmental concerns primarily concerning hot radiators and pipes without appropriate restrictors which resulted in the 'Requires Improvement' rating in the 'Safe' and 'Well-led' domains, although the report acknowledged that all concerns were swiftly rectified by the management team. Whilst the home retained its 'Outstanding' rating in 'Responsive' and 'Good' in 'Caring' and 'Effective', the overall rating was 'Requires Improvement'. Despite this, the report included many positive comments about the home:

- ◆ People, relatives, and staff were consistently complimentary about the service, the registered manager and management team.
- ◆ The culture of the home was open and inclusive.

ACHIEVEMENTS AND PERFORMANCE (continued)

Care of the elderly: St Mary's Home, Stone (continued)

- ◆ People felt well cared for and all felt they could raise concerns if they needed to and felt confident these would be addressed.
- ◆ People were supported to practise their faith if they wished to do so.
- ◆ Staff felt equally well supported and there were extra support mechanisms in place.
- ◆ Learning was encouraged and shared, with staff empowered to be champions of areas they were passionate about.
- ◆ The registered manager was proactive and involved in many external organisations and schemes in order to continuously improve.
- ◆ Professionals confirmed the home worked in partnership.
- ◆ The registered manager was fully aware of their duty of candour.

The trustees and management team were disappointed by the outcome of the inspection and are committed to ensuring that the home returns to a 'Good' rating at the next inspection.

There are no longer any sisters actively involved in the nursing care of residents and a number of sisters are now resident in the Home. Two of the trustees are members of the Management Board which also includes the Registered Manager and the Finance Manager and meet at regular intervals to review the operation and performance of the Home. The Chairperson of the trustees is also appointed as Safeguarding Officer for the Home and has attended a number of training courses and conferences to ensure that the Home is fully compliant with all current legislation.

Over the course of the year the Home provided care for 85 elderly residents who required nursing, residential, palliative or respite care. Occupancy levels during 2023/24 were slightly higher than the previous year at 87.38%. This is still below pre-pandemic levels which is common throughout the sector locally. The recent labour shortage in the UK abated during the year and the Home has not experienced significant staffing difficulties. The incident referred to above and the subsequent CQC inspection outcome did impact upon staff morale and the Management Team have continued to operate an open-door policy so that staff are able to discuss matters of concern. The Management Team works to ensure that each member of staff is valued and appreciated and awards 'spot appreciation thankyou's' and periodic awards such as 'Best Team Player' voted for by the entire staff group.

ACHIEVEMENTS AND PERFORMANCE (continued)

Care of the elderly: St Mary's Home, Stone (continued)

The Home continues to specialise in palliative or end of life care and works closely with two local hospices and has staff who specialise in palliative care. The Home strives to ensure that the care provided ensures that residents have a peaceful and dignified death surrounded by their loved ones if possible and families are encouraged to spend as much time as possible at the Home during this time. Relatives of residents who have died during the year frequently express their thanks and gratitude for the high standard of care received and many make donations or bring in gifts for staff.

There is an Activities Team within the Home whose role is to create, plan, organise and coordinate a stimulating and developing activity programme to enhance the quality of life of each resident in the Home that will promote the health, dignity and wellbeing of each resident and enhance the quality of their lives. The activities programme has now returned to pre-pandemic operation and the Activities Team, supported by care staff, worked hard to ensure that residents remain stimulated and entertained whether in group activities or on a one-to-one basis. An additional part-time member of activities staff was recruited in early 2023 to strengthen the Team. Visiting entertainers included singers and pantomime productions, and relatives are welcomed to join in with activities when visiting. There are also regular religious services and a Summer and Christmas Fayre which were very well supported.

The Home is committed to a programme of continual refurbishment and bedrooms are refurbished when occupancy levels permit and communal areas as required. In addition to bedroom refurbishments, the following were completed in the year:

- ◆ The steel at the exterior of the building was repainted, together with the exterior wall;
- ◆ A new boiler was installed;
- ◆ All minor issues noted by CQC were addressed;
- ◆ The flooring in the dining room was replaced;
- ◆ Additional signage was installed around the Home;

All regulatory requirements including a water management programme, electrical testing and asbestos management were complied with.

The trustees wish to put on record their appreciation of and gratitude to all the staff for their outstanding contribution to St Mary's.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School

During the academic year 2023/24, St Rose's had 93 students and young people from 10 Local Authorities.

Strategic Aim 1: Exceptional leadership and management of the school, college and nursery

Governors continue to support the school by providing support and challenge. Governors have attended training and Link Governor visits are scheduled in for the year where possible.

Quality assurance plans have been updated for education and residential areas.

Training continues to be high on the agenda for all staff and a particular area of focus has been to develop subject leaders as well as make use of the expertise in school and college by the delivery of in-house training.

We continue to work closely with our parents and have introduced a termly Saturday Club so that families can use the facilities and meet up socially.

We have introduced a staff forum to encourage staff to take an active role in developments across all areas.

We are guided by robust safeguarding principles and training with a great deal of effort going into our early help offer, ensuring families feel supported as much as possible.

Strategic Aim 2: Exceptional education and outcomes for learners across the nursery, school and college

The detailed aims, strategies and actions towards the education initiatives can be found in the Development Plan (St Rose's and Nursery) and the Quality Improvement Plan (St Martin's).

The Self Assessment Report (SAR) and Self Evaluation Form (SEF) reflect the strengths of the nursery, school and college area of development.

St Martin's Ofsted inspection took place in January 2023 where we remained **good** and received a very positive report from Ofsted.

St Rose's inspection took place in November 2023 where we remain **good** and action points are being addressed.

Nursery

Numbers remain steady in the nursery, however there are now more children with additional needs who have My Plan or My Plan+ in place. The nursery staff support families to complete paperwork for education, health and care plans if appropriate. The nursery acts as a feeder to St Rose's School.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Strategic Aim 2: Exceptional education and outcomes for learners across the nursery, school and college (continued)

Nursery (continued)

Nursery staff have developed a new curriculum and assessment process since the Ofsted inspection, and this will be embedded in the coming year.

Nursery staff work in partnership with external agencies, including community therapists, the advisory teaching service and social care to ensure the needs of the children are met in an holistic way.

The nursery manager attends the Gloucestershire Early Years Forum as the representative from a special school with a nursery class.

St Rose's

Numbers have risen steadily this year and the majority of students have met or exceeded their targets.

Teachers have developed new curriculum documents and subject leads are being assigned. A Transitions Coordinator has been appointed and her role is to support all transitions in and out of St Rose's as well as developing a curriculum for experience of work.

The parent survey showed 99.7% positive feedback.

Our ethos and values continue to be a focus for all that we do at St Rose's and St Martin's and we work with the Littleway Partnership and Clifton Diocese to ensure we keep up to date with new developments.

Pupil Premium

The intent of the Pupil Premium strategy at St Rose's school is to enable all students to have equal access to a broad and balanced curriculum, therapy and care, and to receive and individualised curriculum that provides stretch and challenge enabling students to progress and reach their potential.

Pupil Premium has been used to purchase resources, curriculum support, equipment, therapy and care support and specialise advice required to enable eligible students to access all areas of the curriculum, therapy and care in a way that is adapted to their individual needs.

St Martin's

Numbers remain steady and students continue to make good progress.

Curriculum documents have developed and recording paperwork has been simplified, reducing teacher workload.

A Transition Coordinator has been appointed, her role is to support all transitions in and out of St Martin's as well as developing an experience of work programme for the students.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Strategic Aim 2: Exceptional education and outcomes for learners across the nursery, school and college (continued)

St Martin's (continued)

The parent survey showed 92% positive feedback. A new support network for parents has been developed.

Strategic Aim 3: Exceptional therapy and health outcomes for learners across the nursery, school and college

Therapy

Therapists continue to work closely with education and care staff to support positive outcomes for all of our students. This is in a variety of ways, including face to face contact with students, indirect work to support students across the waking day, close work with staff teams, direct work with families and joint working with NHS professionals.

All the therapy team contribute to the induction and ongoing training programme for staff, developing skill and expertise for our complex students.

The therapy team also work closely with external agencies with regard to communication and equipment needs.

Therapy continues to be embedded across the waking day curriculum.

Care

OFSTED care inspection – 19 – 21 September 2023.

We had our 3-day unannounced Ofsted care inspection from 19th to 21st September. We are really pleased and proud to maintain good overall with outstanding for the effectiveness of leaders and managers:

All the national minimum standards were met.

The 2 points noted below for improvement have been added to our care development plan.

- ◆ School leaders should ensure they capture the contribution care staff make to the progress children make
- ◆ School leaders should ensure they clearly record decisions made relating to employment risks.

We continue to have 6 unannounced visits per year from Changing Outcomes who support us with our quality assurance process regarding Non-Maintained Standards for residential special schools.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Strategic Aim 3: Exceptional therapy and health outcomes for learners across the nursery, school and college (continued)

Care Quality Commission (CQC) Inspection

CQC use a mix of onsite and offsite monitoring to ensure the public have assurance as to the safety and quality of the care received at St Martin's.

We continue to ensure we are compliant with the Key Lines of Enquiry (KLOE's) with regular reviews of our quality assurance programme. Tony Hickey (Governor) has visited to review the documentation we have in place.

We have appointed an external registered manager to assist us with our quality assurance to ensure that we are compliant with CQC requirements.

We have a trainee care manager in place who has been focussing on providing evidence for the CQC's new single assessment framework.

Staffing

A review of the recruitment processes was undertaken by the incoming Business Manager shortly after taking up post. We have, resulting from this, revised the application packs for vacancies and trialled different recruitment media. This has enabled us to manage the vacancies and have had to close recruitment early due to the number of applications received. The impact on staff rotas is still monitored daily to ensure we have the correct number of staff in place in all areas, as well as ensuring we have staff with the correct skills required to support each student. We are continually improving our on-boarding process and ensuring those who join us are supported during their induction and beyond. Monitoring will continue on measurable impact on staff retention and work is in progress for HR policies in response to employment legislation to support our staff.

Premises

During the period under review, the focus has been on maintaining systems and procedures to support St Roses in being fully compliant, co-ordinating internal works including overseeing the flood work refurbishment in June 2023 as well as the routine maintenance/contractual work.

Work undertaken includes:

- ◆ Asbestos survey and management
- ◆ Service inspections by external contractors
- ◆ Emergency Plan, Fire Evacuation, Hydro Pool Manual and Premises Information Box Annual Update
- ◆ Fire Awareness training to all staff
- ◆ Fire Risk Assessment
- ◆ Health and Safety Induction
- ◆ Legionella Risk Assessment
- ◆ Risk Assessments

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Flood – June 2023

St Roses suffered a flood in June 2023 and the remedial works took place involving new floor, tiling, flooring and curtains by different contractors and a clean up company. The total claim for the flood refurbishment works was £186,115, net of the policy excess.

Volunteers/Premises Work

Work continues with developing and nurturing relationships with volunteers from a number of companies. As a result during the year under review, two classrooms in school and four areas in St Martins were painted and decorated.

Building Project

Project 2030 remains ongoing with planning permission being sought for the development of St Martins. Funding remains ongoing in order for the project to commence.

FINANCIAL REVIEW

Results for the year

A summary of the year's results can be found on page 36 of this report and accounts.

Total income for the year was £8,409,266 (2023 – £7,281,821). The largest proportion of the charity's income arises from the residential and nursing care home at Stone, Staffordshire and the school in Stroud. £2,875,984 (2023 – £2,357,815) of the income related to fee income for St Mary's Home, Stone and charges related to St Rose's School amounted to £3,592,908 (2023 – £3,074,586). The School also received grant funding from the Department for Education during the year of £941,082 (2023 - £815,525).

Donations, legacies and similar income continue to be important sources of income with one of the largest components being the salaries and pensions of individual members of the Congregation received under Gift Aid or Deed of Covenant. During the year ended 31 March 2024, these salaries and pensions amounted to £336,535 (2023 - £442,596).

Expenditure for the year totalled £8,761,047 (2023 – £8,215,296). £3,131,357 (2023 – £2,972,006) of this related to the operating expenditure of St Mary's Home, Stone. Expenditure in connection with the operation of St Rose's School amounted to £4,776,596 (2023 – £4,222,952).

Expenditure on maintaining the sisters and enabling them to carry out their work during the year amounted to £825,745 (2023 – £946,079). Premises expenditure continues to be high, as properties grow older and alterations become necessary to facilitate the needs of elderly sisters.

FINANCIAL REVIEW (continued)

Results for the year (continued)

Net expenditure before other gains and losses for the year amounted to £351,781 (2023 – net expenditure of £933,475). Investment gains were £161,241 (2023 – losses of £609,681) and the net expenditure and decrease in funds for the year, therefore, amounted to £190,540 (2023 – net expenditure and decrease in funds £1,543,156).

Fundraising

The Home has a Fundraising Committee which comprises current and former members of staff, and a number of relatives, both past and present. Fundraising recommenced fully in the year following the end of the pandemic. Fundraising is all undertaken in-house and the Home does not use any professional fundraisers or commercial participators.

St Rose's has an established fundraising group, The Friends of St Rose's, which has regularly raised funds for equipment and improved facilities for the students. In recent years the trustees and governors agreed for the Friends of St Rose's to be a separate entity. The Friends of St Rose's have reassured the trustees and governors that they will not undertake any activity which is at variance with the Catholic tradition of St Rose's or which will damage its reputation.

The charity and each of its constituent parts aim to achieve best practice in the way in which they communicate with donors and other supporters. Care is taken with both the tone of communications and the accuracy of data to minimise the pressures on supporters. Best practice is applied to protect supporters' data. The charity never sells data, it never swaps data and ensures that communication preferences can be changed at any time. With the exception of significant appeals, for examples at St Rose's, the charity manages its own fundraising activities and does not employ the services of Professional Fundraisers.

No complaints have been received by the charity, including the Home and the School, in relation to fundraising activities.

Investment policy

The charity's investments comprise mainly pooled funds managed by BlackRock Investment Management (UK) Limited. The trustees are of the opinion that this enables the portfolio to strongly reflect the Catholic ethos of the charity.

The ethical policy precludes investment in any company which, after reasonable enquiry, clearly has significant profits from an activity which is contrary to the objectives of the Christian Church.

There are no restrictions on the charity's power to invest.

The investment strategy is set by the trustees and takes into account income requirements, the risk profile and the investment manager's view of the market prospects in the medium term.

The performance of the portfolio and the charity's investment strategy are reviewed annually by the trustees.

FINANCIAL REVIEW (continued)

Investment performance

The investment managers continued to invest in accordance with the trustees' investment policy set out earlier in this report. Further details of the investment portfolio are detailed in note 14 to the attached accounts.

The major part of the charity's listed investments are managed by BlackRock Investment Management (UK) Limited. The investments had a market value of £5,910,664 as at 31 March 2024 (2023 – £5,749,423). Net gains on the revaluation and disposal of investments amounted to £161,241 (2023 – losses of £609,681). Investment income on those listed investments was £185,219 (2023 – £182,397).

The trustees continue to take a long-term view and believe their investment policy remains appropriate.

Reserves policy

The charity carries out a diverse range of activities and is responsible for the care and support of sisters whose average age is increasing and whose needs are changing. The trustees have examined the requirement for free reserves i.e. those unrestricted funds not invested in tangible fixed assets, designated for specific purposes or otherwise committed.

The trustees consider that, given the nature of the charity's work, the level of free reserves should be approximately equivalent to between six and twelve months' expenditure at any one time. The trustees are of the opinion that this provides sufficient flexibility to cover temporary shortfalls in incoming resources and will allow the charity to cope and respond to unforeseen emergencies whilst specific action plans are implemented.

Financial position

The balance sheet comprises tangible fixed assets of £9,420,615 (2023 – £9,067,562), investments of £5,910,664 (2023 – £5,749,423), programme related investments of £2,633,690 (2023 – £2,633,690) and net current assets of £3,849,542 (2023 – £4,554,376) which are represented by total funds of £21,814,511 (2023 – £22,005,051).

These funds include permanent endowment of £12,830 (2023 – £12,830). These funds are "capital" and must be held indefinitely by the charity.

Also included in total funds is an amount of £105,332 (2023 – £104,376) which is restricted. These monies have been donated, and their use restricted to, specific purposes. Full details of these restricted funds can be found in note 18 to the accounts together with an analysis of movements in the year.

Funds totalling £9,420,615 (2023 – £9,067,562) have been set aside by the trustees as a tangible fixed assets fund representing the net book value of those tangible fixed assets held as part of unrestricted funds. A decision was made to separate this fund from the general funds of the charity in recognition of the fact that the tangible fixed assets (i.e. ostensibly the charity's freehold properties) are essential to the day-to-day work of the charity and as such their value should not be regarded as funds that would be realisable with ease in order to meet future contingencies.

FINANCIAL REVIEW (continued)

Financial position (continued)

A further £10,753,179 (2023 – £10,805,974) has been designated by the trustees for various purposes. This figure includes £5,000,000 (2023 – £5,000,000) to provide for the sisters in their retirement. Full details of the designated funds can be found in note 20 to the accounts together with an analysis of movements in the year.

General funds (or free reserves) of the charity at 31 March 2024 totalled £1,522,555 (2023 – £2,014,309). The level of free reserves at 31 March 2024 falls short of the figure required by the above reserves policy based on expenditure incurred in 2023/24. However, over the past couple of years there have been costs that over the long term are not expected to recur. Therefore, the trustees are content with the level of free reserves at 31 March 2024 and believe that they are adequate but not excessive.

Tax exemptions

The beneficiaries of the work of the charity have the assurance that all of the income of the charity must be applied for charitable purposes in furtherance of the charity's object of furthering the Roman Catholic faith. The charity enjoys tax exemption on income from its activities and on its investment income and gains provided these are applied for its charitable aims. As a charity, it is also entitled to a reduction of 80% on business rates on the property it occupies for its charitable purposes.

The financial benefits received as a result of these exemptions are all applied for the purposes of furthering the Roman Catholic faith by enabling and supporting the sisters to live out their faith and to put that faith into practice through a wide variety of religious and other charitable works, including the operation of a nursing home and a school.

The nature of the charity's activities means that it is unable to reclaim VAT input tax on its costs as it is exempt for VAT purposes. The charity also pays tax as an employer through the national insurance contributions it makes. The charity brings very substantial benefits to the residents in its nursing home, the pupils in the school, the local communities and society in general through the social and pastoral work provided by sisters (often on a voluntary basis), the care services offered and the education services provided. In addition, the charity creates social assets without cost to the Exchequer through the school's links with the wider community, the nursing home's links with older people within the relevant community and through the voluntary work carried out by the sisters.

FUTURE PLANS

In March 2024 the sisters vacated the site at Stone and, having obtained planning permission to develop the site, have marketed the site for sale either as a whole or as separate parts. They have accepted an offer from a developer who intends to develop the site to provide senior living accommodation and to build a new care home. This will result in St Mary's Home being run by a different organisation but will ensure a legacy of care by the Congregation on the site. Whilst the details of the sale are finalised, the trustees remain committed to St Mary's Home and its residents and staff.

FUTURE PLANS (continued)

As part of the plan to vacate the site, the leasehold of a flat in Stone was purchased at a cost of £179,000 which will provide accommodation for the two sisters who will remain in Stone and ensure the Congregation's presence for as long as possible.

Like many schools St Rose's finances are challenging and meetings will be held in the new year to address the budget deficit. It continues to offer high quality education and care for young people with complex needs and demands for places are increasing which inevitably has had an impact on the staffing levels.

RISK MANAGEMENT

In line with the requirement for trustees to undertake a risk assessment exercise and report on the same in their annual report, the trustees have looked at the risks the Congregation currently faces in Britain and have reviewed the measures already in place, or needing to be put in place, to deal with them. The trustees have identified five main areas where risks may occur:

- ◆ Governance and management;
- ◆ Operational;
- ◆ Financial;
- ◆ Reputational;
- ◆ Laws, regulations, external and environment.

Governance and management looks at the risk of the Congregation, and hence the charity, suffering from a lack of direction, and at the skills and training of its members and staff, and the good use of its resources.

Operational looks at the risks inherent in the charity's activities including the operation of its nursing home and its school – the members engaging in inappropriate activities, the unsuitability of buildings, poor maintenance, shortcomings in the services provided, difficulties with staff, poor health and safety, lack of a disaster recovery policy, etc.

Financial risks include those arising as a result of poor budgetary control, inappropriate spending, poor accounting, inappropriate investment policies, etc.

Reputational looks at possible damage to the Congregation's and/or charity's reputation.

Laws, regulations, external and environment looks at the effects of government policies, the consequences of non-compliance with laws and regulations and poor risk assessment in the charity's care home and school.

Having assessed the major risks to which the charity is exposed, the trustees believe that by monitoring reserve levels, by ensuring controls exist over key financial systems, and by examining the operational and business risks faced by the charity, they have established effective systems to mitigate those risks.

RISK MANAGEMENT (continued)

The key risks for the charity, as identified by the trustees, are described below together with the principal ways in which they are mitigated:

- ◆ An analysis of the age profile of the members of the Congregation shows that the average age at 31 March 2024 was 76 years. The trustees are aware that there is both a moral and legal obligation to care for the older members. None of the sisters have resources of their own as all earnings, pensions and other income have been donated to the charity under a Gift Aid compliant Deed of Covenant. As the age profile increases, so too does the need to provide care for the sisters. Key elements of the management of this risk are: (a) ensuring that the charity has the available financial resources to finance this care both now and in the years ahead by setting aside assets in a designated fund, the value of which has been based on actuarial principles; and (b) ensuring that processes are in place to review regularly the ministries and needs of individual sisters encouraging those who need it to take on less demanding ministries and for identifying those who need extra care and help.
- ◆ Operationally the charity works with children and vulnerable adults including older people. The trustees recognise the absolute necessity of ensuring the protection and safety of all those that the charity serves. This means that sisters engaged in any ministry in Great Britain and all those who work or volunteer for the charity and work with children or vulnerable adults must obtain clearance from the Disclosure and Barring Service (DBS). The same applies for relevant staff employed by St Mary's Home and St Rose's School. The trustees are committed fully to implementing the policies of the Catholic Safeguarding Standards Agency (CSSA) and the Religious Life Safeguarding Service (RLSS). One of the sisters is responsible for ensuring this policy is adhered to in respect to all sisters, employees and volunteers. In addition, a Safeguarding Officer is nominated at both the Home and the School operated by the charity. Safeguarding training is compulsory for all staff.
- ◆ The charity's principal asset comprises listed investments, the value of which is dependent on movements in UK and world stock markets. The investments are managed by reputable investment managers who adhere to a policy agreed by the trustees. The performance of the portfolio is monitored and the investment strategy is assessed regularly to ensure it remains appropriate to the charity's needs – both now and in the future.
- ◆ The trustees have considered the long-term future of the site at Stone and the associated risks are being mitigated through careful discernment and planning and by seeking detailed professional advice in respect to all aspects of the potential sale.

Home

The major risks for the Home are as follows:

- ◆ Occupancy levels continue to be lower than pre-pandemic levels. This continues to be carefully monitored and staffing levels are tightly controlled to ensure the home continues to be viable.

RISK MANAGEMENT (continued)

Home (continued)

- ◆ The planned development of the site has caused some concern among staff, however the Trustees and Management Team will continue to ensure that staff are informed and updated as frequently as possible.
- ◆ The trustees are considering the long-term future of the site at Stone and the associated risks are being mitigated through careful discernment and planning and by seeking detailed professional advice in respect to all aspects of the potential project.

School

The major risks for the School is as follows:

- ◆ **St Rose's is a key front line player, working in partnership with other children's services.** All Governors, staff and volunteers have a Disclosure and Barring Service check. Staff must be aware of local policies and procedures that must be followed and which are under the direction of the Local Safeguarding Children's Board.

The safeguarding policy aims to outline the role that St Rose's has, the procedures that staff should follow, and the guidance issued on student protection generally. All staff must ensure that the needs and safety of the students are at the forefront of their practice. In their day-to-day contact with individual students, teachers and other staff are particularly well placed to observe outward signs of abuse, changes in behaviour or failure to develop.

- ◆ Long term forecasting of student numbers continues to be difficult but the recent number of new students has been encouraging. Governors are mindful of the continuing need to raise the profile of the organisation and to maintain and further enhance good working relationships with local authorities.
- ◆ Governors continue to work to significantly improve the existing buildings and are progressing towards a three year development plan for buildings. Any planned work will be undertaken once budget is allocated and received. This includes allocation for short, medium and long term work in a sustainable model to build reserve levels.

GOVERNANCE, STRUCTURE AND MANAGEMENT

Governance

In terms of Canon law, the Congregation is governed by the Prioress General and her General Council in Stone. They are elected every six years at a General Chapter or meeting of all members of the Congregation. Members of the General Council are chosen for their personal qualities, their understanding and experience of the ministries of the sisters throughout the Congregation, and to secure a good skills mix. Each community in the Congregation is governed by a local Prioress, who is elected by the local community and approved by the Prioress General and her Council. The Prioress General is required to visit each community at least once a year and throughout the year there is a system of accountability operational throughout the Congregation to ensure that the Prioress General and her Councillors are aware of the progress and development of the ministries carried out by the Sisters of the Congregation.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Governance (continued)

In terms of Civil law, the charity is governed by a trust deed dated 13 July 1976 and is a registered charity – Charity Registration No. 271922. The trustees of the charity are the five members of the General Council. As all trustees are members of the Congregation, they have a detailed knowledge of the work of the charity and of its structure. On being appointed, new trustees are required to spend time with those trustees leaving office. They also meet with the Congregation's legal, accounting, investment and property advisers to obtain a full briefing of their responsibilities and the charity's position.

Trustees

The names of the trustees who served during the year are set out as part of the reference and administrative details on page 1 of this annual report and accounts and brief biographical details on each of the trustees is given below.

Sister Margaret Teresa Billington O.P (Chair Person of the Trustees)

Appointed 4 August 2007 and re-appointed 4 August 2013 and 4 August 2019

Sister Teresa was born in Stoke-on-Trent and received her secondary education from the Dominican Sisters. She qualified as a chartered physiotherapist in 1965 and worked in a district general hospital and also treated professional sportsmen.

She joined the Congregation in 1968 and after formation worked in St Rose's Special School in Stroud as a Paediatric Physiotherapist gaining further post graduate qualifications. She qualified as a doctor in 1988 after training in Bristol and after house officer posts in Bristol and Gloucester specialised in paediatrics. She changed specialities to general practice and qualified as a member of the Royal College of General Practitioners in 2000. After many happy and fulfilling years in general practice she has now retired.

She became a trustee in 2007, was re-elected in 2013 and was elected Prioress General of the Congregation for a term of office of six years in 2019. She is a Governor of St Rose's School and a member of the Management Board of St Mary's Home. She also serves on the selection committee for seminarians in the Clifton Diocese. Retirement has also given her time to pursue further study.

Her interests include politics and economics and all sport except boxing and wrestling as she dislikes seeing people hurting each other. She has renewed her childhood interest in the piano and has begun to teach herself.

Sister Mary Julie Alves

Appointed 4 August 2013 and re-appointed 4 August 2019

Sister Mary Julie was born on 3 April 1944, in Porthcawl, South Wales. She spent her childhood in Wales, Scotland and England where she easily absorbed the dialects of each country.

Sister Mary Julie entered the Congregation from Glasgow in 1963 and made her profession in 1964.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Mary Julie Alves(continued)

In 1967, Sister Julie began her training as a Home Economics Teacher at Digby Stuart College, London, with supporting courses being Social Studies and Divinity. Following her training in 1970 she taught Home Economics and Religious Education (RE) to young people for 40 years in main stream sector schools in Stoke on Trent and Birmingham and then in Special Education in the Congregation's school in Stroud where she coordinated the Home Economics and RE departments.

The years in education were interspersed with further training with the Samaritans and courses linked with teaching children with special needs including an Advanced Open University Diploma in Education in Special Needs in Education, diplomas in speech and language disorders as well as in service training including safeguarding and health and safety. Throughout her years in Stroud Sister Julie supported and advised the Clifton Diocesan Education Department in the teaching of RE to children with special needs. During this time Sister Mary Julie was also involved in adapting the National Syllabus 'Come and See' for children with special needs.

Within the Congregation Sister Julie was elected Prioress of Newcastle-upon-Tyne from 1984 to 1986 and later Prioress of Stroud from 1987 to 1993. At the General Chapter of 2001 she was elected as a Councillor and Trustee for six years and again at the General Chapters of 2013 and 2019. In 2014 Sister Julie was elected Prioress of Stone, was re-elected in 2017 and again in 2020 and remained in post until 2024 when the convent in Stone was closed. She is a Governor of St Rose's School and a member of the Management Board of St Mary's Home.

Her interests are supporting families with children who have a disability, listening to music, musing in the countryside and meeting people.

Sister Mary David Burton

Appointed 4 August 2019

Sister Mary David was born in Birmingham. She completed two-year's teacher training at Kesteven Training College, Lincolnshire, and, an Anglican, was received into the Catholic Church at the end of the college course in 1958.

After two years teaching in a local state school, she entered the Congregation at Stroud in 1960, and her first profession was in 1962. She taught in Harpenden for two years, followed by a year's study at St Catherine's Centre, Portobello Road, before moving to Stone in 1967, where she made her final profession in 1968. She taught at St Dominic's Priory School until 1992.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Mary David Burton (continued)

From 1992 to 1999 she was in Rome, in charge of the shop at Santa Sabina, the Dominican Order's Headquarters. She returned to the UK for four years of monastic life in Bedfordshire, then returned to Stone for a short period before living alone at the recently vacated market convent at Leicester whilst it was marketed for sale. The sale completed in 2006. She spent two years in charge of a monastery guesthouse in Southern France. In Rome again 2008-2016, she translated Italian texts into English for a Dominican Congregation. Now back at Stone, she is chantress, continues with some translation work and has been clearing the house for sale. She enjoys manual work and is interested in design, lettering, most practicalities. She was elected to the General Council at the General Chapter in 2019 and currently serves as secretary.

Sister Angela Mary Leydon

Appointed 4 August 2013 and re-appointed 4 August 2019

Sister Angela was born in Dublin, Ireland and entered the Congregation at the age of 20, making her profession in 1966. She qualified as a teacher in 1974, working initially at a school in Newcastle-upon-Tyne. She developed an interest in learning sign language in order to communicate with deaf children and their parents who attended the local Parish Church. She subsequently qualified as a teacher of the deaf and was employed as a peripatetic teacher working in Newcastle and Middlesbrough. In 1993 she was appointed Coordinator of Hexham and Newcastle Diocesan Centre for the Deaf. Her work in this role included promoting and organising deaf awareness programmes for employees in the Health Service, in Social Services and in various businesses, which involved teaching sign language to the employees. The aim was to enable deaf people to have easier access to these services.

She also set up various projects in schools and clubs involving drama and sports to foster and promote integration between deaf and hearing young people. In 1993 she moved back to the mother house in Stone as Prioress.

In 1995 she was elected Prioress General of the Congregation, and was re-elected for a second term in 2001. During this time, she also served on the Council of the Dominican Sisters International. In this capacity, she was involved in setting up a solidarity fund to provide training for Dominican sisters, particularly in indigenous congregations in Africa and Asia-Pacific, in a range of fields including leadership, formation, the use of social media and theology. In 2007 she was again appointed as Prioress of the Stone community. At the General Chapter in 2013, she was re-elected as a member of the General Council for a six year term. In 2014 she was appointed as Novice Mistress for the Congregation and served in this office until 2022. At present she is the bursar of the community in Cambridge. She is also engaged as a catechist in the sacramental preparation of young children at Blackfriars Priory and Fisher House Catholic Chaplaincy, Cambridge.

Her hobbies include reading, listening to music, learning new skills in IT and watching various sporting events on television.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Mary John Perks

Appointed 4 August 2019

Sister Mary John (Susan Perks) was born in Stoke on Trent and educated at Harpfields secondary school. She was gifted at art and on leaving school began a three year apprenticeship in pottery. Shortly after this she became interested in the Roman Catholic religion and began instruction with the parish Priest at Stoke and was received into the church in 1969. She began training as a nurse, and in her spare time would go over to Stone and work voluntarily in the old St Mary's Home.

Sister qualified as a state enrolled nurse in 1967 and worked full time at St Mary's leaving in order to enter the Congregation in 1972, at Stone. As a Novice Sister, she lived and worked voluntarily at St Christopher's Hospice, at Sydenham, where she was able to specialise in terminal care, mainly cancer at the world renowned St Christopher's. After making her first profession, she enrolled as a trainee Registered General Nurse. After qualifying she worked in St Catherine's Home, Leicester and was eventually appointed Matron. She stayed at St Catherine's until 2000 when she began working in the NHS as a senior staff nurse specialising in the care of stroke victims. She became a mentor to the newly qualified and assisted the carers in NVQ's after several years before retiring in 2019. She continues to be involved in the health sector and visits several EMI care homes and a mental health hospital. She gives talks around animal therapy to preceptorship nurses from various units in Leicester as well as second year nurse students and Leicester University.

Sister has been a committed fundraiser and spent time in Bosnia during the Croat Bosniak War. She joined the Local Justice and Peace movement in 2019, and visits asylum seekers and travellers, and is a member of the Diocesan Vocations team. She works actively in the parish assisting the parish priest with administering communion and visiting the sick and is on two Parish Committees, St Peters and The Blessed Sacrament.

She was elected councillor at the 2019 General Chapter.

In her spare time Sister enjoys studying World War history, as well as continuing with art and craft work. She loves nature and all things pertaining to wildlife and she loves outside spaces in which to appreciate the same. She is an avid gardener and likes to work with children to help them reach their potential.

Above all Sister values her prayer life and space.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees' responsibilities statement

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

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these accounts, the trustees are required to:

- ◆ select suitable accounting policies and then apply them consistently;
- ◆ observe the methods and principles in Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the United Kingdom and Republic of Ireland (FRS 102);
- ◆ make judgements and estimates that are reasonable and prudent;
- ◆ state whether applicable United Kingdom Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- ◆ prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, applicable Charity (Accounts and Reports) Regulations and the provisions of the charity's trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Structure and management reporting

The trustees are ultimately responsible for the policies, activities and assets of the charity. They meet monthly to review developments with regard to the charity or its activities and make any important decisions. When necessary, the trustees seek advice and support from the charity's professional advisers including property consultants, investments managers, solicitors and accountants. The day-to-day management of the charity's activities, and the implementation of policies, is delegated to the appropriate members of the Congregation or senior staff.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Structure and management reporting (continued)

The Congregation comprises 20 sisters including two novices who live as part of four communities situated in the Midlands and South of England. As stated above, each community has a local Prioress elected by the community and ratified by the Prioress General and her Council. The local Prioress is responsible for both the needs and the care of the sisters in her community and she liaises regularly with the Prioress General. Two of the trustees are local Prioresses. All the trustees meet regularly with the Prioresses of the other houses of the Congregation to discuss developments and future plans.

The day-to-day responsibility for St Mary's Home in Stone lies with the Registered Manager. Management reporting lines within the Home are clearly defined and the Management Board comprises The Manager; The Finance Manager; The Prioress General and the Prioress of Stone who meet regularly to discuss any issues that may arise.

The day-to-day responsibility for St Rose's School (incorporating St Martin's) is delegated to the Head Teacher and the Leadership Management Team. They are supported by a highly dedicated team of teachers, therapists, carers, domestic and clerical staff and work closely with the Board of Governors. Two of the trustees are also members of the School's Board of Governors.

Key management personnel

The trustees consider that they, together with the Management Board of the Home and Leadership Management Team of the School comprise the key management of the charity in charge of directing and controlling, running and operating the charity on a day-to-day basis.

All trustees are members of the Congregation and as such their living and personal costs are borne by the charity. However, they receive no remuneration of expenses for their services as trustees or members of key management.

With regards to the Home, pay of the Registered Manager and the Finance Manager are reviewed annually by the remaining members of the Management Board (who are all trustees) and is normally increased in accordance with average earnings and also bench-marked with similar roles to ensure that the remuneration set is fair and not out of line with that generally paid.

With regards to the School, the remuneration of key management personnel is set by the Governing Body. Note is taken of market conditions, national and local pay scales and levels of performance. The Principal and Vice Principal have had an annual performance review, where their targets are agreed/reviewed with a panel of two Governors and the Strategic Improvement Partner (appointed by the full Governing Body).

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Working with other organisations

The charity works closely with a number of other charities and public bodies which work in the fields of education and of providing care to the vulnerable and the elderly. Working together with other charities and public bodies enhances communication and understanding, thus enabling services to be provided more efficiently and effectively and avoiding duplication of effort. Examples of the organisations with which the charity has cooperated during the year are as follows:

- ◆ Roman Catholic Dioceses of Birmingham, Clifton and East Anglia;
- ◆ Care Quality Commission;
- ◆ Gloucestershire County Council;
- ◆ Stoke-on-Trent City Council;
- ◆ Staffordshire County Council.

EMPLOYEES, VOLUNTEERS AND MEMBERS OF THE CONGREGATION

The trustees wish to record their recognition of the professionalism and commitment of all their staff, volunteers and the individual members of the Congregation. Their dedication and positive approach is very much appreciated.

Signed on behalf of the trustees:



Chair of Trustees

Approved by the trustees on:

30. 10. 2024

Independent auditor's report to the trustees of The English Dominican Congregation (Stone) Charitable Fund

Opinion

We have audited the accounts of The English Dominican Congregation (Stone) Charitable Fund (the 'charity') for the year ended 31 March 2024 which comprise the statement of financial activities, the balance sheet, the statements of cash flows, the principal accounting policies and the notes to the accounts. 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 accounts:

- ◆ give a true and fair view of the state of the charity's affairs as at 31 March 2024 and of 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 Charities Act 2011.

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 accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts 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 accounts, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the accounts 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 charity's ability to continue as a going concern for a period of at least twelve months from when the accounts 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 and Accounts, other than the accounts and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the accounts does not cover the other information and we do not express any form of assurance conclusion thereon.

Other information (continued)

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts 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 accounts 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.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report. We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- ◆ the information given in the trustees' report is inconsistent in any material respect with the accounts; or
- ◆ sufficient accounting records have not been kept; or
- ◆ the accounts are not in agreement with the accounting records and returns; or
- ◆ we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the accounts 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 accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, the trustees are responsible for assessing the charity'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 charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the accounts

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the accounts as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists.

Auditor's responsibilities for the audit of the accounts (continued)

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these accounts.

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.

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- ◆ The engagement director ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- ◆ We identified the laws and regulations applicable to the charitable company through discussions with management and trustees and from our knowledge and experience of the sector. We focused on specific laws and regulations which we considered may have a direct material effect on the accounts or the activities of the charitable company. These included but were not limited to 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 United Kingdom and Republic of Ireland (Charities SORP FRS 102); and
- ◆ We assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and those charged with governance and review of minutes of trustees' meetings and reports from regulatory bodies.

We assessed the susceptibility of the charitable company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- ◆ Making enquiries of management and trustees as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- ◆ Considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- ◆ Performed analytical procedures to identify any unusual or unexpected relationships;
- ◆ Reviewed journal entries to identify unusual transactions;
- ◆ Carried out substantive testing of expenditure;
- ◆ Assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- ◆ Investigated the rationale behind significant or unusual transactions.

Auditor's responsibilities for the audit of the accounts (continued)

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- ◆ Agreeing financial statement disclosures to underlying supporting documentation;
- ◆ Reading the minutes of meetings of the trustee board; and
- ◆ Enquiring of us as to actual and potential litigation and claims.

As a result of our procedures we did not identify any key audit matters relating to irregularities.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity'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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed



Statutory Auditor
130 Wood Street
London
EC2V 6DL

Date: 1 November 2024

Buzzacott LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Statement of financial activities Year to 31 March 2024

| | Notes | Unrestricted funds £ | Restricted funds £ | Endowment funds £ | 2024 Total funds £ | 2023 Total funds £ |
|---|-------|-------------------------|-----------------------|----------------------|--------------------------|--------------------------|
| Income from: | | | | | | |
| Donations, grants and legacies | 1 | 472,471 | 11,071 | — | 483,542 | 691,440 |
| Other trading activities | | 53,430 | — | — | 53,430 | 43,521 |
| Investments and interest receivable | 2 | 320,709 | — | — | 320,709 | 273,486 |
| Charitable activities | 3 | 6,570,835 | 941,082 | — | 7,511,917 | 6,247,926 |
| Other sources | | 39,668 | — | — | 39,668 | 25,448 |
| Total income | | 7,457,113 | 952,153 | — | 8,409,266 | 7,281,821 |
| Expenditure on: | | | | | | |
| Raising funds | | 8,624 | 43 | — | 8,667 | 61,446 |
| Charitable activities | | | | | | |
| · Support of members of the Congregation and their ministry | 4 | 814,802 | 10,943 | — | 825,745 | 946,079 |
| · Provision of residential and nursing care | 5 | 3,131,357 | — | — | 3,131,357 | 2,972,006 |
| · Provision of education and care | 6 | 3,823,145 | 953,451 | — | 4,776,596 | 4,222,952 |
| · Grants and donations | 7 | 14,163 | — | — | 14,163 | 12,813 |
| Other expenditure | | 4,519 | — | — | 4,519 | — |
| Total expenditure | | 7,796,610 | 964,437 | — | 8,761,047 | 8,215,296 |
| Net expenditure before investment gains and losses | | (339,497) | (12,284) | — | (351,781) | (933,475) |
| Net gains (losses) on the revaluation of investments | 13 | 161,241 | — | — | 161,241 | (609,681) |
| Net expenditure before transfers | 9 | (178,256) | (12,284) | — | (190,540) | (1,543,156) |
| Transfers between funds | 18 | (13,240) | 13,240 | — | — | — |
| Net movement in funds | | (191,496) | 956 | — | (190,540) | (1,543,156) |
| Reconciliation of funds | | | | | | |
| Fund balances brought forward at 1 April 2023 | | 21,887,845 | 104,376 | 12,830 | 22,005,051 | 23,548,207 |
| Fund balances carried forward at 31 March 2024 | | 21,696,349 | 105,332 | 12,830 | 21,814,511 | 22,005,051 |

All recognised gains and losses are included in the above statement of financial activities.

All of the charity's activities derived from continuing operations during the above two financial years.

A full comparative statement of financial activities is shown on page 37.

Comparative statement of financial activities Year to 31 March 2023

| | Notes | Unrestricted funds £ | Restricted funds £ | Endowment funds £ | 2023 Total funds £ |
|--|-------|----------------------------|--------------------------|-------------------------|-----------------------------|
| Income from: | | | | | |
| Donations, grants and legacies | 1 | 550,746 | 140,694 | — | 691,440 |
| Other trading activities | | 43,521 | — | — | 43,521 |
| Investments and interest receivable | 2 | 273,486 | — | — | 273,486 |
| Charitable activities | 3 | 5,467,405 | 780,521 | — | 6,247,926 |
| Other sources | | 25,448 | — | — | 25,448 |
| Total income | | 6,360,606 | 921,215 | — | 7,281,821 |
| Expenditure on: | | | | | |
| Raising funds | | 11,504 | 49,942 | — | 61,446 |
| Charitable activities | | | | | |
| Support of members of the Congregation and their ministry | 4 | 931,148 | 14,931 | — | 946,079 |
| Provision of residential and nursing care | 5 | 2,972,006 | — | — | 2,972,006 |
| Provision of education and care | 6 | 3,351,041 | 871,911 | — | 4,222,952 |
| Grants and donations | 7 | 12,813 | — | — | 12,813 |
| Total expenditure | | 7,278,512 | 936,784 | — | 8,215,296 |
| Net expenditure before investment losses | | (917,906) | (15,569) | — | (933,475) |
| Net losses on the revaluation and disposal of investments | 13 | (609,681) | — | — | (609,681) |
| Net expenditure before transfers | 9 | (1,527,587) | (15,569) | — | (1,543,156) |
| Transfers between funds | 18 | 50,253 | (50,253) | — | — |
| Net movement in funds | | (1,477,334) | (65,822) | — | (1,543,156) |
| Reconciliation of funds | | | | | |
| Fund balances brought forward at 1 April 2022 | | 23,365,179 | 170,198 | 12,830 | 23,548,207 |
| Fund balances carried forward at 31 March 2023 | | 21,887,845 | 104,376 | 12,830 | 22,005,051 |

Balance sheet 31 March 2024

| | Notes | 2024 £ | 2024 £ | 2023 £ | 2023 £ |
|--|-------|------------------|-------------------|------------------|-------------------|
| Fixed assets | | | | | |
| Tangible assets | 12 | | 9,420,615 | | 9,067,562 |
| Investments | 13 | | 5,910,664 | | 5,749,423 |
| Programme related investments | 14 | | 2,633,690 | | 2,633,690 |
| | | | <u>17,964,969</u> | | <u>17,450,675</u> |
| Current assets | | | | | |
| Stock | | 2,710 | | 2,782 | |
| Debtors | 15 | 387,335 | | 615,068 | |
| Short term deposits | | 2,031,706 | | 857,528 | |
| Cash at bank and in hand | | 2,025,308 | | 3,708,871 | |
| | | <u>4,447,059</u> | | <u>5,184,249</u> | |
| Liabilities | | | | | |
| Creditors: amounts falling due within one year | 16 | (597,517) | | (629,873) | |
| Net current assets | | | <u>3,849,542</u> | | <u>4,554,376</u> |
| Total net assets | | | <u>21,814,511</u> | | <u>22,005,051</u> |
| The funds of the charity: | | | | | |
| Capital funds: | | | | | |
| . Endowment funds | 17 | | 12,830 | | 12,830 |
| Income Funds: | | | | | |
| . Restricted funds | 18 | | 105,332 | | 104,376 |
| . Unrestricted funds: | | | | | |
| .. General funds | | | 1,522,555 | | 2,014,309 |
| .. Tangible fixed assets fund | 19 | | 9,420,615 | | 9,067,562 |
| .. Designated funds | 20 | | 10,753,179 | | 10,805,974 |
| | | | <u>21,814,511</u> | | <u>22,005,051</u> |

Approved by the trustees and signed on their behalf by:

M Y Bellingham

Chair of Trustees

Approved by the trustees on: 30.10.2024

Statement of cash flows Year to 31 March 2024

| | Notes | 2024 £ | 2023 £ |
|--|-------|------------------|------------------|
| Cash flows from operating activities: | | | |
| Net cash used in operating activities | A | (217,338) | (830,011) |
| Cash flows from investing activities: | | | |
| Investment income and interest received | | 326,989 | 272,571 |
| Proceeds from the disposal of tangible fixed assets | | 12,901 | — |
| Proceeds from the disposal of investments | | — | 600,000 |
| Purchase of tangible fixed assets | | (631,937) | (164,594) |
| Net cash (used in) provided by investing activities | | (292,047) | 707,977 |
| Change in cash and cash equivalents in the year | | (509,385) | (122,034) |
| Cash and cash equivalents at 1 April 2023 | B | 4,566,399 | 4,688,433 |
| Cash and cash equivalents at 31 March 2024 | B | 4,057,014 | 4,566,399 |

Notes to the statement of cash flows for the year to 31 March 2024.

A Reconciliation of net expenditure to net cash flows from operating activities

| | 2024 £ | 2023 £ |
|---|------------------|--------------------|
| Net expenditure (as per the statement of financial activities) | (190,540) | (1,543,156) |
| Adjustments for: | | |
| Depreciation charge | 261,464 | 266,453 |
| (Gains) losses on investments | (161,241) | 609,681 |
| Investment income and interest receivable including rent receivable | (320,709) | (273,486) |
| Gain on disposal of fixed assets | 4,519 | — |
| Decrease in stocks | 72 | 674 |
| Increase (decrease) in debtors | 221,453 | (4,144) |
| (Decrease) increase in creditors | (32,356) | 113,967 |
| Net cash provided by (used in) operating activities | (217,338) | (830,011) |

B Analysis of cash and cash equivalents

| | 2024 £ | 2023 £ |
|--|------------------|------------------|
| Cash at bank and in hand | 2,025,308 | 3,708,871 |
| Short term deposits | 2,031,706 | 857,528 |
| Total cash and cash equivalents | 4,057,014 | 4,566,399 |

No separate statement of changes in net debt has been prepared as there is no difference between the movements in cash and cash equivalents and movement in net cash (debt).

Principal accounting policies Year to 31 March 2024

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the accounts are laid out below.

Basis of preparation

These accounts have been prepared for the year to 31 March 2024 with comparative information provided in respect to the year to 31 March 2023.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant accounting policies below or the notes to these accounts.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts are presented in sterling and are rounded to the nearest pound.

Critical accounting estimates and areas of judgement

Preparation of the accounts requires the trustees to make significant judgements and estimates.

The items in the accounts where these judgements and estimates have been made include:

- ◆ The estimates of the useful economic life of tangible fixed assets used to determine the annual depreciation charge;
- ◆ The provision required for any bad or doubtful debts in respect to fees receivable by St Mary's Home, Stone or St Rose's School, Stroud. Any such provision has been determined following an assessment of the likelihood of recovery on long-standing debts;
- ◆ Assumptions adopted by the trustees in determining the value of any designations required from the charity's unrestricted funds, in particular the sisters' retirement fund; and
- ◆ The estimates of future income and expenditure flows for the purpose of assessing whether the charity is a going concern (see below).

The most significant areas of judgement that affect items in the accounts are detailed above. With regard to the next accounting period, the year ending 31 March 2025, the most significant areas that affect the carrying value of the assets held by the charity are the level of investment return and the performance of the investment markets (see the investment policy and the risk management sections of the trustees' report for more information).

Assessment of going concern

The trustees have assessed whether the use of the going concern assumption is appropriate in preparing these accounts. The trustees have made this assessment in respect to a period of at least one year from the date of approval of these accounts.

In forming their assessment of going concern, the trustees have considered the impact of the current macroeconomic and geopolitical climate on the charity's operations, with a particular focus on its effect on the its financial position including its income, expenditure and reserves, its beneficiaries and its employees.

Whilst there will inevitably be challenges ahead, the trustees have concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. They are of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due.

Income recognition

Income is recognised in the period in which the charity is entitled to receipt, the amount can be measured with reasonable certainty and receipt of the income is probable.

Income comprises income from donations, grants and legacies; income from other trading activities (principally the hire of St Rose's School's facilities); income from fundraising; investment income and bank interest; and income from charitable activities deriving from educational fee income and government grant allocations at St Rose's School, and fees receivable from the provision of residential and nursing care to the residents of St Mary's Home.

Donations and grants, including salaries and pensions of individual religious received under Gift Aid or deed of covenant and grants received in respect to Covid-19, are recognised when the charity has confirmation of both the amount and settlement date. In the event of donations or grants pledged but not received, the amount is accrued for where the receipt is considered probable. In the event that a donation or grant is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

In accordance with the Charities SORP FRS 102, volunteer time is not recognised.

Legacies are included in the statement of financial activities when the charity is entitled to the legacy, the executors have established that there are sufficient surplus assets in the estate to pay the legacy, and any conditions attached to the legacy are within the control of the charity.

Principal accounting policies Year to 31 March 2024

Income recognition (continued)

Entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, but the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title of the asset having been transferred to the charity.

Income from other trading activities comprises, in the main, charges made for the hire of facilities at St Rose's School to third parties. It is accounted for on an accruals basis with the income being recognised when due contractually. The income is recognised at the amount due under the contract for hire less any rebates or discounts.

Income from fundraising comprises income raised as a result of local fundraising events held by either St Mary's Home, Stone or St Rose's School, Stroud. The income raised is accounted for when received i.e. on the day of the relevant event.

Investment income is recognised once the dividend (or similar) has been declared and the funds are receivable by the charity.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity.

Fees for the provision of education and care comprise agreements with local authorities in respect to specific students aged up to 19 years and funding from the Education Funding Authority (EFA) in respect to the provision for those students aged 19 and over. Such income is recognised when the charity is entitled to receipt under the relevant contractual arrangements and funding agreements. This is usually at the point at which the charity has commenced the provision of educational and care services in respect to the relevant students.

Fees derived from the provision of care to the residents of the care home are recognised as income in the period to which the residency relates and when it is probable that the income will be received.

Other miscellaneous income is measured at fair value and accounted for on an accruals basis.

Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to make a payment to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis and includes any attributable VAT which cannot be recovered. All expenses, including support costs, are allocated or apportioned to the applicable expenditure headings. The classification between activities is as follows:

- a. Expenditure on raising funds includes the costs associated with fundraising activities.
- b. Expenditure on charitable activities includes expenditure on the charity's primary charitable purposes as described in the trustees' report. Such costs include:
 - (i) Expenditure on the support of members of the Congregation and their ministry. Such expenditure enables the members to carry out the work of the charity in the areas of the advancement of the Roman Catholic faith, the provision of residential and nursing care, the advancement of education and the relief of poverty.
 - (ii) Expenditure incurred in providing education and care at the charity's school, St Rose's School, Stroud.
 - (iii) Expenditure incurred in the provision of residential and nursing care facilities for the elderly at St Mary's Home, Stone.
 - (iv) Donations made to other organisations and to individuals. The making of grants and donations is not a central part of the charity's activities. Donations are made only in cases where the trustees consider there is real need following a review of the details of each particular case. Grants and donations are included in the statement of financial activities when approved for payment. Provision is made for grants and donations approved but unpaid at the year end.

The majority of expenditure can be attributed directly to the above categories. Some staff costs are apportioned between the above categories of expenditure based on the time spent by staff on the relevant area. Governance costs which comprise the costs directly attributable to the governance of the charity, including audit costs and the necessary legal procedures for compliance with statutory requirements are allocated directly to the charitable activities to which they relate.

Principal accounting policies Year to 31 March 2024

Tangible fixed assets

All assets costing more than £2,000, and with an expected useful life exceeding one year, are capitalised.

- ◆ Non-specialised freehold land and buildings
Non-specialised land and buildings are those designed as, and used wholly or mainly for, private residential accommodation, including residential convents. They are stated in the accounts at cost. Such land and buildings are not depreciated. Their value and condition are reviewed annually by the trustees, who are satisfied that their residual value is not materially less than their book value.
- ◆ Specialised freehold land and buildings
Specialised buildings comprise the Congregation's care home and school.

Land and buildings comprising a care home and school are stated at cost, or where cost is not available, at deemed cost at the date of transition to Charities SORP FRS 102 based on a trustees' valuation made in 1994 on the basis of continuing use with no value being attributed to freehold land. Depreciation on the property used by the care home, is provided at 2% per annum on a straight-line basis to write the buildings off over their estimated useful economic life to the charity. The properties used by the School are depreciated at rates between 2% to 5% per annum on a straight line basis.

- ◆ Assets under construction
Assets in the course of construction are capitalised and shown as a separate category of tangible fixed assets. No depreciation is charged on such assets. On completion, the costs associated with bring the asset into being are transferred to the appropriate asset category and the assets are depreciated from that date using the rates set out above.
- ◆ Furniture and equipment
Computer equipment is depreciated at 33.3% per annum, on a straight line basis, in order to write off the cost of each asset over its estimated useful life.

Expenditure on the purchase and replacement of furniture and other equipment is capitalised and depreciated over periods of between five and twenty years, in order to write off the cost of each asset over its estimated useful life.

Certain items of furniture and equipment used by the School are depreciated at rates between 15% to 33% per annum on a reducing basis.

- ◆ Motor vehicles
Motor vehicles are capitalised and depreciated at 25% per annum, on a straight line basis, in order to write off the cost of each vehicle over its estimated useful life.

The motor vehicles used by the School are depreciated at 25% per annum on a reducing basis.

Investments

Listed investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price.

The charity does not acquire put options, derivatives or other complex financial instruments.

Realised gains (or losses) on investment assets are calculated as the difference between disposal proceeds and their opening carrying value or their purchase value where the investment is acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value at that date. Realised and unrealised investment gains (or losses) are combined in the statement of financial activities and are credited (or debited) in the year in which they arise.

Cash held by the investment manager for re-investment is included as a component of fixed asset investments.

Programme related investments

Programme related investments include buildings owned by the charity but occupied by St Dominic's Priory School (Stone), an independent day school, for the advancement of education. The buildings are included on the balance sheet based at their carrying value as at the date on which the building was made available to St Dominic's Priory School (Stone). All programme related investments are carried on the balance sheet net of any impairment provisions. Any gains (or programme related losses) arising from the disposal of such investments are credited (or debited) to the statement of financial activities in the year in which they arise.

Stocks

Stocks of miscellaneous education and other supplies are included on the balance sheet at the lower of cost and net realisable value.

Debtors

Debtors are recognised at their settlement amount, less any provision for non-recoverability. Prepayments are valued at the amount prepaid. They have been discounted to the present value of the future cash receipt where such discounting is material.

Cash at bank and in hand

Cash at bank and in hand represents such accounts and instruments that are available on demand or have a maturity of less than three months from the date of acquisition. Deposits for more than three months but less than one year have been disclosed as short term deposits. Cash placed on deposit for more than one year is disclosed as a fixed asset investment.

Creditors and provisions

Creditors and provisions are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors and provisions are recognised at the amount the charity anticipates it will pay to settle the debt.

Principal accounting policies Year to 31 March 2024

Creditors and provisions (continued)

They have been discounted to the present value of the future cash payment where such discounting is material.

Fund accounting

The general fund comprises those monies which may be used towards meeting the charitable objectives of the charity at the discretion of the trustees.

The tangible fixed assets fund represents the net book value of the charity's freehold properties and other tangible fixed assets which represent unrestricted funds.

The designated funds are monies set aside out of general funds and designated for specific purposes by the trustees.

The restricted funds comprise assets and monies raised where their use is restricted to a specific purpose or donations subject to donor imposed conditions.

The endowment funds comprise monies which must be held indefinitely as capital. The income therefrom can be used for general purposes and is credited directly to unrestricted funds.

Services provided by members of the Congregation

For the purposes of these accounts, no value has been placed on administrative and other services provided by the members of the Congregation.

Foreign currencies

Income received and costs incurred overseas are translated into sterling at the rate of exchange in force at the year end. This policy does not comply with FRS 102 Section 30, but has been adopted to avoid over-complexity. The amounts involved are not material.

Pension costs

Contributions made in respect of the charity's defined contribution scheme are charged to the statement of financial activities in the year in which they are payable to the scheme.

Full-time and part-time teaching staff at St Rose's School employed under a contract of service are eligible to contribute to the Teachers' Pension Scheme (TPS). The TPS, a statutory, contributory, final salary scheme is administered by Teachers' Pensions on behalf of the Department for Education (DfE). As the School is unable to identify its share of the underlying (notional) assets and liabilities of the scheme, it has taken advantage of the exemption within section 28 of FRS 102 and has accounted for its contributions to the scheme as if it were a defined benefit contribution scheme. Contributions to the Scheme are charged to the statement of financial activities as they become payable in accordance with the rules of the Scheme.

Lease commitments

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the statement of financial activities on a straight line basis over the lease term.

1 Income from: donations, grants and legacies

| | Un-restricted funds £ | Restricted funds £ | Total 2024 £ | Un-restricted funds £ | Restricted funds £ | Total 2023 £ |
|---|--------------------------|-----------------------|--------------------|--------------------------|-----------------------|--------------------|
| Salaries and pensions of individual religious received under Gift Aid or Deed of Covenant | 336,535 | — | 336,535 | 442,596 | — | 442,596 |
| Grants receivable | — | 6,257 | 6,257 | — | 14,315 | 14,315 |
| Other donations and legacies | 135,936 | 4,814 | 140,750 | 108,150 | 126,379 | 234,529 |
| | 472,471 | 11,071 | 483,542 | 550,746 | 140,694 | 691,440 |

2 Income from: investments and interest receivable

| | Un-restricted funds £ | Restricted funds £ | Total 2024 £ | Un-restricted funds £ | Restricted funds £ | Total 2023 £ |
|---|--------------------------|-----------------------|--------------------|--------------------------|-----------------------|--------------------|
| Income from listed investments | | | | | | |
| · UK managed investment funds | 183,506 | — | 183,506 | 181,076 | — | 181,076 |
| · UK equities | 1,713 | — | 1,713 | 1,321 | — | 1,321 |
| | 185,219 | — | 185,219 | 182,397 | — | 182,397 |
| Income from programme related investments | 87,026 | — | 87,026 | 79,542 | — | 79,542 |
| Interest receivable | | | | | | |
| · Bank interest | 48,464 | — | 48,464 | 11,547 | — | 11,547 |
| | 320,709 | — | 320,709 | 273,486 | — | 273,486 |

3 Income from: Charitable activities

| | Un-restricted funds £ | Restricted funds £ | Total 2024 £ | Un-restricted funds £ | Restricted funds £ | Total 2023 £ |
|---|--------------------------|-----------------------|--------------------|--------------------------|-----------------------|--------------------|
| Charges for residential and nursing care services | 2,875,984 | — | 2,875,984 | 2,357,815 | — | 2,357,815 |
| Charges for educational and care services | 3,592,908 | — | 3,592,908 | 3,074,586 | — | 3,074,586 |
| Other grants receivable from the Central and Local Government | 101,943 | 941,082 | 1,043,025 | 35,004 | 780,521 | 815,525 |
| | 6,570,835 | 941,082 | 7,511,917 | 5,467,405 | 780,521 | 6,247,926 |

Charges for residential and nursing care services represent fees charged in respect to residents at the charity's residential and nursing care home, St Mary's Home, Stone. The fees charged are stated net of charitable discounts of £126,903 (2023 - £148,871).

Charges for educational and care services represent the fees and related income of the charity's school, St Rose's School, Stroud.

4 Expenditure on Charitable activities: Support of members of the Congregation and their ministry

| | Un-restricted funds £ | Restricted funds £ | Total 2024 £ | Un-restricted funds £ | Restricted funds £ | Total 2023 £ |
|---|--------------------------|-----------------------|--------------------|--------------------------|-----------------------|--------------------|
| Premises | 387,335 | — | 387,335 | 271,486 | — | 271,486 |
| Staff costs | 53,549 | — | 53,549 | 283,438 | — | 283,438 |
| Sisters' personal expenses | 251,623 | — | 251,623 | 259,745 | — | 259,745 |
| Education, training and spiritual renewal | 30,295 | 10,943 | 41,238 | 15,774 | 14,931 | 30,705 |
| Administrative and other expenses | 67,028 | — | 67,028 | 78,001 | — | 78,001 |
| Governance costs (note 8) | 24,972 | — | 24,972 | 22,704 | — | 22,704 |
| | 814,802 | 10,943 | 825,745 | 931,148 | 14,931 | 946,079 |

5 Expenditure on charitable activities: Provision of residential and nursing care

| | Un-restricted funds £ | Restricted funds £ | Total 2024 £ | Un-restricted funds £ | Restricted funds £ | Total 2023 £ |
|---|--------------------------|-----------------------|--------------------|--------------------------|-----------------------|--------------------|
| Staff costs – care staff | 2,249,862 | — | 2,249,862 | 2,165,203 | — | 2,165,203 |
| Staff costs – management and administration | 228,077 | — | 228,077 | 210,602 | — | 210,602 |
| Premises | 384,542 | — | 384,542 | 372,558 | — | 372,558 |
| Provisions | 119,383 | — | 119,383 | 97,445 | — | 97,445 |
| Welfare of residents | 54,636 | — | 54,636 | 37,939 | — | 37,939 |
| Other expenses | 82,977 | — | 82,977 | 77,435 | — | 77,435 |
| Governance costs (note 8) | 11,880 | — | 11,880 | 10,824 | — | 10,824 |
| | 3,131,357 | — | 3,131,357 | 2,972,006 | — | 2,972,006 |

6 Expenditure on charitable activities: Provision of education and care

| | Un-restricted funds £ | Restricted funds £ | Total 2024 £ | Un-restricted funds £ | Restricted funds £ | Total 2023 £ |
|--------------------------------|--------------------------|-----------------------|--------------------|--------------------------|-----------------------|--------------------|
| Staff costs | 3,043,796 | 949,891 | 3,993,687 | 2,533,361 | 864,554 | 3,397,915 |
| Education supplies and welfare | 203,585 | 3,560 | 207,145 | 220,927 | 7,357 | 228,284 |
| Premises | 418,626 | — | 418,626 | 415,711 | — | 415,711 |
| Other expenses | 114,198 | — | 114,198 | 135,603 | — | 135,603 |
| Governance costs (note 8) | 42,940 | — | 42,940 | 45,439 | — | 45,439 |
| | 3,823,145 | 953,451 | 4,776,596 | 3,351,041 | 871,911 | 4,222,952 |

7 Expenditure on charitable activities: Grants and donations

Donations and grants payable during the year were as follows:

| | Un-restricted funds £ | Restricted funds £ | Total 2024 £ | Un-restricted funds £ | Restricted funds £ | Total 2023 £ |
|---|--------------------------|-----------------------|--------------------|--------------------------|-----------------------|--------------------|
| Donations and grants payable to individuals | 7,109 | — | 7,109 | 5,599 | — | 5,599 |
| Donations and grants payable to institutions (£1,000 or more) | | | | | | |
| . Polish Dominicans (for Ukraine) | — | — | — | 1,530 | — | 1,530 |
| . St Rose's School (internal) | — | — | — | 1,300 | — | 1,300 |
| . Other | 3,093 | — | 3,093 | 2,751 | — | 2,751 |
| Donations and grants payable to institutions (less than £1,000) | 3,961 | — | 3,961 | 1,633 | — | 1,633 |
| | 14,163 | — | 14,163 | 12,813 | — | 12,813 |

8 Governance costs

| | Un-restricted funds £ | Restricted funds £ | Total 2024 £ | Un-restricted funds £ | Restricted funds £ | Total 2023 £ |
|------------------------------|--------------------------|-----------------------|--------------------|--------------------------|-----------------------|--------------------|
| Audit and accountancy | | | | | | |
| . Generalate and communities | 24,972 | — | 24,972 | 22,704 | — | 22,704 |
| . St Mary's Home | 11,880 | — | 11,880 | 10,824 | — | 10,824 |
| . St Rose's School | 16,260 | — | 16,260 | 16,260 | — | 16,260 |
| Other professional fees | | | | | | |
| . St Rose's School | 26,680 | — | 26,680 | 29,179 | — | 29,179 |
| | 79,792 | — | 79,792 | 78,967 | — | 78,967 |

9 Net expenditure for the year

This is stated after charging:

| | Total 2024 £ | Total 2023 £ |
|----------------------------|--------------------|--------------------|
| Staff costs (note 10) | 6,525,175 | 6,057,158 |
| Auditor's remuneration | | |
| . Statutory audit fees | 24,972 | 22,704 |
| . Non statutory audit fees | 28,140 | 27,084 |
| Depreciation (note 12) | 261,464 | 266,453 |

10 Staff costs and remuneration of key management personnel

| | Total 2024 £ | Total 2023 £ |
|---|--------------------|--------------------|
| Staff costs during the year were as follows: | | |
| Wages and salaries | 5,495,471 | 5,049,536 |
| Social security costs | 444,769 | 395,891 |
| Other pension costs | 286,717 | 226,194 |
| | <u>6,226,957</u> | <u>5,671,621</u> |
| Agency staff | 295,066 | 383,628 |
| Apprenticeship levy | 3,152 | 1,909 |
| | <u>6,525,175</u> | <u>6,057,158</u> |
| Staff costs per function were as follows: | | |
| Support of members of the Congregation and their ministry | 53,549 | 283,438 |
| Provision of residential and nursing care | 2,477,939 | 2,375,805 |
| Provision of education | 3,993,687 | 3,397,915 |
| | <u>6,525,175</u> | <u>6,057,158</u> |

The number of employees whose remuneration (salaries, wages and benefits in kind) exceeded £60,000 per annum was as follows:

| | 2024 No. | 2023 No. |
|-------------------|-------------|-------------|
| £60,000 – £70,000 | 1 | 1 |
| £70,000 – £80,000 | 1 | 1 |
| £80,000 – £90,000 | 1 | 1 |

The average number of employees, analysed by function, was:

| | 2024 No. | 2023 No. |
|---|-------------|-------------|
| Support of members of the Congregation and their ministry | 1 | 11 |
| Provision of residential and nursing care | 97 | 95 |
| Provision of education and care | 146 | 148 |
| | <u>244</u> | <u>254</u> |

The key management personnel in charge of directing and controlling, running, and operating the charity on a day-to-day basis comprise the trustees, the Management Board of St Mary's Home and the Leadership Management Team of St Rose's School. The total remuneration (including taxable benefits but excluding employer's pension contributions) of the key management personnel for the year was £630,370 (2023 - £643,694).

No trustee received any remuneration or reimbursement in connection with their duties as trustees or key management personnel during the year (2023 – none). The charity's trustees are all members of the Congregation and consequently their living and personal expenses, all of which are consistent with the amounts paid in respect to other members of the Congregation, are borne by the charity.

11 Taxation

The English Dominican Congregation (Stone) Charitable Trust is a registered charity and, therefore, is not liable to income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

12 Tangible fixed assets

| | Non-specialised £ | Specialised £ | Furniture and equipment £ | Motor vehicles £ | Total £ |
|--|----------------------|------------------|---------------------------------|------------------------|------------|
| Cost or valuation | | | | | |
| At 1 April 2023 | 2,744,025 | 8,652,299 | 1,030,457 | 188,688 | 12,615,469 |
| Additions | 178,346 | 91,861 | 235,757 | 125,973 | 631,937 |
| Disposals | — | — | (30,014) | (29,066) | (59,080) |
| At 31 March 2024 | 2,922,371 | 8,744,160 | 1,236,200 | 285,595 | 13,188,326 |
| At cost | | | | | |
| At 1 April 2023 | 2,456,270 | 4,355,048 | 1,236,200 | 285,595 | 8,333,113 |
| At deemed cost based on valuation – 1994 | 466,101 | 4,389,112 | — | — | 4,855,213 |
| At 31 March 2024 | 2,922,371 | 8,744,160 | 1,236,200 | 285,595 | 13,188,326 |
| Depreciation | | | | | |
| At 1 April 2023 | — | 2,719,459 | 678,601 | 149,847 | 3,547,907 |
| Charge for year | — | 182,011 | 56,652 | 22,801 | 261,464 |
| Released on disposal | — | — | (30,014) | (11,646) | (41,660) |
| At 31 March 2024 | — | 2,901,470 | 705,239 | 161,002 | 3,767,711 |
| Net book values | | | | | |
| At 31 March 2024 | 2,922,371 | 5,842,690 | 530,961 | 124,593 | 9,420,615 |
| At 31 March 2023 | 2,744,025 | 5,932,840 | 351,856 | 38,841 | 9,067,562 |

The book value of non-specialised freehold land and buildings is based on cost. The book value of specialised land and buildings acquired prior to 1 April 1994 comprising a nursing home and school is based on a valuation made by the trustees in 1994. Under the transitional arrangements set out in FRS 102, these valuations are, with effect from 1 April 2015, deemed to be their cost. Additions to specialised land and buildings since 1 April 1994 and other tangible fixed assets are stated at historic cost less depreciation.

It is likely that there are material differences between the open market values of the charity's land and buildings and their book values. These arise from the specialised nature of some properties and the effects of inflation. The amount of such differences cannot be ascertained without incurring significant costs, which, in the opinion of trustees, are not justified in terms of the benefit to the users of the accounts.

13 Investments

| | 2024 £ | 2023 £ |
|---|-----------|-----------|
| Listed investments | | |
| Market value at 1 April 2023 | 5,749,423 | 6,959,103 |
| Disposal proceeds | — | (600,000) |
| Realised losses | — | (63,454) |
| Disposals at book value | — | (663,454) |
| Unrealised gains (losses) on revaluation | 161,241 | (546,226) |
| Market value at 31 March 2024 | 5,910,664 | 5,749,423 |
| Cost of listed investments at 31 March 2024 | 3,752,585 | 3,752,586 |

Notes to the accounts Year to 31 March 2024

13 Investments (continued)

All listed investments were dealt in on a recognised stock exchange and comprised UK equities and UK managed funds.

Listed investments held at 31 March 2024 comprised the following:

| | 2024 £ | 2023 £ |
|---|------------------|------------------|
| BlackRock Catholic Charities Growth and Income Fund | 5,867,145 | 5,706,315 |
| UK equities | 43,519 | 43,108 |
| | <u>5,910,664</u> | <u>5,749,423</u> |

14 Programme related investments

At the year end, the charity held investments which were held directly in pursuit of the organisation's charitable activities, as follows:

| School buildings | 2024 £ | 2023 £ |
|-----------------------------------|------------------|------------------|
| At 1 April 2023 and 31 March 2024 | <u>2,633,690</u> | <u>2,633,690</u> |

The programme related investments comprise the school buildings owned by the charity but which were made available to St Dominic's Priory School (Stone), an independent day school, with effect from 25 May 2011 for educational purposes.

15 Debtors

| | 2024 £ | 2023 £ |
|--|----------------|----------------|
| School fees and related charges | 103,656 | 310,244 |
| Residential and nursing care home fees and related charges | 108,253 | 102,746 |
| Investment income and interest receivable | 45,873 | 52,153 |
| Prepayments and accrued income | 129,553 | 149,925 |
| | <u>387,335</u> | <u>615,068</u> |

16 Creditors: amounts falling due within one year

| | 2024 £ | 2023 £ |
|--|----------------|----------------|
| Expense creditors | 97,513 | 100,496 |
| Monies administered by the charity on behalf of individual members of The English Dominican Congregation (Stone) | 116,411 | 116,411 |
| Fees received in advance | 10,134 | 13,194 |
| Social security and other taxes | — | 91,909 |
| Accruals | 337,479 | 253,359 |
| Other creditors | 35,980 | 54,504 |
| | <u>597,517</u> | <u>629,873</u> |

17 Endowment funds

The capital funds of the charity include endowed monies which must be retained indefinitely.

| | At 1 April 2023 £ | Income £ | Expenditure £ | At 31 March 2024 £ |
|-------------------|----------------------------|-------------|------------------|-----------------------------|
| Sundry endowments | 12,830 | — | — | 12,830 |

| | At 1 April 2022 £ | Income £ | Expenditure £ | At 31 March 2023 £ |
|-------------------|----------------------------|-------------|------------------|-----------------------------|
| Sundry endowments | 12,830 | — | — | 12,830 |

18 Restricted funds

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

| | 1 April 2023 £ | Income £ | Expenditure £ | Transfers £ | 31 March 2024 £ |
|------------------------|----------------------|----------------|------------------|----------------|-----------------------|
| St Rose's School fund | 74,438 | 945,896 | (953,494) | 13,240 | 80,080 |
| Cambridge fund | 20,899 | — | (10,943) | — | 9,956 |
| Other restricted funds | 9,039 | 6,257 | — | — | 15,296 |
| | 104,376 | 952,153 | (964,437) | 13,240 | 105,332 |

| | 1 April 2022 £ | Income £ | Expenditure £ | Transfers £ | 31 March 2023 £ |
|------------------------|----------------------|----------------|------------------|-----------------|-----------------------|
| St Rose's School fund | 133,618 | 912,926 | (921,853) | (50,253) | 74,438 |
| Cambridge fund | 35,830 | — | (14,931) | — | 20,899 |
| Other restricted funds | 750 | 8,289 | — | — | 9,039 |
| | 170,198 | 921,215 | (936,784) | (50,253) | 104,376 |

◆ St Rose's School fund

The St Rose's School fund comprise monies raised and grants received to be spent on specific activities and includes monies received from the Department for Education for the improvement of the school's standards. The transfer from the restricted fund to unrestricted funds has been made to reflect the fact that the funds have been used to purchase tangible fixed assets in accordance with the terms on which the funding was received.

◆ Cambridge fund

The Cambridge fund comprises monies used to provide board, lodgings and study facilities in Cambridge for Dominican Sisters from central and eastern Europe.

◆ Other restricted funds

Other restricted funds comprised other monies received by the charity which can only be applied in accordance with conditions imposed by the donor.

19 Tangible fixed assets fund

| | Total 2024 £ | Total 2023 £ |
|-----------------------|--------------------|--------------------|
| At 1 April 2023 | 9,067,562 | 9,169,421 |
| Net movements in year | 353,053 | (101,859) |
| At 31 March 2024 | 9,420,615 | 9,067,562 |

The tangible fixed assets fund represented the net book value of the charity's freehold property and other tangible fixed assets held as part of unrestricted funds. A decision was made to separate this fund from the general funds of the charity in recognition of the fact that the tangible fixed assets are essential to the day-to-day work of the charity and as such their value should not be regarded as funds that would be available in order to meet future contingencies.

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:

| | At 1 April 2023 £ | New designations £ | Utilised/ released £ | At 31 March 2024 £ |
|-----------------------------------|----------------------------|--------------------------|----------------------------|-----------------------------|
| Sisters' retirement fund | 5,000,000 | — | — | 5,000,000 |
| School and residential home fund | 3,161,118 | (52,795) | — | 3,108,323 |
| Programme related investment fund | 2,633,690 | — | — | 2,633,690 |
| Other funds | 11,166 | — | — | 11,166 |
| | 10,805,974 | (52,795) | — | 10,753,179 |

| | At 1 April 2022 £ | New designations £ | Utilised/ released £ | At 31 March 2023 £ |
|-----------------------------------|----------------------------|--------------------------|----------------------------|-----------------------------|
| Sisters' retirement fund | 5,000,000 | — | — | 5,000,000 |
| School and residential home fund | 3,415,638 | (254,520) | — | 3,161,118 |
| Programme related investment fund | 2,633,690 | — | — | 2,633,690 |
| Other funds | 11,166 | — | — | 11,166 |
| | 11,060,494 | (254,520) | — | 10,805,974 |

◆ Sisters' retirement fund

This consisted of monies which the trustees have set aside in order to provide for the sisters in their retirement. The amount which can be designated is constrained by the resources available and is less than that indicated as being needed by actuarial calculations.

◆ School and residential home fund

This fund represented the net current assets and the investments held on unrestricted funds of the charity's school, St Rose's School and the net current assets held on unrestricted funds of the residential home, St Mary's Home. The assets have been designated for use by the respective schools and home only.

20 Designated funds (continued)

◆ **Programme related investment fund**

This fund represented the carrying value of the charity's programme related investments. The amount has been set aside from the charity's general funds in recognition of the fact that the assets have been made available to St Dominic's Priory School (Stone) and therefore cannot be regarded as funds that would be available to meet future contingencies.

◆ **Other funds**

These represented funds designated by the trustees for use in connection with particular projects.

21 Analysis of net assets between funds

Fund balances at 31 March 2024 are represented by:

| | General fund £ | Tangible fixed assets fund £ | Designated funds £ | Restricted funds £ | Endowment funds £ | Total 2024 £ |
|-------------------------------|-------------------|---------------------------------|-----------------------|-----------------------|----------------------|-------------------|
| Tangible fixed assets | — | 9,420,615 | — | — | — | 9,420,615 |
| Investments | — | — | 5,897,834 | — | 12,830 | 5,910,664 |
| Programme related investments | — | — | 2,633,690 | — | — | 2,633,690 |
| Net current assets | 1,522,555 | — | 2,221,655 | 105,332 | — | 3,849,542 |
| 2024 Total net assets | 1,522,555 | 9,420,615 | 10,753,179 | 105,332 | 12,830 | 21,814,511 |

Fund balances at 31 March 2023 are represented by:

| | General fund £ | Tangible fixed assets fund £ | Designated funds £ | Restricted funds £ | Endowment funds £ | Total 2023 £ |
|-------------------------------|-------------------|---------------------------------|-----------------------|-----------------------|----------------------|-------------------|
| Tangible fixed assets | — | 9,067,562 | — | — | — | 9,067,562 |
| Investments | — | — | 5,736,593 | — | 12,830 | 5,749,423 |
| Programme related investments | — | — | 2,633,690 | — | — | 2,633,690 |
| Net current assets | 2,014,309 | — | 2,435,691 | 104,376 | — | 4,554,376 |
| 2023 Total net assets | 2,014,309 | 9,067,562 | 10,805,974 | 104,376 | 12,830 | 22,005,051 |

21 Analysis of net assets between funds (continued)

The total unrealised gains as at 31 March 2024 constitutes movements on the revaluation of listed investments:

| | Total 2024 £ | Total 2023 £ |
|--|--------------------|--------------------|
| Unrealised gains included above | | |
| Total unrealised gains at 31 March 2024 | 2,158,079 | 1,996,837 |
| Reconciliation of movements in unrealised gains | | |
| Total unrealised gains at 1 April 2023 | 1,996,838 | 2,810,661 |
| In respect to disposals in the year | — | (267,597) |
| Net (losses) gains arising on revaluations in the year | 161,241 | (546,226) |
| Total unrealised gains at 31 March 2024 | 2,158,079 | 1,996,838 |

22 Pension commitments

Full-time and part-time teaching staff employed at St Rose's School, Stroud under a contract of service are eligible to contribute to the Teachers' Pensions Scheme (TPS).

Teachers' Pensions Scheme (TPS)

Under the definitions set out in section 28 of FRS 102, the TPS is a multi-employer pension scheme. The charity has accounted for its contributions to the Scheme as if it were a defined contribution scheme. The information available on the scheme is set out below.

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies and, from 1 January 2007, automatic for teachers in part-time employment following appointment or a change of contract, although they are able to opt out.

The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis – these contributions along with those made by employers are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

Valuation of the Teachers' Pension Scheme

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury every 4 years. The aim of the review is to specify the level of future contributions.

Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2020. The valuation report was published by the Department for Education on 27 October 2023, with the SCAPE rate, set by HMT, applying a notional investment return based on 1.7% above the rate of CPI.

22 Pension commitments (continued)

Teachers' Pensions Scheme (TPS) (continued)

Valuation of the Teachers' Pension Scheme (continued)

The key elements of the valuation outcome are:

- ◆ employer contribution rates set at 28.68% of pensionable pay (including a 0.08% administration levy). This is an increase of 5% in employer contributions and the cost control result is such that no change in member benefits is needed.
- ◆ Total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £262,000 million and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £222,200 million, giving a notional past service deficit of £39,800 million and;

The result of this valuation will be implemented from 1 April 2024. The next valuation result is due to be implemented from 1 April 2028

A copy of the valuation report and supporting documentation is on the Teachers' Pension Scheme website.

Employer's contributions paid to the scheme during the year amounted to £146,005 (2023 – £99,315).

National Employment Savings Trust

This is a defined contribution scheme made available to non-teaching staff. The contributions payable by St Rose's during the year ended 31 March 2024 amounted to £91,839 (2023 – £81,552).

23 Lease commitments

At 31 March 2024, the charity had the following future minimum commitments under non-cancellable operating leases as follows:

| | 2024 £ | 2023 £ |
|----------------------------------|-----------|-----------|
| Office equipment | | |
| · Due within one year | 1,030 | 1,417 |
| · Due between one and five years | — | 1,232 |
| | 1,030 | 2,649 |

24 Related party transactions

As members of the Congregation, none of the trustees have resources of their own as all earnings, pensions and other income have been donated to the charity under a Deed of Covenant. During the year, the total amount donated by the trustees to the charity was £101,778 (2023 - £112,468).

There were no other related party transactions during the year (2023 – none).

25 Ultimate control

The charity, which is constituted as a trust, was controlled throughout the period by the English Dominican Congregation of Sisters by virtue of the fact that the Prioress General appoints the trustees. The Congregation does not hold any assets, incur liabilities or enter into any transactions in its own right. Assets and liabilities of the Congregation are vested in the trustees of the charity, who undertake all transactions entered into in the course of the Congregation's charitable activities.

26 Post balance sheet event

In March 2024 the sisters vacated the site at Stone and, having obtained planning permission to develop the site, have marketed the site for sale either as a whole or as separate parts. They have accepted an offer from a developer who intends to develop the site to provide senior living accommodation and to build a new care home. This will result in St Mary's Home being run by a different organisation but will ensure a legacy of care by the Congregation on the site. Whilst the details of the sale are finalised, the trustees remain committed to St Mary's Home and its residents and staff.

Heads of Terms pertaining to the sale were signed in June 2024 and the details of the sale are currently in the process of being finalised, but it is hoped that the sale will complete by January 2025. Once the sale is completed, the Home will effectively transfer as a going concern to the new owner who will assume full responsibility for the continued operation of the Home.

In terms of the financial impact of the sale on the overall charity, the Home contributes income of circa £2.9m per annum and incurs expenditure of circa £3.1m per annum (based on 2023/24 results) and this will effectively fall off following completion of the sale.

The sale will also see the removal of the carrying value of the Convent and the Home from the charity's balance sheet, which as at 31 March 2024, amounted to circa £1.8m (based on a deemed historic cost). There are no indicators of the carrying value being impaired based on the Heads of Terms agreed.

THE ENGLISH DOMINICAN CONGREGATION (STONE) CHARITABLE FUND

England & Wales - Charity number 271922

Accounts

**The English
Dominican
Congregation (Stone)
Charitable
Fund**

Annual Report and Accounts

31 March 2023

Charity Registration Number
271922

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Reference and administrative details of the charity, its trustees and advisers

| | |
|------------------------------------|--|
| Trustees | Margaret Teresa Billington - (Sister Mary Teresa) (ex-officio – Prioress General) Angela Mary Leydon - (Sister Angela Mary) Jane Ann Alves - (Sister Mary Julie) Mavis Burton - (Sister Mary David) Susan Perks - (Sister Mary John) |
| Administrative address | St Dominic's Convent Stone Staffordshire ST15 8EN |
| Telephone | 01785 813552 |
| Website | www.stonedominicans.org |
| Charity registration number | 271922 |
| Auditor | Buzzacott LLP 130 Wood Street London EC2V 6DL |
| Principal bankers | The Royal Bank of Scotland plc PO Box 412 62/63 Threadneedle Street London EC2R 8LA |
| Investment managers | BlackRock Investment Management (UK) Limited 12 Throgmorton Avenue London EC2N 2DL |

Reference and administrative details of the charity, its trustees and advisers

Solicitors Ansons Solicitors Limited
St Mary's Chambers
5-7 Breadmarket Street
Lichfield
WS13 6LQ

Stone King LLP
Boundary House
91 Charterhouse Street
London
EC1M 6HR

Property consultant Avison Young
65 Gresham Street
London
EC2V 7NQ

The trustees present their report together with the accounts of The English Dominican Congregation (Stone) Charitable Fund ("the charity") for the year ended 31 March 2023.

The accounts have been prepared in accordance with the accounting policies set out on pages 40 to 46 of the attached accounts and comply with the charity's trust deed, applicable laws, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

INTRODUCTION

The English Congregation of Dominican Sisters was formed in 1929 by an amalgamation of five existing Dominican Congregations, the oldest of which was that of Stone, which was founded in 1845.

The Congregation has vested all the property used for its purposes in England in the trustees of a charitable trust dated 13 July 1976 known as The English Dominican Congregation (Stone) Charitable Fund. The charity is registered under the Charities Act 2011, Charity Registration Number 271922.

MISSION

The object of the English Dominican Congregation (Stone) Charitable Fund is the furtherance of the Roman Catholic faith. The charity aims to support the religious and other charitable works carried on by the members of the Congregation and to care for those members throughout their lives within the Congregation.

When setting the objectives and planning the work of the charity for the year, and when encouraging the work of individual sisters, the trustees have given careful consideration to the Charity Commission's guidance on public benefit.

The ministries of the sisters of the Congregation, all of which benefit numerous members of the general public, fall into the following main areas:

- ◆ **Worship and prayer**
Members of the Congregation are committed to personal and liturgical prayer which is reflected in their daily timetable. They are obliged to study in order to further their knowledge of the Christian faith. They give preference to the study of sacred scripture and the teaching of the Church, so that they in turn can instruct and help others. Members of the Congregation also celebrate and pray with the wider community including people of other faiths. They do this through the provision of spiritual guidance or by just being available to listen in times of need. Some sisters give talks and guide retreats and prayer groups. The sisters respect people of no faith and try to help them in appropriate ways.

MISSION (continued)

◆ Social and pastoral work

Many members of the Congregation are involved in various forms of social or pastoral work in different parts of the country, including care of the elderly and people with special needs, support of families, and chaplaincy work in educational and healthcare establishments. In particular, the sisters aim to help the poor and marginalised in society regardless of their personal background, faith, gender or individual circumstances. The sisters share the convent premises with diverse groups e.g. groups of pilgrims, St Vincent de Paul Society, and clubs for the elderly. When public concerts are arranged in church, the Congregation's premises are used for serving refreshments.

◆ Care of the elderly

During the year the sisters provided care and assistance to the elderly at St Mary's Home, Stone. The Home provides care both for members of the general public and for members of the Congregation in need of nursing care.

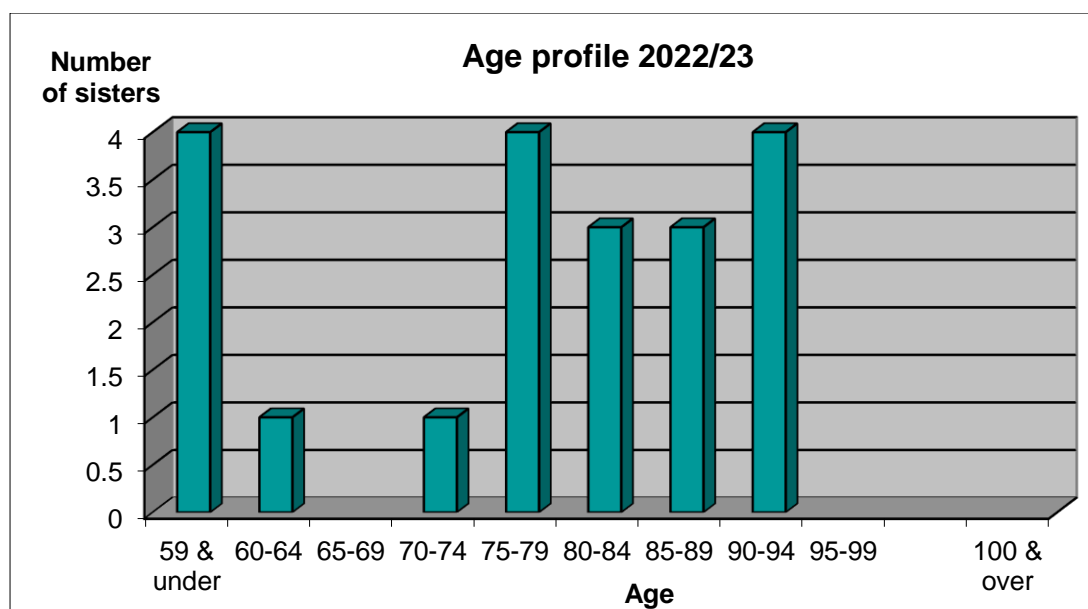
◆ Education

During the year the charity operated an educational establishment, St Rose's School in Stroud, Gloucestershire providing education and care to 2-19 year olds. The Congregation also provides a small unit for 19-25 year olds on the site of St Rose's School called St Martin's Centre. St Rose's School together with St Martin's Centre, collectively hereinafter referred to as "St Rose's", aims to provide the highest quality service to children, young people and young adults with physical disabilities, learning disabilities and associated complex medical, sensory and communication difficulties in the age range 2-25 years. The establishment aims to undertake this with due regard to the Catholic traditions from which the provision has developed, particularly those of the Dominican order. A commitment to provide support and professional development for staff, thereby enabling them to meet the demanding expectations of their role, is central to this mission.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES

Care of the members of the Congregation

In common with many religious congregations in Great Britain, the age profile of the members of the Congregation is increasing as existing members grow older and the number of new vocations becomes minimal, although there are currently two novices who it is hoped will eventually make their profession. The age profile of the Congregation is shown graphically below:



The Congregation has an obligation, both moral and legal, to provide care for its members, none of whom have resources of their own and all of whom have devoted a significant part of their lives to the care of the elderly, poor and marginalised in society. As the age profile of the Congregation increases, so too does the need to provide increasing and increasingly expensive care for the sisters.

Following the closure of the infirmary in the convent at Stone in April 2022, the small number of sisters who remained in the convent no longer had the need for the remaining catering and housekeeping staff and in April 2023 the five members of staff were made redundant. The two site staff continued to be employed until they found other employment shortly afterwards.

At the end of March 2023, four members of the Congregation were receiving care in the charity's own nursing home, and another was receiving care in a care home in Gloucestershire. Over the next few years, the trustees do not expect the number requiring nursing care to decrease. As a consequence the trustees are giving careful consideration to the impact of this on the work of individual members of the Congregation, the property requirements of the Congregation and the financial implications. In this regard, the aims of the trustees over the forthcoming years include:

- ◆ Ensuring all members of the Congregation receive the high level of care they require to provide them with the quality of life they have a right to expect;

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Care of the members of the Congregation (continued)

- ◆ Reviewing the charity's properties used as community houses and assessing their suitability as homes for the elderly and frail. Those identified as being unsuitable will be sold, adapted or utilised for other purposes in line with the charity's mission; and
- ◆ Enabling all members of the Congregation to continue with their individual ministries for as long as possible.

Enabling and supporting members in a variety of religious and charitable works

The religious and charitable works of individual members of the Congregation can be divided into four principal areas; worship and prayer, the social and pastoral work of the sisters, the ownership and operation of a nursing home for the elderly, and the ownership and operation of a school. Each of these is considered in turn below:

Worship and prayer

Members of the Congregation are committed to personal and liturgical prayer which is reflected in their daily timetable. They are obliged to study in order to further their knowledge of the Christian faith. They give preference to the study of sacred scripture and the teaching of the Church, so that they in turn can instruct and help others. Members of the Congregation also celebrate and pray with the wider community including people of other faiths. They do this through the provision of spiritual guidance or by just being available to listen in times of need. Some sisters give talks and guide retreats and prayer groups. The sisters respect people of no faith and try to help them in appropriate ways.

The charity is committed to helping as many people as possible to come into contact with the sisters and also join them in worship. Their faith, thereby strengthened, is put into action in a number of activities which include:

- ◆ Promoting the values and vision set out in the Gospel including the promotion of human dignity, teaching respect of different cultures, working for a society based on justice and peace and encouraging care and respect for all creation;
- ◆ Offering prayer groups, giving members of the public from all walks of life the opportunity to escape the stresses of everyday life for a short time and take time for quiet contemplation and reflection and the chance to study and consider the Gospel;
- ◆ Engaging in more outgoing worship through youth groups, summer schools etc;
- ◆ Providing religious instruction and supervision;
- ◆ Providing retreats where those who attend can reflect in a peaceful atmosphere rooted in Gospel values; and
- ◆ Praying with those who are house bound, sick or dying.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Enabling and supporting members in a variety of religious and charitable works
(continued)

Social and pastoral work (continued)

Many members of the Congregation are involved in various forms of social or pastoral work in different parts of the country, including care of the elderly and people with special needs, support of families, as well as chaplaincy work in educational and healthcare establishments. Two sisters lecture in Theology, Scripture, & Ecumenism at Blackfriars Stadium in Oxford and Allan Hall Seminary in London and one sister teaches Latin at Blackfriars. Another sister teaches Latin online, and another teaches Theology. In particular, the sisters aim to help the poor in society regardless of their personal background, faith, gender or individual circumstances. The sisters share the convent premises with diverse groups: e.g. groups of pilgrims, St Vincent de Paul Society, and clubs for the elderly. When public events, i.e. pilgrimages, concerts, talks, are arranged in the adjacent church, the Congregation's convent premises are used for serving refreshments.

The following are examples of the social and pastoral work undertaken by individual sisters:

- ◆ Monthly talks on catholic teaching with refreshments and the opportunity to pray with the sisters in the chapel;
- ◆ Twice yearly days of recollection for women, with inputs from the sisters, shared prayer, and the opportunity for personal prayer and reflection in the house, chapel and garden;
- ◆ 'The Poustinia'-self-contained, self-catering accommodation in the convent garden, for quiet days or short retreats, providing a space for prayer and reflection in solitude with the opportunity to join the sisters for prayer in their chapel;
- ◆ Meetings and social events for the First Communion catechists of the local parish, making use of the house, chapel and garden;
- ◆ A Dominican Spirituality Group for Women met regularly for some months, joining the sisters for prayer in the chapel and then having a shared meal and prayer and study together with one of the sisters;
- ◆ A men's prayer group met in the chapel in the Cambridge house for prayer and may do so again in the future;
- ◆ The Diocesan Prayer and Listening Ministry Team held a meeting and shared a meal in the Cambridge house; the day included Mass in the chapel celebrated by the Diocesan Bishop;
- ◆ Individual sisters regularly welcome visitors into the Cambridge house for one-to-one pastoral meetings and spiritual direction;
- ◆ Visting the sick and housebound;
- ◆ Leadership of the Called and Gifted Group based at Blackfriars in Cambridge, which facilitates the discernment of gifts among the laity;
- ◆ Presenting programmes on Radio Maria;

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Enabling and supporting members in a variety of religious and charitable works
(continued)

Social and pastoral work (continued)

- ◆ First Communion Programme in local parishes;
- ◆ Liaising with the Lay Dominicans of England and Scotland as the Accompanying Religious Sister;
- ◆ Preaching for the Word (broadcast homilies);
- ◆ Justice and peace work as a member of the Congregation's justice and peace commission, and also for Dominican Sisters Europe;
- ◆ Parish catechesis, including RCIA courses, confirmation courses and talks on vocation and faith development;
- ◆ Teaching and marking for the Maryvale Institute, focusing on moral theology, spirituality and scripture;
- ◆ Canon law work at the diocesan marriage tribunal;
- ◆ Spiritual direction;
- ◆ Work as Acting Chaplain and Assistant Chaplain at Fisher House, the Roman Catholic Chaplaincy to the University of Cambridge;
- ◆ Giving sermons as an ecumenical guest preacher in various college chapels;
- ◆ Leading retreats at Douai Abbey and in Norwich.

The objectives of the trustees in this area include:

- ◆ Enabling all members of the Congregation to carry out meaningful social and pastoral work within the community after assessing their skills and the needs of the local area;
- ◆ Encouraging and motivating members to work with and assist the poor, elderly and marginalised; and
- ◆ Wherever possible ensuring sisters are remunerated for such work by way of a stipend to cover expenses. Such income is donated to the charity and thereby contributes to defraying the costs and ensures that the charity may continue with this work as long as possible.

Care of the elderly

St Mary's Home provides residential and nursing care facilities for the elderly and is administered in accordance with the charitable objects of The English Dominican Congregation (Stone) Charitable Fund as specified in the trust deed.

The philosophy of care at the Home is to ensure a homely, friendly and open atmosphere among residents and staff whilst maintaining the privacy, dignity, rights and quality of life of all residents.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Care of the elderly (continued)

The Home provides both long-term care and end of life care to those suffering from terminal illness for both members of the general public and members of the Congregation.

There are 59 rooms at St Mary's, 42 with en-suite facilities and a number with separate sitting areas. Each room has a television point and is linked to the call system. All areas of the Home are accessible by either stairs or lifts, and residents are encouraged to take meals in the dining room. Other facilities include a chapel, hairdressing salon, conservatory and several lounges. The Home is set in large attractive gardens, which house a summerhouse.

In operating St Mary's Home, the trustees aim to:

- ◆ Provide excellent residential and nursing care to elderly men and women, ensuring that their needs are met fully and that they enjoy as high a quality of life as possible;
- ◆ Employ high quality staff to care for the elderly residents ensuring that all such staff obtain the necessary qualifications and training needed for their work;
- ◆ Ensure that the Home meets the requirements of the Care Quality Commission and that any recommendations arising from inspections are acted upon quickly and effectively; and
- ◆ Maintain the financial security of the Home through careful budgeting and by setting fees at levels that ensure the viability of the Home is not threatened.

Education

St Rose's is located in Stroud and has been recognised as a Non-Maintained Specialist School by the Department for Education since 1912. It is a Dominican foundation and the philosophy of St Rose's is stated in its Mission Statement:

Its mission is working together, to help each person flourish educationally and spiritually, to reach their full potential in a Christian community and believe in their worth as children of God. And its vision is to be an exceptional Catholic specialist school and college delivering the highest quality education, therapy and care for children and young adults, to enable them to achieve their maximum independence and develop as valued members of society.

St Rose's is highly regarded for its comprehensive approach to the education and care of children and young people with major physical disabilities and who often have additional visual or hearing impairment and complex health needs.

St Rose's admits young people between the ages of 2 and 25 years with children coming from 10 local authorities. In addition to residential and day placements, short breaks are provided. There are currently 56 young people on roll, many with complex physical disability and health needs, and there are 28 in the Early Years department, which is an integrated department with children who may or may not have additional needs. The children in the main school are nearly all wheelchair users and many have communication difficulties. St Rose's contains Early Years, Primary, Secondary, 16-19, and Post-19 departments. Local authorities pay the students' fees for St Rose's. Vigorous steps continue to be taken to make savings and efficiencies in the running costs of St Rose's.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Education (continued)

St Rose's has its own therapy and support staff, and the multidisciplinary team of teachers, tutors, therapists, care assistants, and nurses all work together to provide the best teaching, therapy, and care for each individual student. There is nursing cover on site 24 hours a day. Regular wheelchair and sling clinics are held in School and College, which are also open to pupils from other schools. St Rose's strives to give each student as much independence and opportunity for decision making as possible, placing great emphasis on helping each individual student to develop their communication and mobility skills, as it is through these skills that they can take steps to achieving greater independence.

Volunteering

Throughout the year, the members of the Congregation gave their time to assist the poor and marginalised and those in need. The majority of members receive no financial reward for this work which contributes to the overall achievement of the charity's objectives. In addition, members are involved in administering the work of the Congregation and charity - without their contribution the charity would not be able to function as effectively or fully as it does.

Details of the areas in which members gave their time during the year are shown in the table below.

| Area | No. of Volunteers | Hours volunteered |
|----------------------------------|----------------------|----------------------|
| Nursing home | 5 | 4,200 |
| Counselling | 4 | 350 |
| General parish work & catechesis | 5 | 4,700 |
| University chaplaincy | 1 | 750 |
| Administration | 5 | 5,300 |
| Hospital visiting | 1 | 250 |
| PAT therapy | 1 | 550 |
| | 22 | 16,100 |

Grants, donations and support of missionary work and ministry

Grants, donations and other payments in support of missionary work and ministry are decided on by the trustees in consultation with other members of the Congregation as appropriate. In the main, the charity supports the work of those organisations whose work is within the objects of the charity, both in the United Kingdom and overseas. However, the charity does not regard itself as a grant making entity and applications for grants and donations are not invited.

ACHIEVEMENTS AND PERFORMANCE

The paragraphs below outline briefly the charity's achievements during the year in each of its main activities. Certain details have already been recorded in the earlier part of this report.

Care of the members of the Congregation

During the year the charity supported and enabled its members to continue to engage in a variety of ministries such as teaching and nursing, family counselling, working in hospital and university chaplaincies, working with youth and the homeless, visiting the sick and house-bound, facilitating study groups for people with special educational needs, and giving lectures and talks on a wide spectrum of subjects to a wide variety of people.

ACHIEVEMENTS AND PERFORMANCE (continued)

Care of the members of the Congregation (continued)

Over the next few years, it is inevitable that the cost of caring for members will continue to increase due to the rising expense of social and dementia care.

Worship and prayer

Throughout the year the sisters continued with their own private worship and their spiritual development and training. All sisters attended retreats which provided an opportunity for renewal and quiet contemplation.

Social and pastoral work

Details of the many activities in which the sisters are engaged have already been noted above.

While the trustees appreciate the commitment and dedication of the sisters, they are very aware that over the next several years, these activities will diminish significantly, due to the increasing age profile. The trustees will continue to assist the sisters in any way possible and will encourage them to remain active and involved for as long as possible. However, they will maintain a vigilant eye on sisters who might want to stay in ministries when they are really no longer able to cope. The trustees will instead try to guide these sisters towards a less demanding, gentler ministry.

Care of the elderly: St Mary's Home, Stone

The Registered Manager at St Mary's is Natalie Dibble. Natalie was appointed in May 2018 having been a senior member of the nursing team at St Mary's for over twelve years. She is passionate about the care of the elderly and highly committed to the home, its staff and residents.

The Home was not inspected by the Care Quality Commission in the year and retains its overall 'Good' rating with an 'Outstanding' rating in the 'Responsive' area following the most recent inspection in November 2021.

There was a Quality Assurance Visit by the Provider Improvement Response Team (PIRT) from Staffordshire and Stoke on Trent Integrated Care Board in March 2023. The purpose of the Quality Assurance visit is to identify improvement areas and offer support where possible for the benefit of the service and people in receipt of care. The visit also provides reassurances to the Local Authority and Staffordshire Clinical Commissioning Group as to the quality of the service being provided. The areas reviewed during the visit were:

- ◆ Training;
- ◆ Policies and Procedures;
- ◆ Recruitment;
- ◆ Staffing;
- ◆ Care Planning, Risk assessment and Charts;
- ◆ Care and Support;

ACHIEVEMENTS AND PERFORMANCE (continued)

Care of the elderly: St Mary's Home, Stone (continued)

- ◆ Hydration and Nutrition;
- ◆ Medication;
- ◆ Social Interaction and Wellbeing;
- ◆ Complaints and Compliments;
- ◆ Safeguarding;
- ◆ Accidents and Incidents;
- ◆ Quality Assurance;
- ◆ Physical Environment;
- ◆ Infection Control.

The inspectors spoke with residents and relatives who were overwhelmingly positive in their comments about the Home. Comments included:

- ◆ *'my husband has been a resident for over five years, the manager and staff make me feel very welcome';*
- ◆ *'even before coming to the Home the manager communicated with me on a regular basis';*
- ◆ *'staff always have time to talk to us and are very helpful'.*

There was no established level of concern identified during or prior to the visit, and the visit resulted in eight actions being set in the areas of:

- ◆ Care Planning, Risk assessments and Charts;
- ◆ Hydration and Nutrition;
- ◆ Medication.

All actions were completed in good time.

There are no longer any sisters actively involved in the nursing care of residents and a number of sisters are now resident in the Home. Two of the trustees are members of the Management Board which also includes the Registered Manager and the Finance Manager and meet at regular intervals to review the operation and performance of the Home. The Chairperson of the trustees is also appointed as Safeguarding Officer for the Home and has attended a number of training courses and conferences to ensure that the Home is fully compliant with all current legislation.

ACHIEVEMENTS AND PERFORMANCE (continued)

Care of the elderly: St Mary's Home, Stone (continued)

Over the course of the year the Home provided care for 84 elderly residents who required nursing, residential, palliative or respite care. Occupancy levels during 2022/23 were lower than in previous years at 82.54%. The continuing labour shortage in the UK resulted in difficulties in retaining and recruiting staff. To maintain safe staffing levels, the decision was made to operate at lower occupancy until staffing numbers were increased. The Management Board reviewed and improved the package offered to staff in August 2022 and a successful recruitment drive resulted in a number of new employees being appointed, including a number of agency staff who had worked at the Home during the year. The Management Team continues to ensure that each member of staff is valued and appreciated to maintain retention levels and has introduced 'spot appreciation thankyou's' and periodic awards such as 'Best Team Player' voted for by the entire staff group. Management also ensure that staff feel supported using a number of measures including:

- ◆ The local Staff Psychological Wellbeing Team gave a talk and presentation to staff which was very well attended, and a number of staff have accessed the service for support;
- ◆ A 'Menopause Club' was set up and meets periodically;
- ◆ St Mary's Champions have been appointed and received additional training in areas such as oral health, continence and manual handling and act as a knowledge base and support for other staff;
- ◆ Frequent staff meetings both as a whole group and by staff type were held throughout the year which ensures that the whole staffing group is engaged and committed.

The Home continues to specialise in palliative or end of life care and works closely with two local hospices and has staff who specialise in palliative care. The Home strives to ensure that the care provided ensures that residents have a peaceful and dignified death surrounded by their loved ones if possible and families are encouraged to spend as much time as possible at the Home during this time. Relatives of residents who have died during the year frequently express their thanks and gratitude for the high standard of care received and many make donations or bring in gifts for staff.

The Care Quality Commission has an expectation that care providers utilise digital care planning in future and the Management Team identified and purchased a solution at the end of 2021/22. This was implemented in May 2022 and fully in use following training and the transfer of existing documentation within two months. The Home now has higher quality care plans which are easily updated and accessible. Care staff also use the system to record care notes and activities of daily living.

ACHIEVEMENTS AND PERFORMANCE (continued)

Care of the elderly: St Mary's Home, Stone (continued)

A new post of Medication Administrator was created and appointed to during the year. The postholder has completed a recognised medication course and provides support to the Home's nurses and the Deputy Manager in the provision and administration of medication to residents in accordance with agreed policies and regulations. The post-holder works closely with nursing staff to ensure that effective systems are in place to ensure the residents receive their prescribed medication safely and effectively, and the appointment has greatly reduced medication issues that are experienced by many care homes.

The training programme was upgraded to a digital programme during the year. Staff are now able to access training materials and tests online and the system provides detailed management information for the Management Team and for regulatory inspectors. Face to face training provided by specialist external providers has been reinstated.

There is an Activities Team within the Home whose role is to create, plan, organise and co-ordinate a stimulating and developing activity programme to enhance the quality of life of each resident in the Home that will promote the health, dignity and wellbeing of each resident and enhance the quality of their lives. The reduced risk from Covid 19 meant that activities programme returned to normal for the majority of the year and the Activities Team, supported by care staff, worked hard to ensure that residents remain stimulated and entertained whether in group activities or on a one-to-one basis. Visiting entertainers included singers and pantomime productions, and relatives are welcomed to join in with activities when visiting. In person religious services were also re-introduced. In October, a 'Jolly Trolley' was purchased which is a self-contained mobile interactive entertainment trolley that uses technology including sensory lights and vision to bring the benefits of music, song and reminiscence. The annual Christmas Fayre was held for the first time since 2019 and was a great success.

The Home is committed to a programme of continual refurbishment and bedrooms are refurbished when occupancy levels permit and communal areas as required. In addition to bedroom refurbishments, the following were completed in the year:

- ◆ The interior corridors including the reception area were redecorated;
- ◆ Two new drugs trolleys were purchased;
- ◆ New signage was installed throughout the Home;
- ◆ Remedial work on bedroom and corridor doors was undertaken to address issues raised in the Fire Risk Assessment;
- ◆ The large, bespoke window in the staff room was replaced with safety glass and a UPVC frame;
- ◆ New outdoor security lighting was installed;
- ◆ The carpet in the corridors on all three floors was replaced with vinyl.

ACHIEVEMENTS AND PERFORMANCE (continued)

Care of the elderly: St Mary's Home, Stone (continued)

All regulatory requirements including a water management programme, electrical testing and asbestos management were complied with.

As the risk from Covid-19 reduced during the year, the Home continued to follow all prevailing DHSC guidance, including wearing of PPE and testing of residents and staff as necessary.

The trustees wish to put on record their appreciation of and gratitude to all the staff for their outstanding contribution to St Mary's.

Education: St Rose's School

During the academic year 2022/23, St Rose's had 91 students and young people from 10 Local Authorities.

Strategic aims

The School has set a number of key strategic aims as part of its long term School and College Improvement Plan. These include:

- ◆ To further develop governance practices across all areas of nursery, school, and college
- ◆ To continue to ensure all leaders and staff are supported and developed through robust systems and structures.
- ◆ To develop staff expertise through a robust professional development-training programme including external courses differentiated according to need.
- ◆ To further develop stakeholder engagement and participation in self-evaluation processes.
- ◆ To continue to ensure that Safeguarding is at the centre of all practice across the school and college.

Catholic Life

Staff and students celebrate many events in the liturgical calendar including termly Mass and festivals. Students take part in Christmas and Easter productions.

The Chair of Governors, Principal, Vice Principal, RE Lead and Business manager all attend Gloucestershire Catholic Schools Partnership meetings.

Values are embedded across St Rose's and St Martin's community. Termly assemblies are held to introduce values for the term. Catholic Social Teaching is evidenced in curriculum planning.

The School continues to carry out fundraising activities throughout the year as part of the Catholic life at St Rose's to help students develop and understand the wider world, supporting local, national, and international causes.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Catholic Life (continued)

The new RE curriculum is being implemented and embedded in the curriculum and taught across St Rose's and the new RE assessment criteria is incorporated into the planning and evaluation of each student's individual learning objectives. Outcomes continue to be reviewed so that they are relevant and achievable for St Rose's students.

A number of initiatives with regards to Catholic Life at St Rose's have been implemented:

- ◆ To continue to ensure all staff are equipped to understand and communicate the Catholic values and ethos across all areas.
- ◆ To continue to develop an ethos that places Catholic values and stakeholder voice at the heart of our community.
- ◆ To further develop and implement the new RE syllabus to meet the expectations of the diocese and national curriculum for SEND.
- ◆ To further develop wellbeing through resilience, confidence and independence in students and staff including keeping physically and mentally healthy.

Education

St Martin's Ofsted inspection took place in January 2023 where we remained **good** and received a very positive report from Ofsted.

The Strategic Plan for 2022 - 2024 was put in place at the beginning of the year with three Initiatives:

- ◆ To ensure individual student outcomes are exceptional through the delivery of an evolving sequenced curriculum, continuously reviewed and designed to meet the needs of the students.
- ◆ To continue to review and develop teaching and learning through robust systems and structures.
- ◆ To ensure transitions for students are planned and robust so that their entry to school, Key Stages changes and transition out of school continue to prepare students well for their next destinations.

Parent feedback

We have had very positive Parent Feedback surveys from St Rose's and St Martin's this year with 100% positive answers from those returned.

Pupil Premium

The intent of the Pupil Premium strategy at St Rose's school is to enable all students to have equal access to a broad and balanced curriculum, therapy and care, and to receive and individualised curriculum that provides stretch and challenge enabling students to progress and reach their potential.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Education (continued)

Pupil Premium (continued)

Pupil Premium is used to purchase resources, curriculum support, equipment, therapy and care support and specialise advice required to enable eligible students to access all areas of the curriculum, therapy and care in a way that is adapted to their individual needs.

The key principle of the Pupil Premium strategy is that all students will be supported to enable them to fully access learning, the wider community and independence in order to give them the skills they will need in their future.

Therapy

The aims of the School in this area are as follows:

- ◆ To ensure individual student outcomes are exceptional through high quality therapy support that meets the educational needs of the learners.
- ◆ To develop therapy delivery through robust supervision and participation in high quality CPD.
- ◆ To develop the St Rose's and St Martin's therapy offer within our own settings and beyond so that we are known as an outward facing, forward thinking service.

Care

The School had a 3-day unannounced Ofsted care inspection from 28 February to 2 March. We are really pleased and proud to maintain good in all areas:

- ◆ Overall experiences and progress of children and young people.
- ◆ How well children and young people are helped and protected.
- ◆ The effectiveness of leaders and managers.

We didn't meet the national minimum standard related to recruitment but were able to action the point quickly and show we were responsive so weren't penalised on the judgements.

There were three points noted for improvement which have been added to the School's care development plan.

We receive monthly emails from the CQC who carry out regular checks to ensure that we are meeting the regulations required. They use a mix of onsite and offsite monitoring to ensure the public have assurance as to the safety and quality of the care received at St Martin's.

They state: *'We have not found evidence that we need to carry out an inspection or reassess our rating at this stage. This could change at any time if we receive new information. We will continue to monitor data about this service.'*

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Staffing

Staffing has been difficult at times over the year. The rota has required daily scrutiny to ensure we have the correct number of staff in place in all areas, as well as ensuring we have staff with the correct skills required to support each student.

Premises

Across the year several refurbishments and premises works have taken place

Quentin House New Build

Quentin House New Build was handed over to St Rose's in May 2022. Since the appointment of the new CSO, she has been working in partnership with Snape Contracting to ensure snagging items are dealt with in a timely manner and meet the standards we expect. During this snagging period, as defects have been discovered by staff living and working in the building, Snape have been notified and our CSO has monitored the timely remedial work necessary to correct these issues. The defects period should have ended on 18 February 2023 providing all reported snags and defects had been rectified but the long-standing issues regarding the lift and the dimmer lights in the student common room are yet to be resolved. Additional support from our Quantity Surveyor has and continues to be provided to expediate this process.

Future building Project

Plans are in place for the development of St Martin's. This will include joining the bungalows, refurbishing JPH bedrooms and bathrooms, installing an alternative fire exit route, and building 2 additional bedrooms and bathroom. It will also allow us to separate residential and education within the building.

The project has been named as Project Connect and the school is working with Orchard Fundraising to raise the funds to allow us to proceed with this project.

FINANCIAL REVIEW

Results for the year

A summary of the year's results can be found on page 36 of this report and accounts.

Total income for the year was £7,281,821 (2022 – £6,944,487). The largest proportion of the charity's income arises from the residential and nursing care home at Stone, Staffordshire and the school in Stroud. £2,357,815 (2022 – £2,489,861) of the income related to fee income for St Mary's Home, Stone and charges related to St Rose's School amounted to £3,074,586 (2022 – £2,717,814). The School also received grant funding from the Department for Education during the year of £815,525 (2022 - £698,767).

Donations, legacies and similar income continue to be important sources of income with one of the largest components being the salaries and pensions of individual members of the Congregation received under Gift Aid or Deed of Covenant. During the year ended 31 March 2023, these salaries and pensions amounted to £442,596 (2022 - £436,945).

FINANCIAL REVIEW (continued)

Results for the year (continued)

Expenditure for the year totalled £8,215,296 (2022 – £6,720,629). £2,981,357 (2022 – £2,464,176) of this related to the operating expenditure of St Mary's Home, Stone. Expenditure in connection with the operation of St Rose's School amounted to £4,222,952 (2022 – £3,387,575).

Expenditure on maintaining the sisters and enabling them to carry out their work during the year amounted to £946,079 (2022 – £856,742). Premises expenditure continues to be high, as properties grow older and alterations become necessary to facilitate the needs of elderly sisters.

Net expenditure before other gains and losses for the year amounted to £933,475 (2022 – net income of £223,858). Investment losses were £609,681 (2022 – gains of £451,849) and the net expenditure and decrease in funds for the year, therefore, amounted to £1,543,156 (2022 – net income and increase in funds £675,707).

Fundraising

The Home has a Fundraising Committee which comprises current and former members of staff, and a number of relatives, both past and present. The Covid-19 pandemic meant that fundraising had been put on hold, but was re-introduced in a limited way towards the end of the year. It is intended that events will recommence fully in future. Fundraising is all undertaken in-house and the Home does not use any professional fundraisers or commercial participators.

St Rose's has an established fundraising group, The Friends of St Rose's, which has regularly raised funds for equipment and improved facilities for the students. In recent years the trustees and governors agreed for the Friends of St Rose's to be a separate entity. The Friends of St Rose's have reassured the trustees and governors that they will not undertake any activity which is at variance with the Catholic tradition of St Rose's or which will damage its reputation.

The charity and each of its constituent parts aim to achieve best practice in the way in which they communicate with donors and other supporters. Care is taken with both the tone of communications and the accuracy of data to minimise the pressures on supporters. Best practice is applied to protect supporters' data. The charity never sells data, it never swaps data and ensures that communication preferences can be changed at any time. With the exception of significant appeals, for examples at St Rose's, the charity manages its own fundraising activities and does not employ the services of Professional Fundraisers.

No complaints have been received by the charity, including the Home and the School, in relation to fundraising activities.

Investment policy

The charity's investments comprise mainly pooled funds managed by BlackRock Investment Management (UK) Limited. The trustees are of the opinion that this enables the portfolio to strongly reflect the Catholic ethos of the charity.

FINANCIAL REVIEW (continued)

Investment policy (continued)

The ethical policy precludes investment in any company which, after reasonable enquiry, clearly has significant profits from an activity which is contrary to the objectives of the Christian Church.

There are no restrictions on the charity's power to invest.

The investment strategy is set by the trustees and takes into account income requirements, the risk profile and the investment manager's view of the market prospects in the medium term.

The performance of the portfolio and the charity's investment strategy are reviewed annually by the trustees.

Investment performance

The investment managers continued to invest in accordance with the trustees' investment policy set out earlier in this report. Further details of the investment portfolio are detailed in note 14 to the attached accounts.

The major part of the charity's listed investments are managed by BlackRock Investment Management (UK) Limited. The investments had a market value of £5,749,423 as at 31 March 2023 (2022 – £6,959,103). Net losses on the revaluation and disposal of investments amounted to £609,681 (2022 – gains of £451,849). Investment income on those listed investments was £182,397 (2022 – £154,680).

The trustees continue to take a long-term view and believe their investment policy remains appropriate.

Reserves policy

The charity carries out a diverse range of activities and is responsible for the care and support of sisters whose average age is increasing and whose needs are changing. The trustees have examined the requirement for free reserves i.e. those unrestricted funds not invested in tangible fixed assets, designated for specific purposes or otherwise committed.

The trustees consider that, given the nature of the charity's work, the level of free reserves should be approximately equivalent to between six and twelve months' expenditure at any one time. The trustees are of the opinion that this provides sufficient flexibility to cover temporary shortfalls in incoming resources and will allow the charity to cope and respond to unforeseen emergencies whilst specific action plans are implemented.

Financial position

The balance sheet comprises tangible fixed assets of £9,067,562 (2022 – £9,169,420), investments of £5,749,423 (2022 – £6,959,103), programme related investments of £2,633,690 (2022 – £2,633,690) and net current assets of £4,554,376 (2022 – £4,785,994) which are represented by total funds of £22,005,051 (2022 – £23,548,207).

These funds include permanent endowment of £12,830 (2022 – £12,830). These funds are "capital" and must be held indefinitely by the charity.

FINANCIAL REVIEW (continued)

Financial position (continued)

Also included in total funds is an amount of £104,376 (2022 – £170,198) which is restricted. These monies have been donated, and their use restricted to, specific purposes. Full details of these restricted funds can be found in note 19 to the accounts together with an analysis of movements in the year.

Funds totalling £9,067,562 (2022 – £9,169,420) have been set aside by the trustees as a tangible fixed assets fund representing the net book value of those tangible fixed assets held as part of unrestricted funds. A decision was made to separate this fund from the general funds of the charity in recognition of the fact that the tangible fixed assets (i.e. ostensibly the charity's freehold properties) are essential to the day-to-day work of the charity and as such their value should not be regarded as funds that would be realisable with ease in order to meet future contingencies.

A further £10,805,974 (2022 – £11,060,494) has been designated by the trustees for various purposes. This figure includes £5,000,000 (2022 – £5,000,000) to provide for the sisters in their retirement. Full details of the designated funds can be found in note 21 to the accounts together with an analysis of movements in the year.

General funds (or free reserves) of the charity at 31 March 2023 totalled £2,014,309 (2022 – £3,135,265). The level of free reserves at 31 March 2023 falls slightly short of the figure required by the above reserves policy based on expenditure incurred in 2023. However, over the past couple of years there have been costs that over the long term are not expected to recur. Therefore, the trustees are content with the level of free reserves at 31 March 2023 and believe that they are adequate but not excessive.

Tax exemptions

The beneficiaries of the work of the charity have the assurance that all of the income of the charity must be applied for charitable purposes in furtherance of the charity's object of furthering the Roman Catholic faith. The charity enjoys tax exemption on income from its activities and on its investment income and gains provided these are applied for its charitable aims. As a charity, it is also entitled to a reduction of 80% on business rates on the property it occupies for its charitable purposes.

The financial benefits received as a result of these exemptions are all applied for the purposes of furthering the Roman Catholic faith by enabling and supporting the sisters to live out their faith and to put that faith into practice through a wide variety of religious and other charitable works, including the operation of a nursing home and a school.

The nature of the charity's activities means that it is unable to reclaim VAT input tax on its costs as it is exempt for VAT purposes. The charity also pays tax as an employer through the national insurance contributions it makes. The charity brings very substantial benefits to the residents in its nursing home, the pupils in the school, the local communities and society in general through the social and pastoral work provided by sisters (often on a voluntary basis), the care services offered and the education services provided. In addition, the charity creates social assets without cost to the Exchequer through the school's links with the wider community, the nursing home's links with older people within the relevant community and through the voluntary work carried out by the sisters.

FUTURE PLANS

The sisters are planning to vacate the site at Stone and have obtained planning permission to develop the site and intend to market the site for sale either as a whole or as separate parts. It is intended that this will at least in part, continue the provision of high quality and dignified care for the elderly. Longer term, it is possible that this will result in St Mary's Home being run by a different organisation but will ensure a legacy of care by the Congregation on the site. In the interim, the trustees remain committed to St Mary's Home and its residents and staff.

As part of the plan to vacate the site, the leasehold of a flat in Stone was purchased at a cost of £179,000 which will provide accommodation for the two sisters who will remain in Stone and ensure the Congregation's presence for as long as possible.

Like many schools St Rose's finances are challenging and meetings will be held in the new year to address the budget deficit. It continues to offer high quality education and care for young people with complex needs and demands for places are increasing which inevitably has had an impact on the staffing levels.

RISK MANAGEMENT

In line with the requirement for trustees to undertake a risk assessment exercise and report on the same in their annual report, the trustees have looked at the risks the Congregation currently faces in Britain and have reviewed the measures already in place, or needing to be put in place, to deal with them. The trustees have identified five main areas where risks may occur:

- ◆ Governance and management;
- ◆ Operational;
- ◆ Financial;
- ◆ Reputational;
- ◆ Laws, regulations, external and environment.

Governance and management looks at the risk of the Congregation, and hence the charity, suffering from a lack of direction, and at the skills and training of its members and staff, and the good use of its resources.

Operational looks at the risks inherent in the charity's activities including the operation of its nursing home and its school – the members engaging in inappropriate activities, the unsuitability of buildings, poor maintenance, shortcomings in the services provided, difficulties with staff, poor health and safety, lack of a disaster recovery policy, etc.

Financial risks include those arising as a result of poor budgetary control, inappropriate spending, poor accounting, inappropriate investment policies, etc.

Reputational looks at possible damage to the Congregation's and/or charity's reputation.

RISK MANAGEMENT (continued)

Laws, regulations, external and environment looks at the effects of government policies, the consequences of non-compliance with laws and regulations and poor risk assessment in the charity's care home and school.

Having assessed the major risks to which the charity is exposed, the trustees believe that by monitoring reserve levels, by ensuring controls exist over key financial systems, and by examining the operational and business risks faced by the charity, they have established effective systems to mitigate those risks.

Other than the risks associated with the global Covid-19 pandemic referenced earlier in this report, the other key risks for the charity, as identified by the trustees, are described below together with the principal ways in which they are mitigated:

- ◆ An analysis of the age profile of the members of the Congregation shows that the average age at 31 March 2023 was 76 years. The trustees are aware that there is both a moral and legal obligation to care for the older members. None of the sisters have resources of their own as all earnings, pensions and other income have been donated to the charity under a Gift Aid compliant Deed of Covenant. As the age profile increases, so too does the need to provide care for the sisters. Key elements of the management of this risk are: (a) ensuring that the charity has the available financial resources to finance this care both now and in the years ahead by setting aside assets in a designated fund, the value of which has been based on actuarial principles; and (b) ensuring that processes are in place to review regularly the ministries and needs of individual sisters encouraging those who need it to take on less demanding ministries and for identifying those who need extra care and help.
- ◆ Operationally the charity works with children and vulnerable adults including older people. The trustees recognise the absolute necessity of ensuring the protection and safety of all those that the charity serves. This means that sisters engaged in any ministry in Great Britain and all those who work or volunteer for the charity and work with children or vulnerable adults must obtain clearance from the Disclosure and Barring Service (DBS). The same applies for relevant staff employed by St Mary's Home and St Rose's School. The trustees are committed fully to implementing the policies of the Catholic Safeguarding Standards Agency (CSSA) and the Religious Life Safeguarding Service (RLSS). One of the sisters is responsible for ensuring this policy is adhered to in respect to all sisters, employees and volunteers. In addition, a Safeguarding Officer is nominated at both the Home and the School operated by the charity. Safeguarding training is compulsory for all staff.
- ◆ The charity's principal asset comprises listed investments, the value of which is dependent on movements in UK and world stock markets. The investments are managed by reputable investment managers who adhere to a policy agreed by the trustees. The performance of the portfolio is monitored and the investment strategy is assessed regularly to ensure it remains appropriate to the charity's needs – both now and in the future.

RISK MANAGEMENT (continued)

- ◆ The trustees are considering the long-term future of the site at Stone and the associated risks are being mitigated through careful discernment and planning and by seeking detailed professional advice in respect to all aspects of the potential project.

Home

The major risks for the Home are as follows:

- ◆ Whilst the risk from the Covid-19 pandemic has reduced, it did impact adversely upon occupancy levels and costs during the year. Both of these continue to be carefully monitored.
- ◆ In common with the many sectors, the Home has experienced difficulties in recruiting suitable staff. However, the Home will continue to strive to recruit staff and will continue to review remuneration packages on offer if necessary.
- ◆ The trustees are considering the long-term future of the site at Stone and the associated risks are being mitigated through careful discernment and planning and by seeking detailed professional advice in respect to all aspects of the potential project.

School

The major risks for the School is as follows:

- ◆ The aftermath of the Covid-19 pandemic continues to be monitored although to date it has been successfully managed by the Leadership Team. The School has a comprehensive Risk Assessment specifically for Covid-19 which is reviewed regularly.
- ◆ St Rose's is a key front line player, working in partnership with other children's services. All Governors, staff and volunteers have a Disclosure and Barring Service check. Staff must be aware of local policies and procedures that must be followed and which are under the direction of the Local Safeguarding Children's Board.

The safeguarding policy aims to outline the role that St Rose's has, the procedures that staff should follow, and the guidance issued on student protection generally. All staff must ensure that the needs and safety of the students are at the forefront of their practice. In their day-to-day contact with individual students, teachers and other staff are particularly well placed to observe outward signs of abuse, changes in behaviour or failure to develop.

- ◆ Long term forecasting of student numbers continues to be difficult but the recent number of new students has been encouraging. Governors are mindful of the continuing need to raise the profile of the organisation and to maintain and further enhance good working relationships with local authorities.

GOVERNANCE, STRUCTURE AND MANAGEMENT

Governance

In terms of Canon law, the Congregation is governed by the Prioress General and her General Council in Stone. They are elected every six years at a General Chapter or meeting of all members of the Congregation. Members of the General Council are chosen for their personal qualities, their understanding and experience of the ministries of the sisters throughout the Congregation, and to secure a good skills mix. Each community in the Congregation is governed by a local Prioress, who is elected by the local community and approved by the Prioress General and her Council. The Prioress General is required to visit each community at least once a year and throughout the year there is a system of accountability operational throughout the Congregation to ensure that the Prioress General and her Councillors are aware of the progress and development of the ministries carried out by the Sisters of the Congregation.

In terms of Civil law, the charity is governed by a trust deed dated 13 July 1976 and is a registered charity – Charity Registration No. 271922. The trustees of the charity are the five members of the General Council. As all trustees are members of the Congregation, they have a detailed knowledge of the work of the charity and of its structure. On being appointed, new trustees are required to spend time with those trustees leaving office. They also meet with the Congregation's legal, accounting, investment and property advisers to obtain a full briefing of their responsibilities and the charity's position.

Trustees

The names of the trustees who served during the year are set out as part of the reference and administrative details on page 1 of this annual report and accounts and brief biographical details on each of the trustees is given below.

Sister Margaret Teresa Billington O.P (Chair Person of the Trustees)

Appointed 4 August 2007 and re-appointed 4 August 2013 and 4 August 2019

Sister Teresa was born in Stoke-on-Trent and received her secondary education from the Dominican Sisters. She qualified as a chartered physiotherapist in 1965 and worked in a district general hospital and also treated professional sportsmen.

She joined the Congregation in 1968 and after formation worked in St Rose's Special School in Stroud as a Paediatric Physiotherapist gaining further post graduate qualifications. She qualified as a doctor in 1988 after training in Bristol and after house officer posts in Bristol and Gloucester specialised in paediatrics. She changed specialities to general practice and qualified as a member of the Royal College of General Practitioners in 2000. After many happy and fulfilling years in general practice she has now retired.

She became a trustee in 2007, was re-elected in 2013 and was elected Prioress General of the Congregation for a term of office of six years in 2019. She is a Governor of St Rose's School and a member of the Management Board of St Mary's Home. She also serves on the selection committee for seminarians in the Clifton Diocese. Retirement has also given her time to pursue further study.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Margaret Teresa Billington O.P (Chair Person of the Trustees) (continued)

Her interests include politics and economics and all sport except boxing and wrestling as she dislikes seeing people hurting each other. She has renewed her childhood interest in the piano and has begun to teach herself.

Sister Mary Julie Alves

Appointed 4 August 2013 and re-appointed 4 August 2019

Sister Mary Julie was born on 3 April 1944, in Porthcawl, South Wales. She spent her childhood in Wales, Scotland and England where she easily absorbed the dialects of each country.

Sister Mary Julie entered the Congregation from Glasgow in 1963 and made her profession in 1964.

In 1967, Sister Julie began her training as a Home Economics Teacher at Digby Stuart College, London, with supporting courses being Social Studies and Divinity. Following her training in 1970 she taught Home Economics and Religious Education (RE) to young people for 40 years in main stream sector schools in Stoke on Trent and Birmingham and then in Special Education in the Congregation's school in Stroud where she coordinated the Home Economics and RE departments.

The years in education were interspersed with further training with the Samaritans and courses linked with teaching children with special needs including an Advanced Open University Diploma in Education in Special Needs in Education, diplomas in speech and language disorders as well as in service training including safeguarding and health and safety. Throughout her years in Stroud Sister Julie supported and advised the Clifton Diocesan Education Department in the teaching of RE to children with special needs. During this time Sister Mary Julie was also involved in adapting the National Syllabus 'Come and See' for children with special needs.

Within the Congregation Sister Julie was elected Prioress of Newcastle-upon-Tyne from 1984 to 1986 and later Prioress of Stroud from 1987 to 1993. At the General Chapter of 2001 she was elected as a Councillor and Trustee for six years and again at the General Chapters of 2013 and 2019. In 2014 Sister Julie was elected Prioress of Stone, was re-elected in 2017 and again in 2020. She is a Governor of St Rose's School and a member of the Management Board of St Mary's Home.

Her interests are supporting families with children who have a disability, listening to music, musing in the countryside and meeting people.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Mary David Burton

Appointed 4 August 2019

Sister Mary David was born in Birmingham. She completed two-year's teacher training at Kesteven Training College, Lincolnshire, and, an Anglican, was received into the Catholic Church at the end of the college course in 1958.

After two years teaching in a local state school, she entered the Congregation at Stroud in 1960, and her first profession was in 1962. She taught in Harpenden for two years, followed by a year's study at St Catherine's Centre, Portobello Road, before moving to Stone in 1967, where she made her final profession in 1968. She taught at St Dominic's Priory School until 1992.

From 1992 to 1999 she was in Rome, in charge of the shop at Santa Sabina, the Dominican Order's Headquarters. She returned to the UK for four years of monastic life in Bedfordshire, then returned to Stone for a short period before living alone at the recently vacated market convent at Leicester whilst it was marketed for sale. The sale completed in 2006. She spent two years in charge of a monastery guesthouse in Southern France. In Rome again 2008-2016, she translated Italian texts into English for a Dominican Congregation. Now back at Stone, she is chantress, continues with some translation work and has been clearing the house for sale. She enjoys manual work and is interested in design, lettering, most practicalities. She was elected to the General Council at the General Chapter in 2019 and currently serves as secretary.

Sister Angela Mary Leydon

Appointed 4 August 2013 and re-appointed 4 August 2019

Sister Angela was born in Dublin, Ireland and entered the Congregation at the age of 20, making her profession in 1966. She qualified as a teacher in 1974, working initially at a school in Newcastle-upon-Tyne. She developed an interest in learning sign language in order to communicate with deaf children and their parents who attended the local Parish Church. She subsequently qualified as a teacher of the deaf and was employed as a peripatetic teacher working in Newcastle and Middlesbrough. In 1993 she was appointed Coordinator of Hexham and Newcastle Diocesan Centre for the Deaf. Her work in this role included promoting and organising deaf awareness programmes for employees in the Health Service, in Social Services and in various businesses, which involved teaching sign language to the employees. The aim was to enable deaf people to have easier access to these services.

She also set up various projects in schools and clubs involving drama and sports to foster and promote integration between deaf and hearing young people. In 1993 she moved back to the mother house in Stone as Prioress.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Angela Mary Leydon (continued)

In 1995 she was elected Prioress General of the Congregation, and was re-elected for a second term in 2001. During this time, she also served on the Council of the Dominican Sisters International. In this capacity, she was involved in setting up a solidarity fund to provide training for Dominican sisters, particularly in indigenous congregations in Africa and Asia-Pacific, in a range of fields including leadership, formation, the use of social media and theology. In 2007 she was again appointed as Prioress of the Stone community. At the General Chapter in 2013, she was re-elected as a member of the General Council for a six year term. In 2014 she was appointed as Novice Mistress for the Congregation and is the co-ordinator of the formation community at Cambridge.

Her hobbies include reading, listening to music, learning new skills in IT and watching various sporting events on television.

Sister Mary John Perks

Appointed 4 August 2019

Sister Mary John (Susan Perks) was born in Stoke on Trent and educated at Harpfields secondary school. She was gifted at art and on leaving school began a three year apprenticeship in pottery. Shortly after this she became interested in the Roman Catholic religion and began instruction with the parish Priest at Stoke and was received into the church in 1969. She began training as a nurse, and in her spare time would go over to Stone and work voluntarily in the old St Mary's Home.

Sister qualified as a state enrolled nurse in 1967 and worked full time at St Mary's leaving in order to enter the Congregation in 1972, at Stone. As a Novice Sister, she lived and worked voluntarily at St Christopher's Hospice, at Sydenham, where she was able to specialise in terminal care, mainly cancer at the world renowned St Christopher's. After making her first profession, she enrolled as a trainee Registered General Nurse. After qualifying she worked in St Catherine's Home, Leicester and was eventually appointed Matron. She stayed at St Catherine's until 2000 when she began working in the NHS as a senior staff nurse specialising in the care of stroke victims. She became a mentor to the newly qualified and assisted the carers in NVQ's after several years before retiring in 2019.

Sister has been a committed fundraiser and spent time in Bosnia during the Croat Bosniak War. She is involved with Pets as Therapy and trained her own dog to assist with rehabilitation work for stroke victims. She joined the Local Justice and Peace movement in 2019, and visits asylum seekers and travellers, and is a member of the Diocesan Vocations team. She works actively in the parish assisting the parish priest with administering communion and visiting the sick and is on two Parish Committees, St Peters and The Blessed Sacrament.

She was elected councillor at the 2019 General Chapter.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Mary John Perks (continued)

In her spare time Sister enjoys studying World War history, as well as continuing with art and craft work. She loves nature and all things pertaining to wildlife and she loves outside spaces in which to appreciate the same. She is an avid gardener and likes to work with children to help them reach their potential.

Above all Sister values her prayer life and space.

Trustees' responsibilities statement

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

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these accounts, the trustees are required to:

- ◆ select suitable accounting policies and then apply them consistently;
- ◆ observe the methods and principles in Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the United Kingdom and Republic of Ireland (FRS 102);
- ◆ make judgements and estimates that are reasonable and prudent;
- ◆ state whether applicable United Kingdom Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- ◆ prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, applicable Charity (Accounts and Reports) Regulations and the provisions of the charity's trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Structure and management reporting

The trustees are ultimately responsible for the policies, activities and assets of the charity. They meet monthly to review developments with regard to the charity or its activities and make any important decisions. When necessary, the trustees seek advice and support from the charity's professional advisers including property consultants, investments managers, solicitors and accountants. The day-to-day management of the charity's activities, and the implementation of policies, is delegated to the appropriate members of the Congregation or senior staff.

The Congregation comprises 20 sisters including two novices who live as part of four communities situated in the Midlands and South of England. As stated above, each community has a local Prioress elected by the community and ratified by the Prioress General and her Council. The local Prioress is responsible for both the needs and the care of the sisters in her community and she liaises regularly with the Prioress General. Two of the trustees are local Prioresses. All the trustees meet regularly with the Prioresses of the other houses of the Congregation to discuss developments and future plans.

The day-to-day responsibility for St Mary's Home in Stone lies with the Registered Manager. Management reporting lines within the Home are clearly defined and the Management Board comprises The Manager; The Finance Manager; The Prioress General and the Prioress of Stone who meet regularly to discuss any issues that may arise.

The day-to-day responsibility for St Rose's School (incorporating St Martin's Centre) is delegated to the Head Teacher and the Leadership Management Team. They are supported by a highly dedicated team of teachers, therapists, carers, domestic and clerical staff and work closely with the Board of Governors. Two of the trustees are also members of the School's Board of Governors.

Key management personnel

The trustees consider that they, together with the Management Board of the Home and Leadership Management Team of the School comprise the key management of the charity in charge of directing and controlling, running and operating the charity on a day-to-day basis.

All trustees are members of the Congregation and as such their living and personal costs are borne by the charity. However, they receive no remuneration of expenses for their services as trustees or members of key management.

With regards to the Home, pay of the Registered Manager and the Finance Manager are reviewed annually by the remaining members of the Management Board (who are all trustees) and is normally increased in accordance with average earnings and also bench-marked with similar roles to ensure that the remuneration set is fair and not out of line with that generally paid.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Key management personnel (continued)

With regards to the School, the remuneration of key management personnel is set by the Governing Body. Note is taken of market conditions, national and local pay scales and levels of performance. The Principal and Vice Principal have had an annual performance review, where their targets are agreed/reviewed with a panel of two Governors and the Strategic Improvement Partner (appointed by the full Governing Body).

Working with other organisations

The charity works closely with a number of other charities and public bodies which work in the fields of education and of providing care to the vulnerable and the elderly. Working together with other charities and public bodies enhances communication and understanding, thus enabling services to be provided more efficiently and effectively and avoiding duplication of effort. Examples of the organisations with which the charity has cooperated during the year are as follows:

- ◆ Roman Catholic Dioceses of Birmingham, Clifton and East Anglia;
- ◆ Care Quality Commission;
- ◆ Gloucestershire County Council;
- ◆ Stoke-on-Trent City Council;
- ◆ Staffordshire County Council.

EMPLOYEES, VOLUNTEERS AND MEMBERS OF THE CONGREGATION

The trustees wish to record their recognition of the professionalism and commitment of all their staff, volunteers and the individual members of the Congregation. Their dedication and positive approach is very much appreciated.

Signed on behalf of the trustees:

Margaret Teresa Billington

Chair of Trustees

Approved by the trustees on: 16 January 2024

Independent auditor's report to the trustees of The English Dominican Congregation (Stone) Charitable Fund

Opinion

We have audited the accounts of The English Dominican Congregation (Stone) Charitable Fund (the 'charity') for the year ended 31 March 2023 which comprise the statement of financial activities, the balance sheet, the statements of cash flows, the principal accounting policies and the notes to the accounts. 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 accounts:

- ◆ give a true and fair view of the state of the charity's affairs as at 31 March 2023 and of 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 Charities Act 2011.

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 accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts 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 accounts, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the accounts 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 charity's ability to continue as a going concern for a period of at least twelve months from when the accounts 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 trustees are responsible for the other information. The other information comprises the information included in the Annual Report and Accounts, other than the accounts and our auditor's report thereon. Our opinion on the accounts does not cover the other information and we do not express any form of assurance conclusion thereon.

Other information (continued)

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in 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 there is a material misstatement in the accounts or a material misstatement of the other information. 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- ◆ the information given in the trustees' report is inconsistent in any material respect with the accounts; or
- ◆ sufficient accounting records have not been kept; or
- ◆ the accounts are not in agreement with the accounting records and returns; or
- ◆ we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the accounts 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 accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, the trustees are responsible for assessing the charity'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 charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the accounts

Our objectives are to obtain reasonable assurance about whether the accounts as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these accounts.

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.

Auditor's responsibilities for the audit of the accounts (continued)

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- ◆ The engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- ◆ We identified the laws and regulations applicable to the charitable company through discussions with management and trustees and from our knowledge and experience of the sector. We focused on specific laws and regulations which we considered may have a direct material effect on the accounts or the activities of the charitable company. These included but were not limited to 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 United Kingdom and Republic of Ireland (Charities SORP FRS 102); and
- ◆ We assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and those charged with governance and review of minutes of trustees' meetings and reports from regulatory bodies.

We assessed the susceptibility of the charitable company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- ◆ Making enquiries of management and trustees as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- ◆ Considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- ◆ Performed analytical procedures to identify any unusual or unexpected relationships;
- ◆ Tested and reviewed journal entries to identify unusual transactions;
- ◆ Carried out substantive testing of expenditure including the authorisation thereof;
- ◆ Assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- ◆ Investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- ◆ Agreeing financial statement disclosures to underlying supporting documentation;
- ◆ Reading the minutes of meetings of the trustee board; and

Auditor's responsibilities for the audit of the accounts (continued)

- ◆ Enquiring of as to actual and potential litigation and claims.

As a result of our procedures we did not identify any key audit matters relating to irregularities.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and with regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity'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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Buzzacott LLP
Statutory Auditor
130 Wood Street
London
EC2V 6DL

23 January 2024

Buzzacott LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Statement of financial activities Year to 31 March 2023

| | Notes | Unrestricted funds £ | Restricted funds £ | Endowment funds £ | 2023 Total funds £ | 2022 Total funds £ |
|--|-------|-------------------------|-----------------------|----------------------|--------------------------|--------------------------|
| Income from: | | | | | | |
| Donations, grants and legacies | 1 | 550,746 | 140,694 | — | 691,440 | 759,354 |
| Other trading activities | | 43,521 | — | — | 43,521 | 36,293 |
| Investments and interest receivable | 2 | 273,486 | — | — | 273,486 | 220,110 |
| Charitable activities | 3 | 5,467,405 | 780,521 | — | 6,247,926 | 5,906,442 |
| Other sources | | 25,448 | — | — | 25,448 | 22,288 |
| Total income | | 6,360,606 | 921,215 | — | 7,281,821 | 6,944,487 |
| Expenditure on: | | | | | | |
| Raising funds | | 11,504 | 49,942 | — | 61,446 | 2,564 |
| Charitable activities | | | | | | |
| . Support of members of the Congregation and their ministry | 4 | 931,148 | 14,931 | — | 946,079 | 856,742 |
| . Provision of residential and nursing care | 5 | 2,972,006 | — | — | 2,972,006 | 2,454,453 |
| . Provision of education and care | 6 | 3,351,041 | 871,911 | — | 4,222,952 | 3,387,575 |
| . Grants and donations | 7 | 12,813 | — | — | 12,813 | 19,295 |
| Total expenditure | | 7,278,512 | 936,784 | — | 8,215,296 | 6,720,629 |
| Net (expenditure) income before investment gains and losses | | (917,906) | (15,569) | — | (933,475) | 223,858 |
| Net (losses) gains on the revaluation of investments | 13 | (609,681) | — | — | (609,681) | 451,849 |
| Net (expenditure) income before transfers | 9 | (1,527,587) | (15,569) | — | (1,543,156) | 675,707 |
| Transfers between funds | 18 | 50,253 | (50,253) | — | — | — |
| Net movement in funds | | (1,477,334) | (65,822) | — | (1,543,156) | 675,707 |
| Reconciliation of funds | | | | | | |
| Fund balances brought forward at 1 April 2022 | | 23,365,179 | 170,198 | 12,830 | 23,548,207 | 22,872,500 |
| Fund balances carried forward at 31 March 2023 | | 21,887,845 | 104,376 | 12,830 | 22,005,051 | 23,548,207 |

All recognised gains and losses are included in the above statement of financial activities.

All of the charity's activities derived from continuing operations during the above two financial years.

A full comparative statement of financial activities is shown on page 37.

Comparative statement of financial activities Year to 31 March 2022

| | Notes | Unrestricted funds £ | Restricted funds £ | Endowment funds £ | 2022 Total funds £ |
|---|-------|-------------------------|-----------------------|----------------------|--------------------------|
| Income from: | | | | | |
| Donations, grants and legacies | 1 | 541,252 | 218,102 | — | 759,354 |
| Other trading activities | | 36,293 | — | — | 36,293 |
| Investments and interest receivable | 2 | 220,110 | — | — | 220,110 |
| Charitable activities | 3 | 5,305,697 | 600,745 | — | 5,906,442 |
| Other sources | | 22,288 | — | — | 22,288 |
| Total income | | 6,125,640 | 818,847 | — | 6,944,487 |
| Expenditure on: | | | | | |
| Raising funds | | 2,564 | — | — | 2,564 |
| Charitable activities | | | | | |
| . Support of members of the Congregation and their ministry | 4 | 856,742 | — | — | 856,742 |
| . Provision of residential and nursing care | 5 | 2,313,415 | 141,038 | — | 2,454,453 |
| . Provision of education and care | 6 | 2,920,475 | 467,100 | — | 3,387,575 |
| . Grants and donations | 7 | 19,295 | — | — | 19,295 |
| Total expenditure | | 6,112,491 | 608,138 | — | 6,720,629 |
| Net income before investment gains | | 13,149 | 210,709 | — | 223,858 |
| Net gains on the revaluation of investments | 13 | 451,849 | — | — | 451,849 |
| Net income before transfers | 9 | 464,998 | 210,709 | — | 675,707 |
| Transfers between funds | 18 | 285,377 | (285,377) | — | — |
| Net movement in funds | | 750,375 | (74,668) | — | 675,707 |
| Reconciliation of funds | | | | | |
| Fund balances brought forward at 1 April 2021 | | 22,614,804 | 244,866 | 12,830 | 22,872,500 |
| Fund balances carried forward at 31 March 2022 | | 23,365,179 | 170,198 | 12,830 | 23,548,207 |

Balance sheet 31 March 2023

| | Notes | 2023 £ | 2023 £ | 2022 £ | 2022 £ |
|--|-------|------------------|-------------------|-----------|------------|
| Fixed assets | | | | | |
| Tangible assets | 12 | | 9,067,562 | | 9,169,420 |
| Investments | 13 | | 5,749,423 | | 6,959,103 |
| Programme related investments | 14 | | 2,633,690 | | 2,633,690 |
| | | | 17,450,675 | | 18,762,213 |
| Current assets | | | | | |
| Stock | | 2,782 | | 3,456 | |
| Debtors | 15 | 615,068 | | 610,011 | |
| Short term deposits | | 857,528 | | 855,419 | |
| Cash at bank and in hand | | 3,708,871 | | 3,833,014 | |
| | | 5,184,249 | | 5,301,900 | |
| Liabilities | | | | | |
| Creditors: amounts falling due within one year | 16 | (629,873) | | (515,906) | |
| Net current assets | | | 4,554,376 | | 4,785,994 |
| Total net assets | | | 22,005,051 | | 23,548,207 |
| The funds of the charity: | | | | | |
| Capital funds: | | | | | |
| . Endowment funds | 17 | | 12,830 | | 12,830 |
| Income Funds: | | | | | |
| . Restricted funds | 18 | | 104,376 | | 170,198 |
| . Unrestricted funds: | | | | | |
| .. General funds | | | 2,014,309 | | 3,135,265 |
| .. Tangible fixed assets fund | 19 | | 9,067,562 | | 9,169,420 |
| .. Designated funds | 20 | | 10,805,974 | | 11,060,494 |
| | | | 22,005,051 | | 23,548,207 |

Approved by the trustees and signed on their behalf by:

Margaret Teresa Billington

Chair of Trustees

Approved by the trustees on: 16 January 2024

Statement of cash flows Year to 31 March 2023

| | Notes | 2023 £ | 2022 £ |
|--|-------|------------------|-------------|
| Cash flows from operating activities: | | | |
| Net cash used in operating activities | A | (830,011) | (1,515) |
| Cash flows from investing activities: | | | |
| Investment income and interest received | | 272,571 | 266,658 |
| Proceeds from the disposal of tangible fixed assets | | — | 11,061 |
| Proceeds from the disposal of investments | | 600,000 | 750,000 |
| Purchase of tangible fixed assets | | (164,594) | (1,797,331) |
| Net cash provided by (used in) investing activities | | 707,977 | (769,612) |
| Change in cash and cash equivalents in the year | | (122,034) | (771,127) |
| Cash and cash equivalents at 1 April 2022 | B | 4,688,433 | 5,459,560 |
| Cash and cash equivalents at 31 March 2023 | B | 4,566,399 | 4,688,433 |

Notes to the statement of cash flows for the year to 31 March 2023.

A Reconciliation of net expenditure to net cash provided by (used in) operating activities

| | 2023 £ | 2022 £ |
|---|--------------------|-----------|
| Net income (as per the statement of financial activities) | (1,543,156) | 675,707 |
| Adjustments for: | | |
| Depreciation charge | 266,453 | 237,099 |
| Gains on investments | 609,681 | (451,849) |
| Investment income and interest receivable including rent receivable | (273,486) | (220,110) |
| Decrease (increase) in stocks | 674 | (234) |
| Increase in debtors | (4,144) | (240,635) |
| Increase (decrease) in creditors | 113,967 | (1,493) |
| Net cash provided by (used in) operating activities | (830,011) | (1,515) |

B Analysis of cash and cash equivalents

| | 2023 £ | 2022 £ |
|--|------------------|-----------|
| Cash at bank and in hand | 3,708,871 | 3,833,014 |
| Short term deposits (all maturing within three months) | 857,528 | 855,419 |
| Total cash and cash equivalents | 4,566,399 | 4,688,433 |

No separate statement of changes in net debt has been prepared as there is no difference between the movements in cash and cash equivalents and movement in net cash (debt).

Principal accounting policies Year to 31 March 2023

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the accounts are laid out below.

Basis of preparation

These accounts have been prepared for the year to 31 March 2023 with comparative information provided in respect to the year to 31 March 2022.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant accounting policies below or the notes to these accounts.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts are presented in sterling and are rounded to the nearest pound.

Critical accounting estimates and areas of judgement

Preparation of the accounts requires the trustees to make significant judgements and estimates.

The items in the accounts where these judgements and estimates have been made include:

- ◆ The estimates of the useful economic life of tangible fixed assets used to determine the annual depreciation charge;
- ◆ The provision required for any bad or doubtful debts in respect to fees receivable by St Mary's Home, Stone or St Rose's School, Stroud. Any such provision has been determined following an assessment of the likelihood of recovery on long-standing debts;
- ◆ Assumptions adopted by the trustees in determining the value of any designations required from the charity's unrestricted funds, in particular the sisters' retirement fund; and
- ◆ The estimates of future income and expenditure flows for the purpose of assessing whether the charity is a going concern (see below).

The most significant areas of judgement that affect items in the accounts are detailed above. With regard to the next accounting period, the year ending 31 March 2023, the most significant areas that affect the carrying value of the assets held by the charity are the level of investment return and the performance of the investment markets (see the investment policy and the risk management sections of the trustees' report for more information).

Assessment of going concern

The trustees have assessed whether the use of the going concern assumption is appropriate in preparing these accounts. The trustees have made this assessment in respect to a period of at least one year from the date of approval of these accounts.

In forming their assessment of going concern, the trustees have considered the impact of the current macroeconomic and geopolitical climate on the charity's operations, with a particular focus on its effect on the its financial position including its income, expenditure and reserves, its beneficiaries and its employees.

Whilst there will inevitably be challenges ahead, the trustees have concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. They are of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due.

Income recognition

Income is recognised in the period in which the charity is entitled to receipt, the amount can be measured with reasonable certainty and receipt of the income is probable.

Income comprises income from donations, grants and legacies; income from other trading activities (principally the hire of St Rose's School's facilities); income from fundraising; investment income and bank interest; and income from charitable activities deriving from educational fee income and government grant allocations at St Rose's School, and fees receivable from the provision of residential and nursing care to the residents of St Mary's Home.

Donations and grants, including salaries and pensions of individual religious received under Gift Aid or deed of covenant and grants received in respect to Covid-19, are recognised when the charity has confirmation of both the amount and settlement date. In the event of donations or grants pledged but not received, the amount is accrued for where the receipt is considered probable. In the event that a donation or grant is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

In accordance with the Charities SORP FRS 102, volunteer time is not recognised.

Legacies are included in the statement of financial activities when the charity is entitled to the legacy, the executors have established that there are sufficient surplus assets in the estate to pay the legacy, and any conditions attached to the legacy are within the control of the charity.

Income recognition (continued)

Entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, but the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title of the asset having been transferred to the charity.

Income from other trading activities comprises, in the main, charges made for the hire of facilities at St Rose's School to third parties. It is accounted for on an accruals basis with the income being recognised when due contractually. The income is recognised at the amount due under the contract for hire less any rebates or discounts.

Income from fundraising comprises income raised as a result of local fundraising events held by either St Mary's Home, Stone or St Rose's School, Stroud. The income raised is accounted for when received i.e. on the day of the relevant event.

Investment income is recognised once the dividend (or similar) has been declared and the funds are receivable by the charity.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity.

Fees for the provision of education and care comprise agreements with local authorities in respect to specific students aged up to 19 years and funding from the Education Funding Authority (EFA) in respect to the provision for those students aged 19 and over. Such income is recognised when the charity is entitled to receipt under the relevant contractual arrangements and funding agreements. This is usually at the point at which the charity has commenced the provision of educational and care services in respect to the relevant students.

Fees derived from the provision of care to the residents of the care home are recognised as income in the period to which the residency relates and when it is probable that the income will be received.

Other miscellaneous income is measured at fair value and accounted for on an accruals basis.

Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to make a payment to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis and includes any attributable VAT which cannot be recovered. All expenses, including support costs, are allocated or apportioned to the applicable expenditure headings. The classification between activities is as follows:

- a. Expenditure on raising funds includes the costs associated with fundraising activities.
- b. Expenditure on charitable activities includes expenditure on the charity's primary charitable purposes as described in the trustees' report. Such costs include:
 - (i) Expenditure on the support of members of the Congregation and their ministry. Such expenditure enables the members to carry out the work of the charity in the areas of the advancement of the Roman Catholic faith, the provision of residential and nursing care, the advancement of education and the relief of poverty.
 - (ii) Expenditure incurred in providing education and care at the charity's school, St Rose's School, Stroud.
 - (iii) Expenditure incurred in the provision of residential and nursing care facilities for the elderly at St Mary's Home, Stone.
 - (iv) Donations made to other organisations and to individuals. The making of grants and donations is not a central part of the charity's activities. Donations are made only in cases where the trustees consider there is real need following a review of the details of each particular case. Grants and donations are included in the statement of financial activities when approved for payment. Provision is made for grants and donations approved but unpaid at the year end.

The majority of expenditure can be attributed directly to the above categories. Some staff costs are apportioned between the above categories of expenditure based on the time spent by staff on the relevant area. Governance costs which comprise the costs directly attributable to the governance of the charity, including audit costs and the necessary legal procedures for compliance with statutory requirements are allocated directly to the charitable activities to which they relate.

Tangible fixed assets

All assets costing more than £2,000, and with an expected useful life exceeding one year, are capitalised.

- ◆ **Non-specialised freehold land and buildings**
Non-specialised land and buildings are those designed as, and used wholly or mainly for, private residential accommodation, including residential convents. They are stated in the accounts at cost. Such land and buildings are not depreciated. Their value and condition are reviewed annually by the trustees, who are satisfied that their residual value is not materially less than their book value.

- ◆ **Specialised freehold land and buildings**
Specialised buildings comprise the Congregation's care home and school.

Land and buildings comprising a care home and school are stated at cost, or where cost is not available, at deemed cost at the date of transition to Charities SORP FRS 102 based on a trustees' valuation made in 1994 on the basis of continuing use with no value being attributed to freehold land. Depreciation on the property used by the care home, is provided at 2% per annum on a straight-line basis to write the buildings off over their estimated useful economic life to the charity. The properties used by the School are depreciated at rates between 2% to 5% per annum on a straight line basis.

- ◆ **Assets under construction**
Assets in the course of construction are capitalised and shown as a separate category of tangible fixed assets. No depreciation is charged on such assets. On completion, the costs associated with bring the asset into being are transferred to the appropriate asset category and the assets are depreciated from that date using the rates set out above.

- ◆ **Furniture and equipment**
Computer equipment is depreciated at 33.3% per annum, on a straight line basis, in order to write off the cost of each asset over its estimated useful life.

Expenditure on the purchase and replacement of furniture and other equipment is capitalised and depreciated over periods of between five and twenty years, in order to write off the cost of each asset over its estimated useful life.

Certain items of furniture and equipment used by the School are depreciated at rates between 15% to 33% per annum on a reducing basis.

- ◆ **Motor vehicles**
Motor vehicles are capitalised and depreciated at 25% per annum, on a straight line basis, in order to write off the cost of each vehicle over its estimated useful life.

The motor vehicles used by the School are depreciated at 25% per annum on a reducing basis.

Investments

Listed investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price.

The charity does not acquire put options, derivatives or other complex financial instruments.

Realised gains (or losses) on investment assets are calculated as the difference between disposal proceeds and their opening carrying value or their purchase value where the investment is acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value at that date. Realised and unrealised investment gains (or losses) are combined in the statement of financial activities and are credited (or debited) in the year in which they arise.

Cash held by the investment manager for re-investment is included as a component of fixed asset investments.

Programme related investments

Programme related investments include buildings owned by the charity but occupied by St Dominic's Priory School (Stone), an independent day school, for the advancement of education. The buildings are included on the balance sheet based at their carrying value as at the date on which the building was made available to St Dominic's Priory School (Stone). All programme related investments are carried on the balance sheet net of any impairment provisions. Any gains (or programme related losses) arising from the disposal of such investments are credited (or debited) to the statement of financial activities in the year in which they arise.

Stocks

Stocks of miscellaneous education and other supplies are included on the balance sheet at the lower of cost and net realisable value.

Debtors

Debtors are recognised at their settlement amount, less any provision for non-recoverability. Prepayments are valued at the amount prepaid. They have been discounted to the present value of the future cash receipt where such discounting is material.

Cash at bank and in hand

Cash at bank and in hand represents such accounts and instruments that are available on demand or have a maturity of less than three months from the date of acquisition. Deposits for more than three months but less than one year have been disclosed as short term deposits. Cash placed on deposit for more than one year is disclosed as a fixed asset investment.

Creditors and provisions

Creditors and provisions are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors and provisions are recognised at the amount the charity anticipates it will pay to settle the debt.

Creditors and provisions (continued)

They have been discounted to the present value of the future cash payment where such discounting is material.

Fund accounting

The general fund comprises those monies which may be used towards meeting the charitable objectives of the charity at the discretion of the trustees.

The tangible fixed assets fund represents the net book value of the charity's freehold properties and other tangible fixed assets which represent unrestricted funds.

The designated funds are monies set aside out of general funds and designated for specific purposes by the trustees.

The restricted funds comprise assets and monies raised where their use is restricted to a specific purpose or donations subject to donor imposed conditions.

The endowment funds comprise monies which must be held indefinitely as capital. The income therefrom can be used for general purposes and is credited directly to unrestricted funds.

Services provided by members of the Congregation

For the purposes of these accounts, no value has been placed on administrative and other services provided by the members of the Congregation.

Foreign currencies

Income received and costs incurred overseas are translated into sterling at the rate of exchange in force at the year end. This policy does not comply with FRS 102 Section 30, but has been adopted to avoid over-complexity. The amounts involved are not material.

Pension costs

Contributions made in respect of the charity's defined contribution scheme are charged to the statement of financial activities in the year in which they are payable to the scheme.

Full-time and part-time teaching staff at St Rose's School employed under a contract of service are eligible to contribute to the Teachers' Pension Scheme (TPS). The TPS, a statutory, contributory, final salary scheme is administered by Teachers' Pensions on behalf of the Department for Education (DfE). As the School is unable to identify its share of the underlying (notional) assets and liabilities of the scheme, it has taken advantage of the exemption within section 28 of FRS 102 and has accounted for its contributions to the scheme as if it were a defined benefit contribution scheme. Contributions to the Scheme are charged to the statement of financial activities as they become payable in accordance with the rules of the Scheme.

Lease commitments

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the statement of financial activities on a straight line basis over the lease term.

1 Income from: donations, grants and legacies

| | Un-restricted funds £ | Restricted funds £ | Total 2023 £ | Un-restricted funds £ | Restricted funds £ | Total 2022 £ |
|---|--------------------------|-----------------------|-----------------|--------------------------|-----------------------|-----------------|
| Salaries and pensions of individual religious received under Gift Aid or Deed of Covenant | 442,596 | — | 442,596 | 436,945 | — | 436,945 |
| Covid-19 related grants receivable | — | 14,315 | 14,315 | — | 160,866 | 160,866 |
| Other donations and legacies | 108,150 | 126,379 | 234,529 | 104,307 | 57,236 | 161,543 |
| Total funds | 550,746 | 140,694 | 691,440 | 541,252 | 218,102 | 759,354 |

2 Income from: investments and interest receivable

| | Un-restricted funds £ | Restricted funds £ | Total 2023 £ | Un-restricted funds £ | Restricted funds £ | Total 2022 £ |
|---|--------------------------|-----------------------|-----------------|--------------------------|-----------------------|-----------------|
| Income from listed investments | | | | | | |
| . UK managed investment funds | 181,076 | — | 181,076 | 153,680 | — | 153,680 |
| . UK equities | 1,321 | — | 1,321 | 1,118 | — | 1,118 |
| | 182,397 | — | 182,397 | 154,798 | — | 154,798 |
| Income from programme related investments | 79,542 | — | 79,542 | 64,473 | — | 64,473 |
| Interest receivable | | | | | | |
| . Bank interest | 11,547 | — | 11,547 | 839 | — | 839 |
| Total funds | 273,486 | — | 273,486 | 220,110 | — | 220,110 |

3 Income from: Charitable activities

| | Un-restricted funds £ | Restricted funds £ | Total 2023 £ | Un-restricted funds £ | Restricted funds £ | Total 2022 £ |
|---|--------------------------|-----------------------|------------------|--------------------------|-----------------------|------------------|
| Charges for residential and nursing care services | 2,357,815 | — | 2,357,815 | 2,489,861 | — | 2,489,861 |
| Charges for educational and care services | 3,074,586 | — | 3,074,586 | 2,717,814 | — | 2,717,814 |
| Other grants receivable from the Central and Local Government | 35,004 | 780,521 | 815,525 | 98,022 | 600,745 | 698,767 |
| Total funds | 5,467,405 | 780,521 | 6,247,926 | 5,305,697 | 600,745 | 5,906,442 |

Charges for residential and nursing care services represent fees charged in respect to residents at the charity's residential and nursing care home, St Mary's Home, Stone. The fees charged are stated net of charitable discounts of £311,524 (2022 - £85,438).

Charges for educational and care services represent the fees and related income of the charity's school, St Rose's School, Stroud.

4 Expenditure on Charitable activities: Support of members of the Congregation and their ministry

| | Un-restricted funds £ | Restricted funds £ | Total 2023 £ | Un-restricted funds £ | Restricted funds £ | Total 2022 £ |
|---|--------------------------|-----------------------|-----------------|--------------------------|-----------------------|-----------------|
| Premises | 271,486 | — | 271,486 | 222,807 | — | 222,807 |
| Staff costs | 283,438 | — | 283,438 | 332,109 | — | 332,109 |
| Sisters' personal expenses | 259,745 | — | 259,745 | 202,033 | — | 202,033 |
| Education, training and spiritual renewal | 15,774 | 14,931 | 30,705 | 30,752 | — | 30,752 |
| Administrative and other expenses | 78,001 | — | 78,001 | 48,581 | — | 48,581 |
| Governance costs (note 8) | 22,704 | — | 22,704 | 20,460 | — | 20,460 |
| Total funds | 931,148 | 14,931 | 946,079 | 856,742 | — | 856,742 |

5 Expenditure on charitable activities: Provision of residential and nursing care

| | Un-restricted funds £ | Restricted funds £ | Total 2023 £ | Un-restricted funds £ | Restricted funds £ | Total 2022 £ |
|---|--------------------------|-----------------------|------------------|--------------------------|-----------------------|------------------|
| Staff costs – care staff | 2,165,203 | — | 2,165,203 | 1,661,499 | 141,038 | 1,802,537 |
| Staff costs – management and administration | 210,602 | — | 210,602 | 182,303 | — | 182,303 |
| Premises | 372,558 | — | 372,558 | 299,609 | — | 299,609 |
| Provisions | 97,445 | — | 97,445 | 84,565 | — | 84,565 |
| Welfare of residents | 37,939 | — | 37,939 | 28,198 | — | 28,198 |
| Other expenses | 77,435 | — | 77,435 | 47,521 | — | 47,521 |
| Governance costs (note 8) | 10,824 | — | 10,824 | 9,720 | — | 9,720 |
| Total funds | 2,972,006 | — | 2,972,006 | 2,313,415 | 141,038 | 2,454,453 |

6 Expenditure on charitable activities: Provision of education and care

| | Un-restricted funds £ | Restricted funds £ | Total 2023 £ | Un-restricted funds £ | Restricted funds £ | Total 2022 £ |
|--------------------------------|--------------------------|-----------------------|------------------|--------------------------|-----------------------|------------------|
| Staff costs | 2,533,361 | 864,554 | 3,397,915 | 2,384,340 | 462,319 | 2,846,659 |
| Education supplies and welfare | 220,927 | 7,357 | 228,284 | 158,970 | 4,781 | 163,751 |
| Premises | 415,711 | — | 415,711 | 218,586 | — | 218,586 |
| Other expenses | 135,603 | — | 135,603 | 112,420 | — | 112,420 |
| Governance costs (note 8) | 45,439 | — | 45,439 | 46,159 | — | 46,159 |
| Total funds | 3,351,041 | 871,911 | 4,222,952 | 2,920,475 | 467,100 | 3,387,575 |

7 Expenditure on charitable activities: Grants and donations

Donations and grants payable during the year were as follows:

| | Un-restricted funds £ | Restricted funds £ | Total 2023 £ | Un-restricted funds £ | Restricted funds £ | Total 2022 £ |
|---|--------------------------|-----------------------|--------------------|--------------------------|-----------------------|--------------------|
| Donations and grants payable to individuals | 5,599 | — | 5,599 | 5,690 | — | 5,690 |
| Donations and grants payable to institutions (£1,000 or more) | | | | | | |
| . Dominican Sisters of the Holy Trinity, India | — | — | — | 1,030 | — | 1,030 |
| . Polish Dominicans (for Ukraine) | 1,530 | — | 1,530 | 5,015 | — | 5,015 |
| . Aid to the Church in Need | — | — | — | 1,500 | — | 1,500 |
| . Crisis | — | — | — | 1,000 | — | 1,000 |
| . St Rose's School (internal) | 1,300 | — | 1,300 | 1,000 | — | 1,000 |
| . Other | 2,751 | — | 2,751 | 3,300 | — | 3,300 |
| Donations and grants payable to institutions (less than £1,000) | 1,633 | — | 1,633 | 760 | — | 760 |
| Total funds | 12,813 | — | 12,813 | 19,295 | — | 19,295 |

During the year, donations and grants were paid to 16 individuals (2022 – 16).

8 Governance costs

| | Un-restricted funds £ | Restricted funds £ | Total 2023 £ | Un-restricted funds £ | Restricted funds £ | Total 2022 £ |
|------------------------------|--------------------------|-----------------------|--------------------|--------------------------|-----------------------|--------------------|
| Audit and accountancy | | | | | | |
| . Generalate and communities | 22,704 | — | 22,704 | 20,460 | — | 20,460 |
| . St Mary's Home | 10,824 | — | 10,824 | 9,720 | — | 9,720 |
| . St Rose's School | 16,260 | — | 16,260 | 14,820 | — | 14,820 |
| Other professional fees | | | | | | |
| . St Rose's School | 29,179 | — | 29,179 | 31,339 | — | 31,339 |
| Total funds | 78,967 | — | 78,967 | 76,339 | — | 76,339 |

9 Net (expenditure) income for the year before transfers

This is stated after charging:

| | Total 2023 £ | Total 2022 £ |
|----------------------------|--------------------|--------------------|
| Staff costs (note 10) | 6,057,158 | 5,163,608 |
| Auditor's remuneration | | |
| . Statutory audit fees | 22,704 | 20,460 |
| . Non statutory audit fees | 27,084 | 24,540 |
| Depreciation (note 12) | 266,453 | 237,099 |

10 Staff costs and remuneration of key management personnel

| | Total 2023 £ | Total 2022 £ |
|---|--------------------|--------------------|
| Staff costs during the year were as follows: | | |
| Wages and salaries | 5,049,536 | 4,397,253 |
| Social security costs | 395,891 | 319,510 |
| Other pension costs | 226,194 | 187,487 |
| | 5,671,621 | 4,904,250 |
| Agency staff | 383,628 | 257,719 |
| Apprenticeship levy | 1,909 | 1,639 |
| | 6,057,158 | 5,163,608 |
| Staff costs per function were as follows: | | |
| Support of members of the Congregation and their ministry | 283,438 | 332,109 |
| Provision of residential and nursing care | 2,375,805 | 1,984,840 |
| Provision of education | 3,397,915 | 2,846,659 |
| | 6,057,158 | 5,163,608 |

The number of employees whose remuneration (salaries, wages and benefits in kind) exceeded £60,000 per annum was as follows:

| | 2023 No. | 2022 No. |
|-------------------|-------------|-------------|
| £60,000 – £70,000 | 1 | 2 |
| £70,000 – £80,000 | 1 | 2 |
| £80,000 – £90,000 | 1 | — |

The average number of employees, analysed by function, was:

| | 2023 No. | 2022 No. |
|---|-------------|-------------|
| Support of members of the Congregation and their ministry | 11 | 15 |
| Provision of residential and nursing care | 95 | 99 |
| Provision of education and care | 148 | 119 |
| | 254 | 233 |

The key management personnel in charge of directing and controlling, running, and operating the charity on a day-to-day basis comprise the trustees, the Management Board of St Mary's Home and the Leadership Management Team of St Rose's School. The total remuneration (including taxable benefits but excluding employer's pension contributions) of the key management personnel for the year was £643,694 (2022 - £460,820).

No trustee received any remuneration or reimbursement in connection with their duties as trustees or key management personnel during the year (2022 – none). The charity's trustees are all members of the Congregation and consequently their living and personal expenses, all of which are consistent with the amounts paid in respect to other members of the Congregation, are borne by the charity.

11 Taxation

The English Dominican Congregation (Stone) Charitable Trust is a registered charity and, therefore, is not liable to income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

12 Tangible fixed assets

| | Non-specialised £ | Specialised £ | Assets under construction £ | Furniture and equipment £ | Motor vehicles £ | Total £ |
|--|----------------------|------------------|-----------------------------------|---------------------------------|------------------------|------------|
| Cost or valuation | | | | | | |
| At 1 April 2022 | 2,744,025 | 8,580,561 | — | 1,043,953 | 177,143 | 12,545,682 |
| Additions | — | 71,737 | — | 81,311 | 11,546 | 164,594 |
| Disposals | — | — | — | (94,807) | — | (94,807) |
| At 31 March 2023 | 2,744,025 | 8,652,299 | — | 1,030,457 | 188,688 | 12,615,469 |
| At cost | 2,277,924 | 4,263,187 | — | 1,030,457 | 188,688 | 7,760,256 |
| At deemed cost based on valuation – 1994 | 466,101 | 4,389,112 | — | — | — | 4,855,213 |
| | 2,744,025 | 8,652,299 | — | 1,030,457 | 188,688 | 12,615,469 |
| Depreciation | | | | | | |
| At 1 April 2022 | — | 2,538,134 | — | 706,422 | 131,705 | 3,376,261 |
| Charge for year | — | 181,325 | — | 66,986 | 18,142 | 266,453 |
| Released on disposal | — | — | — | (94,807) | — | (94,807) |
| At 31 March 2023 | — | 2,719,459 | — | 678,601 | 149,847 | 3,547,907 |
| Net book values | | | | | | |
| At 31 March 2023 | 2,744,025 | 5,932,840 | — | 351,856 | 38,841 | 9,067,562 |
| At 31 March 2022 | 2,744,025 | 6,042,426 | — | 337,531 | 45,438 | 9,169,420 |

The book value of non-specialised freehold land and buildings is based on cost. The book value of specialised land and buildings acquired prior to 1 April 1994 comprising a nursing home and school is based on a valuation made by the trustees in 1994. Under the transitional arrangements set out in FRS 102, these valuations are, with effect from 1 April 2015, deemed to be their cost. Additions to specialised land and buildings since 1 April 1994 and other tangible fixed assets are stated at historic cost less depreciation.

It is likely that there are material differences between the open market values of the charity's land and buildings and their book values. These arise from the specialised nature of some properties and the effects of inflation. The amount of such differences cannot be ascertained without incurring significant costs, which, in the opinion of trustees, are not justified in terms of the benefit to the users of the accounts.

13 Investments

| | 2023 £ | 2022 £ |
|---|-----------|-----------|
| Listed investments | | |
| Market value at 1 April 2022 | 6,959,103 | 7,257,254 |
| Disposal proceeds | (600,000) | (750,000) |
| Realised (losses) gains | (63,454) | 24,449 |
| Disposals at book value | (663,454) | (725,551) |
| Unrealised (losses) gains on revaluation | (546,226) | 427,400 |
| Market value at 31 March 2023 | 5,749,423 | 6,959,103 |
| Cost of listed investments at 31 March 2023 | 3,752,586 | 4,148,442 |

13 Investments (continued)

All listed investments were dealt in on a recognised stock exchange and comprised UK equities and UK managed funds.

Listed investments held at 31 March 2023 comprised the following:

| | 2023 £ | 2022 £ |
|---|------------------|------------------|
| BlackRock Catholic Charities Growth and Income Fund | 5,706,315 | 6,921,636 |
| UK equities | 43,108 | 37,467 |
| | 5,749,423 | 6,959,103 |

14 Programme related investments

At the year end, the charity held investments which were held directly in pursuit of the organisation's charitable activities, as follows:

| | 2023 £ | 2022 £ |
|-----------------------------------|------------------|------------------|
| School buildings | | |
| At 1 April 2022 and 31 March 2023 | 2,633,690 | 2,633,690 |

The programme related investments comprise the school buildings owned by the charity but which were made available to St Dominic's Priory School (Stone), an independent day school, with effect from 25 May 2011 for educational purposes.

15 Debtors

| | 2023 £ | 2022 £ |
|--|----------------|----------------|
| School fees and related charges | 310,244 | 282,540 |
| Residential and nursing care home fees and related charges | 102,746 | 158,074 |
| Investment income and interest receivable | 52,153 | 51,238 |
| Prepayments and accrued income | 149,925 | 118,159 |
| | 615,068 | 610,011 |

16 Creditors: amounts falling due within one year

| | 2023 £ | 2022 £ |
|--|----------------|----------------|
| Expense creditors | 100,496 | 69,693 |
| Monies administered by the charity on behalf of individual members of The English Dominican Congregation (Stone) | 116,411 | 111,620 |
| Fees received in advance | 13,194 | 22,717 |
| Social security and other taxes | 91,909 | 81,123 |
| Accruals | 253,359 | 214,502 |
| Other creditors | 54,503 | 16,251 |
| | 629,873 | 515,906 |

17 Endowment funds

The capital funds of the charity include endowed monies which must be retained indefinitely.

| | At 1 April 2022 £ | Income £ | Expenditure £ | At 31 March 2023 £ |
|-------------------|----------------------------|-------------|------------------|-----------------------------|
| Sundry endowments | 12,830 | — | — | 12,830 |

| | At 1 April 2021 £ | Income £ | Expenditure £ | At 31 March 2022 £ |
|-------------------|----------------------------|-------------|------------------|-----------------------------|
| Sundry endowments | 12,830 | — | — | 12,830 |

18 Restricted funds

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

| | 1 April 2022 £ | Income £ | Expenditure £ | Transfers £ | 31 March 2023 £ |
|------------------------|----------------------|----------------|------------------|-----------------|-----------------------|
| St Rose's School fund | 133,618 | 912,926 | (921,853) | (50,253) | 74,438 |
| Cambridge fund | 35,830 | — | (14,931) | — | 20,899 |
| Other restricted funds | 750 | 8,289 | — | — | 9039 |
| | 170,198 | 921,215 | (936,784) | (50,253) | 104,376 |

| | 1 April 2021 £ | Income £ | Expenditure £ | Transfers £ | 31 March 2022 £ |
|------------------------|----------------------|----------------|------------------|------------------|-----------------------|
| St Rose's School fund | 208,286 | 677,809 | (467,100) | (285,377) | 133,618 |
| Cambridge fund | 35,830 | — | — | — | 35,830 |
| Other restricted funds | 750 | 141,038 | (141,038) | — | 750 |
| | 244,866 | 818,847 | (608,138) | (285,377) | 170,198 |

◆ St Rose's School fund

The St Rose's School fund comprise monies raised and grants received to be spent on specific activities and includes monies received from the Department for Education for the improvement of the school's standards. The transfer from the restricted fund to unrestricted funds has been made to reflect the fact that the funds have been used to purchase tangible fixed assets in accordance with the terms on which the funding was received.

◆ Cambridge fund

The Cambridge fund comprises monies used to provide board, lodgings and study facilities in Cambridge for Dominican Sisters from central and eastern Europe.

◆ Covid-19 infection control and related funds

These funds comprised monies received by St Mary's Home, Stone specifically towards the cost of infection control measures and other costs directly related to Covid-19.

18 Restricted funds (continued)

◆ Other restricted funds

Other restricted funds comprised other monies received by the charity which can only be applied in accordance with conditions imposed by the donor.

19 Tangible fixed assets fund

| | Total 2023 £ | Total 2022 £ |
|-----------------------|--------------------|--------------------|
| At 1 April 2022 | 9,169,421 | 7,620,249 |
| Net movements in year | (101,859) | 1,549,171 |
| At 31 March 2023 | 9,067,562 | 9,169,420 |

The tangible fixed assets fund represented the net book value of the charity's freehold property and other tangible fixed assets held as part of unrestricted funds. A decision was made to separate this fund from the general funds of the charity in recognition of the fact that the tangible fixed assets are essential to the day-to-day work of the charity and as such their value should not be regarded as funds that would be available in order to meet future contingencies.

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:

| | At 1 April 2022 £ | New designations £ | Utilised/ released £ | At 31 March 2023 £ |
|-----------------------------------|----------------------------|--------------------------|----------------------------|-----------------------------|
| Sisters' retirement fund | 5,000,000 | — | — | 5,000,000 |
| School and residential home fund | 3,415,638 | (254,520) | — | 3,161,118 |
| Programme related investment fund | 2,633,690 | — | — | 2,633,690 |
| Other funds | 11,166 | — | — | 11,166 |
| | 11,060,494 | (254,520) | — | 10,805,974 |

| | At 1 April 2021 £ | New designations £ | Utilised/ released £ | At 31 March 2022 £ |
|--|----------------------------|--------------------------|----------------------------|-----------------------------|
| <i>Sisters' retirement fund</i> | 5,000,000 | — | — | 5,000,000 |
| <i>School and residential home fund</i> | 4,318,861 | (903,223) | — | 3,415,638 |
| <i>Programme related investment fund</i> | 2,633,690 | — | — | 2,633,690 |
| <i>Other funds</i> | 11,166 | — | — | 11,166 |
| | 11,963,717 | (903,223) | — | 11,060,494 |

◆ Sisters' retirement fund

This consisted of monies which the trustees have set aside in order to provide for the sisters in their retirement. The amount which can be designated is constrained by the resources available and is less than that indicated as being needed by actuarial calculations.

20 Designated funds (continued)

◆ School and residential home fund

This fund represented the net current assets and the investments held on unrestricted funds of the charity's school, St Rose's School and the net current assets held on unrestricted funds of the residential home, St Mary's Home. The assets have been designated for use by the respective schools and home only.

◆ Programme related investment fund

This fund represented the carrying value of the charity's programme related investments. The amount has been set aside from the charity's general funds in recognition of the fact that the assets have been made available to St Dominic's Priory School (Stone) and therefore cannot be regarded as funds that would be available to meet future contingencies.

◆ Other funds

These represented funds designated by the trustees for use in connection with particular projects.

21 Analysis of net assets between funds

Fund balances at 31 March 2023 are represented by:

| | General fund £ | Tangible fixed assets fund £ | Designated funds £ | Restricted funds £ | Endowment funds £ | Total 2023 £ |
|-------------------------------|----------------------|--|--------------------------|--------------------------|-------------------------|--------------------|
| Tangible fixed assets | — | 9,067,562 | — | — | — | 9,067,562 |
| Investments | — | — | 5,736,593 | — | 12,830 | 5,749,423 |
| Programme related investments | — | — | 2,633,690 | — | — | 2,633,690 |
| Net current assets | 2,014,309 | — | 2,435,691 | 104,376 | — | 4,554,376 |
| 2023 Total net assets | 2,014,309 | 9,067,562 | 10,805,974 | 104,376 | 12,830 | 22,005,051 |

Fund balances at 31 March 2022 are represented by:

| | General fund £ | Tangible fixed assets fund £ | Designated funds £ | Restricted funds £ | Endowment funds £ | Total 2022 £ |
|-------------------------------|----------------------|--|--------------------------|--------------------------|-------------------------|--------------------|
| Tangible fixed assets | — | 9,169,420 | — | — | — | 9,169,420 |
| Investments | — | — | 6,946,273 | — | 12,830 | 6,959,103 |
| Programme related investments | — | — | 2,633,690 | — | — | 2,633,690 |
| Net current assets | 3,135,265 | — | 1,480,531 | 170,198 | — | 4,785,994 |
| 2022 Total net assets | 3,135,265 | 9,169,420 | 11,060,494 | 170,198 | 12,830 | 23,548,207 |

21 Analysis of net assets between funds (continued)

The total unrealised gains as at 31 March 2023 constitutes movements on the revaluation of listed investments:

| | Total 2023 £ | Total 2022 £ |
|--|--------------------|--------------------|
| Unrealised gains included above | | |
| Total unrealised gains at 31 March 2023 | 1,996,837 | 2,810,661 |
| Reconciliation of movements in unrealised gains | | |
| Total unrealised gains at 1 April 2022 | 2,810,661 | 2,647,585 |
| In respect to disposals in the year | (267,597) | (264,324) |
| Net (losses) gains arising on revaluations in the year | (546,226) | 427,400 |
| Total unrealised gains at 31 March 2023 | 1,996,837 | 2,810,661 |

22 Pension commitments

Full-time and part-time teaching staff employed at St Rose's School, Stroud under a contract of service are eligible to contribute to the Teachers' Pensions Scheme (TPS).

Teachers' Pensions Scheme (TPS)

Under the definitions set out in section 28 of FRS 102, the TPS is a multi-employer pension scheme. The charity has accounted for its contributions to the Scheme as if it were a defined contribution scheme. The information available on the scheme is set out below.

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies and, from 1 January 2007, automatic for teachers in part-time employment following appointment or a change of contract, although they are able to opt out.

The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis – these contributions along with those made by employers are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

Valuation of the Teachers' Pension Scheme

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury every 4 years. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. Prior to 31 March 2023, the latest actuarial valuation of the TPS related to the period ended 31 March 2016 and of the LGPS 31 March 2022. A further valuation of the TPS scheme, relating to the period ended 31 March 2020 was published in October 2023. The key elements of the 31 March 2016 valuation and subsequent consultation are:

- ♦ employer contribution rates set at 23.68% of pensionable pay (including a 0.08% administration levy);

22 Pension commitments (continued)

Teachers' Pensions Scheme (TPS) (continued)

- ◆ total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £218,100 million and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196,100 million, giving a notional past service deficit of £22,000 million; and
- ◆ the SCAPE rate, set by HMT, is used to determine the notional investment return. The current SCAPE rate is 2.4% above the rate of CPI. The assumed real rate of return is 2.4% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.2%. The assumed nominal rate of return including earnings growth is 4.45%.

A copy of the valuation report and supporting documentation is on the Teachers' Pension Scheme website. The latest actuarial TPS valuation results, as at 31 March 2020, were released in October 2023. The valuation result is due to be implemented from 1 April 2024, from this date employer contribution rates will increase to 28.68% (including a 0.08% administration levy). Employer's contributions paid to the scheme during the year amounted to £144,697 (2022 – £119,034).

National Employment Savings Trust

This is a defined contribution scheme and contributions made by St Rose's School for its non-teaching staff and St Mary's Home for its staff amounted to £61,802 (2022 - £52,012).

23 Lease commitments

At 31 March 2023, the charity had the following future minimum commitments under non-cancellable operating leases as follows:

| | 2023 | 2022 |
|----------------------------------|--------------|-------|
| | £ | £ |
| Office equipment | | |
| . Due within one year | 1,417 | 1,428 |
| . Due between one and five years | 1,232 | 2,875 |
| | 2,649 | 4,303 |

24 Related party transactions

As members of the Congregation, none of the trustees have resources of their own as all earnings, pensions and other income have been donated to the charity under a Deed of Covenant. During the year, the total amount donated by the trustees to the charity was £112,468 (2022 - £98,423).

There were no other related party transactions during the year (2022 – none).

25 Ultimate control

The charity, which is constituted as a trust, was controlled throughout the period by the English Dominican Congregation of Sisters by virtue of the fact that the Prioress General appoints the trustees. The Congregation does not hold any assets, incur liabilities or enter into any transactions in its own right. Assets and liabilities of the Congregation are vested in the trustees of the charity, who undertake all transactions entered into in the course of the Congregation's charitable activities.

26 Post balance sheet event

Planning permission in connection with redevelopment of the Convent and Nursing Home site at Margaret Street, Stone has been granted and the intention is to market the site for sale either as a whole or as separate parts. It is intended that this will at least in part, continue the provision of high quality and dignified care for the elderly. Longer term, it is possible that this will result in St Mary's Home being run by a different organisation but will ensure a legacy of care by the Congregation on the site. In the interim, the trustees remain committed to St Mary's Home and its residents and staff.

As part of the plan to vacate the site, the leasehold of a flat in Stone was purchased at a cost of £179,000 which will provide accommodation for the two sisters who will remain in Stone and ensure the Congregation's presence for as long as possible.

THE ENGLISH DOMINICAN CONGREGATION (STONE) CHARITABLE FUND

England & Wales - Charity number 271922

Accounts

**The English
Dominican
Congregation (Stone)
Charitable
Fund**

Annual Report and Accounts

31 March 2022

Charity Registration Number
271922

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Reference and administrative details of the charity, its trustees and advisers

| | |
|------------------------------------|--|
| Trustees | Margaret Teresa Billington - (Sister Mary Teresa) (ex-officio – Prioress General) Angela Mary Leyden - (Sister Angela Mary) Jane Ann Alves - (Sister Mary Julie) Mavis Burton - (Sister Mary David) Susan Perks - (Sister Mary John) |
| Administrative address | St Dominic's Convent Stone Staffordshire ST15 8EN |
| Telephone | 01785 813552 |
| Website | www.stonedominicans.org |
| Charity registration number | 271922 |
| Auditor | Buzzacott LLP 130 Wood Street London EC2V 6DL |
| Principal bankers | The Royal Bank of Scotland plc PO Box 412 62/63 Threadneedle Street London EC2R 8LA |
| Investment managers | BlackRock Investment Management (UK) Limited 12 Throgmorton Avenue London EC2N 2DL |

Reference and administrative details of the charity, its trustees and advisers

Solicitors Ansons Solicitors Limited
St Mary's Chambers
5-7 Breadmarket Street
Lichfield
WS13 6LQ

Stone King LLP
Boundary House
91 Charterhouse Street
London
EC1M 6HR

Property consultant Avison Young
65 Gresham Street
London
EC2V 7NQ

The trustees present their report together with the accounts of The English Dominican Congregation (Stone) Charitable Fund ("the charity") for the year ended 31 March 2022.

The accounts have been prepared in accordance with the accounting policies set out on pages 52 to 59 of the attached accounts and comply with the charity's trust deed, applicable laws, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

INTRODUCTION

The English Congregation of Dominican Sisters was formed in 1929 by an amalgamation of five existing Dominican Congregations, the oldest of which was that of Stone, which was founded in 1845.

The Congregation has vested all the property used for its purposes in England in the trustees of a charitable trust dated 13 July 1976 known as The English Dominican Congregation (Stone) Charitable Fund. The charity is registered under the Charities Act 2011, Charity Registration Number 271922.

MISSION

The object of the English Dominican Congregation (Stone) Charitable Fund is the furtherance of the Roman Catholic faith. The charity aims to support the religious and other charitable works carried on by the members of the Congregation and to care for those members throughout their lives within the Congregation.

When setting the objectives and planning the work of the charity for the year, and when encouraging the work of individual sisters, the trustees have given careful consideration to the Charity Commission's guidance on public benefit.

The ministries of the sisters of the Congregation, all of which benefit numerous members of the general public, fall into the following main areas:

- ◆ **Worship and prayer**
Members of the Congregation are committed to personal and liturgical prayer which is reflected in their daily timetable. They are obliged to study in order to further their knowledge of the Christian faith. They give preference to the study of sacred scripture and the teaching of the Church, so that they in turn can instruct and help others. Members of the Congregation also celebrate and pray with the wider community including people of other faiths. They do this through the provision of spiritual guidance or by just being available to listen in times of need. Some sisters give talks and guide retreats and prayer groups. The sisters respect people of no faith and try to help them in appropriate ways.

MISSION (continued)

◆ Social and pastoral work

Many members of the Congregation are involved in various forms of social or pastoral work in different parts of the country, including care of the elderly and people with special needs, support of families, and chaplaincy work in educational and healthcare establishments. In particular, the sisters aim to help the poor and marginalised in society regardless of their personal background, faith, gender or individual circumstances. The sisters share the convent premises with diverse groups e.g. groups of pilgrims, St Vincent de Paul Society, and clubs for the elderly. When public concerts are arranged in church, the Congregation's premises are used for serving refreshments.

◆ Care of the elderly

During the year the sisters provided care and assistance to the elderly at St Mary's Home, Stone. The Home provides care both for members of the general public and for members of the Congregation in need of nursing care.

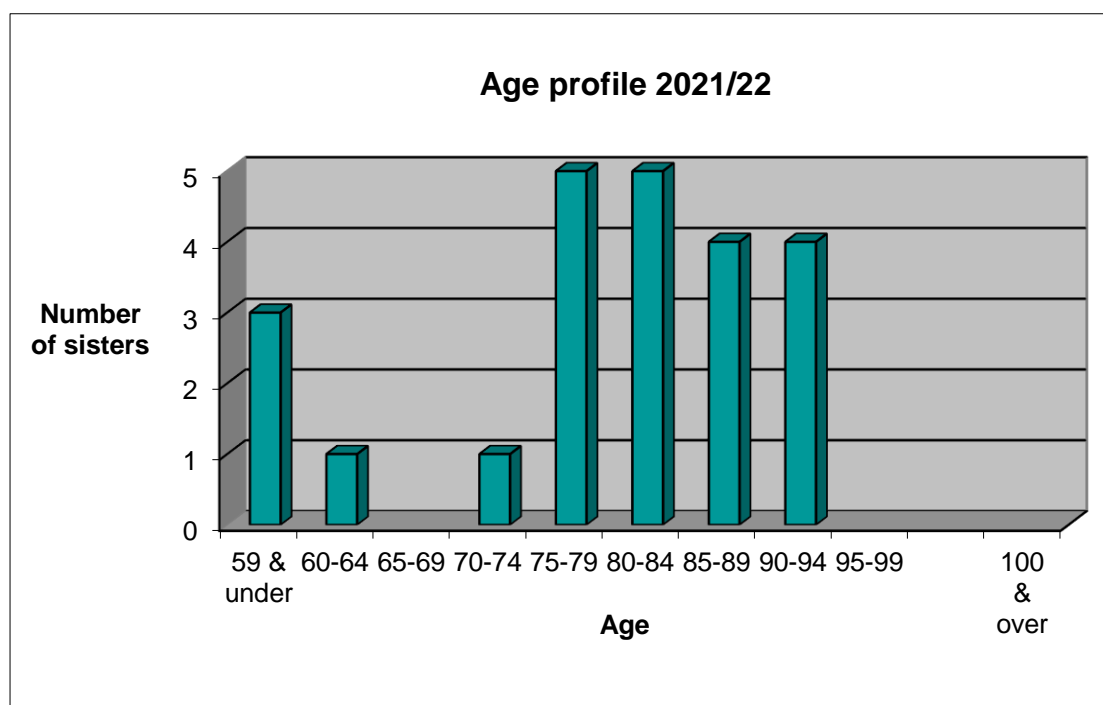
◆ Education

During the year the charity operated an educational establishment, St Rose's School in Stroud, Gloucestershire providing education and care to 2-19 year olds. The Congregation also provides a small unit for 19-25 year olds on the site of St Rose's School called St Martin's Centre. St Rose's School together with St Martin's Centre, collectively hereinafter referred to as "the School" or "St Rose's School", aims to provide the highest quality service to children, young people and young adults with physical disabilities, learning disabilities and associated complex medical, sensory and communication difficulties in the age range 2-25 years. The establishment aims to undertake this with due regard to the Catholic traditions from which the provision has developed, particularly those of the Dominican order. A commitment to provide support and professional development for staff, thereby enabling them to meet the demanding expectations of their role, is central to this mission.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES

Care of the members of the Congregation

In common with many religious congregations in Great Britain, the age profile of the members of the Congregation is increasing as existing members grow older and the number of new vocations becomes minimal, although there is currently a novice who it is hoped will eventually make their profession. The age profile of the Congregation is shown graphically below:



The Congregation has an obligation, both moral and legal, to provide care for its members, none of whom have resources of their own and all of whom have devoted a significant part of their lives to the care of the elderly, poor and marginalised in society. As the age profile of the Congregation increases, so too does the need to provide increasing and increasingly expensive care for the sisters.

At the end of 2021, the trustees made the decision to close the infirmary in the convent in Stone which had provided care for a number of sisters over the years. The level of care required by the sisters in the infirmary had continued to increase, and this, together with the difficulties in recruiting suitably qualified staff, led the trustees to their decision. Five members of staff were made redundant in April 2022 and the sisters receiving care in the infirmary transferred to St Mary's Home.

At the end of March 2022, six members of the Congregation were receiving care in the charity's own nursing home, and a further three were receiving care in homes in Gloucestershire, Staffordshire and Nottinghamshire. Over the next few years, the trustees do not expect the number requiring nursing care to decrease. As a consequence the trustees are giving careful consideration to the impact of this on the work of individual members of the Congregation, the property requirements of the Congregation and the financial implications. In this regard, the aims of the trustees over the forthcoming years include:

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Care of the members of the Congregation (continued)

- ◆ Ensuring all members of the Congregation receive the high level of care they require to provide them with the quality of life they have a right to expect;
- ◆ Reviewing the charity's properties used as community houses and assessing their suitability as homes for the elderly and frail. Those identified as being unsuitable will be sold, adapted or utilised for other purposes in line with the charity's mission; and
- ◆ Enabling all members of the Congregation to continue with their individual ministries for as long as possible.

Enabling and supporting members in a variety of religious and charitable works

The religious and charitable works of individual members of the Congregation can be divided into four principal areas; worship and prayer, the social and pastoral work of the sisters, the ownership and operation of a nursing home for the elderly, and the ownership and operation of a school. Each of these is considered in turn below:

Worship and prayer

Members of the Congregation are committed to personal and liturgical prayer which is reflected in their daily timetable. They are obliged to study in order to further their knowledge of the Christian faith. They give preference to the study of sacred scripture and the teaching of the Church, so that they in turn can instruct and help others. Members of the Congregation also celebrate and pray with the wider community including people of other faiths. They do this through the provision of spiritual guidance or by just being available to listen in times of need. Some sisters give talks and guide retreats and prayer groups. The sisters respect people of no faith and try to help them in appropriate ways.

The charity is committed to helping as many people as possible to come into contact with the sisters and also join them in worship. Their faith, thereby strengthened, is put into action in a number of activities which include:

- ◆ Promoting the values and vision set out in the Gospel including the promotion of human dignity, teaching respect of different cultures, working for a society based on justice and peace and encouraging care and respect for all creation;
- ◆ Offering prayer groups, giving members of the public from all walks of life the opportunity to escape the stresses of everyday life for a short time and take time for quiet contemplation and reflection and the chance to study and consider the Gospel;
- ◆ Engaging in more outgoing worship through youth groups, summer schools etc;
- ◆ Providing religious instruction and supervision;
- ◆ Providing retreats where those who attend can reflect in a peaceful atmosphere rooted in Gospel values; and
- ◆ Praying with those who are house bound, sick or dying.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Enabling and supporting members in a variety of religious and charitable works
(continued)

Social and pastoral work (continued)

Many members of the Congregation are involved in various forms of social or pastoral work in different parts of the country, including care of the elderly and people with special needs, support of families, as well as chaplaincy work in educational and healthcare establishments. In particular, the sisters aim to help the poor in society regardless of their personal background, faith, gender or individual circumstances. The sisters share the convent premises with diverse groups: e.g. groups of pilgrims, St Vincent de Paul Society, and clubs for the elderly. When public events, i.e. pilgrimages, concerts, talks, are arranged in the adjacent church, the Congregation's convent premises are used for serving refreshments.

The following are examples of the social and pastoral work undertaken by individual sisters:

- ◆ Working in parishes, that is, running or helping with catechetical programmes and pastoral work with parishioners;
- ◆ Working and pastoral care in education including university chaplaincy;
- ◆ Administrative and secretarial support to Church organisations, for example safeguarding;
- ◆ Spiritual direction: individual help and organising days of recollection at least three times a year.

The objectives of the trustees in this area include:

- ◆ Enabling all members of the Congregation to carry out meaningful social and pastoral work within the community after assessing their skills and the needs of the local area;
- ◆ Encouraging and motivating members to work with and assist the poor, elderly and marginalised; and
- ◆ Wherever possible ensuring sisters are remunerated for such work by way of a stipend to cover expenses. Such income is donated to the charity and thereby contributes to defraying the costs and ensures that the charity may continue with this work as long as possible.

Care of the elderly

St Mary's Home provides residential and nursing care facilities for the elderly and is administered in accordance with the charitable objects of The English Dominican Congregation (Stone) Charitable Fund as specified in the trust deed.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Care of the elderly (continued)

The philosophy of care at the Home is to ensure a homely, friendly and open atmosphere among residents and staff whilst maintaining the privacy, dignity, rights and quality of life of all residents.

The Home provides both long-term care and end of life care to those suffering from terminal illness for both members of the general public and members of the Congregation.

There are 59 rooms at St Mary's, 42 with en-suite facilities and a number with separate sitting areas. Each room has a television point and is linked to the call system. All areas of the Home are accessible by either stairs or lifts, and residents are encouraged to take meals in the dining room. Other facilities include a chapel, hairdressing salon, conservatory and several lounges. The Home is set in large attractive gardens, which house a summerhouse.

In operating St Mary's Home, the trustees aim to:

- ◆ Provide excellent residential and nursing care to elderly men and women, ensuring that their needs are met fully and that they enjoy as high a quality of life as possible;
- ◆ Employ high quality staff to care for the elderly residents ensuring that all such staff obtain the necessary qualifications and training needed for their work;
- ◆ Ensure that the Home meets the requirements of the Care Quality Commission and that any recommendations arising from inspections are acted upon quickly and effectively; and
- ◆ Maintain the financial security of the Home through careful budgeting and by setting fees at levels that ensure the viability of the Home is not threatened.

Education

St Rose's is located in Stroud and has been recognised as a Non-Maintained Specialist School by the Department for Education since 1912. It is a Dominican foundation and the philosophy of St Rose's is stated in its Mission Statement:

Its mission is working together, to help each person flourish educationally and spiritually, to reach their full potential in a Christian community and believe in their worth as children of God. And its vision is to be an exceptional Catholic specialist school and college delivering the highest quality education, therapy and care for children and young adults, to enable them to achieve their maximum independence and develop as valued members of society.

St Rose's is highly regarded for its comprehensive approach to the education and care of children and young people with major physical disabilities and who often have additional visual or hearing impairment and complex health needs.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Education (continued)

St Rose's admits young people between the ages of 2 and 25 years with children coming from 6 local authorities. In addition to residential and day placements, short breaks are provided. There are currently 56 young people on roll, many with complex physical disability and health needs, and there are 28 in the Early Years department, which is an integrated department with children who may or may not have additional needs. The children in the main school are nearly all wheelchair users and many have communication difficulties. St Rose's contains Early Years, Primary, Secondary, 16-19, and Post-19 departments. Local authorities pay the students' fees for St Rose's. Vigorous steps continue to be taken to make savings and efficiencies in the running costs of St Rose's.

St Rose's has its own therapy and support staff, and the multidisciplinary team of teachers, tutors, therapists, care assistants, and nurses all work together to provide the best teaching, therapy, and care for each individual student. There is nursing cover on site 24 hours a day. Regular wheelchair and sling clinics are held in School and College, which are also open to pupils from other schools. St Rose's strives to give each student as much independence and opportunity for decision making as possible, placing great emphasis on helping each individual student to develop their communication and mobility skills, as it is through these skills that they can take steps to achieving greater independence.

Volunteering

Throughout the year, the members of the Congregation gave their time to assist the poor and marginalised and those in need. The majority of members receive no financial reward for this work which contributes to the overall achievement of the charity's objectives. In addition, members are involved in administering the work of the Congregation and charity - without their contribution the charity would not be able to function as effectively or fully as it does.

Details of the areas in which members gave their time during the year are shown in the table below.

| Area | No. of Volunteers | Hours volunteered |
|----------------------------------|----------------------|----------------------|
| Nursing home | 5 | 4,200 |
| Counselling | 4 | 350 |
| General parish work & catechesis | 5 | 4,700 |
| University chaplaincy | 1 | 750 |
| Administration | 5 | 5,300 |
| Hospital visiting | 1 | 250 |
| PAT therapy | 1 | 550 |
| | 22 | 16,100 |

Grants, donations and support of missionary work and ministry

Grants, donations and other payments in support of missionary work and ministry are decided on by the trustees in consultation with other members of the Congregation as appropriate. In the main, the charity supports the work of those organisations whose work is within the objects of the charity, both in the United Kingdom and overseas, particularly in India. However, the charity does not regard itself as a grant making entity and applications for grants and donations are not invited.

ACHIEVEMENTS AND PERFORMANCE

The paragraphs below outline briefly the charity's achievements during the year in each of its main activities. Certain details have already been recorded in the earlier part of this report.

Care of the members of the Congregation

During the year the charity supported and enabled its members to continue to engage in a variety of ministries such as teaching and nursing, family counselling, working in hospital and university chaplaincies, working with youth and the homeless, visiting the sick and house-bound, facilitating study groups for people with special educational needs, and giving lectures and talks on a wide spectrum of subjects to a wide variety of people.

Over the next few years, it is inevitable that the cost of caring for members will increase due to the rising expense of social and dementia care.

Worship and prayer

Throughout the year the sisters continued with their own private worship and their spiritual development and training. All sisters attended retreats which provided an opportunity for renewal and quiet contemplation.

Social and pastoral work

Details of the many activities in which the sisters are engaged have already been noted above.

While the trustees appreciate the commitment and dedication of the sisters, they are very aware that over the next several years, these activities will diminish significantly, due to the increasing age profile. The trustees will continue to assist the sisters in any way possible and will encourage them to remain active and involved for as long as possible. However, they will maintain a vigilant eye on sisters who might want to stay in ministries when they are really no longer able to cope. The trustees will instead try to guide these sisters towards a less demanding, gentler ministry.

Care of the elderly: St Mary's Home, Stone

St Mary's Home provides residential and nursing care facilities for the elderly and is administered in accordance with the charitable objects of The English Dominican Congregation (Stone) Charitable Fund as specified in the trust deed.

The Registered Manager at St Mary's is Natalie Dibble. Natalie was appointed in May 2018 having been a senior member of the nursing team at St Mary's for over twelve years. She is passionate about the care of the elderly and highly committed to the home, its staff and residents.

There was an unannounced inspection by the Care Quality Commission in November 2021 following on from the previous inspection in August 2019. St Mary's retained its 'Good' in four key areas of assessment and achieved an 'Outstanding' rating in the 'Responsive' area of assessment, resulting in an overall rating of 'Good'.

ACHIEVEMENTS AND PERFORMANCE (continued)

Care of the elderly: St Mary's Home, Stone (continued)

The inspection report was overwhelmingly positive and noted that:

- ◆ The service was particularly skilled at helping people and their families to explore and record their wishes about care at the end of their life. People said end of life care was exceptional, and that they received kindness, time together and spiritual support towards the end of life.
- ◆ The service took innovative steps to meet people's information and communication needs. People were supported to communicate in a manner to suit their preferences and abilities.
- ◆ The service found innovative ways of supporting people to maintain relationships with family and friends, particularly throughout the pandemic, when visits were not always possible.
- ◆ Visiting professionals told the inspectors how the service focused on providing person-centred care and support, and achieved exceptional results.
- ◆ People told the inspectors how staff had outstanding skills and had excellent understanding of their individual needs relating to their protected equality characteristics and their values and beliefs. People said they were listened to by staff and were confident to voice their opinions.
- ◆ People felt actively involved in decision-making and empowered to make choices in daily life; they were also encouraged to remain independent where possible.
- ◆ Arrangements for social activities were innovative and followed best practice guidance ensuring people could live as full a life as possible.
- ◆ People were encouraged to maintain hobbies and interests; there were opportunities throughout the day for people to engage in fun and interesting activities. People said they were happy and enjoyed living in the home.
- ◆ The registered manager was visible, approachable and acted as a role model for staff. There was a positive culture of inclusiveness within the service, which ensured people were part of their individualised care. Staff and visiting professionals told the inspectors the registered manager was a passionate leader, focused on promoting people's wellbeing.
- ◆ Feedback was welcomed to drive improvements in people's support, which had made a positive difference to people's quality of life. The registered manager continually looked for ways to improve and learn through involvement in projects and leading meetings with other professionals within Health and Social Care settings.
- ◆ People received their medicines safely and safe medicine administration practices were observed.

ACHIEVEMENTS AND PERFORMANCE (continued)

Care of the elderly: St Mary's Home, Stone (continued)

- ◆ People said they felt safe and well supported. The staff described how they could recognise unsafe care practices and the action they would take to report poor practice. Lessons were learned when things had gone wrong.
- ◆ There were enough trained and competent staff, people did not have to wait long for support. Staff were recruited safely. People were protected from the risk of cross infection and the home followed government guidance in relation to the Covid-19 pandemic.
- ◆ Care plans were robust and detailed people's preferences, risks and health requirements. These were regularly reviewed by management. People and relatives said they felt included in the care planning process. People were supported to access other health professionals when needed, and advice was followed.
- ◆ People and relatives were positive about the food and drinks available and people had choices over menus and where they wanted to eat. The Home was adapted to meet the needs of those living there and people could personalise their own rooms to feel more at home.
- ◆ People were supported to have maximum choice and control of their lives and staff supported them in the least restrictive way possible and in line with their best interests; the policies and systems in the service supported this practice.

The Chairperson of the trustees is appointed as Safeguarding Officer for the Home and has attended a number of training courses and conferences to ensure that the Home is fully compliant with all current legislation. Annual safeguarding training is compulsory for all staff employed in the Home to ensure they are fully aware of the issues involved and are equipped to deal appropriately with any incident.

There are no longer any sisters actively involved in the nursing care of residents and a number of sisters are now resident in the Home.

There is an Activities Co-ordinator whose role is to create, plan, organise and co-ordinate a stimulating and developing activity programme to enhance the quality of life of each resident in the Home that will promote the health, dignity and wellbeing of each resident and enhance the quality of their lives.

The Covid-19 pandemic continues to affect the manner in which activities are and the staff work hard to ensure that residents remain stimulated and entertained. The Home has a number of iPads which are used by the Activities Co-ordinator and care staff to ensure that contact with friends and families can continue if visiting has to be restricted. Numerous relatives of residents who have died during the year have expressed gratitude for the high standard of care received and overall, there is a caring friendly atmosphere evident at St Mary's Home.

ACHIEVEMENTS AND PERFORMANCE (continued)

Care of the elderly: St Mary's Home, Stone (continued)

The Home is committed to a programme of continual refurbishment and was able to re-instate this during 2021/22 as the impact of Covid-19 reduced. Bedrooms are refurbished when occupancy levels permit and communal areas as required. In addition to bedroom refurbishments, the following were completed in the year:

- ◆ One of the bathrooms was professionally refurbished to an exceptionally high standard;
- ◆ A number of new profiling beds were purchased;
- ◆ Two new laptops were purchased;
- ◆ A new printer/scanner/copier was purchased;
- ◆ The reception area was refurbished with new furnishings to create a welcoming entrance area;
- ◆ Wi-fi was installed throughout the building;

The Management Team also reviewed digital care planning solutions and a preferred supplier was identified following presentations by a number of suppliers. This was purchased and installed towards the end of the year and should be fully in use in early 2022/23.

Covid-19 continued to have an impact during the year. The Home has followed all DHSC guidance as regards Covid-19, including vaccination and testing of residents and staff. There were a number of residents and staff who tested positive during the year, all of whom recovered fully. The Management Team works closely with local Public Health and the Local Authority in the event of an outbreak to ensure that it is managed effectively and that the impact on the lives of the residents is minimised.

The trustees wish to put on record their appreciation of and gratitude to all the staff for their outstanding contribution to St Mary's, particularly in relation to the continuing impact of Covid-19.

Education: St Rose's School

During the academic year 2021/22, St Rose's had 84 students and young people from 6 Local Authorities:

- ◆ Early Years – 28 children
- ◆ St Rose's – 30 students
- ◆ St Martin's – 26 students

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

We continue to work hard to advertise St Rose's and, as a result, there has been a great deal of interest in places. We continue to work closely with Gloucestershire County Council which is our main commissioner and we communicate with them regularly to organise bespoke packages to meet the individual needs of our students. They have approached us several times this year to ask for placements at St Rose's and St Martin's. Numbers continue to rise steadily.

We had 7 new students starting at St Rose's in September 2021 plus 1 in October as well as 5 new students who joined St Martin's at the beginning of the academic year.

Despite the restrictions placed on us by the Covid-19 pandemic, St Rose's has remained open throughout the year and staff have worked hard to ensure that the students continue to have the support they need to make progress.

School and College Improvement (*Strategic Aim 1*)

1.1 Governors and leadership work together to ensure quality of education through clear curriculum intent

Education update delivered by Head of Education to FGB and EHC committee regularly throughout the year.

1.2 To embed and develop distributed leadership across the school and college to ensure shared responsibility in all aspects of school and college

- ◆ Head of Care in place
- ◆ Staff member in place taking on greater responsibility as Assistant Head of St Martin's
- ◆ Staff member in place taking on greater responsibility as Assistant Head of St Rose's
- ◆ Staff member has completed the first year of her NPQH
- ◆ Staff member appointed Band 7 occupational therapist
- ◆ Staff member appointed Band 7 physiotherapist
- ◆ Staff member appointed Band 6 physiotherapist

1.3 To develop staff expertise through a robust professional development-training programme including external courses differentiated according to need.

Training continues to be a focus across all areas, and this will be carried forward to the new strategic plan. A new training matrix is in place to ensure training is up to date and needs identified. This will be embedded across all areas in the new year.

1.4 Governance across School and College continues to be developed.

Regular Full Governing Body (FGB) and subcommittee meetings take place with focus on strategic aims. A Governor review session took place in May. We were supported by Su Turner from Shaping Governance who facilitated a discussion and helped us to identify gaps in our governance. We have an action plan that needs further discussion with all governors. Governance will remain a focus for the new strategic plan.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

School and College Improvement (Strategic Aim 1) (continued)

1.5 To develop and embed robust placement planning to ensure excellent outcomes for students.

Placement Plans and checklist are in place with regular multidisciplinary meetings to ensure areas of responsibility are highlighted and actioned.

1.6 To continue to develop the safeguarding processes through independent challenge and build upon the 'drip, drip' training for staff and governors.

Governors receive regular reports.

Governor training will be a focus for the coming year in line with changes to KCSIE.

External audit took place in February 2022 – no major issues were identified. However, there is an action to formulate a Safeguarding Monitoring visit by the safeguarding Governor to include 6 visits per year.

1.7 To successfully reapply for NAS accreditation.

Revalidated in February 2021

1.8 Embed the process of regular review into the current positive behaviour support and restrictive practices policies and systems. To ensure excellent practice at all times.

PBS Forum now includes SALT and Head of Care who attends meetings

2 staff trained to deliver NAPPI training

St Rose's has joined the Restraint Reduction Network

1.9 To develop the marketing of the school through increasing the staff opportunities to speak at, lead and develop training across the education community.

Covid-19 restrictions have made this difficult however, staff attend online forums to promote the school and college.

Therapy staff have begun to do some outreach work as Covid restrictions have lifted.

Redevelopment of residential facilities (Strategic Aim 5.1)

5.1 To develop the current residential facilities in order to improve quality of provision and increase capacity in nursery, school and college

Quentin House completed and officially opened by Bishop Declan in May 2022.

The new Immersive Room completed and in daily use during education and residential times. This state-of-the-art provision has greatly enhanced the learning experience of the students.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Redevelopment of residential facilities (Strategic Aim 5.1) (continued)

A direct impact of the improved residential facilities was to regain a judgement of GOOD following the last care inspection in October 2021.

The patio area at the back of St Martin's has been extended to provide valuable and accessible outdoor space for the students.

Bathrooms across the site continue to be refurbished to meet the changing needs of the students, including providing additional hoisting and changing areas.

Storage sheds were replaced as part of the Quentin House project and as well as providing improved storage, the appearance of the site has been improved.

Catholic Life

Staff and students celebrate many events in the liturgical calendar including termly Mass and festivals. Students take part in Christmas and Easter productions.

The Chair of Governors, Principal, Vice Principal, RE Lead and Business manager all attend Gloucestershire Catholic Schools Partnership meetings.

Students and staff regularly attend RE events organised by the Diocese.

Values are embedded across St Rose's and St Martin's community. Briefing and quality assurance minutes, SCMT meeting minutes and EHC Committee meeting minutes reflect how values are being addressed.

Termly assemblies are held to introduce value for the term.

Catholic Social Teaching is evidenced in curriculum planning.

Curriculum developed for KS5 and is being piloted.

We continue to carry out fundraising activities throughout the year as part of the Catholic life at St Rose's to help our students develop and understanding of the wider world, supporting local, national, and international causes.

The new RE curriculum is being implemented and embedded in the curriculum and taught across St Rose's and the new RE assessment criteria is incorporated into the planning and evaluation of each student's individual learning objectives. Outcomes continue to be reviewed so that they are relevant and achievable for St Rose's students.

The RSE curriculum has been embedded in consultation with parents and the Chailey Heritage programme of study has been implemented for our students with PMLD.

We have achieved the Mental Health Champion accreditation.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Catholic Life (continued)

Staff and student wellbeing has had a particular emphasis this year.

Education

The Strategic Plan for 2020 - 2022 was put in place at the beginning of the year with Strategic Aim 2 (Exceptional educational outcomes) and a number of Initiatives and Key Performance Indicators (KPIs).

Initiative 1 To ensure individual student outcomes are exceptional through teaching and learning that meets the needs of the learners by providing high quality and bespoke appraisal and CPD.

The detailed aims, strategies, and actions towards the Strategic initiatives and KPI's can be found in the Development Plan (St Rose's and Nursery) and the Quality Improvement Plan (St Martin's).

All mainstream nursery children are working within expected age bands across the prime areas of the EYFS and where appropriate in the specific areas of learning. Our nursery children with additional needs are making progress. All progress is demonstrated through Cherry Orchard Assessment.

Students in School and College have made progress towards their targets and the majority of them are meeting expectations, some of our students in school have exceeded their targets.

All teacher observations were completed with at least one using a deep dive format and reporting on particular areas of the criteria.

Mathematics and English subject leaders support non-specialist teachers with the sequenced learning and pedagogy of their subjects. St Rose's and St Martin's are working collaboratively to discuss maths pedagogy and the use of resources.

Students in St Martin's have a Personalised Long-Term Plan in place.

Information sharing takes place with therapists and care through sharing documents in school and MDTs in School and College.

Initiative 2 To develop assessment across the nursery, school, and college to ensure that progress and attainment is measured from robust baseline assessments and shows excellent levels of progression

St Martin's is using baseline assessment and Personalised Long-Term Plans (PLTPs) to reflect student progress. Each student is baselined during transition and first few weeks of attendance.

St Rose's is using Baseline Assessment and adapted MAPP and end points.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Education (continued)

The nursery is using Cherry Orchard through Tapestry to demonstrate formative and summative progress of children.

Subject monitoring has been established across the curriculum to highlight students not making expected progress and support them through interventions and follow up.

A new subject leads shared role for English/communication is in place in school.

Regular meetings take place to discuss progress of students and ensure timely interventions to support them that are monitored.

Initiative 3 To further develop literacy and communication in conjunction with S< through development of practice and leading local and national clusters (through joined up approach to the teaching of literacy and phonics)

There is ongoing training and regular updates for staff in English/communication and phonics.

The use of phonics from nursery through school and college demonstrates continuous and joined up provision.

Challenging targets are in place and monitored through PLTPs in college and MAPP IP targets in school.

InPrint 3 (Widget) symbols are consistent throughout school and college.

New English/communication leads in school access training.

Initiative 4 St Rose's: To further develop numeracy through a progressive, planned and thoughtful curriculum.

The nursery gives opportunities for children to develop their maths understanding through play activities.

Training is delivered to school TAs to support students in lessons.

There is a termly maths focus at school Teachers' Meetings and key maths words are added to termly vocabulary sheet.

Maths focus for observations in school during Autumn term has demonstrated teacher knowledge and understanding.

St Rose's and St Martin's mathematics lead is participating in maths special schools and colleges network meetings.

Maths pedagogy is shared across St Rose's and St Martin's

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Education (continued)

Initiative 5 To complete planning and embed an exceptional and quality curriculum which prepares students for the next step.

Teaching of PSD is monitored in school. SMSC grid is in place and ongoing.

Mental Health Champion Award was completed this year in school. Positive mental health forum was established in school.

Long Term Plans are in place to support sequenced learning including Skills Curriculum to support development in PSD and Music skills curriculum.

Focused use of Pupil Premium money in school is linked to class teachers.

Asdan suite of qualifications has been introduced.

New living skills curriculum has been piloted

Chailey heritage RSE resources has been piloted

There is evidence of coverage of British values at Teachers Meetings in St Martin's.

St Martin's Pathway leaders are in place and monitored.

There is a broad curriculum for St Martin's students including Pathway A students having an opportunity to experience Shakespeare. A rationale was written by a teacher to support this.

There is evidence of students in St Martin's covering radicalisation and extremism including rationale for Pathway A students.

Initiative 6 To continue to review and develop learner voice across nursery, school and college

Nursery children participate in a child led approach to the curriculum. Children have opportunities to make choices throughout the day.

St Rose's Student Council meet regularly, and questionnaires are completed. Results analysed and actions are taken as a result.

St Martin's Pathway A students are supported in their learner voice through regular meetings of staff and documents demonstrating how they show learner voice including a student survey completed with support from staff who know them well.

St Martin's Pathway B students demonstrate learner voice through their responses, verbal or physical.

St Martin's Pathway C complete surveys and questionnaires annually.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Education (continued)

St Rose's and St Martin's are involved with national student surveys including PWBS Gloucestershire survey.

Students RAG rating or commenting on lessons and learning to take responsibility for their own learning, thinking processes and activities (Meta cognition).

All groups in St Martin's have a student voice board where student voice is captured.

Initiative 7 To work with students to prepare them for the next stage

Nursery children are prepared for next stage through visits and reports sent to schools.

St Martin's Personal Development targets are in place

St Martin's Transition plan is in place

St Rose's Transition Pathway including Year 9 transition documents.

Work Related Learning and careers information across school is in accordance with statutory guidance being developed and embedded.

Vocational Profiles have been established for St Martin's.

Cultural Capital Framework is being piloted.

Regular visits from SEN Independent careers adviser to KS4, Post 16 and Post 19 students to support transition.

SEN Independent Careers Adviser supports parents.

100% of students have an established destination.

Careers Leaders in school and college are working with LEP on Gatsby benchmarking.

Transition plan is followed for all new students in St Martin's.

Covid-19

There was a 98% uptake of the vaccination programme by our staff.

Between March 2021 and July 2022 staff carried out twice weekly testing at home for Covid-19. Testing has now been suspended.

We used PPE in line with government guidance for care homes. PPE is now used to support students with their personal care and at mealtimes only.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Covid-19 (continued)

Over the year restrictions were relaxed to enable activities that had been suspended to take place, such as collective worship, celebrations, use of the hydrotherapy pool and trampoline, enrichment activities off site, etc.

We were able to access Covid-19 funding to support our students who had missed out on some of their education.

We have a remote education policy in place that was implemented during lockdown.

The incidence of staff contracting Covid 19 increased in the Spring and Summer term creating some staffing difficulties. However, they were managed with minimal disruption to the delivery of the curriculum.

Therapy

3.1 To ensure individual student outcomes are exceptional through high quality therapy support that meets the educational needs of the learners

Therapy staff have completed a wide range of Continuing Professional Development to ensure that high quality therapy support is provided for our students.

3.2 Therapy team to develop positive behaviour support strategy across school and college working closely with education and care

This strategic outcome has been achieved and the delivery of NAPPI training to a high number of school and college staff has had a really positive impact on the understanding and practice of Positive Behaviour Support across our settings. More than 80 staff now have their level 1 NAPPI certificate.

The Positive Behaviour Forum has taken place regularly throughout the year to support staff teams, discuss student needs, make amendments to PBS plans. PBS logs are in place for those who need monitoring and support with lower levels of behaviour. An audit tool has been developed so that these can be reviewed and logged.

Positive Behaviour Support is now a key component of what we do in several classes and groups. Staff are growing in confidence in supporting these students, delivering interventions, writing up incidents on behaviour logs and CPOMS (online record keeping) and participating in the de-brief process.

3.3 Therapy team to work closely with education, health, and care teams to ensure optimum health and personal development outcomes for students

Multi-disciplinary working is a key factor in meeting student's health and personal development needs across school and college.

Therapists have collaborated, developed, and contributed to new ways of MDT working this year across a number of different areas.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Therapy (continued)

Support has continued from the therapy team into residential settings, enabling independence targets to be achieved and physical and communication goals to be worked on across the waking day for residential students.

Therapists have contributed to the newly established Well-being Group which provides support for staff and students. Therapists have provided activities and resources to promote positive mental health and have also attended discussion groups with other members of the team to support the wellbeing of both staff and students. This has been an excellent example of an initiative that has brought staff of different disciplines together for the benefit of our school and college.

MDT meetings are well established across school and college for target setting, planning and problem solving. We have had a schedule of regular MDTs to support students in St Martin's groups this year which have been very successful.

A new initiative, which is in its early stages, is our multidisciplinary Dysphagia Forum. Led by the Speech & Language and Nursing team, we will meet 6 times a year to bring together good practice from our respective disciplines to meet the needs of students with complex eating and drinking needs. We will ask physio and OT colleagues to join us at these meetings when a broader MDT approach is needed for very complex case discussions.

OT staff have spent time this year working closely with the Head of Care to embed therapy strategies into care practice. She has in her role as Positive Behaviour Support lead, contributed to work around PBS in the care setting, behaviour plans and logs as well as DoLS and reducing restrictive practise.

3.4 Therapists to ensure efficient information recording and sharing and further develop multidisciplinary working

The Therapy profile is now an established piece of documentation which has been well received by those we have shared it with. It serves as our report for EHCP reviews, CHC evidence and has been used for other purposes through the year when therapists have been asked for information.

In some classes this year in school, 'therapy info files' were shared with class teams about therapy sessions that take place away from the classroom. Staff reported that this was a good way of ensuring that consistent information was relayed and that all team members received the same details.

The online record keeping system, Cliniko, has now been in use for almost a full academic year. Therapists have found Cliniko to be a more efficient way of writing clinical notes and it has facilitated a better understanding of each other's therapy input owing to the visibility of students' targets and notes within the system.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Therapy (continued)

3.5 To continue to review and develop learner voice across nursery, school and college to ensure we continue to successfully meet their needs

An important element to our commitment to learner voice and use of Makaton signing is the intention for our Speech and Language therapy assistant is undertaking training to become a Makaton tutor. Successful completion of this course will enable us to deliver accredited Makaton training to staff and, in the future, apply for our setting to be a 'Makaton Friendly' school and college. Throughout this period, signing support has been delivered to a wide variety of staff and class groups and the profile and use of Makaton across the site is developing all the time.

Staff access to symbols for visual support has been improved by purchasing InPrint3 software for use across residential settings, nursery, school and college. InPrint3 gives staff access to the Widgit symbol package, enabling the creation of teaching resources, communication resources and visual supports from a variety of computers across the site.

Care

OFSTED care inspection – November 2021

GOOD across all areas

The annual 3-day inspection was carried out by 2 inspectors, who were complimentary about the initiatives that had been put in place to address the areas of concern following the inspection in June 2019.

Comments included 'Children receive a good quality of care when staying at the residential provision. The level of personalised care and support is a strength of the school.'

The inspectors recognised the further improvements the new residential provision (Quentin House) would make.

All the National Minimum Standards were met.

CQC Inspection – February 2022

Focussed inspection on Infection Prevention took place.

The inspector was assured that appropriate measures were in place to ensure the safety and wellbeing of our students. She saw many examples of good practise which were commented on in her report.

We receive monthly notifications from CQC stating that they have found no evidence of the need to carry out an inspection or reassess our current rating. They regularly monitor our data to ensure that we meet a high standard.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Staffing

A new Head of Care was appointed in November 2021.

Recruitment of care staff has been difficult this year and we continue to look at ways to attract care staff. This has had an impact on the number of short breaks we are able to offer.

Staff training (*strategic aim 4.1 – to embed an exceptional standard of care across the residential experience – staff development*)

We continue to offer a wide variety of training to our staff. This has primarily been via e-learning as we were unable to have large groups of staff together due to Covid-19 restrictions, but we have been able to offer smaller face to face group training.

Three staff are working towards their Level 3 diploma in Health and Social Care.

Staff views are sought regularly via the staff survey as well as during regular supervision sessions and staff meetings

Student voice (*strategic aim 4.5 – to continue to review and develop learner voice, including parent/carer voice*)

The project we worked on last year to ensure we are promoting, and evidencing student voice is in place. This has been a multi-disciplinary project, using the skills and knowledge of all staff to record what our students like to do, how we would know when things aren't going so well for them, and how the student likes to be supported at this time. The document sits within student support plans and is regularly reviewed as part of the monthly support plan checks.

Parent/Carer questionnaire

On-line questionnaires were sent out to all residential parents in June. All returns so far have been positive with families appreciating and valuing the care and support we provide. We will feedback all responses once we have closed the on-line questionnaire.

Quality assurance (*Strategic aim 4.6 – to embed Quality Assurance processes across the residential areas*)

National Minimum Standard 20 visits In July last year we engaged with a company called Changing Outcomes to help us with our quality assurance process and to carry out Standard 20 visits. They carried out 6 visits over this year and provided us with a full report after each visit with areas to consider for improvement. This has been another positive area for development and assured we were able to meet the required standard for the last care inspection.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Quality Assurance – St Martin's

The Head of Care has been working with the Principal to ensure compliance with the Key Lines of Enquiry (KLOE's). The link Governor attends regular meetings to review the KLOE's. They are currently carrying out an audit with the help of an external care manager as part on the quality assurance process.

Regular visits from governors and trustees are carried out to support the QA process

Safeguarding Report

Referrals

There has been one referral this year. We continue to work with social workers and family support workers as needed.

Safeguarding children policy

This was updated in September 2021 to reflect the changes in Keeping Children Safe in Education 2020 (KCSIE 2021) and ratified. It will be updated again in line with changes to KCSIE for 2022.

The DSL has completed training with GSCP about the changes to KCSIE 2022.

Children in Care

The number of Looked After Children and Children in Need in school is increasing as our student numbers grow so we have implemented termly meetings with the Designated Teacher to share information and discuss the children where necessary.

The designated teacher has completed a list of all current social workers involved with our students and has put together a list of when their plans are being reviewed. A safeguarding calendar has been created and the dates of a CiN meetings and CLA reviews have been added to this.

Staff Training

Safeguarding scenario were sent out to staff for discussion in team meetings half termly.

We continue to send out information via the weekly staff briefing when appropriate.

The DSL has completed Operation Encompass key adult training.

The DSL and DDSL attended a webinar from CPOMS re. recording of low-level staff concerns.

The DSL and DDSL have completed an e-learning course on domestic abuse.

The DDSL has completed level 2 safeguarding adults (GSAB) and has completed e-learning for Deprivation of Liberties Safeguards and Level 2 Mental Capacity Act.

The DSL has completed L3 Child Protection training.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Safeguarding report (continued)

Staff Training (continued)

4 members of staff have completed an e-learning course on suicide awareness.

Safeguarding inductions continue to be delivered by one of the DDSL's for new staff.

The DSL has completed online training with The Virtual School in how to access and update children's PEP's.

Two members of the admin team completed Single Central Record training in May 2022.

Governor Training

Keeping Children Safe in education is set to make Governor safeguarding training mandatory and this will need to be completed. All governors will be required to complete at least Level 1 safeguarding in Education training from September 2022.

CPOMS

CPOMS is now being used to record accidents and incidents and behaviour incidents and logs.

Chronology and safeguarding information is now being inputted onto CPOMS.

Safeguarding Audits

The DSL and DDSL completed a safeguarding self- audit of our policies and procedures in September 2021

The Gloucestershire County Council annual S175 Safeguarding Audit was completed and submitted to the local authority by 8 December. The Action plan was reviewed in June 2021 there is one outstanding action for staff to read the Multi-Agency Guidance for Injuries in Non-mobile Infants and Injuries of Concern in Non-mobile Older Children (May 2021).

Staff from GSCP visited on 1 February to audit our S175 audit responses and our safeguarding policies and procedures. No major issues were identified, however there is an action to formulate a Safeguarding Monitoring visit by the safeguarding Governor to include 6 visits a year to include the following:

- Single Central Record & recruitment check x 2 with SBM
- S175 Audit support
- Attendance monitoring
- How do you teach children to keep safe – PSHE lead?
- The child protection process/policy update

Safeguarding Reflection Meetings

These continue to happen each half term. The DSL and DDSL meet weekly.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Premises

Site – completed works

Quentin House was finished except for a few snagging issues, which are now drawing to a conclusion, the most serious being an issue with the roof, the roofing company and the architects will be addressing this issue. The students have started to move in upstairs and have been using the downstairs facilities for some time. Everyone is really delighted with the new facilities.

The new immersive room was completed and is now used by the nursery, school, and college students, it is also used during the evenings by residential students.

A new patio and paths have been installed at the back of St Martin's bungalow and fencing has been erected to enclose the area.

LOLER – the six-monthly inspection by our insurance company took place in January and June 2022.

Pool – the pool reopened to our students in the summer term of 2021 and our external hirers returned to their evening and Saturday slots from September 2021.

The regular meetings of the site team and the new online logging system of issues has improved the recording and speed at which work is carried out.

The new hoists have been fitted in one of the bathrooms in St Rose's and is making a real difference for the staff and students using the area.

The final tree which required its crown to be removed was completed once the site office was removed.

The new sheds were completed over the summer holidays and have been refilled in a more organised fashion.

Ongoing scheduled maintenance has been taking place throughout the year.

A new groundsman was appointed, and he has made tremendous improvements around site.

SR1 & SR4 heating has been upgraded.

Air conditioning has been fitted to SR5.

The fire alarms in St Martin's and St Rose's have been linked.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Premises (continued)

Health & Safety (H&S)

Our H&S governor has continued to come in once a term to carry out H&S walks of the site to pick up any issues, reports are presented to the FGB and any issues identified are resolved.

Our new H&S consultants Judicium provided us with an audit report in May 2021 and we started to work through the issues, many related to training and others required us to better evidence work that was happening but wasn't being recorded in a manner that is acceptable. The amount of work involved in getting this right and following the Fire Risk Assessment which was carried out in January 2022, having been postponed from October 2021, and which produced another report requiring further work to bring us up to best practice, it was decided to appoint a Compliance & Standards Officer. LMT continue to monitor and update our Risk Assessment for Covid-19.

The Risk Register was updated to include the difficulties we are facing with recruitment and retention of staff, Covid-19 has been reassessed to be a moderate risk now, and how we keep up to date with changing legislation and updated standards.

Induction training continues to take place for all new staff, this year we have continued to recruit throughout the year and induction training has continued to ensure all new staff receive the appropriate training.

Check lists continue to be used by the site team, to ensure all aspects of repairs, ongoing maintenance and security are being checked when they should be and to ensure we have the evidence to prove it.

Each department on site also now uses check lists to check their areas for H&S issues, and to report any remedial work that is necessary. It is also an excellent way to ensure all fire doors and escape routes are free from clutter.

Risk assessments are updated on a rolling basis.

The areas of flooring in the school where ridges appeared during the term 2020/21 were investigated by structural engineers prior to the summer holidays in May 2021 and the remedial work was carried out during the summer holidays. Sections of the flooring were removed, reinforced and reinstated ready for September.

The Health and Safety Policy has been reviewed was ratified.

Six H&S training courses were allocated to all staff and staff were requested to undertake 3 courses during the INSET days at the start of this term. These have been done, and many staff have completed all six courses.

The two property men have undertaken two half day training courses in the management of asbestos and legionella.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Premises (continued)

Building Project

Snape construction completed phase one of our building programme which included the new Quentin House annex, a new meeting room, a new much larger Flamingos area and the Immersive room.

FINANCIAL REVIEW

Results for the year

A summary of the year's results can be found on page 48 of this report and accounts.

Total income for the year was £6,944,487 (2021 – £6,755,787). The largest proportion of the charity's income arises from the residential and nursing care home at Stone, Staffordshire and the school in Stroud. £2,489,861 (2021 – £2,359,000) of the income related to fee income for St Mary's Home, Stone and charges related to St Rose's School amounted to £2,717,814 (2021 – £2,513,047). The School also received grant funding from the Department for Education during the year of £698,767 (2021 - £615,835).

Donations, legacies and similar income continue to be important sources of income with one of the largest components being the salaries and pensions of individual members of the Congregation received under Gift Aid or Deed of Covenant. During the year ended 31 March 2022, these salaries and pensions amounted to £436,945 (2021 - £440,966).

Expenditure for the year totalled £6,720,629 (2021 – £6,510,722). £2,454,453 (2021 – £2,448,447) of this related to the operating expenditure of St Mary's Home, Stone. Expenditure in connection with the operation of St Rose's School amounted to £3,387,575 (2021 – £3,156,716).

Expenditure on maintaining the sisters and enabling them to carry out their work during the year amounted to £856,742 (2021 – £884,247). Premises expenditure continues to be high, as properties grow older and alterations become necessary to facilitate the needs of elderly sisters. The trustees are considering the future of the charity's site at Stone.

Net income before other gains and losses for the year amounted to £223,858 (2021 – net income of £245,065). Investment gains were £451,849 (2021 – gains of £1,245,424) and the net income and increase in funds for the year, therefore, amounted to £675,707 (2021 – £1,490,489).

FINANCIAL REVIEW (continued)

Fundraising

St Mary's Home, Stone, has a Fundraising Committee which comprises current and former members of staff, and a number of relatives, both past and present. The Covid-19 pandemic meant that very limited fundraising was possible during the year, however it is intended that events will recommence fully as soon as is practicable, although initially in a limited way. Fundraising is all undertaken in-house and the Home does not use any professional fundraisers or commercial participators.

St Rose's has an established fundraising group, The Friends of St Rose's, which has regularly raised funds for equipment and improved facilities for the students. In recent years the trustees and governors agreed for the Friends of St Rose's to be a separate entity. The Friends of St Rose's have reassured the trustees and governors that they will not undertake any activity which is at variance with the Catholic tradition of St Rose's or which will damage its reputation.

The charity and each of its constituent parts aim to achieve best practice in the way in which they communicate with donors and other supporters. Care is taken with both the tone of communications and the accuracy of data to minimise the pressures on supporters. Best practice is applied to protect supporters' data. The charity never sells data, it never swaps data and ensures that communication preferences can be changed at any time. With the exception of significant appeals, for examples at St Rose's, the charity manages its own fundraising activities and does not employ the services of Professional Fundraisers.

No complaints have been received by the charity, including the Home and the School, in relation to fundraising activities.

Investment policy

The charity's investments comprise mainly pooled funds managed by BlackRock Investment Management (UK) Limited. The trustees are of the opinion that this enables the portfolio to strongly reflect the Catholic ethos of the charity.

The ethical policy precludes investment in any company which, after reasonable enquiry, clearly has significant profits from an activity which is contrary to the objectives of the Christian Church.

There are no restrictions on the charity's power to invest.

The investment strategy is set by the trustees and takes into account income requirements, the risk profile and the investment manager's view of the market prospects in the medium term.

The performance of the portfolio and the charity's investment strategy are reviewed annually by the trustees.

FINANCIAL REVIEW (continued)

Investment performance

The investment managers continued to invest in accordance with the trustees' investment policy set out earlier in this report. Further details of the investment portfolio are detailed in note 14 to the attached accounts.

The major part of the charity's listed investments are managed by BlackRock Investment Management (UK) Limited. The investments had a market value of £6,959,103 as at 31 March 2022 (2021 – £7,257,254). Net gains on the revaluation and disposal of investments amounted to £451,849 (2021 – £1,245,424). Investment income on those listed investments was £154,680 (2021 – £233,782).

The trustees continue to take a long-term view and believe their investment policy remains appropriate.

Reserves policy

The charity carries out a diverse range of activities and is responsible for the care and support of sisters whose average age is increasing and whose needs are changing. The trustees have examined the requirement for free reserves i.e. those unrestricted funds not invested in tangible fixed assets, designated for specific purposes or otherwise committed.

The trustees consider that, given the nature of the charity's work, the level of free reserves should be approximately equivalent to between six and twelve months' expenditure at any one time. The trustees are of the opinion that this provides sufficient flexibility to cover temporary shortfalls in incoming resources and will allow the charity to cope and respond to unforeseen emergencies whilst specific action plans are implemented.

Financial position

The balance sheet comprises tangible fixed assets of £9,169,420 (2021 – £7,620,249), investments of £6,959,103 (2021 – £7,257,254), programme related investments of £2,633,690 (2021 – £2,633,690) and net current assets of £4,785,994 (2021 – £5,361,307) which are represented by total funds of £23,548,207 (2021 – £22,872,500).

These funds include permanent endowment of £12,830 (2021 – £12,830). These funds are "capital" and must be held indefinitely by the charity.

Also included in total funds is an amount of £170,198 (2021 – £244,866) which is restricted. These monies have been donated, and their use restricted to, specific purposes. Full details of these restricted funds can be found in note 19 to the accounts together with an analysis of movements in the year.

Funds totalling £9,169,420 (2021 – £7,620,249) have been set aside by the trustees as a tangible fixed assets fund representing the net book value of those tangible fixed assets held as part of unrestricted funds. A decision was made to separate this fund from the general funds of the charity in recognition of the fact that the tangible fixed assets (i.e. ostensibly the charity's freehold properties) are essential to the day-to-day work of the charity and as such their value should not be regarded as funds that would be realisable with ease in order to meet future contingencies.

FINANCIAL REVIEW (continued)

Financial position (continued)

A further £11,060,494 (2021 – £11,963,717) has been designated by the trustees for various purposes. This figure includes £5,000,000 (2021 – £5,000,000) to provide for the sisters in their retirement. Full details of the designated funds can be found in note 21 to the accounts together with an analysis of movements in the year.

General funds (or free reserves) of the charity at 31 March 2022 totalled £3,135,265 (2021 – £3,030,838). The level of free reserves at 31 March 2022 falls slightly short of the figure required by the above reserves policy based on expenditure incurred in 2022. However, over the past couple of years there have been costs that over the long term are not expected to recur. Therefore, the trustees are content with the level of free reserves at 31 March 2022 and believe that they are adequate but not excessive.

Tax exemptions

The beneficiaries of the work of the charity have the assurance that all of the income of the charity must be applied for charitable purposes in furtherance of the charity's object of furthering the Roman Catholic faith. The charity enjoys tax exemption on income from its activities and on its investment income and gains provided these are applied for its charitable aims. As a charity, it is also entitled to a reduction of 80% on business rates on the property it occupies for its charitable purposes.

The financial benefits received as a result of these exemptions are all applied for the purposes of furthering the Roman Catholic faith by enabling and supporting the sisters to live out their faith and to put that faith into practice through a wide variety of religious and other charitable works, including the operation of a nursing home and a school.

The nature of the charity's activities means that it is unable to reclaim VAT input tax on its costs as it is exempt for VAT purposes. The charity also pays tax as an employer through the national insurance contributions it makes. The charity brings very substantial benefits to the residents in its nursing home, the pupils in the school, the local communities and society in general through the social and pastoral work provided by sisters (often on a voluntary basis), the care services offered and the education services provided. In addition, the charity creates social assets without cost to the Exchequer through the school's links with the wider community, the nursing home's links with older people within the relevant community and through the voluntary work carried out by the sisters.

FUTURE PLANS

The trustees will continue to monitor closely the charity and its activities, and expect each of its institutions to be independently viable. They are mindful of the current economic and political climate and the impact it may have on their plans, and intend to review those plans frequently during the next twelve months. It is their intention to meet the following objectives:

- ◆ To monitor the needs of the sisters as they grow older and, if necessary, the charity's plans in respect to property needs and the provision of care to elderly members;
- ◆ To continue to remain focused on the importance of worship and prayer to the lives of the individual sisters and to the overall mission of the charity;

FUTURE PLANS (continued)

- ◆ To continue to care for the sisters and enable them to carry out their pastoral work and ministry. Focus will continue to be given to assisting and caring for the elderly, the poor and the marginalised and reaching out to as many as possible.

In respect to St Mary's Home, the trustees are committed to the provision of high quality and dignified care for the elderly at the site in Stone and are considering the ways in which they may continue to do so. Longer term it is possible that this will result in St Mary's Home being run by a different organisation, but will ensure a legacy of care by the Congregation on the site. In the interim, whilst details are finalised, the trustees are committed to St Mary's Home and its residents and staff.

The future plans of St Rose's School are covered in the Achievements and Performance section above.

RISK MANAGEMENT

In line with the requirement for trustees to undertake a risk assessment exercise and report on the same in their annual report, the trustees have looked at the risks the Congregation currently faces in Britain and have reviewed the measures already in place, or needing to be put in place, to deal with them. The trustees have identified five main areas where risks may occur:

- ◆ Governance and management;
- ◆ Operational;
- ◆ Financial;
- ◆ Reputational;
- ◆ Laws, regulations, external and environment.

Governance and management looks at the risk of the Congregation, and hence the charity, suffering from a lack of direction, and at the skills and training of its members and staff, and the good use of its resources.

Operational looks at the risks inherent in the charity's activities including the operation of its nursing home and its school – the members engaging in inappropriate activities, the unsuitability of buildings, poor maintenance, shortcomings in the services provided, difficulties with staff, poor health and safety, lack of a disaster recovery policy, etc.

Financial risks include those arising as a result of poor budgetary control, inappropriate spending, poor accounting, inappropriate investment policies, etc.

Reputational looks at possible damage to the Congregation's and/or charity's reputation.

Laws, regulations, external and environment looks at the effects of government policies, the consequences of non-compliance with laws and regulations and poor risk assessment in the charity's care home and school.

RISK MANAGEMENT (continued)

Having assessed the major risks to which the charity is exposed, the trustees believe that by monitoring reserve levels, by ensuring controls exist over key financial systems, and by examining the operational and business risks faced by the charity, they have established effective systems to mitigate those risks.

Other than the risks associated with the global Covid-19 pandemic referenced earlier in this report, the other key risks for the charity, as identified by the trustees, are described below together with the principal ways in which they are mitigated:

- ◆ An analysis of the age profile of the members of the Congregation shows that the average age at 31 March 2022 was 78 years. The trustees are aware that there is both a moral and legal obligation to care for the older members. None of the sisters have resources of their own as all earnings, pensions and other income have been donated to the charity under a Gift Aid compliant Deed of Covenant. As the age profile increases, so too does the need to provide care for the sisters. Key elements of the management of this risk are: (a) ensuring that the charity has the available financial resources to finance this care both now and in the years ahead by setting aside assets in a designated fund, the value of which has been based on actuarial principles; and (b) ensuring that processes are in place to review regularly the ministries and needs of individual sisters encouraging those who need it to take on less demanding ministries and for identifying those who need extra care and help.
- ◆ Operationally the charity works with children and vulnerable adults including older people. The trustees recognise the absolute necessity of ensuring the protection and safety of all those that the charity serves. This means that sisters engaged in any ministry in Great Britain and all those who work or volunteer for the charity and work with children or vulnerable adults must obtain clearance from the Disclosure and Barring Service (DBS). The same applies for relevant staff employed by St Mary's Home and St Rose's School. The trustees are committed fully to implementing the policies of the Catholic Safeguarding Standards Agency (CSSA) and the Religious Life Safeguarding Service (RLSS). One of the sisters is responsible for ensuring this policy is adhered to in respect to all sisters, employees and volunteers. In addition, a Safeguarding Officer is nominated at both the Home and the School operated by the charity. Safeguarding training is compulsory for all staff.
- ◆ The charity's principal asset comprises listed investments, the value of which is dependent on movements in UK and world stock markets. The investments are managed by reputable investment managers who adhere to a policy agreed by the trustees. The performance of the portfolio is monitored and the investment strategy is assessed regularly to ensure it remains appropriate to the charity's needs – both now and in the future.
- ◆ The trustees are considering the long-term future of the site at Stone and the associated risks are being mitigated through careful discernment and planning and by seeking detailed professional advice in respect to all aspects of the potential project.

RISK MANAGEMENT (continued)

Home

The major risks for the Home are as follows:

- ◆ The Covid-19 pandemic has been the biggest risk facing the Home. This has impacted adversely upon occupancy levels and costs, both of which continue to be carefully monitored by the trustees.
- ◆ In common with the care sector generally, the Home is finding it increasingly difficult to recruit and retain suitably qualified nursing staff. However, the Home will continue to strive to recruit staff and will review remuneration packages on offer if necessary.
- ◆ The trustees are considering the long-term future of the site at Stone and the associated risks are being mitigated through careful discernment and planning and by seeking detailed professional advice in respect to all aspects of the potential project.

School

The major risks for the School is as follows:

- ◆ The impact of the Covid-19 pandemic continues to be monitored although to date it has been successfully managed by the Leadership Team. The School has a comprehensive Risk Assessment specifically for Covid-19 which is reviewed regularly.
- ◆ St Rose's is a key front line player, working in partnership with other children's services. All Governors, staff and volunteers have a Disclosure and Barring Service check. Staff must be aware of local policies and procedures that must be followed and which are under the direction of the Local Safeguarding Children's Board.

The safeguarding policy aims to outline the role that St Rose's has, the procedures that staff should follow, and the guidance issued on student protection generally. All staff must ensure that the needs and safety of the students are at the forefront of their practice. In their day-to-day contact with individual students, teachers and other staff are particularly well placed to observe outward signs of abuse, changes in behaviour or failure to develop.

- ◆ Long term forecasting of student numbers continues to be difficult but the recent number of new students has been encouraging. Governors are mindful of the continuing need to raise the profile of the organisation and to maintain and further enhance good working relationships with local authorities.

GOVERNANCE, STRUCTURE AND MANAGEMENT

Governance

In terms of Canon law, the Congregation is governed by the Prioress General and her General Council in Stone. They are elected every six years at a General Chapter or meeting of all members of the Congregation. Members of the General Council are chosen for their personal qualities, their understanding and experience of the ministries of the sisters throughout the Congregation, and to secure a good skills mix. Each community in the Congregation is governed by a local Prioress, who is elected by the local community and approved by the Prioress General and her Council. The Prioress General is required to visit each community at least once a year and throughout the year there is a system of accountability operational throughout the Congregation to ensure that the Prioress General and her Councillors are aware of the progress and development of the ministries carried out by the Sisters of the Congregation.

In terms of Civil law, the charity is governed by a trust deed dated 13 July 1976 and is a registered charity – Charity Registration No. 271922. The trustees of the charity are the five members of the General Council. As all trustees are members of the Congregation, they have a detailed knowledge of the work of the charity and of its structure. On being appointed, new trustees are required to spend time with those trustees leaving office. They also meet with the Congregation's legal, accounting, investment and property advisers to obtain a full briefing of their responsibilities and the charity's position.

Trustees

The names of the trustees who served during the year are set out as part of the reference and administrative details on page 1 of this annual report and accounts and brief biographical details on each of the trustees is given below.

Sister Margaret Teresa Billington O.P (Chair Person of the Trustees)

Appointed 4 August 2007 and re-appointed 4 August 2013 and 4 August 2019

Sister Teresa was born in Stoke-on-Trent and received her secondary education from the Dominican Sisters. She qualified as a chartered physiotherapist in 1965 and worked in a district general hospital and also treated professional sportsmen.

She joined the Congregation in 1968 and after formation worked in St Rose's Special School in Stroud as a Paediatric Physiotherapist gaining further post graduate qualifications. She qualified as a doctor in 1988 after training in Bristol and after house officer posts in Bristol and Gloucester specialised in paediatrics. She changed specialities to general practice and qualified as a member of the Royal College of General Practitioners in 2000. After many happy and fulfilling years in general practice she has now retired.

She became a trustee in 2007, was re-elected in 2013 and was elected Prioress General of the Congregation for a term of office of six years in 2019. She is a Governor of St Rose's School and a member of the Management Board of St Mary's Home. Sister Teresa also serves on the Safeguarding Commission of the Archdiocese of Birmingham and much time is spent on training and meetings. She also serves on the selection committee for seminarians in the Clifton Diocese. Retirement has also given her time to pursue further study.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Margaret Teresa Billington O.P (Chair Person of the Trustees) (continued)

Her interests include politics and economics and all sport except boxing and wrestling as she dislikes seeing people hurting each other. She has renewed her childhood interest in the piano and has begun to teach herself.

Sister Mary Julie Alves

Appointed 4 August 2013 and re-appointed 4 August 2019

Sister Mary Julie was born on 3 April 1944, in Porthcawl, South Wales. She spent her childhood in Wales, Scotland and England where she easily absorbed the dialects of each country.

Sister Mary Julie entered the Congregation from Glasgow in 1963 and made her profession in 1964.

In 1967, Sister Julie began her training as a Home Economics Teacher at Digby Stuart College, London, with supporting courses being Social Studies and Divinity. Following her training in 1970 she taught Home Economics and Religious Education (RE) to young people for 40 years in main stream sector schools in Stoke on Trent and Birmingham and then in Special Education in the Congregation's school in Stroud where she coordinated the Home Economics and RE departments.

The years in education were interspersed with further training with the Samaritans and courses linked with teaching children with special needs including an Advanced Open University Diploma in Education in Special Needs in Education, diplomas in speech and language disorders as well as in service training including safeguarding and health and safety. Throughout her years in Stroud Sister Julie supported and advised the Clifton Diocesan Education Department in the teaching of RE to children with special needs. During this time Sister Mary Julie was also involved in adapting the National Syllabus 'Come and See' for children with special needs.

Within the Congregation Sister Julie was elected Prioress of Newcastle-upon-Tyne from 1984 to 1986 and later Prioress of Stroud from 1987 to 1993. At the General Chapter of 2001 she was elected as a Councillor and Trustee for six years and again at the General Chapters of 2013 and 2019. In 2014 Sister Julie was elected Prioress of Stone and was re-elected in 2017. She is a Governor of St Rose's School and a member of the Management Board of St Mary's Home.

Her interests are supporting families with children who have a disability, listening to music, musing in the countryside and meeting people.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Mary David Burton

Appointed 4 August 2019

Sister Mary David was born in Birmingham. She completed two-year's teacher training at Kesteven Training College, Lincolnshire, and, an Anglican, was received into the Catholic Church at the end of the college course in 1958.

After two years teaching in a local state school, she entered the Congregation at Stroud in 1960, and her first profession was in 1962. She taught in Harpenden for two years, followed by a year's study at St Catherine's Centre, Portobello Road, before moving to Stone in 1967, where she made her final profession in 1968. She taught at St Dominic's Priory School until 1992.

From 1992 to 1999 she was in Rome, in charge of the shop at Santa Sabina, the Dominican Order's Headquarters. She returned to the UK for four years of monastic life in Bedfordshire, then returned to Stone for a short period before living alone at the recently vacated market convent at Leicester whilst it was marketed for sale. The sale completed in 2006. She spent two years in charge of a monastery guesthouse in Southern France. In Rome again 2008-2016, she translated Italian texts into English for a Dominican Congregation. Now back at Stone, she is chantress, librarian, continues the translation work and has charge of the garden. She enjoys manual work and is interested in design, lettering, practicalities and making things tidy. She was elected to the General Council at the General Chapter in 2019 and currently serves as secretary.

Sister Angela Mary Leydon

Appointed 4 August 2013 and re-appointed 4 August 2019

Sister Angela was born in Dublin, Ireland and entered the Congregation at the age of 20, making her profession in 1966. She qualified as a teacher in 1974, working initially at a school in Newcastle-upon-Tyne. She developed an interest in learning sign language in order to communicate with deaf children and their parents who attended the local Parish Church. She subsequently qualified as a teacher of the deaf and was employed as a peripatetic teacher working in Newcastle and Middlesbrough. In 1993 she was appointed Coordinator of Hexham and Newcastle Diocesan Centre for the Deaf. Her work in this role included promoting and organising deaf awareness programmes for employees in the Health Service, in Social Services and in various businesses, which involved teaching sign language to the employees. The aim was to enable deaf people to have easier access to these services.

She also set up various projects in schools and clubs involving drama and sports to foster and promote integration between deaf and hearing young people. In 1993 she moved back to the mother house in Stone as Prioress.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Angela Mary Leydon (continued)

In 1995 she was elected Prioress General of the Congregation, and was re-elected for a second term in 2001. During this time, she also served on the Council of the Dominican Sisters International. In this capacity, she was involved in setting up a solidarity fund to provide training for Dominican sisters, particularly in indigenous congregations in Africa and Asia-Pacific, in a range of fields including leadership, formation, the use of social media and theology. In 2007 she was again appointed as Prioress of the Stone community. At the General Chapter in 2013, she was re-elected as a member of the General Council for a six year term. In 2014 she was appointed as Novice Mistress for the Congregation and is the co-ordinator of the formation community at Cambridge.

Her hobbies include reading, listening to music, learning new skills in IT and watching various sporting events on television.

Sister Mary John Perks

Appointed 4 August 2019

Sister Mary John (Susan Perks) was born in Stoke on Trent and educated at Harpfields secondary school. She was gifted at art and on leaving school began a three year apprenticeship in pottery. Shortly after this she became interested in the Roman Catholic religion and began instruction with the parish Priest at Stoke and was received into the church in 1969. She began training as a nurse, and in her spare time would go over to Stone and work voluntarily in the old St Mary's Home.

Sister qualified as a state enrolled nurse in 1967 and worked full time at St Mary's leaving in order to enter the Congregation in 1972, at Stone. As a Novice Sister, she lived and worked voluntarily at St Christopher's Hospice, at Sydenham, where she was able to specialise in terminal care, mainly cancer at the world renowned St Christopher's. After making her first profession, she enrolled as a trainee Registered General Nurse. After qualifying she worked in St Catherine's Home, Leicester and was eventually appointed Matron. She stayed at St Catherine's until 2000 when she began working in the NHS as a senior staff nurse specialising in the care of stroke victims. She became a mentor to the newly qualified and assisted the carers in NVQ's after several years before retiring in 2019.

Sister has been a committed fundraiser and spent time in Bosnia during the Croat Bosniak War. She is involved with Pets as Therapy and trained her own dog to assist with rehabilitation work for stroke victims. She joined the Local Justice and Peace movement in 2019, and visits asylum seekers and travellers, and is a member of the Diocesan Vocations team. She works actively in the parish assisting the parish priest with administering communion and visiting the sick and is on two Parish Committees, St Peters and The Blessed Sacrament.

She was elected councillor at the 2019 General Chapter.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Mary John Perks (continued)

In her spare time Sister enjoys studying World War history, as well as continuing with art and craft work. She loves nature and all things pertaining to wildlife and she loves outside spaces in which to appreciate the same. She is an avid gardener and likes to work with children to help them reach their potential.

Above all Sister values her prayer life and space.

Trustees' responsibilities statement

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

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these accounts, the trustees are required to:

- ◆ select suitable accounting policies and then apply them consistently;
- ◆ observe the methods and principles in Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the United Kingdom and Republic of Ireland (FRS 102);
- ◆ make judgements and estimates that are reasonable and prudent;
- ◆ state whether applicable United Kingdom Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- ◆ prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, applicable Charity (Accounts and Reports) Regulations and the provisions of the charity's trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Structure and management reporting

The trustees are ultimately responsible for the policies, activities and assets of the charity. They meet monthly to review developments with regard to the charity or its activities and make any important decisions. When necessary, the trustees seek advice and support from the charity's professional advisers including property consultants, investments managers, solicitors and accountants. The day-to-day management of the charity's activities, and the implementation of policies, is delegated to the appropriate members of the Congregation or senior staff.

The Congregation comprises 23 sisters who live as part of four communities situated in the Midlands and South of England. As stated above, each community has a local Prioress elected by the community and ratified by the Prioress General and her Council. The local Prioress is responsible for both the needs and the care of the sisters in her community and she liaises regularly with the Prioress General. Two of the trustees are local Prioresses. All the trustees meet regularly with the Prioresses of the other houses of the Congregation to discuss developments and future plans.

The day-to-day responsibility for St Mary's Home in Stone lies with the Registered Manager. Management reporting lines within the Home are clearly defined and the Management Board comprises The Manager; The Finance Manager; The Prioress General and the Prioress of Stone who meet regularly to discuss any issues that may arise.

The day-to-day responsibility for St Rose's School (incorporating St Martin's Centre) is delegated to the Head Teacher and the Leadership Management Team. They are supported by a highly dedicated team of teachers, therapists, carers, domestic and clerical staff and work closely with the Board of Governors. Two of the trustees are also members of the School's Board of Governors.

Key management personnel

The trustees consider that they, together with the Management Board of the Home and Leadership Management Team of the School comprise the key management of the charity in charge of directing and controlling, running and operating the charity on a day-to-day basis.

All trustees are members of the Congregation and as such their living and personal costs are borne by the charity. However, they receive no remuneration of expenses for their services as trustees or members of key management.

With regards to the Home, pay of the Registered Manager and the Finance Manager are reviewed annually by the remaining members of the Management Board (who are all trustees) and is normally increased in accordance with average earnings and also bench-marked with similar roles to ensure that the remuneration set is fair and not out of line with that generally paid.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Key management personnel (continued)

With regards to the School, the remuneration of key management personnel is set by the Governing Body. Note is taken of market conditions, national and local pay scales and levels of performance. The Principal and Vice Principal have had an annual performance review, where their targets are agreed/reviewed with a panel of two Governors and the Strategic Improvement Partner (appointed by the full Governing Body).

Working with other organisations

The charity works closely with a number of other charities and public bodies which work in the fields of education and of providing care to the vulnerable and the elderly. Working together with other charities and public bodies enhances communication and understanding, thus enabling services to be provided more efficiently and effectively and avoiding duplication of effort. Examples of the organisations with which the charity has cooperated during the year are as follows:

- ◆ Roman Catholic Dioceses of Birmingham, Clifton, East Anglia, and Nottingham;
- ◆ Care Quality Commission;
- ◆ Gloucestershire County Council;
- ◆ Stoke-on-Trent City Council;
- ◆ Staffordshire County Council.

EMPLOYEES, VOLUNTEERS AND MEMBERS OF THE CONGREGATION

The trustees wish to record their recognition of the professionalism and commitment of all their staff, volunteers and the individual members of the Congregation. Their dedication and positive approach is very much appreciated.

Signed on behalf of the trustees:

M.T.Billington

Chair of Trustees

Approved by the trustees on: 23 January 2023

Independent auditor's report to the trustees of The English Dominican Congregation (Stone) Charitable Fund

Opinion

We have audited the accounts of The English Dominican Congregation (Stone) Charitable Fund (the 'charity') for the year ended 31 March 2022 which comprise the statement of financial activities, the balance sheet, the statements of cash flows, the principal accounting policies and the notes to the accounts. 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 accounts:

- ◆ give a true and fair view of the state of the charity's affairs as at 31 March 2022 and of 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 Charities Act 2011.

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 accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts 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 accounts, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the accounts 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 charity's ability to continue as a going concern for a period of at least twelve months from when the accounts 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 trustees are responsible for the other information. The other information comprises the information included in the Annual Report and Accounts, other than the accounts and our auditor's report thereon. Our opinion on the accounts does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in 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 there is a material misstatement in the accounts or a material misstatement of the other information. 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- ◆ the information given in the trustees' report is inconsistent in any material respect with the accounts; or
- ◆ sufficient accounting records have not been kept; or
- ◆ the accounts are not in agreement with the accounting records and returns; or
- ◆ we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the accounts 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 accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, the trustees are responsible for assessing the charity'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 charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the accounts

Our objectives are to obtain reasonable assurance about whether the accounts as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these accounts.

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.

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- ◆ The engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- ◆ We identified the laws and regulations applicable to the charitable company through discussions with management and trustees and from our knowledge and experience of the sector. We focused on specific laws and regulations which we considered may have a direct material effect on the accounts or the activities of the charitable company. These included but were not limited to 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 United Kingdom and Republic of Ireland (Charities SORP FRS 102), The Code of Fundraising Practice, safeguarding regulations, the Special Educational Needs and Disability Code of Practice, and the Care Standards Act 2001 and related legislation; and
- ◆ We assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and those charged with governance and review of minutes of trustees' meetings and reports from regulatory bodies.

We assessed the susceptibility of the charitable company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- ◆ Making enquiries of management and trustees as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- ◆ Considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

Auditor's responsibilities for the audit of the accounts (continued)

To address the risk of fraud through management bias and override of controls, we:

- ◆ Performed analytical procedures to identify any unusual or unexpected relationships;
- ◆ Tested and reviewed journal entries to identify unusual transactions;
- ◆ Carried out substantive testing of expenditure including the authorisation thereof;
- ◆ Assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- ◆ Investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- ◆ Agreeing financial statement disclosures to underlying supporting documentation;
- ◆ Reading the minutes of meetings of the trustee board; and
- ◆ Enquiring of us as to actual and potential litigation and claims.

As a result of our procedures we did not identify any key audit matters relating to irregularities.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and with regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity'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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Buzzacott LLP
Statutory Auditor
130 Wood Street
London
EC2V 6DL

25 January 2023

Buzzacott LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Statement of financial activities Year to 31 March 2022

| | Notes | Unrestricted funds £ | Restricted funds £ | Endowment funds £ | 2022 Total funds £ | 2021 Total funds £ |
|---|-------|-------------------------|-----------------------|----------------------|--------------------------|--------------------------|
| Income from: | | | | | | |
| Donations, grants and legacies | 1 | 541,252 | 218,102 | — | 759,354 | 943,003 |
| Other trading activities | | 36,293 | — | — | 36,293 | 1,776 |
| Investments and interest receivable | 2 | 220,110 | — | — | 220,110 | 301,800 |
| Charitable activities | 3 | 5,305,697 | 600,745 | — | 5,906,442 | 5,487,882 |
| Other sources | | 22,288 | — | — | 22,288 | 21,326 |
| Total income | | 6,125,640 | 818,847 | — | 6,944,487 | 6,755,787 |
| Expenditure on: | | | | | | |
| Raising funds | | 2,564 | — | — | 2,564 | 15,848 |
| Charitable activities | | | | | | |
| . Support of members of the Congregation and their ministry | 4 | 856,742 | — | — | 856,742 | 884,247 |
| . Provision of residential and nursing care | 5 | 2,313,415 | 141,038 | — | 2,454,453 | 2,448,447 |
| . Provision of education and care | 6 | 2,920,475 | 467,100 | — | 3,387,575 | 3,156,716 |
| . Grants and donations | 7 | 19,295 | — | — | 19,295 | 5,464 |
| Total expenditure | | 6,112,491 | 608,138 | — | 6,720,629 | 6,510,722 |
| Net income before investment gains and losses | | 13,149 | 210,709 | — | 223,858 | 245,065 |
| Net gains on the revaluation of investments | 13 | 451,849 | — | — | 451,849 | 1,245,424 |
| Net income | 9 | 464,998 | 210,709 | — | 675,707 | 1,490,489 |
| Transfers between funds | 18 | 285,377 | (285,377) | — | — | — |
| Net movement in funds | | 750,375 | (74,668) | — | 675,707 | 1,490,489 |
| Reconciliation of funds | | | | | | |
| Fund balances brought forward at 1 April 2021 | | 22,614,804 | 244,866 | 12,830 | 22,872,500 | 21,382,011 |
| Fund balances carried forward at 31 March 2022 | | 23,365,179 | 170,198 | 12,830 | 23,548,207 | 22,872,500 |

All recognised gains and losses are included in the above statement of financial activities.

All of the charity's activities derived from continuing operations during the above two financial years.

A full comparative statement of financial activities is shown on page 49.

Comparative statement of financial activities Year to 31 March 2021

| | Notes | Unrestricted funds £ | Restricted funds £ | Endowment funds £ | 2021 Total funds £ |
|---|-------|-------------------------|-----------------------|----------------------|--------------------------|
| Income from: | | | | | |
| Donations, grants and legacies | 1 | 814,398 | 128,605 | — | 943,003 |
| Other trading activities | | 1,776 | — | — | 1,776 |
| Investments and interest receivable | 2 | 301,800 | — | — | 301,800 |
| Charitable activities | 3 | 4,695,150 | 792,732 | — | 5,487,882 |
| Other sources | | 21,326 | — | — | 21,326 |
| Total income | | 5,834,450 | 921,337 | — | 6,755,787 |
| Expenditure on: | | | | | |
| Raising funds | | 15,848 | — | — | 15,848 |
| Charitable activities | | | | | |
| . Support of members of the Congregation and their ministry | 4 | 867,100 | 17,147 | — | 884,247 |
| . Provision of residential and nursing care | 5 | 2,259,004 | 189,443 | — | 2,448,447 |
| . Provision of education and care | 6 | 2,543,000 | 613,716 | — | 3,156,716 |
| . Grants and donations | 7 | 5,464 | — | — | 5,464 |
| Total expenditure | | 5,690,416 | 820,306 | — | 6,510,722 |
| Net income before investment gains and losses | | 144,034 | 101,031 | — | 245,065 |
| Net gains on the revaluation of investments | 13 | 1,245,424 | — | — | 1,245,424 |
| Net income | 9 | 1,389,458 | 101,031 | — | 1,490,489 |
| Transfers between funds | 18 | 24,453 | (24,453) | — | — |
| Net movement in funds | | 1,413,911 | 76,578 | — | 1,490,489 |
| Reconciliation of funds | | | | | |
| Fund balances brought forward at 1 April 2020 | | 21,200,893 | 168,288 | 12,830 | 21,382,011 |
| Fund balances carried forward at 31 March 2021 | | 22,614,804 | 244,866 | 12,830 | 22,872,500 |

Balance sheet 31 March 2022

| | Notes | 2022 £ | 2022 £ | 2021 £ | 2021 £ |
|--|-------|------------------|-------------------|-----------|------------|
| Fixed assets | | | | | |
| Tangible assets | 12 | | 9,169,420 | | 7,620,249 |
| Investments | 13 | | 6,959,103 | | 7,257,254 |
| Programme related investments | 14 | | 2,633,690 | | 2,633,690 |
| | | | 18,762,213 | | 17,511,193 |
| Current assets | | | | | |
| Stock | | 3,456 | | 3,222 | |
| Debtors | 15 | 610,011 | | 415,924 | |
| Short term deposits | | 855,419 | | 2,163,720 | |
| Cash at bank and in hand | | 3,833,014 | | 3,295,840 | |
| | | 5,301,900 | | 5,878,706 | |
| Liabilities | | | | | |
| Creditors: amounts falling due within one year | 16 | (515,906) | | (517,399) | |
| Net current assets | | | 4,785,994 | | 5,361,307 |
| Total net assets | | | 23,548,207 | | 22,872,500 |
| The funds of the charity: | | | | | |
| Capital funds: | | | | | |
| . Endowment funds | 17 | | 12,830 | | 12,830 |
| Income Funds: | | | | | |
| . Restricted funds | 18 | | 170,198 | | 244,866 |
| . Unrestricted funds: | | | | | |
| .. General funds | | | 3,135,265 | | 3,030,838 |
| .. Tangible fixed assets fund | 19 | | 9,169,420 | | 7,620,249 |
| .. Designated funds | 20 | | 11,060,494 | | 11,963,717 |
| | | | 23,548,207 | | 22,872,500 |

Approved by the trustees and signed on their behalf by:

M.T.Billington

Chair of Trustees

Approved by the trustees on: 23 January 2023

Statement of cash flows Year to 31 March 2022

| | Notes | 2022 £ | 2021 £ |
|--|-------|------------------|-----------|
| Cash flows from operating activities: | | | |
| Net cash (used in) provided by operating activities | A | (1,515) | 160,702 |
| Cash flows from investing activities: | | | |
| Investment income and interest received | | 266,658 | 256,135 |
| Repayment of loan by St Dominic's Priory School | | — | 22,246 |
| Proceeds from the disposal of tangible fixed assets | | 11,061 | 10,526 |
| Proceeds from the disposal of investments | | 750,000 | — |
| Purchase of tangible fixed assets | | (1,797,331) | (499,364) |
| Net cash used in investing activities | | (769,612) | (210,457) |
| Change in cash and cash equivalents in the year | | (771,127) | (49,755) |
| Cash and cash equivalents at 1 April 2021 | B | 5,459,560 | 5,509,315 |
| Cash and cash equivalents at 31 March 2022 | B | 4,688,433 | 5,459,560 |

Notes to the statement of cash flows for the year to 31 March 2022.

A Reconciliation of net expenditure to net cash (used in) provided by operating activities

| | 2022 £ | 2021 £ |
|---|----------------|-------------|
| Net income (as per the statement of financial activities) | 675,707 | 1,490,489 |
| Adjustments for: | | |
| Depreciation charge | 237,099 | 265,284 |
| Gains on investments | (451,849) | (1,245,424) |
| Investment income and interest receivable including rent receivable | (220,110) | (301,800) |
| Losses on disposal of tangible fixed assets | — | 58,727 |
| (Increase) decrease in stocks | (234) | 639 |
| Increase in debtors | (240,635) | (105,305) |
| Decrease in creditors | (1,493) | (1,908) |
| Net cash (used in) provided by operating activities | (1,515) | 160,702 |

B Analysis of cash and cash equivalents

| | 2022 £ | 2021 £ |
|--|------------------|-----------|
| Cash at bank and in hand | 3,833,014 | 3,295,840 |
| Short term deposits (all maturing within three months) | 855,419 | 2,163,720 |
| Total cash and cash equivalents | 4,688,433 | 5,459,560 |

No separate statement of changes in net debt has been prepared as there is no difference between the movements in cash and cash equivalents and movement in net cash (debt).

Principal accounting policies Year to 31 March 2022

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the accounts are laid out below.

Basis of preparation

These accounts have been prepared for the year to 31 March 2022 with comparative information provided in respect to the year to 31 March 2021.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (Charities SORP FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant accounting policies below or the notes to these accounts.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts are presented in sterling and are rounded to the nearest pound.

Critical accounting estimates and areas of judgement

Preparation of the accounts requires the trustees to make significant judgements and estimates.

The items in the accounts where these judgements and estimates have been made include:

- ◆ The estimates of the useful economic life of tangible fixed assets used to determine the annual depreciation charge;
- ◆ The provision required for any bad or doubtful debts in respect to fees receivable by St Mary's Home, Stone or St Rose's School, Stroud. Any such provision has been determined following an assessment of the likelihood of recovery on long-standing debts;
- ◆ Assumptions adopted by the trustees in determining the value of any designations required from the charity's unrestricted funds, in particular the sisters' retirement fund; and
- ◆ The estimates of future income and expenditure flows for the purpose of assessing whether the charity is a going concern (see below).

The most significant areas of judgement that affect items in the accounts are detailed above. With regard to the next accounting period, the year ending 31 March 2023, the most significant areas that affect the carrying value of the assets held by the charity are the level of investment return and the performance of the investment markets (see the investment policy and the risk management sections of the trustees' report for more information).

Assessment of going concern

The trustees have assessed whether the use of the going concern assumption is appropriate in preparing these accounts. The trustees have made this assessment in respect to a period of at least one year from the date of approval of these accounts.

Since March 2020, the Covid-19 pandemic has changed the shape and nature of the world. It has impacted not only the basic nature of social interactions but has also had a significant economic impact at every level in ways which have been outside of the charity's control. Therefore, in forming their assessment of going concern, the trustees have considered the impact of the Covid-19 pandemic on the charity's operations, with a particular focus on its effect on the its financial position including its income, expenditure and reserves, its beneficiaries and its employees.

Since the beginning of the pandemic, the charity has experienced a decrease in new admissions and subsequent reduction in the occupancy level at St Mary's Home which led to a reduction in fee income at a time of the increased costs arising from additional PPE requirements. However, the management team took a pro-active approach to managing staffing levels to reduce staffing costs and this, together with grant funding that has been made available, has mitigated the financial impact. Thus, whilst they acknowledge the disruption caused by the pandemic to the Home's day-to-day operations, the trustees do not consider this to be cause for material concern in respect to the Home's ability to continue as a going concern.

With respect to St Rose's School, to the end of March 2022, the financial impact was very limited and moving forward it is anticipated that the main income streams will continue to hold up as the government has advised local authorities to continue to pay for all placements. To date, this has happened and the trustees and Governing Body of the School expect that this will continue to be the case. St Rose's has experienced some staffing issues but so far, the impact has been limited. Therefore, despite the challenges presented, the trustees remain content that St Rose's is financially secure and that it is a going concern.

In light of the above, the trustees have concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. They are of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due.

Income recognition

Income is recognised in the period in which the charity is entitled to receipt, the amount can be measured with reasonable certainty and receipt of the income is probable.

Income comprises income from donations, grants and legacies; income from other trading activities (principally the hire of St Rose's School's facilities); income from fundraising; investment income and bank interest; and income from charitable activities deriving from educational fee income and government grant allocations at St Rose's School, and fees receivable from the provision of residential and nursing care to the residents of St Mary's Home.

Income recognition (continued)

Donations and grants, including salaries and pensions of individual religious received under Gift Aid or deed of covenant and grants received in respect to Covid-19, are recognised when the charity has confirmation of both the amount and settlement date. In the event of donations or grants pledged but not received, the amount is accrued for where the receipt is considered probable. In the event that a donation or grant is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

In accordance with the Charities SORP FRS 102, volunteer time is not recognised.

Legacies are included in the statement of financial activities when the charity is entitled to the legacy, the executors have established that there are sufficient surplus assets in the estate to pay the legacy, and any conditions attached to the legacy are within the control of the charity.

Entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, but the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title of the asset having being transferred to the charity.

Income from other trading activities comprises, in the main, charges made for the hire of facilities at St Rose's School to third parties. It is accounted for on an accruals basis with the income being recognised when due contractually. The income is recognised at the amount due under the contract for hire less any rebates or discounts.

Income from fundraising comprises income raised as a result of local fundraising events held by either St Mary's Home, Stone or St Rose's School, Stroud. The income raised is accounted for when received i.e. on the day of the relevant event.

Investment income is recognised once the dividend (or similar) has been declared and the funds are receivable by the charity.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity.

Income recognition (continued)

Fees for the provision of education and care comprise agreements with local authorities in respect to specific students aged up to 19 years and funding from the Education Funding Authority (EFA) in respect to the provision for those students aged 19 and over. Such income is recognised when the charity is entitled to receipt under the relevant contractual arrangements and funding agreements. This is usually at the point at which the charity has commenced the provision of educational and care services in respect to the relevant students.

Fees derived from the provision of care to the residents of the care home are recognised as income in the period to which the residency relates and when it is probable that the income will be received.

Other miscellaneous income is measured at fair value and accounted for on an accruals basis.

Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to make a payment to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis and includes any attributable VAT which cannot be recovered. All expenses, including support costs, are allocated or apportioned to the applicable expenditure headings. The classification between activities is as follows:

- a. Expenditure on raising funds includes the costs associated with fundraising activities.
- b. Expenditure on charitable activities includes expenditure on the charity's primary charitable purposes as described in the trustees' report. Such costs include:
 - (i) Expenditure on the support of members of the Congregation and their ministry. Such expenditure enables the members to carry out the work of the charity in the areas of the advancement of the Roman Catholic faith, the provision of residential and nursing care, the advancement of education and the relief of poverty.
 - (ii) Expenditure incurred in providing education and care at the charity's school, St Rose's School, Stroud.
 - (iii) Expenditure incurred in the provision of residential and nursing care facilities for the elderly at St Mary's Home, Stone.
 - (iv) Donations made to other organisations and to individuals. The making of grants and donations is not a central part of the charity's activities. Donations are made only in cases where the trustees consider there is real need following a review of the details of each particular case. Grants and donations are included in the statement of financial activities when approved for payment. Provision is made for grants and donations approved but unpaid at the year end.

Expenditure recognition (continued)

The majority of expenditure can be attributed directly to the above categories. Some staff costs are apportioned between the above categories of expenditure based on the time spent by staff on the relevant area. Governance costs which comprise the costs directly attributable to the governance of the charity, including audit costs and the necessary legal procedures for compliance with statutory requirements are allocated directly to the charitable activities to which they relate.

Tangible fixed assets

All assets costing more than £2,000, and with an expected useful life exceeding one year, are capitalised.

- ◆ Non-specialised freehold land and buildings
Non-specialised land and buildings are those designed as, and used wholly or mainly for, private residential accommodation, including residential convents. They are stated in the accounts at cost. Such land and buildings are not depreciated. Their value and condition are reviewed annually by the trustees, who are satisfied that their residual value is not materially less than their book value.
- ◆ Specialised freehold land and buildings
Specialised buildings comprise the Congregation's care home and school.

Land and buildings comprising a care home and school are stated at cost, or where cost is not available, at deemed cost at the date of transition to Charities SORP FRS 102 based on a trustees' valuation made in 1994 on the basis of continuing use with no value being attributed to freehold land. Depreciation on the property used by the care home, is provided at 2% per annum on a straight-line basis to write the buildings off over their estimated useful economic life to the charity. The properties used by the School are depreciated at rates between 2% to 5% per annum on a straight line basis.

- ◆ Assets under construction
Assets in the course of construction are capitalised and shown as a separate category of tangible fixed assets. No depreciation is charged on such assets. On completion, the costs associated with bring the asset into being are transferred to the appropriate asset category and the assets are depreciated from that date using the rates set out above.
- ◆ Furniture and equipment
Computer equipment is depreciated at 33.3% per annum, on a straight line basis, in order to write off the cost of each asset over its estimated useful life.

Expenditure on the purchase and replacement of furniture and other equipment is capitalised and depreciated over periods of between five and twenty years, in order to write off the cost of each asset over its estimated useful life.

Certain items of furniture and equipment used by the School are depreciated at rates between 15% to 33% per annum on a reducing basis.
- ◆ Motor vehicles
Motor vehicles are capitalised and depreciated at 25% per annum, on a straight line basis, in order to write off the cost of each vehicle over its estimated useful life.

Tangible fixed assets (continued)

◆ **Motor vehicles** (continued)

The motor vehicles used by the School are depreciated at 25% per annum on a reducing basis.

Investments

Listed investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price.

The charity does not acquire put options, derivatives or other complex financial instruments.

Realised gains (or losses) on investment assets are calculated as the difference between disposal proceeds and their opening carrying value or their purchase value where the investment is acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value at that date. Realised and unrealised investment gains (or losses) are combined in the statement of financial activities and are credited (or debited) in the year in which they arise.

Cash held by the investment manager for re-investment is included as a component of fixed asset investments.

Programme related investments

Programme related investments include buildings owned by the charity but occupied by St Dominic's Priory School (Stone), an independent day school, for the advancement of education. The buildings are included on the balance sheet based at their carrying value as at the date on which the building was made available to St Dominic's Priory School (Stone). All programme related investments are carried on the balance sheet net of any impairment provisions. Any gains (or programme related losses) arising from the disposal of such investments are credited (or debited) to the statement of financial activities in the year in which they arise.

Stocks

Stocks of miscellaneous education and other supplies are included on the balance sheet at the lower of cost and net realisable value.

Debtors

Debtors are recognised at their settlement amount, less any provision for non-recoverability. Prepayments are valued at the amount prepaid. They have been discounted to the present value of the future cash receipt where such discounting is material.

Cash at bank and in hand

Cash at bank and in hand represents such accounts and instruments that are available on demand or have a maturity of less than three months from the date of acquisition. Deposits for more than three months but less than one year have been disclosed as short term deposits. Cash placed on deposit for more than one year is disclosed as a fixed asset investment.

Creditors and provisions

Creditors and provisions are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors and provisions are recognised at the amount the charity anticipates it will pay to settle the debt. They have been discounted to the present value of the future cash payment where such discounting is material.

Fund accounting

The general fund comprises those monies which may be used towards meeting the charitable objectives of the charity at the discretion of the trustees.

The tangible fixed assets fund represents the net book value of the charity's freehold properties and other tangible fixed assets which represent unrestricted funds.

The designated funds are monies set aside out of general funds and designated for specific purposes by the trustees.

The restricted funds comprise assets and monies raised where their use is restricted to a specific purpose or donations subject to donor imposed conditions.

The endowment funds comprise monies which must be held indefinitely as capital. The income therefrom can be used for general purposes and is credited directly to unrestricted funds.

Services provided by members of the Congregation

For the purposes of these accounts, no value has been placed on administrative and other services provided by the members of the Congregation.

Foreign currencies

Income received and costs incurred overseas are translated into sterling at the rate of exchange in force at the year end. This policy does not comply with FRS 102 Section 30, but has been adopted to avoid over-complexity. The amounts involved are not material.

Pension costs

Contributions made in respect of the charity's defined contribution scheme are charged to the statement of financial activities in the year in which they are payable to the scheme.

Full-time and part-time teaching staff at St Rose's School employed under a contract of service are eligible to contribute to the Teachers' Pension Scheme (TPS). The TPS, a statutory, contributory, final salary scheme is administered by Teachers' Pensions on behalf of the Department for Education (DfE). As the School is unable to identify its share of the underlying (notional) assets and liabilities of the scheme, it has taken advantage of the exemption within section 28 of FRS 102 and has accounted for its contributions to the scheme as if it were a defined benefit contribution scheme. Contributions to the Scheme are charged to the statement of financial activities as they become payable in accordance with the rules of the Scheme.

Principal accounting policies Year to 31 March 2022

Lease commitments

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the statement of financial activities on a straight line basis over the lease term.

1 Income from: donations, grants and legacies

| | Unrestricted funds £ | Restricted funds £ | Total 2022 £ | Unrestricted funds £ | Restricted funds £ | Total 2021 £ |
|---|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Salaries and pensions of individual religious received under Gift Aid or Deed of Covenant | 436,945 | — | 436,945 | 440,966 | — | 440,966 |
| Covid-19 related grants receivable | — | 160,866 | 160,866 | 203,585 | — | 203,585 |
| Other donations and legacies | 104,307 | 57,236 | 161,543 | 169,847 | 128,605 | 298,452 |
| Total funds | 541,252 | 218,102 | 759,354 | 814,398 | 128,605 | 943,003 |

2 Income from: investments and interest receivable

| | Unrestricted funds £ | Restricted funds £ | Total 2022 £ | Unrestricted funds £ | Restricted funds £ | Total 2021 £ |
|---|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Income from listed investments | | | | | | |
| . UK managed investment funds | 153,680 | — | 153,680 | 232,183 | — | 232,183 |
| . UK equities | 1,118 | — | 1,118 | 1,599 | — | 1,599 |
| | 154,798 | — | 154,798 | 233,782 | — | 233,782 |
| Income from programme related investments | 64,473 | — | 64,473 | 64,952 | — | 64,952 |
| Interest receivable | | | | | | |
| . Bank interest | 839 | — | 839 | 3,066 | — | 3,066 |
| Total funds | 220,110 | — | 220,110 | 301,800 | — | 301,800 |

3 Income from: Charitable activities

| | Unrestricted funds £ | Restricted funds £ | Total 2022 £ | Unrestricted funds £ | Restricted funds £ | Total 2021 £ |
|---|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Charges for residential and nursing care services | 2,489,861 | — | 2,489,861 | 2,169,557 | 189,443 | 2,359,000 |
| Charges for educational and care services | 2,717,814 | — | 2,717,814 | 2,513,047 | — | 2,513,047 |
| Other grants receivable from the Central and Local Government | 98,022 | 600,745 | 698,767 | 12,546 | 603,289 | 615,835 |
| Total funds | 5,305,697 | 600,745 | 5,906,442 | 4,695,150 | 792,732 | 5,487,882 |

Charges for residential and nursing care services represent fees charged in respect to residents at the charity's residential and nursing care home, St Mary's Home, Stone. The fees charged are stated net of charitable discounts of £85,438 (2021 - £49,985).

Charges for educational and care services represent the fees and related income of the charity's school, St Rose's School, Stroud.

4 Expenditure on Charitable activities: Support of members of the Congregation and their ministry

| | Unrestricted funds £ | Restricted funds £ | Total 2022 £ | Unrestricted funds £ | Restricted funds £ | Total 2021 £ |
|---|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Premises | 222,807 | — | 222,807 | 235,753 | — | 235,753 |
| Staff costs | 332,109 | — | 332,109 | 319,680 | — | 319,680 |
| Sisters' personal expenses | 202,033 | — | 202,033 | 222,298 | — | 222,298 |
| Education, training and spiritual renewal | 30,752 | — | 30,752 | 20,885 | 17,147 | 38,032 |
| Administrative and other expenses | 48,581 | — | 48,581 | 48,624 | — | 48,624 |
| Governance costs (note 8) | 20,460 | — | 20,460 | 19,860 | — | 19,860 |
| Total funds | 856,742 | — | 856,742 | 867,100 | 17,147 | 884,247 |

5 Expenditure on charitable activities: Provision of residential and nursing care

| | Unrestricted funds £ | Restricted funds £ | Total 2022 £ | Unrestricted funds £ | Restricted funds £ | Total 2021 £ |
|---|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Staff costs – care staff | 1,661,499 | 141,038 | 1,802,537 | 1,635,008 | 184,046 | 1,819,054 |
| Staff costs – management and administration | 182,303 | — | 182,303 | 161,713 | — | 161,713 |
| Premises | 299,609 | — | 299,609 | 288,363 | 5,397 | 293,760 |
| Provisions | 84,565 | — | 84,565 | 77,624 | — | 77,624 |
| Welfare of residents | 28,198 | — | 28,198 | 36,243 | — | 36,243 |
| Other expenses | 47,521 | — | 47,521 | 50,693 | — | 50,693 |
| Governance costs (note 8) | 9,720 | — | 9,720 | 9,360 | — | 9,360 |
| Total funds | 2,313,415 | 141,038 | 2,454,453 | 2,259,004 | 189,443 | 2,448,447 |

6 Expenditure on charitable activities: Provision of education and care

| | Unrestricted funds £ | Restricted funds £ | Total 2022 £ | Unrestricted funds £ | Restricted funds £ | Total 2021 £ |
|--------------------------------|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Staff costs | 2,384,340 | 462,319 | 2,846,659 | 1,986,985 | 612,966 | 2,599,951 |
| Education supplies and welfare | 158,970 | 4,781 | 163,751 | 113,662 | 750 | 114,412 |
| Premises | 218,586 | — | 218,586 | 236,499 | — | 236,499 |
| Other expenses | 112,420 | — | 112,420 | 172,821 | — | 172,821 |
| Governance costs (note 8) | 46,159 | — | 46,159 | 33,033 | — | 33,033 |
| Total funds | 2,920,475 | 467,100 | 3,387,575 | 2,543,000 | 613,716 | 3,156,716 |

7 Expenditure on charitable activities: Grants and donations

Donations and grants payable during the year were as follows:

| | Unrestricted funds £ | Restricted funds £ | Total 2022 £ | Unrestricted funds £ | Restricted funds £ | Total 2021 £ |
|---|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Donations and grants payable to individuals | 5,690 | — | 5,690 | 4,877 | — | 4,877 |
| Donations and grants payable to institutions (£1,000 or more) | | | | | | |
| . Dominican Sisters of the Holy Trinity, India | 1,030 | — | 1,030 | — | — | — |
| . Polish Dominicans (for Ukraine) | 5,015 | — | 5,015 | — | — | — |
| . Aid to the Church in Need | 1,500 | — | 1,500 | — | — | — |
| . Crisis | 1,000 | — | 1,000 | — | — | — |
| . St Rose's School (internal) | 1,000 | — | 1,000 | — | — | — |
| . Other | 3,300 | — | 3,300 | — | — | — |
| Donations and grants payable to institutions (less than £1,000) | 760 | — | 760 | 587 | — | 587 |
| Total funds | 19,295 | — | 19,295 | 5,464 | — | 5,464 |

During the year, donations and grants were paid to 16 individuals (2021 – 9).

8 Governance costs

| | Unrestricted funds £ | Restricted funds £ | Total 2022 £ | Unrestricted funds £ | Restricted funds £ | Total 2021 £ |
|------------------------------|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Audit and accountancy | | | | | | |
| . Generalate and communities | 20,460 | — | 20,460 | 19,860 | — | 19,860 |
| . St Mary's Home | 9,720 | — | 9,720 | 9,360 | — | 9,360 |
| . St Rose's School | 14,820 | — | 14,820 | 13,800 | — | 13,800 |
| Other professional fees | | | | | | |
| . St Rose's School | 31,339 | — | 31,339 | 19,233 | — | 19,233 |
| Total funds | 76,339 | — | 76,339 | 62,253 | — | 62,253 |

9 Net income for the year

This is stated after charging:

| | Total 2022 £ | Total 2021 £ |
|----------------------------|--------------------|--------------------|
| Staff costs (note 10) | 5,163,608 | 4,900,398 |
| Auditor's remuneration | | |
| . Statutory audit fees | 20,460 | 19,860 |
| . Non statutory audit fees | 24,540 | 23,160 |
| Depreciation (note 12) | 237,099 | 265,284 |

10 Staff costs and remuneration of key management personnel

| | Total 2022 £ | Total 2021 £ |
|---|--------------------|--------------------|
| Staff costs during the year were as follows: | | |
| Wages and salaries | 4,397,253 | 4,186,002 |
| Social security costs | 319,510 | 300,330 |
| Other pension costs | 187,487 | 163,635 |
| | 4,904,250 | 4,649,967 |
| Agency staff | 257,719 | 248,076 |
| Apprenticeship levy | 1,639 | 2,355 |
| | 5,163,608 | 4,900,398 |
| Staff costs per function were as follows: | | |
| Support of members of the Congregation and their ministry | 332,109 | 319,680 |
| Provision of residential and nursing care | 1,984,840 | 1,980,767 |
| Provision of education | 2,846,659 | 2,599,951 |
| | 5,163,608 | 4,900,398 |

The number of employees whose remuneration (salaries, wages and benefits in kind) exceeded £60,000 per annum was as follows:

| | 2022 No. | 2021 No. |
|-------------------|-------------|-------------|
| £60,000 – £70,000 | 2 | — |
| £70,000 – £80,000 | 2 | 1 |

The average number of employees, analysed by function, was:

| | 2022 No. | 2021 No. |
|---|-------------|-------------|
| Support of members of the Congregation and their ministry | 15 | 17 |
| Provision of residential and nursing care | 99 | 102 |
| Provision of education and care | 119 | 120 |
| | 233 | 239 |

The key management personnel in charge of directing and controlling, running, and operating the charity on a day-to-day basis comprise the trustees, the Management Board of St Mary's Home and the Leadership Management Team of St Rose's School. The total remuneration (including taxable benefits but excluding employer's pension contributions) of the key management personnel for the year was £460,820 (2021 - £407,984).

No trustee received any remuneration or reimbursement in connection with their duties as trustees or key management personnel during the year (2021 – none). The charity's trustees are all members of the Congregation and consequently their living and personal expenses, all of which are consistent with the amounts paid in respect to other members of the Congregation, are borne by the charity.

11 Taxation

The English Dominican Congregation (Stone) Charitable Trust is a registered charity and, therefore, is not liable to income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

12 Tangible fixed assets

| | Non-specialised £ | Specialised £ | Assets under construction £ | Furniture and equipment £ | Motor vehicles £ | Total £ |
|--|----------------------|------------------|--------------------------------------|------------------------------------|------------------------|-------------------|
| Cost or valuation | | | | | | |
| At 1 April 2021 | 2,651,525 | 6,645,521 | 357,401 | 1,105,215 | 167,210 | 10,926,872 |
| Additions | 92,500 | 85,569 | 1,492,070 | 85,897 | 41,295 | 1,797,331 |
| Disposals | — | — | — | (147,159) | (31,362) | (178,521) |
| Transfers | — | 1,849,471 | (1,849,471) | — | — | — |
| At 31 March 2022 | <u>2,744,025</u> | <u>8,580,561</u> | <u>—</u> | <u>1,043,953</u> | <u>177,143</u> | 12,545,682 |
| At cost | 2,277,924 | 4,191,449 | — | 1,043,953 | 177,143 | 7,690,469 |
| At deemed cost based on valuation – 1994 | 466,101 | 4,389,112 | — | — | — | 4,855,213 |
| | <u>2,744,025</u> | <u>8,580,561</u> | <u>—</u> | <u>1,043,953</u> | <u>177,143</u> | 12,545,682 |
| Depreciation | | | | | | |
| At 1 April 2021 | — | 2,394,648 | — | 775,991 | 135,984 | 3,306,623 |
| Charge for year | — | 143,487 | — | 77,590 | 16,022 | 237,099 |
| Released on disposal | — | — | — | (147,159) | (20,301) | (167,460) |
| At 31 March 2022 | <u>—</u> | <u>2,538,135</u> | <u>—</u> | <u>706,422</u> | <u>131,705</u> | 3,376,262 |
| Net book values | | | | | | |
| At 31 March 2022 | <u>2,744,025</u> | <u>6,042,426</u> | <u>—</u> | <u>337,531</u> | <u>45,438</u> | 9,169,420 |
| At 31 March 2021 | <u>2,651,525</u> | <u>4,250,873</u> | <u>357,401</u> | <u>329,224</u> | <u>31,226</u> | 7,620,249 |

The book value of non-specialised freehold land and buildings is based on cost. The book value of specialised land and buildings acquired prior to 1 April 1994 comprising a nursing home and school is based on a valuation made by the trustees in 1994. Under the transitional arrangements set out in FRS 102, these valuations are, with effect from 1 April 2015, deemed to be their cost. Additions to specialised land and buildings since 1 April 1994 and other tangible fixed assets are stated at historic cost less depreciation.

It is likely that there are material differences between the open market values of the charity's land and buildings and their book values. These arise from the specialised nature of some properties and the effects of inflation. The amount of such differences cannot be ascertained without incurring significant costs, which, in the opinion of trustees, are not justified in terms of the benefit to the users of the accounts.

13 Investments

| | 2022 £ | 2021 £ |
|---|-------------------------|------------------|
| Listed investments | | |
| Market value at 1 April 2021 | 7,257,254 | 6,011,830 |
| Disposal proceeds | (750,000) | — |
| Realised gains | 24,449 | — |
| Disposals at book value | (725,551) | — |
| Unrealised gains on revaluation | 427,400 | 1,245,424 |
| Market value at 31 March 2022 | <u>6,959,103</u> | <u>7,257,254</u> |
| Cost of listed investments at 31 March 2022 | <u>4,148,442</u> | <u>4,609,669</u> |

All listed investments were dealt in on a recognised stock exchange and comprised UK equities and UK managed funds.

13 Investments (continued)

Listed investments held at 31 March 2022 comprised the following:

| | 2022 £ | 2021 £ |
|---|------------------|------------------|
| BlackRock Catholic Charities Growth and Income Fund | 6,921,636 | 7,222,175 |
| UK equities | 37,467 | 35,079 |
| | 6,959,103 | 7,257,254 |

14 Programme related investments

At the year end, the charity held investments which were held directly in pursuit of the organisation's charitable activities, as follows:

| | 2022 £ | 2021 £ |
|-----------------------------------|------------------|------------------|
| School buildings | | |
| At 1 April 2021 and 31 March 2022 | 2,633,690 | 2,633,690 |
| Loan | | |
| At 1 April 2021 | — | 22,246 |
| Repayments | — | (22,246) |
| At 31 March 2022 | — | — |
| Total | 2,633,690 | 2,633,690 |

The programme related investments comprise the school buildings owned by the charity but which were made available to St Dominic's Priory School (Stone), an independent day school, with effect from 25 May 2011 for educational purposes.

15 Debtors

| | 2022 £ | 2021 £ |
|--|----------------|----------------|
| School fees and related charges | 282,540 | 169,811 |
| Residential and nursing care home fees and related charges | 158,074 | 114,252 |
| Investment income and interest receivable | 51,238 | 97,786 |
| Prepayments and accrued income | 118,159 | 34,075 |
| | 610,011 | 415,924 |

16 Creditors: amounts falling due within one year

| | 2022 £ | 2021 £ |
|--|----------------|----------------|
| Expense creditors | 69,693 | 94,879 |
| Monies administered by the charity on behalf of individual members of The English Dominican Congregation (Stone) | 111,620 | 111,620 |
| Fees received in advance | 22,717 | 30,321 |
| Social security and other taxes | 81,123 | 61,044 |
| Accruals | 214,502 | 219,460 |
| Other creditors | 16,251 | 75 |
| | 515,906 | 517,399 |

17 Endowment funds

The capital funds of the charity include endowed monies which must be retained indefinitely.

| | At 1 April 2021 £ | Income £ | Expenditure £ | At 31 March 2022 £ |
|-------------------|----------------------------|-------------|------------------|-----------------------------|
| Sundry endowments | 12,830 | — | — | 12,830 |

| | At 1 April 2020 £ | Income £ | Expenditure £ | At 31 March 2021 £ |
|-------------------|----------------------------|-------------|------------------|-----------------------------|
| Sundry endowments | 12,830 | — | — | 12,830 |

18 Restricted funds

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

| | 1 April 2021 £ | Income £ | Expenditure £ | Transfers £ | 31 March 2022 £ |
|------------------------|----------------------|----------------|------------------|------------------|-----------------------|
| St Rose's School fund | 208,286 | 677,809 | (467,100) | (285,377) | 133,618 |
| Cambridge fund | 35,830 | — | — | — | 35,830 |
| Other restricted funds | 750 | 141,038 | (141,038) | — | 750 |
| | 244,866 | 818,847 | (608,138) | (285,377) | 170,198 |

| | 1 April 2020 £ | Income £ | Expenditure £ | Transfers £ | 31 March 2021 £ |
|--|----------------------|----------------|------------------|-----------------|-----------------------|
| St Rose's School fund | 114,561 | 731,894 | (613,716) | (24,453) | 208,286 |
| Cambridge fund | 52,977 | — | (17,147) | — | 35,830 |
| Covid-19 infection control and related funds | — | 189,443 | (189,443) | — | — |
| Other restricted funds | 750 | — | — | — | 750 |
| | 168,288 | 921,337 | (820,306) | (24,453) | 244,866 |

◆ St Rose's School fund

The St Rose's School fund comprise monies raised and grants received to be spent on specific activities and includes monies received from the Department for Education for the improvement of the school's standards. The transfer from the restricted fund to unrestricted funds has been made to reflect the fact that the funds have been used to purchase tangible fixed assets in accordance with the terms on which the funding was received.

◆ Cambridge fund

The Cambridge fund comprises monies used to provide board, lodgings and study facilities in Cambridge for The Dominican Sisters from central and eastern Europe.

◆ Covid-19 infection control and related funds

These funds comprised monies received by St Mary's Home, Stone specifically towards the cost of infection control measures and other costs directly related to Covid-19.

18 Restricted funds (continued)

◆ Other restricted funds

Other restricted funds comprised other monies received by the charity which can only be applied in accordance with conditions imposed by the donor.

19 Tangible fixed assets fund

| | Total 2022 £ | Total 2021 £ |
|-----------------------|--------------------|--------------------|
| At 1 April 2021 | 7,620,249 | 7,425,422 |
| Net movements in year | 1,549,171 | 194,827 |
| At 31 March 2022 | 9,169,420 | 7,620,249 |

The tangible fixed assets fund represented the net book value of the charity's freehold property and other tangible fixed assets held as part of unrestricted funds. A decision was made to separate this fund from the general funds of the charity in recognition of the fact that the tangible fixed assets are essential to the day-to-day work of the charity and as such their value should not be regarded as funds that would be available in order to meet future contingencies.

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:

| | At 1 April 2021 £ | New designations £ | Utilised/ released £ | At 31 March 2022 £ |
|-----------------------------------|----------------------------|--------------------------|----------------------------|-----------------------------|
| Sisters' retirement fund | 5,000,000 | — | — | 5,000,000 |
| School and residential home fund | 4,318,861 | (903,223) | — | 3,415,638 |
| Programme related investment fund | 2,633,690 | — | — | 2,633,690 |
| Other funds | 11,166 | — | — | 11,166 |
| | 11,963,717 | (903,223) | — | 11,060,494 |

| | At 1 April 2020 £ | New designations £ | Utilised/ released £ | At 31 March 2021 £ |
|-----------------------------------|----------------------------|--------------------------|----------------------------|-----------------------------|
| Sisters' retirement fund | 5,000,000 | — | — | 5,000,000 |
| School and residential home fund | 4,149,057 | 169,804 | — | 4,318,861 |
| Programme related investment fund | 2,655,936 | — | (22,246) | 2,633,690 |
| Other funds | 11,166 | — | — | 11,166 |
| | 11,816,159 | 169,804 | (22,246) | 11,963,717 |

◆ Sisters' retirement fund

This consisted of monies which the trustees have set aside in order to provide for the sisters in their retirement. The amount which can be designated is constrained by the resources available and is less than that indicated as being needed by actuarial calculations.

20 Designated funds (continued)

◆ School and residential home fund

This fund represented the net current assets and the investments held on unrestricted funds of the charity's school, St Rose's School and the net current assets held on unrestricted funds of the residential home, St Mary's Home. The assets have been designated for use by the respective schools and home only.

◆ Programme related investment fund

This fund represented the carrying value of the charity's programme related investments. The amount has been set aside from the charity's general funds in recognition of the fact that the assets have been made available to St Dominic's Priory School (Stone) and therefore cannot be regarded as funds that would be available to meet future contingencies.

◆ Other funds

These represented funds designated by the trustees for use in connection with particular projects.

21 Analysis of net assets between funds

Fund balances at 31 March 2022 are represented by:

| | General fund £ | Tangible fixed assets fund £ | Designated funds £ | Restricted funds £ | Endowment funds £ | Total 2022 £ |
|-------------------------------|----------------------|--|--------------------------|--------------------------|-------------------------|--------------------|
| Tangible fixed assets | — | 9,169,420 | — | — | — | 9,169,420 |
| Investments | — | — | 6,946,273 | — | 12,830 | 6,959,103 |
| Programme related investments | — | — | 2,633,690 | — | — | 2,633,690 |
| Net current assets | 3,135,265 | — | 1,480,531 | 170,198 | — | 4,785,994 |
| 2022 Total net assets | 3,135,265 | 9,169,420 | 11,060,494 | 170,198 | 12,830 | 23,548,207 |

Fund balances at 31 March 2021 are represented by:

| | General fund £ | Tangible fixed assets fund £ | Designated funds £ | Restricted funds £ | Endowment funds £ | Total 2021 £ |
|-------------------------------|----------------------|--|--------------------------|--------------------------|-------------------------|--------------------|
| Tangible fixed assets | — | 7,620,249 | — | — | — | 7,620,249 |
| Investments | — | — | 7,244,424 | — | 12,830 | 7,257,254 |
| Programme related investments | — | — | 2,633,690 | — | — | 2,633,690 |
| Net current assets | 3,030,838 | — | 2,085,603 | 244,866 | — | 5,361,307 |
| 2021 Total net assets | 3,030,838 | 7,620,249 | 11,963,717 | 244,866 | 12,830 | 22,872,500 |

21 Analysis of net assets between funds (continued)

The total unrealised gains as at 31 March 2022 constitutes movements on the revaluation of listed investments:

| | Total 2022 £ | Total 2021 £ |
|--|--------------------|--------------------|
| Unrealised gains included above | | |
| Total unrealised gains at 31 March 2022 | 2,810,661 | 2,647,585 |
| Reconciliation of movements in unrealised gains | | |
| Total unrealised gains at 1 April 2021 | 2,647,585 | 1,402,161 |
| In respect to disposals in the year | (264,324) | — |
| Net gains (losses) arising on revaluations in the year | 427,400 | 1,245,424 |
| Total unrealised gains at 31 March 2022 | 2,810,661 | 2,647,585 |

22 Pension commitments

Full-time and part-time teaching staff employed at St Rose's School, Stroud under a contract of service are eligible to contribute to the Teachers' Pensions Scheme (TPS).

Teachers' Pensions Scheme (TPS)

Under the definitions set out in section 28 of FRS 102, the TPS is a multi-employer pension scheme. The charity has accounted for its contributions to the Scheme as if it were a defined contribution scheme. The information available on the scheme is set out below.

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies and, from 1 January 2007, automatic for teachers in part-time employment following appointment or a change of contract, although they are able to opt out.

The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis – these contributions along with those made by employers are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

Valuation of the Teachers' Pension Scheme

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury every 4 years. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2016. The valuation report was published by the Department for Education on 5 March 2019. The key elements of the valuation and subsequent consultation are:

- ◆ employer contribution rates set at 23.68% of pensionable pay (including a 0.08% administration levy);

22 Pension commitments (continued)

Teachers' Pensions Scheme (TPS) (continued)

- ◆ total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £218,100 million and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196,100 million, giving a notional past service deficit of £22,000 million; and
- ◆ the SCAPE rate, set by HMT, is used to determine the notional investment return. The current SCAPE rate is 2.4% above the rate of CPI. The assumed real rate of return is 2.4% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.2%. The assumed nominal rate of return including earnings growth is 4.45%.

A copy of the valuation report and supporting documentation is on the Teachers' Pension Scheme website. The next valuation result is due to be implemented from 1 April 2023.

Employer's contributions paid to the scheme during the year amounted to £79,508 (2021 – £57,757).

National Employment Savings Trust

This is a defined contribution scheme and contributions made by St Rose's School for its non-teaching staff and St Mary's Home for its staff amounted to £52,012 (2021 - £48,575).

23 Lease commitments

At 31 March 2022, the charity had the following future minimum commitments under non-cancellable operating leases as follows:

| | 2022 £ | 2021 £ |
|----------------------------------|--------------|--------------|
| Office equipment | | |
| . Due within one year | 1,428 | 1,340 |
| . Due between one and five years | 2,875 | 4,518 |
| | 4,303 | 5,858 |

24 Related party transactions

As members of the Congregation, none of the trustees have resources of their own as all earnings, pensions and other income have been donated to the charity under a Deed of Covenant. During the year, the total amount donated by the trustees to the charity was £98,423 (2021 - £124,855).

There were no other related party transactions during the year (2021 – none).

25 Ultimate control

The charity, which is constituted as a trust, was controlled throughout the period by the English Dominican Congregation of Sisters by virtue of the fact that the Prioress General appoints the trustees. The Congregation does not hold any assets, incur liabilities or enter into any transactions in its own right. Assets and liabilities of the Congregation are vested in the trustees of the charity, who undertake all transactions entered into in the course of the Congregation's charitable activities.

26 Post balance sheet event

Planning permission in connection with redevelopment of the Convent and Nursing Home site at Margaret Street, Stone has been granted and the site is on the market for £4.5m. Two offers have been received for the site at Stone which will be formally considered by Trustees at their next meeting.

The Trustees are also looking to purchase a house for the Sisters who will remain in Stone and a purchase has been agreed at £640,000 and is currently at the local searches stage.

THE ENGLISH DOMINICAN CONGREGATION (STONE) CHARITABLE FUND

England & Wales - Charity number 271922

Accounts

**The English
Dominican
Congregation (Stone)
Charitable
Fund**

Annual Report and Accounts

31 March 2021

Charity Registration Number
271922

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Reference and administrative details of the charity, its trustees and advisers

| | |
|------------------------------------|---|
| Trustees | Sister Margaret Teresa Billington (ex-officio - Prioress General) Sister Jane Ann Alves Sister Mary David Burton Sister Angela Mary Leydon Sister Mary John Perks |
| Administrative address | St Dominic's Convent Stone Staffordshire ST15 8EN |
| Telephone | 01785 813552 |
| Website | www.stone-dominicans.org.uk |
| Charity registration number | 271922 |
| Auditor | Buzzacott LLP 130 Wood Street London EC2V 6DL |
| Principal bankers | The Royal Bank of Scotland plc PO Box 412 62/63 Threadneedle Street London EC2R 8LA |
| Investment managers | BlackRock Investment Management (UK) Limited 12 Throgmorton Avenue London EC2N 2DL |

Reference and administrative details of the charity, its trustees and advisers

Solicitors

Beswicks Solicitors LLP
Sigma House
Lakeside
Festival Way
Festival Park
Stoke-on-Trent
ST1 5RY

Ansons Solicitors Limited
St Mary's Chambers
5-7 Breadmarket Street
Lichfield
WS13 6LQ

Stone King LLP
Boundary House
91 Charterhouse Street
London
EC1M 6HR

Dixon Phillips Limited
22 Hills Road
Cambridge
CB2 1JP

Property consultant

Avison Young
65 Gresham Street
London
EC2V 7NQ

The trustees present their report together with the accounts of The English Dominican Congregation (Stone) Charitable Fund ("the charity") for the year ended 31 March 2021.

The accounts have been prepared in accordance with the accounting policies set out on pages 48 to 55 the attached accounts and comply with the charity's trust deed, applicable laws, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), effective from accounting periods commencing 1 January 2015 or later.

INTRODUCTION

The English Congregation of Dominican Sisters was formed in 1929 by an amalgamation of five existing Dominican Congregations, the oldest of which was that of Stone, which was founded in 1845.

The Congregation has vested all the property used for its purposes in England in the trustees of a charitable trust dated 13 July 1976 known as The English Dominican Congregation (Stone) Charitable Fund. The charity is registered under the Charities Act 2011, Charity Registration Number 271922.

MISSION

The object of the English Dominican Congregation (Stone) Charitable Fund is the furtherance of the Roman Catholic faith. The charity aims to support the religious and other charitable works carried on by the members of the Congregation and to care for those members throughout their lives within the Congregation.

When setting the objectives and planning the work of the charity for the year, and when encouraging the work of individual sisters, the trustees have given careful consideration to the Charity Commission's guidance on public benefit.

The ministries of the sisters of the Congregation, all of which benefit numerous members of the general public, fall into the following main areas:

- ◆ **Worship and prayer**
Members of the Congregation are committed to personal and liturgical prayer which is reflected in their daily timetable. They are obliged to study in order to further their knowledge of the Christian faith. They give preference to the study of sacred scripture and the teaching of the Church, so that they in turn can instruct and help others. Members of the Congregation also celebrate and pray with the wider community including people of other faiths. They do this through the provision of spiritual guidance or by just being available to listen in times of need. Some sisters give talks and guide retreats and prayer groups. The sisters respect people of no faith and try to help them in appropriate ways.

MISSION (continued)

◆ Social and pastoral work

Many members of the Congregation are involved in various forms of social or pastoral work in different parts of the country, including care of the elderly and people with special needs, support of families, and chaplaincy work in educational and healthcare establishments. In particular, the sisters aim to help the poor and marginalised in society regardless of their personal background, faith, gender or individual circumstances. The sisters share the convent premises with diverse groups e.g. groups of pilgrims, St Vincent de Paul Society, and clubs for the elderly. When public concerts are arranged in church, the Congregation's premises are used for serving refreshments.

◆ Care of the elderly

During the year the sisters provided care and assistance to the elderly at St Mary's Home, Stone. The Home provides care both for members of the general public and for members of the Congregation in need of nursing care.

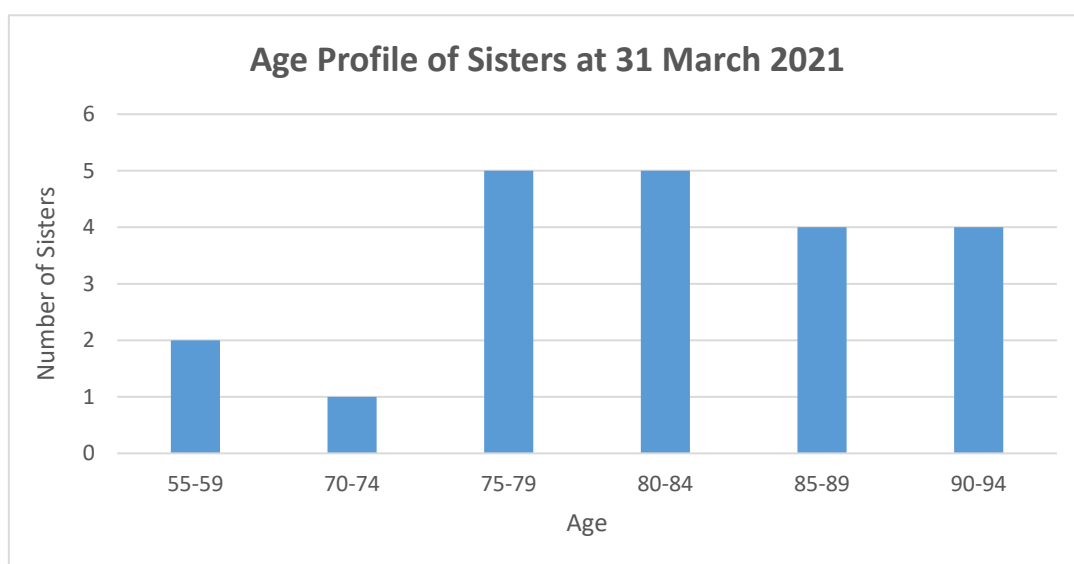
◆ Education

During the year the charity operated an educational establishment, St Rose's School in Stroud, Gloucestershire providing education and care to 2-19 year olds. The Congregation also provides a small unit for 19-25 year olds on the site of St Rose's School called St Martin's Centre. St Rose's School together with St Martin's Centre, collectively hereinafter referred to as "the School" or "St Rose's School", aims to provide the highest quality service to children, young people and young adults with physical disabilities, learning disabilities and associated complex medical, sensory and communication difficulties in the age range 2-25 years. The establishment aims to undertake this with due regard to the Catholic traditions from which the provision has developed, particularly those of the Dominican order. A commitment to provide support and professional development for staff, thereby enabling them to meet the demanding expectations of their role, is central to this mission.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES

Care of the members of the Congregation

In common with many religious congregations in Great Britain, the age profile of the members of the Congregation is increasing as existing members grow older and the number of new vocations becomes minimal, although there are currently two novices who it is hoped will eventually make their professions. The age profile of the Congregation is shown graphically below:



The Congregation has an obligation, both moral and legal, to provide care for its members, none of whom have resources of their own and all of whom have devoted a significant part of their lives to the care of the elderly, poor and marginalised in society. As the age profile of the Congregation increases, so too does the need to provide increasing and increasingly expensive care for the sisters.

At the end of March 2021, one member of the Congregation was receiving care in the charity's own nursing home, two were receiving care in homes in Gloucestershire and a further three were cared for by care staff in the Congregation's infirmary in Stone. Over the next few years, the trustees do not expect the number requiring nursing care to decrease. As a consequence the trustees are giving careful consideration to the impact of this on the work of individual members of the Congregation, the property requirements of the Congregation and the financial implications. In this regard, the aims of the trustees over the forthcoming years include:

- ◆ Ensuring all members of the Congregation receive the high level of care they require to provide them with the quality of life they have a right to expect;
- ◆ Reviewing the charity's properties used as community houses and assessing their suitability as homes for the elderly and frail. Those identified as being unsuitable will be sold, adapted or utilised for other purposes in line with the charity's mission; and
- ◆ Enabling all members of the Congregation to continue with their individual ministries for as long as possible.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Enabling and supporting members in a variety of religious and charitable works

The religious and charitable works of individual members of the Congregation can be divided into four principal areas; worship and prayer, the social and pastoral work of the sisters, the ownership and operation of a nursing home for the elderly and the ownership and operation of a school. Each of these is considered in turn below:

Worship and prayer

Members of the Congregation are committed to personal and liturgical prayer which is reflected in their daily timetable. They are obliged to study in order to further their knowledge of the Christian faith. They give preference to the study of sacred scripture and the teaching of the Church, so that they in turn can instruct and help others. Members of the Congregation also celebrate and pray with the wider community including people of other faiths. They do this through the provision of spiritual guidance or by just being available to listen in times of need. Some sisters give talks and guide retreats and prayer groups. The sisters respect people of no faith and try to help them in appropriate ways.

The charity is committed to helping as many people as possible to come into contact with the sisters and also join them in worship. Their faith, thereby strengthened, is put into action in a number of activities which include:

- ◆ Promoting the values and vision set out in the Gospel including the promotion of human dignity, teaching respect of different cultures, working for a society based on justice and peace and encouraging care and respect for all creation;
- ◆ Offering prayer groups, giving members of the public from all walks of life the opportunity to escape the stresses of everyday life for a short time and take time for quiet contemplation and reflection and the chance to study and consider the Gospel;
- ◆ Engaging in more outgoing worship through youth groups, summer schools etc;
- ◆ Providing religious instruction and supervision;
- ◆ Providing retreats where those who attend can reflect in a peaceful atmosphere rooted in Gospel values; and
- ◆ Praying with those who are house bound, sick or dying.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Enabling and supporting members in a variety of religious and charitable works (continued)

Social and pastoral work

Many members of the Congregation are involved in various forms of social or pastoral work in different parts of the country, including care of the elderly and people with special needs, support of families, as well as chaplaincy work in educational and healthcare establishments. In particular, the sisters aim to help the poor in society regardless of their personal background, faith, gender or individual circumstances. The sisters share the convent premises with diverse groups: e.g. groups of pilgrims, St Vincent de Paul Society, and clubs for the elderly. When public events, i.e. pilgrimages, concerts, talks, are arranged in the adjacent church, the Congregation's convent premises are used for serving refreshments.

The following are examples of the social and pastoral work undertaken by individual sisters:

- ◆ Working in parishes, that is, running or helping with catechetical programmes and pastoral work with parishioners;
- ◆ Working and pastoral care in education including university chaplaincy;
- ◆ Administrative and secretarial support to Church organisations, for example safeguarding;
- ◆ Spiritual direction: individual help and organising days of recollection at least three times a year.

More specific details of work in this area are as follows:

The objectives of the trustees in this area include:

- ◆ Enabling all members of the Congregation to carry out meaningful social and pastoral work within the community after assessing their skills and the needs of the local area;
- ◆ Encouraging and motivating members to work with and assist the poor, elderly and marginalised; and
- ◆ Wherever possible ensuring sisters are remunerated for such work by way of a stipend to cover expenses. Such income is donated to the charity and thereby contributes to defraying the costs and ensures that the charity may continue with this work as long as possible.

Care of the elderly

St Mary's Home provides residential and nursing care facilities for the elderly and is administered in accordance with the charitable objects of the English Dominican Congregation (Stone) Charitable Fund as specified in the trust deed.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Care of the elderly (continued)

The philosophy of care at the Home is to ensure a homely, friendly and open atmosphere among residents and staff whilst maintaining the privacy, dignity, rights and quality of life of all residents.

The Home provides both long-term care and end of life care to those suffering from terminal illness for both members of the general public and members of the Congregation.

There are 59 rooms at St Mary's, 42 with en-suite facilities and a number with separate sitting areas. Each room has a television point and is linked to the call system. All areas of the Home are accessible by either stairs or lifts, and residents are encouraged to take meals in the dining room. Other facilities include a chapel, hairdressing salon, conservatory and several lounges. The Home is set in large attractive gardens, which house a summerhouse.

In operating St Mary's Home, the trustees aim to:

- ◆ Provide excellent residential and nursing care to elderly men and women, ensuring that their needs are met fully and that they enjoy as high a quality of life as possible;
- ◆ Employ high quality staff to care for the elderly residents ensuring that all such staff obtain the necessary qualifications and training needed for their work;
- ◆ Ensure that the Home meets the requirements of the Care Quality Commission and that any recommendations arising from inspections are acted upon quickly and effectively; and
- ◆ Maintain the financial security of the Home through careful budgeting and by setting fees at levels that ensure the viability of the Home is not threatened.

Education

St Rose's is located in Stroud and has been recognised as a Non-Maintained Specialist School by the Department for Education since 1912. It is a Dominican foundation and the philosophy of St Rose's is stated in its Mission Statement:

Its mission is working together, to help each person flourish educationally and spiritually, to reach their full potential in a Christian community and believe in their worth as children of God. And its vision is to be an exceptional Catholic specialist school and college delivering the highest quality education, therapy and care for children and young adults, to enable them to achieve their maximum independence and develop as valued members of society.

St Rose's is highly regarded for its comprehensive approach to the education and care of children and young people with major physical disabilities and who often have additional visual or hearing impairment and complex health needs.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Education (continued)

St Rose's admits young people between the ages of 2 and 25 years with children coming from 5 local authorities. In addition to residential and day placements, short breaks are provided. There are currently 79 young people on roll, many with complex physical disability and health needs, and there are 26 in the Early Years department, which is an integrated department with children who may or may not have additional needs. The children in the main school are nearly all wheelchair users and many have communication difficulties. St Rose's contains Early Years, Primary, Secondary, 16-19, and Post-19 departments. Local authorities pay the students' fees for St Rose's. Vigorous steps continue to be taken to make savings and efficiencies in the running costs of St Rose's.

St Rose's has its own therapy and support staff, and the multidisciplinary team of teachers, tutors, therapists, care assistants, and nurses all work together to provide the best teaching, therapy, and care for each individual student. There is nursing cover on site 24 hours a day. Regular wheelchair and sling clinics are held in School and College, which is also open to pupils from other schools. St Rose's strives to give each student as much independence and opportunity for decision making as possible, placing great emphasis on helping each individual student to develop their communication and mobility skills, as it is through these skills that they can take steps to achieving greater independence.

Volunteering

Throughout the year, the members of the Congregation gave their time to assist the poor and marginalised and those in need. The majority of members receive no financial reward for this work which contributes to the overall achievement of the charity's objectives. In addition, members are involved in administering the work of the Congregation and charity - without their contribution the charity would not be able to function as effectively or fully as it does.

Details of the areas in which members gave their time during the year are shown in the table below.

| Area | No. of Volunteers | Hours volunteered |
|----------------------------------|----------------------|----------------------|
| Nursing home | 5 | 3,602 |
| Counselling | 3 | 330 |
| General parish work & catechesis | 7 | 4,560 |
| University chaplaincy | 1 | 290 |
| Administration | 5 | 5,300 |
| | 21 | 14,082 |

Grants, donations and support of missionary work and ministry

Grants, donations and other payments in support of missionary work and ministry are decided on by the trustees in consultation with other members of the Congregation as appropriate. In the main, the charity supports the work of those organisations whose work is within the objects of the charity, both in the United Kingdom and overseas, particularly in India. However, the charity does not regard itself as a grant making entity and applications for grants and donations are not invited.

ACHIEVEMENTS AND PERFORMANCE

The paragraphs below outline briefly the charity's achievements during the year in each of its main activities. Certain details have already been recorded in the earlier part of this report.

Care of the members of the Congregation

During the year the charity supported and enabled its members to continue to engage in a variety of ministries such as teaching and nursing, family counselling, working in hospital and university chaplaincies, working with youth and the homeless, visiting the sick and house-bound, facilitating study groups for people with special educational needs, and giving lectures and talks on a wide spectrum of subjects to a wide variety of people.

Over the next few years, it is inevitable that the cost of caring for members will increase due to the rising expense of social and dementia care.

Worship and prayer

Throughout the year the sisters continued with their own private worship and their spiritual development and training. All sisters attended retreats which provided an opportunity for renewal and quiet contemplation.

Social and pastoral work

Details of the many activities in which the sisters are engaged have already been noted above. As most of the sisters are aged over 75, they have had to adhere to the stringent government advice issued on 23 March. This has meant that their normal apostolic activities have had to find new shape or cease altogether. As a result of the social distancing rules, whilst largely remaining in lockdown, sisters have tried to find new ways of working and supporting those with whom they work.

While the trustees appreciate the commitment and dedication of the sisters, they are very aware that over the next several years, these activities will diminish significantly, due to the increasing age profile. The trustees will continue to assist the sisters in any way possible and will encourage them to remain active and involved for as long as possible. However, they will maintain a vigilant eye on sisters who might want to stay in ministries when they are really no longer able to cope. The trustees will instead try to guide these sisters towards a less demanding, gentler ministry.

Care of the elderly: St Mary's Home, Stone

The Registered Manager at St Mary's is Natalie Dibble. Natalie was appointed in May 2018 having been a senior member of the nursing team at St Mary's for over twelve years. She is passionate about the care of the elderly and highly committed to the home, its staff and residents.

There was an unannounced inspection by the Care Quality Commission in August 2019 which found that improvements had been made since the previous inspection in May 2018. St Mary's achieved 'Good' in all five key areas of assessment, resulting in an overall rating of 'Good'.

ACHIEVEMENTS AND PERFORMANCE (continued)

Care of the elderly: St Mary's Home, Stone (continued)

The inspection report noted that improvements made in the areas previously rated as 'Requires Improvement':

- ◆ There had been improvements made to the way medicines were administered and monitored and the inspector noted that registered manager had a system to continuously monitor and mitigate risks associated with safe medicine administration.
- ◆ The Home was working within the principles of the Mental Capacity Act (MCA), and the report confirmed that any conditions on authorisations to deprive a person of their liberty had the appropriate legal authority.
- ◆ The Home was 'consistently managed and well-led. Leaders and the culture they created promoted high-quality, person-centred care'.

The report was very positive and recognised the significant improvements made by the management team and staff since the previous inspection. The management team and staff fully intend to continue to learn, develop new skills and improve.

The Manager received positive feedback from both staff, residents and relatives one of whom was quoted in the report as saying that the Manager was 'Absolutely outstanding. The registered manager enjoys speaking to all the people who live here. The standards are so very high. Their vision is excellent'.

The Care Quality Commission conducted a Data Review Inspection of the Home in August 2021. There was no evidence that a physical inspection or ratings reassessment was required, and the Home retained its 'Good' rating.

There was an unannounced inspection by the Care Quality Commission on 10 November 2021. Whilst the final report has not yet been issued, the initial feedback was overwhelmingly positive.

The Chairperson of the trustees is appointed as Safeguarding Officer for the Home and has attended a number of training courses and conferences to ensure that the Home is fully compliant with all current legislation. Annual safeguarding training is compulsory for all staff employed in the Home to ensure they are fully aware of the issues involved and are equipped to deal appropriately with any incident.

Although there are no longer any sisters actively involved in the nursing care of residents, a number of sisters who live in Stone visit on a regular basis providing both pastoral and practical assistance.

There is an Activities Co-ordinator and an assistant whose role is to create, plan, organise and co-ordinate a stimulating and developing activity programme to enhance the quality of life of each resident in the Home that will promote the health, dignity and wellbeing of each resident and enhance the quality of their lives. The work done by the Activities Co-ordinator attracted positive comments in the Care Quality Commission inspection report.

ACHIEVEMENTS AND PERFORMANCE (continued)

Care of the elderly: St Mary's Home, Stone (continued)

The Covid-19 pandemic changed the manner in which activities were delivered for a time and the staff worked hard to ensure that residents remained stimulated and entertained. The Home acquired a number of iPads which were used to ensure that contact with friends and families continued using facetime, Skype etc. Many relatives of residents who have died during the year have expressed gratitude for the high standard of care received and prior to the pandemic, maintained contact with the Home by volunteering and assisting in the activities programme. Overall, there is a caring friendly atmosphere evident at St Mary's Home.

The Home has committed to a programme of continual refurbishment but the impact of Covid-19 meant that only essential maintenance work could be carried out during the year. However, a number of improvements are planned as restrictions are eased further.

Along with many care homes, the global Covid-19 pandemic which began in early 2020 has had an impact in St Mary's. In July 2021 the Care Quality Commission published data showing death notifications involving Covid-19 by individual care homes and identified eight deaths at St Mary's. These were, in the main, residents who were admitted to hospital; a number of residents who tested positive remained at St Mary's and made a good recovery. A number of staff were also diagnosed as Covid-19 positive, all of whom have fully recovered. The management took a pro-active risk based approach to the situation and acted quickly to put in place measures which included:

- ◆ Closing the Home to all non-essential visitors;
- ◆ Isolating residents in bedrooms;
- ◆ Cohorting staff wherever possible;
- ◆ Block booking of agency staff;
- ◆ Sourcing Personal Protective Equipment (PPE) from new or additional suppliers; and
- ◆ Not admitting new residents who tested positive for Covid-19.

The management worked closely with local health professionals to ensure that residents and staff were vaccinated at the earliest possible opportunity and continues to manage the impact of Covid-19.

The trustees wish to put on record their appreciation of and gratitude to all the staff for their outstanding contribution to St Mary's, particularly during the pandemic.

Education: St Rose's School

During the academic year 2020/21, St Rose's had 79 students and young people from 5 Local Authorities:

- ◆ Early Years - 26 children
- ◆ St Rose's - 25 students
- ◆ St Martin's - 28 students

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

The Governors and management continue to work hard to advertise St Rose's and, as a result, there has been a great deal of interest in places. St Rose's continues to work closely with Gloucestershire County Council which is its main commissioner and management communicate with the Council regularly to organise bespoke packages to meet the individual needs of students. They have approached the School several times this year to ask for placements at St Rose's and St Martin's. Numbers continue to rise steadily.

The School had 5 new students starting at St Rose's in September 2020 as well as 5 new students who joined St Martin's at the same time.

Despite the restrictions placed on us by the Covid-19 pandemic, St Rose's has remained open throughout the year and staff have worked hard to ensure that the students continue to have the support they need to make progress.

School and College Improvement (*Strategic Aim 1*)

Management have continued to have regular meetings with the school/college improvement partner to drive improvements forward following the implementation of the new Strategic Plan which will be in place for the next two years.

In June the School welcomed Roy Walker who is a Care Improvement Consultant. He reviewed current provision and, whilst recognising the excellent quality of care provided, he was able to make recommendations about how the School might improve support systems to make further improvements to ensure it meets the National Minimum Standards for Residential Special Schools. Work on this area has been ongoing and management have met with a smaller group of governors to review practice.

The School has identified a company (Changing Outcomes) which will be able to support it with the monitoring visits by an independent visitor.

Management have been working with David Wint at Roberts Limbrick to develop a 10 year plan for St Rose's and St Martin's to be shared at the Full Governing Body (FGB) in July. They have consulted with staff and students over the last six months and hopefully it will reflect their ideas.

Numbers of students across all areas continue to rise and there are 6 confirmed places for September 2021 with at least 3 more students in the pipeline. A great deal of time is spent on sifting through referrals and arranging assessments but it is time well spent as it is bearing fruits!

Management continue to work with the LA commissioners and following a meeting with Gloucestershire LA, a 2% uplift was agreed for the coming year. The School has refined its pricing tool and will be testing it over the coming months.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

NAS Accreditation (Strategic Aim 1.7)

Management are extremely proud that St Rose's and St Martin's have been re-awarded Autism Accreditation status by the National Autistic Society (NAS), the UK's leading charity for autistic people. The School has now been part of the NAS accreditation programme for 6 years and has been an accredited setting since 2018.

To achieve accreditation against Autism Accreditation Standards, the School must provide detailed and robust evidence that;

- ◆ St Rose's and St Martin's have a specialised knowledge and understanding of autism
- ◆ Knowledge and understanding of autism consistently inform the nursery, school and college, our resources and our management
- ◆ Knowledge and understanding of autism consistently inform the assessment and support plan for our students
- ◆ Knowledge and understanding of autism consistently inform all aspects of our practice

The award was given in recognition of the excellent autism practice at St Rose's and St Martin's, including strong person centred planning and multidisciplinary team working.

Redevelopment of residential facilities (Strategic Aim 5.1)

Everyone was delighted when the work started in February 2021 on the new build for Quentin House. Management have worked closely with the architects, cost consultants and builders to ensure minimum disruption for our students.

As well as the Quentin House project, the School is making improvements to onsite storage and the fire evacuation area in St Martin's.

Fundraising has proved difficult over the last year which has meant that there will be a need to phase the improvements that the School wants to make. The next area of priority to carry out the work to link the bungalows for St Martin's.

Governance across the School continues to be developed.

- ◆ A Staffing and Finance subcommittee has been re-established
- ◆ Regular FGB meetings take place with focus on strategic aims
- ◆ Intent workshop for Governors were held in October 2020
- ◆ A presentation was delivered by the Head of Education to the FGB at the December FGB Meeting

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Redevelopment of residential facilities (Strategic Aim 5.1) (continued)

St Rose's continues to develop the safeguarding processes through independent challenge and build upon the 'drip, drip' training for staff and governors.

- ◆ Governors receive regular reports
- ◆ Governor training will be a focus for the coming year.

Catholic Life

- ◆ Staff and students celebrate many events in the liturgical calendar including termly Mass and festivals. Students take part in Christmas and Easter productions.
- ◆ The Chair of Governors, Principal, Vice Principal, RE Lead and Business manager all attend Gloucestershire Catholic Schools Partnership meetings.
- ◆ Students and staff regularly attend RE events organised by the Diocese.
- ◆ Values are embedded across St Rose's and St Martin's community. Briefing and quality assurance, minutes, SCMT meeting minutes and EHC Committee meeting minutes reflect how values are being addressed.
- ◆ Termly assemblies are held to introduce value for the term.
- ◆ Catholic Social Teaching is evidenced in curriculum planning.
- ◆ The new RE curriculum is being implemented and embedded in the curriculum and taught across St Rose's and the new RE assessment criteria is incorporated into the planning and evaluation of each student's individual learning objectives.
- ◆ The School is working towards Mental Health Champion accreditation.
- ◆ The Relationship, Sex and Health Education (RSHE) Policy was reviewed in line with new Department for Education (DfE) guidance for Relationships Education, Relationships and Sex Education (RSE) and Health Education for summer 2021 and then Clifton Diocese model policy.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Education

Strategic Plan

The Strategic Plan for 2020 - 2022 was put in place at the beginning of the year.

- ◆ All mainstream nursery children are working within expected age bands across the prime areas of the Early Years Foundation Stage (EYFS) and, where appropriate, in the specific areas of learning. Nursery children with additional needs are making progress.
- ◆ Students in school and college have made progress towards their targets and the majority of them are meeting expectations and some students in school have exceeded their targets despite the interruption to learning as a result of Covid-19.
- ◆ Performance and Development Review (PDR) targets are set and reviewed for teachers to link with training needs.
- ◆ Training is delivered to teachers on intent, implementation and impact of the curriculum. Training is provided to all staff on understanding the Ofsted Framework. Training on Curriculum Long Term Plans. Training on Ofsted Framework to Leadership.
- ◆ Two teacher observations were completed despite Covid-19 restrictions using a deep dive format and reporting on particular areas of the criteria. All teachers demonstrated understanding of areas being addressed.
- ◆ Mathematics and English subject leaders support non-specialist teachers with the sequenced learning and pedagogy of their subjects.
- ◆ Students in St Martin's have a Personalised Long-Term Plan in place.
- ◆ There are improved links with parents/carers through reading/communication records in place.
- ◆ St Rose's and St Martin's are working collaboratively to produce Local Context documents.
- ◆ There is a new method of assessment which meets the needs of the student and reflects student progress more accurately.
- ◆ Focus on teaching of literacy/communication and phonics and numeracy continues

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Education (continued)

Covid-19

Throughout the year management have paid close attention to government guidance to ensure that the environment is as safe as it can be. Often decisions were made in advance of this guidance especially regarding infection prevention.

- ◆ A Remote Education Policy was put in place in May and this was implemented for students who were shielding. At the peak 13 St Rose's students, 5 St Martin's students and 4 members of staff were shielding. The School currently has 2 students who are building up their attendance on health grounds
- ◆ Student groups have worked in 'bubbles' throughout the year, with arrangements for mealtimes and bathroom use to support this
- ◆ Staff used Personal Protective Equipment (PPE) at all times when working with students
- ◆ Enhanced infection prevention measures continue to be used
- ◆ Social distancing measures have been adhered to
- ◆ The School has minimised the number of visitors on site, although it continued to carry out all necessary meetings including Education, Health and Care Plan (EHP) meetings, social care and health care reviews via Zoom or Teams.
- ◆ Regular updates are sent to staff, families and governors informing them of the measures in place and the 'road map' moving forward
- ◆ Management also provide regular Covid-19 updates at the weekly briefing meeting
- ◆ There has been an excellent uptake of the vaccination programme by staff
- ◆ Post 16 and post 19 students have also been able to have their vaccinations
- ◆ The School implemented on site testing from January 2021 – March 2021
- ◆ Since March 2021 staff carry out twice weekly testing at home

Management have had to make some tough decisions over the last year but thankfully both students and staff have remained well and it was only necessary to isolate one class group at the beginning of January for a week when a member of staff had tested positive for Covid-19.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Therapy

- ◆ Outcome measures - the following measures have been adopted:
 - ◇ Goal Attainment Scaling (GAS) for some physiotherapy
 - ◇ OT and massage therapy goals.
 - ◇ Communication Matrix and Pathways for many communication related goals.
 - ◇ MAPP for many goals set jointly with teachers in school.
- ◆ New Therapy Profile is in place
- ◆ Non-Abusive Psychological and Physical Intervention (NAPPI) - Abi Clark (OT, PBS Lead) and Katherine Marchant (S<, Lead therapist) completed NAPPI Level 1 Trainer Certification. NAPPI is our chosen Positive Behaviour Support (PBS) programme which is recognised by the British Institute of Learning Disabilities (BILD) and the RRN (Restraint Reduction Network - see below). This certification enables NAPPI level 1 training to be delivered 'in house' to all school and college staff who need it. Abi also achieved NAPPI Level 2 Trainer Certification in June 2021
- ◆ A PBS forum has been established at St Rose's and St Martin's
- ◆ Restraint Reduction Network (RRN) - Abi Clark has applied successfully on behalf of St Rose's for membership of the Restraint Reduction Network.
- ◆ The Therapy Team will work closely with education, health and care teams to ensure optimum health and personal development outcomes for students.
- ◆
- ◆ The Senior and Leadership Team (S<) and Mike King, St Martin's tutor, with input and support from the teaching team, are developing a Total Communication Policy to describe and develop our practise across school and college. This will sit alongside the communication and English curriculum and cross care settings.

Care: Assurance Visit – October 2020

This was a two day visit when the inspector recognised the work that had been done towards meeting the national minimum standards that were not previously met.

The School had another productive year despite the Covid-19 restrictions. The students have coped well with the limitations of activities the School could offer, as it has not be possible to go off site. The staff have worked creatively to ensure the students have felt well supported and have continued to enjoy on-site activities.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Care: Assurance Visit – October 2020 (continued)

It has been a trying time for all staff as they have continued to wear facemasks when supporting students and again they have coped very well. The leadership team has worked hard to ensure staff feel supported and well informed throughout the pandemic.

Despite the Covid-19 related issues, it has been an exciting time to be at St Rose's as we see big changes occurring to the site and the care and support we provide.

OFSTED care inspection – November 2021

There was an unannounced 3-day OFSTED care inspection at St Rose's on 23–25 November 2021. The initial feedback was extremely positive and the School was able to demonstrate the amount of work that had been put into meeting all of the National Minimum Standards for Residential Special Schools. The inspectors were particularly impressed with the work that had gone into the design for Quentin House and how well it will meet the needs of our children.

Staffing and staff training

Recruitment has been more difficult recently and there has not been as many applicants for the care roles

The School has continued to offer a wide variety of training to its staff. Training completed this year has included:

Safeguarding Children, Safeguarding Adults, Mental Capacity Act, Deprivation of Liberties Safeguards, Basic Mental Health Awareness, Autism & Communication, Autism and Sensory Experience, Food Safety & Infection Control, Nutrition & Hydration, Prevent, NAPPI.

Staff have also received other health related training dependent on the needs of students they support. This includes:

Asthma & Inhaler Technique, Epilepsy, Oxygen and Suction Use, Gastrostomy Use, Administration of Emergency Epilepsy Medication, Dysphagia, Skin integrity/pressure areas.

Safeguarding report

Referrals

There has been one referral this year. There have been two referrals to Early Help and the School continues to work with social workers and family support workers as needed.

Safeguarding children policy

- ◆ This was updated in January 2021 to reflect the changes in Keeping Children Safe in Education 2020 (KCSIE 2020) and ratified. It will be updated again in line with changes to KCSIE for 2021.
- ◆ Lisa Taylor took on the role of Designated Safeguarding Lead in November 2020 and all safeguarding policies have been amended to show this change. Jo Pearch and Elaine Fernandez are Deputy Designated Safeguarding Leads for Children and Young People.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Safeguarding report (continued)

Safeguarding children policy (continued)

- ◆ The whole school completed online Safeguarding training on the January inset day. Safeguarding training had been arranged for the January 2021 inset day. This was to be face to face training. However, due to Coronavirus restrictions it was conducted via e learning.
- ◆ All line managers shared updated information about (Female Genital Mutation) FGM and Child Sexual Exploitation (CSE) in their team meetings
- ◆ A safeguarding slide has been added to the weekly staff briefing so that that safeguarding updates/information can be added as the briefing is emailed all staff. This means that new information and updates are shared promptly.
- ◆ SCMT have completed the Prevent for Leaders and Managers training.

CPOMS (Safeguarding software for schools)

CPOMS is now being used to record accidents and incidents and behaviour incidents and logs.

Safeguarding Audit

The Gloucestershire County Council Safeguarding Audit was submitted in February and an action plan created.

Safeguarding Reflection Meetings

These happen each half term.

Covid-19

We have continued to put measures in place to safeguard students during the Covid-19 pandemic and will continue to do so until restrictions are lifted.

Premises

Site – completed works

- ◆ The Hall roof has been repaired including replacement windows
- ◆ Lift Operations and Lifting Equipment Regulations 1998 (LOLER) – the six-monthly inspection by our insurance company took place in January 2021 and they will be back on site week commencing 28 June 2021.
- ◆ Pool – the pool has remained closed since March 2020 and the School has taken the opportunity to carry out various repairs and maintenance work that was needed.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Premises (continued)

Site – completed works (continued)

- ◆ The cold-water tanks across site have been removed and we are now on mains water which reduces the risk of legionella and allows all areas of site to have better water pressure and drinking water.
- ◆ Following the upgrade to mains water in St Rose's, several new mixer valves have been installed to moderate the temperature. In the laundry the School was able to remove the pumps and put the washing machines onto mains water.
- ◆ The boiler was replaced in Jean Paul House and remedial work took place to improve the heating system in St Martin's.
- ◆ The regular meetings of the site team and the new online logging system of issues has improved the recording and speed at which work is carried out.
- ◆ The fire alarm system was replaced across site and is now linked up. This work also allowed the system within St Rose's, Quentin House, Jean Paul House and St Martin's to be linked to meet a recommendation from the fire department.
- ◆ The fire alarm system has a built-in intruder alarm so this different bell can be sounded if required. This was a recommendation from the last Health & Safety audit.
- ◆ New hoists have been fitted in St Martin's and are making a real difference for the staff working in this area.
- ◆ The School has replaced furniture across site, upgrading in several areas and disposing of the old as we did so.
- ◆ A pump was replaced on St Rose's heating system and another on the kitchen boiler
- ◆ A new water heater was installed in the nursery bathroom
- ◆ A back-up battery box to ensure the School does not lose its phone lines in the event of a power outage has been installed
- ◆ The gates have been repaired
- ◆ Hoisting equipment has been tested and remedial work carried out
- ◆ Ducting under the drive has been installed to allow the School to link the bungalows to the main fire alarm system which is best practice, and to allow it to run a new telephone line to the bungalow as the current line was much distorted.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Premises (continued)

Site – completed works (continued)

- ◆ Extensive tree maintenance has been carried out across site following a tree survey last year. There is one further tree which requires its crown removed.
- ◆ Asbestos was removed from the roof and from the boiler room underneath the kitchen.
- ◆ A condition survey was carried out in preparation for the costing of our 10 year site plan.
- ◆ A full internal, elevation and section survey of the bungalows in anticipation of the redevelopment and new linking plans for the bungalows were submitted to planning during week commencing 4 May 2021.
- ◆ Prior to Easter, the Business Manager's office was relocated to the room next to the meeting room so that the refurbishment can take place in the Flamingos room which is being made bigger and to create a new fully immersive room for the students across school and to create a new staff room/meeting room.

Health & Safety (H&S)

- ◆ The School has appointed a new H&S governor and two audits have been completed. Very few issues were found but those that were identified have been rectified.
- ◆ A company continues to monitor and update our Risk Assessment for Covid-19.
- ◆ The Risk Register was updated to include Covid-19 and how we keep up to date with changing legislation and updated standards.
- ◆ Induction training continues to take place for all new staff, we had 7 new members in September.
- ◆ The Fire Risk Assessment with outstanding actions has been thoroughly reviewed and all actions carried out.
- ◆ Check lists have been prepared for use by the site team to ensure all aspects of repairs, ongoing maintenance and security are being checked when they should be and to ensure we have the evidence to prove it. This work was carried out over the summer and the check sheets are being used across site.
- ◆ Risk assessments are updated on a rolling basis.
- ◆ Still to be completed is a live scenario testing of our Emergency Plan.
- ◆ The Health and Safety Policy has been reviewed was ratified.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education: St Rose's School (continued)

Premises (continued)

Health & Safety (H&S) (continued)

- ◆ Kitchen staff were audited by the Environmental Health Agency on the first full day back following the Easter holidays and were awarded a 5-star rating.

Building Project

- ◆ Snape Construction were appointed to build the new annex and refurbish the existing residential area and join the bungalows creating an additional teaching space at the same time.
- ◆ Due to the difficulties faced during 2020 due to Covid-19, fundraising efforts were not as fruitful as hoped. So, the decision was taken to contract with Snape to carry out phase 1 of the plan. This included the new annex, the refurbishment to the Flamingo area, a new staff room/meeting area and to create a new immersive room for use by the whole school.
- ◆ Snape started work during half term in February 2021. There were some initial delays due to difficulty putting the foundations (piled foundations) in. This caused a 5-week delay to the plans, although a week of this has been pulled back. Additionally, supplies of materials (a national issue) have been delayed because of the Covid-19 pandemic. It is anticipated that Phase 1 will be completed by 12 November 2021.
- ◆ Snape have been incredibly good partners and have worked considerately and taken our needs into consideration at every step. The other partners in the project Roberts Limbrick (architects) and AFA Consulting (cost consultants) have both provided us with excellent service and have been invaluable.
- ◆ A VAT expert was engaged to act on the School's behalf in an application to HMRC for zero rating. The initial application was rejected and a second application was made in May following a video call with the new HMRC advisor. Unfortunately, this application was also rejected. Subsequently, the School consulted a barrister who wrote to HMRC on 16 July 2021, asking them to reconsider that decision. The School awaits a response.
- ◆ The School engaged Robert Limbrick to carry out a Premises Development Plan (PDP) taking account of its needs, potential growth and a need to streamline and refurbish St Rose's therapy areas and administrative offices. Their report and plans were presented to the July 2021 Full Governing Body meeting. The plans are truly exciting and show that St Rose's has a wonderful future.

The Trustees and Governors wish to put on record their appreciation of and gratitude to all the staff for their outstanding contribution to St Rose's.

FINANCIAL REVIEW

Results for the year

A summary of the year's results can be found on page 44 of this report and accounts.

Total income for the year was £6,755,787 (2020 - £6,363,027). The largest proportion of the charity's income arises from the residential and nursing care home at Stone, Staffordshire and the school in Stroud. £2,359,000 (2020 - £2,480,234) of the income related to fee income for St Mary's Home, Stone and charges related to St Rose's School amounted to £2,513,047 (2020 - £2,435,926). The School also received grant funding from the Department for Education during the year £615,835 (2020 - £584,100).

Donations, legacies and similar income continue to be important sources of income with one of the largest components being the salaries and pensions of individual members of the Congregation received under Gift Aid or Deed of Covenant. During the year ended 31 March 2021, these salaries and pensions amounted to £440,966 (2020 - £432,931).

Expenditure for the year totalled £6,510,722 (2020 - £6,644,662). £2,448,447 (2020 - £2,480,794) of this related to the operating expenditure of St Mary's Home, Stone. Expenditure in connection with the operation of St Rose's School amounted to £3,156,716 (2020 - £3,018,854).

Expenditure on maintaining the sisters and enabling them to carry out their work during the year amounted to £884,247 (2020 - £953,005). Premises expenditure continues to be high, as properties grow older and alterations become necessary to facilitate the needs of elderly sisters. The trustees are considering the future of the charity's site at Stone.

Net income before other gains and losses for the year amounted to £245,065 (2020 - net expenditure of £281,635). Investment gains were £1,245,424 (2020 - losses of £512,511) and the net income and increase in funds for the year, therefore, amounted to £1,490,489 (2020 - net expenditure and decrease in funds of £794,146).

Fundraising

St Mary's Home, Stone, has a Fundraising Committee which comprises current and former members of staff, and a number of relatives, both past and present. Several events have been held during the year including a cream tea, a sponsored wheelchair push and a very successful Christmas fayre. Fundraising is all undertaken in-house and the Home does not use any professional fundraisers or commercial participators.

St Rose's has an established fundraising group, The Friends of St Rose's, which has regularly raised funds for equipment and improved facilities for the students. In recent years the trustees and governors agreed for the Friends of St Rose's to be a separate entity. The Friends of St Rose's have reassured the trustees and governors that they will not undertake any activity which is at variance with the Catholic tradition of St Rose's or which will damage its reputation.

FINANCIAL REVIEW (continued)

Fundraising (continued)

The charity and each of its constituent parts aim to achieve best practice in the way in which they communicate with donors and other supporters. Care is taken with both the tone of communications and the accuracy of data to minimise the pressures on supporters. Best practice is applied to protect supporters' data. The charity never sells data, it never swaps data and ensures that communication preferences can be changed at any time. With the exception of significant appeals, for examples at St Rose's, the charity manages its own fundraising activities and does not employ the services of Professional Fundraisers.

No complaints have been received by the charity, including the Home and the School, in relation to fundraising activities.

Investment policy

The charity's investments comprise mainly pooled funds managed by BlackRock Investment Management (UK) Limited. The trustees are of the opinion that this enables the portfolio to strongly reflect the Catholic ethos of the charity.

The ethical policy precludes investment in any company which, after reasonable enquiry, clearly has significant profits from an activity which is contrary to the objectives of the Christian Church.

There are no restrictions on the charity's power to invest.

The investment strategy is set by the trustees and takes into account income requirements, the risk profile and the investment manager's view of the market prospects in the medium term.

The performance of the portfolio and the charity's investment strategy are reviewed annually by the trustees.

Investment performance

The investment managers continued to invest in accordance with the trustees' investment policy set out earlier in this report. Further details of the investment portfolio are detailed in note 14 to the attached accounts.

The major part of the charity's listed investments are managed by BlackRock Investment Management (UK) Limited. The investments had a market value of £7,257,254 as at 31 March 2021 (2020 - £6,011,830). Net gains on the revaluation and disposal of investments amounted to £1,245,424 (2020 - net losses on the revaluation of investments £512,511). Investment income on those listed investments was £233,782 (2020 - £230,229).

The trustees continue to take a long-term view and believe their investment policy remains appropriate.

FINANCIAL REVIEW (continued)

Reserves policy

The charity carries out a diverse range of activities and is responsible for the care and support of sisters whose average age is increasing and whose needs are changing. The trustees have examined the requirement for free reserves i.e. those unrestricted funds not invested in tangible fixed assets, designated for specific purposes or otherwise committed.

The trustees consider that, given the nature of the charity's work, the level of free reserves should be approximately equivalent to between six and twelve months' expenditure at any one time. The trustees are of the opinion that this provides sufficient flexibility to cover temporary shortfalls in incoming resources and will allow the charity to cope and respond to unforeseen emergencies whilst specific action plans are implemented.

Financial position

The balance sheet comprises tangible fixed assets of £7,620,249 (2020 - £7,425,422), investments of £7,257,254 (2020 - £6,011,830), programme related investments of £2,633,690 (2020 - £2,655,936) and net current assets of £5,361,307 (2020 - £5,288,823) which are represented by total funds of £22,872,500 (2020 - £21,382,011).

These funds include permanent endowment of £12,830 (2020 - £12,830). These funds are "capital" and must be held indefinitely by the charity.

Also included in total funds is an amount of £244,866 (2020 - £168,288) which is restricted. These monies have been donated, and their use restricted to, specific purposes. Full details of these restricted funds can be found in note 19 to the accounts together with an analysis of movements in the year.

Funds totalling £7,620,249 (2020 - £7,425,422) have been set aside by the trustees as a tangible fixed assets fund representing the net book value of those tangible fixed assets held as part of unrestricted funds. A decision was made to separate this fund from the general funds of the charity in recognition of the fact that the tangible fixed assets (i.e. ostensibly the charity's freehold properties) are essential to the day-to-day work of the charity and as such their value should not be regarded as funds that would be realisable with ease in order to meet future contingencies.

A further £11,963,717 (2020 - £11,816,159) has been designated by the trustees for various purposes. This figure includes £5,000,000 (2020 - £5,000,000) to provide for the sisters in their retirement. Full details of the designated funds can be found in note 21 to the accounts together with an analysis of movements in the year.

General funds (or free reserves) of the charity at 31 March 2021 totalled £3,030,838 (2020 - £1,959,312). The level of free reserves at 31 March 2021 falls slightly short of the figure required by the above reserves policy based on expenditure incurred in 2021. However, over the past couple of year there have been costs that over the long term are not expected to recur. Therefore, the trustees are content with the level of free reserves at 31 March 2021 and believe that they are adequate but not excessive.

FINANCIAL REVIEW (continued)

Tax exemptions

The beneficiaries of the work of the charity have the assurance that all of the income of the charity must be applied for charitable purposes in furtherance of the charity's object of furthering the Roman Catholic faith. The charity enjoys tax exemption on income from its activities and on its investment income and gains provided these are applied for its charitable aims. As a charity, it is also entitled to a reduction of 80% on business rates on the property it occupies for its charitable purposes.

The financial benefits received as a result of these exemptions are all applied for the purposes of furthering the Roman Catholic faith by enabling and supporting the sisters to live out their faith and to put that faith into practice through a wide variety of religious and other charitable works, including the operation of a nursing home and a school.

The nature of the charity's activities means that it is unable to reclaim VAT input tax on its costs as it is exempt for VAT purposes. The charity also pays tax as an employer through the national insurance contributions it makes. The charity brings very substantial benefits to the residents in its nursing home, the pupils in the school, the local communities and society in general through the social and pastoral work provided by sisters (often on a voluntary basis), the care services offered and the education services provided. In addition, the charity creates social assets without cost to the Exchequer through the school's links with the wider community, the nursing home's links with older people within the relevant community and through the voluntary work carried out by the sisters.

FUTURE PLANS

The trustees will continue to monitor closely the charity and its activities, and expect each of its institutions to be independently viable. They are mindful of the current economic and political climate and the impact it may have on their plans, and intend to review those plans frequently during the next twelve months. It is their intention to meet the following objectives:

- ◆ To monitor the needs of the sisters as they grow older and, if necessary, the charity's plans in respect to property needs and the provision of care to elderly members;
- ◆ To continue to remain focused on the importance of worship and prayer to the lives of the individual sisters and to the overall mission of the charity;
- ◆ To continue to care for the sisters and enable them to carry out their pastoral work and ministry. Focus will continue to be given to assisting and caring for the elderly, the poor and the marginalised and reaching out to as many as possible.

FUTURE PLANS (continued)

In respect to St Mary's Home, the trustees are committed to the provision of high quality and dignified care for the elderly at the site in Stone and are considering the ways in which they may continue to do so. Longer term it is possible that this will result in St Mary's Home being run by a different organisation, but will ensure a legacy of care by the Congregation on the site. In the interim, whilst details are finalised, the trustees are committed to St Mary's Home and its residents and staff.

The future plans of St Rose's School are covered in the Achievements and Performance section above.

RISK MANAGEMENT

In line with the requirement for trustees to undertake a risk assessment exercise and report on the same in their annual report, the trustees have looked at the risks the Congregation currently faces in Britain and have reviewed the measures already in place, or needing to be put in place, to deal with them. The trustees have identified five main areas where risks may occur:

- ◆ Governance and management;
- ◆ Operational;
- ◆ Financial;
- ◆ Reputational;
- ◆ Laws, regulations, external and environment.

Governance and management looks at the risk of the Congregation, and hence the charity, suffering from a lack of direction, and at the skills and training of its members and staff, and the good use of its resources.

Operational looks at the risks inherent in the charity's activities including the operation of its nursing home and its school – the members engaging in inappropriate activities, the unsuitability of buildings, poor maintenance, shortcomings in the services provided, difficulties with staff, poor health and safety, lack of a disaster recovery policy, etc.

Financial risks include those arising as a result of poor budgetary control, inappropriate spending, poor accounting, inappropriate investment policies, etc.

Reputational looks at possible damage to the Congregation's and/or charity's reputation.

Laws, regulations, external and environment looks at the effects of government policies, the consequences of non-compliance with laws and regulations and poor risk assessment in the charity's care home and school.

RISK MANAGEMENT (continued)

Having assessed the major risks to which the charity is exposed, the trustees believe that by monitoring reserve levels, by ensuring controls exist over key financial systems, and by examining the operational and business risks faced by the charity, they have established effective systems to mitigate those risks.

Other than the risks associated with the global Covid-19 pandemic referenced earlier in this report, the other key risks for the charity, as identified by the trustees, are described below together with the principal ways in which they are mitigated:

- ◆ An analysis of the age profile of the members of the Congregation shows that the average age at 31 March 2021 was 81 years. The trustees are aware that there is both a moral and legal obligation to care for the older members. None of the sisters have resources of their own as all earnings, pensions and other income have been donated to the charity under a Gift Aid compliant Deed of Covenant. As the age profile increases, so too does the need to provide care for the sisters. Key elements of the management of this risk are: (a) ensuring that the charity has the available financial resources to finance this care both now and in the years ahead by setting aside assets in a designated fund, the value of which has been based on actuarial principles; and (b) ensuring that processes are in place to review regularly the ministries and needs of individual sisters encouraging those who need it to take on less demanding ministries and for identifying those who need extra care and help.
- ◆ Operationally the charity works with children and vulnerable adults including older people. The trustees recognise the absolute necessity of ensuring the protection and safety of all those that the charity serves. This means that sisters engaged in any ministry in Great Britain and all those who work or volunteer for the charity and work with children or vulnerable adults must obtain clearance from the Disclosure and Barring Service (DBS). The same applies for relevant staff employed by St Mary's Home and St Rose's School. The trustees are committed fully to implementing the policies of the Catholic Safeguarding Advisory Service (CSAS). One of the sisters is responsible for ensuring this policy is adhered to in respect to all sisters, employees and volunteers. In addition, a Safeguarding Officer is nominated at both the Home and the School operated by the charity. Safeguarding training is compulsory for all staff.
- ◆ The charity's principal asset comprises listed investments, the value of which is dependent on movements in UK and world stock markets. The investments are managed by reputable investment managers who adhere to a policy agreed by the trustees. The performance of the portfolio is monitored the investment strategy is assessed regularly to ensure it remains appropriate to the charity's needs – both now and in the future.
- ◆ The trustees are considering the long-term future of the site at Stone and the associated risks are being mitigated through careful discernment and planning and by seeking detailed professional advice in respect to all aspects of the potential project.

RISK MANAGEMENT (continued)

Home

The major risks for the Home are as follows:

- ◆ The Covid-19 pandemic has been the biggest risk facing the Home. This has impacted adversely upon occupancy levels and costs, both of which continue to be carefully monitored by the trustees.
- ◆ In common with the care sector generally, the Home is finding it increasingly difficult to recruit and retain suitably qualified nursing staff. However, the Home will continue to strive to recruit staff and will review remuneration packages on offer if necessary.
- ◆ The trustees are considering the long-term future of the site at Stone and the associated risks are being mitigated through careful discernment and planning and by seeking detailed professional advice in respect to all aspects of the potential project.

School

The major risks for the School is as follows:

- ◆ The impact of the Covid-19 pandemic continues to be monitored although to date it has been successfully managed by the Leadership Team. The School has a comprehensive Risk Assessment specifically for Covid-19 which is reviewed regularly.
- ◆ St Rose's is a key front line player, working in partnership with other children's services. All Governors, staff and volunteers have a Disclosure and Barring Service check. Staff must be aware of local policies and procedures that must be followed and which are under the direction of the Local Safeguarding Children's Board.

The safeguarding policy aims to outline the role that St Rose's has, the procedures that staff should follow, and the guidance issued on student protection generally. All staff must ensure that the needs and safety of the students are at the forefront of their practice. In their day-to-day contact with individual students, teachers and other staff are particularly well placed to observe outward signs of abuse, changes in behaviour or failure to develop.

- ◆ Long term forecasting of student numbers continues to be difficult but the recent number of new students has been encouraging. Governors are mindful of the continuing need to raise the profile of the organisation and to maintain and further enhance good working relationships with local authorities.

GOVERNANCE, STRUCTURE AND MANAGEMENT

Governance

In terms of Canon law, the Congregation is governed by the Prioress General and her General Council in Stone. They are elected every six years at a General Chapter or meeting of all members of the Congregation. Members of the General Council are chosen for their personal qualities, their understanding and experience of the ministries of the sisters throughout the Congregation, and to secure a good skills mix. Each community in the Congregation is governed by a local Prioress, who is elected by the local community and approved by the Prioress General and her Council. The Prioress General is required to visit each community at least once a year and throughout the year there is a system of accountability operational throughout the Congregation to ensure that the Prioress General and her Councillors are aware of the progress and development of the ministries carried out by the Sisters of the Congregation.

In terms of Civil law, the charity is governed by a trust deed dated 13 July 1976 and is a registered charity – Charity Registration No. 271922. The trustees of the charity are the five members of the General Council. As all trustees are members of the Congregation, they have a detailed knowledge of the work of the charity and of its structure. On being appointed, new trustees are required to spend time with those trustees leaving office. They also meet with the Congregation's legal, accounting, investment and property advisers to obtain a full briefing of their responsibilities and the charity's position.

Trustees

The names of the trustees who served during the year are set out as part of the reference and administrative details on page 1 of this annual report and accounts and brief biographical details on each of the trustees is given below.

Sister Margaret Teresa Billington O.P (Chair Person of the Trustees)

Appointed 4 August 2007 and re-appointed 4 August 2013 and 4 August 2019

Sister Teresa was born in Stoke-on-Trent and received her secondary education from the Dominican Sisters. She qualified as a chartered physiotherapist in 1965 and worked in a district general hospital and also treated professional sportsmen.

She joined the Congregation in 1968 and after formation worked in St Rose's Special School in Stroud as a Paediatric Physiotherapist gaining further post graduate qualifications. She qualified as a doctor in 1988 after training in Bristol and after house officer posts in Bristol and Gloucester specialised in paediatrics. She changed specialities to general practice and qualified as a member of the Royal College of General Practitioners in 2000. After many happy and fulfilling years in general practice she has now retired.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Margaret Teresa Billington O.P (Chair Person of the Trustees) (continued)

She became a trustee in 2007, was re-elected in 2013 and was elected Prioress General of the Congregation for a term of office of six years in 2019. She is a Governor of St Rose's School and a member of the Management Board of St Mary's Home. Sister Teresa also serves on the Safeguarding Commission of the Archdiocese of Birmingham and much time is spent on training and meetings. She also serves on the selection committee for seminarians in the Clifton Diocese. Retirement has also given her time to pursue further study.

Her interests include politics and economics and all sport except boxing and wrestling as she dislikes seeing people hurting each other. She has renewed her childhood interest in the piano and has begun to teach herself.

Sister Mary Julie Alves

Appointed 4 August 2013 and re-appointed 4 August 2019

Sister Mary Julie was born on 3 April 1944, in Porthcawl, South Wales. She spent her childhood in Wales, Scotland and England where she easily absorbed the dialects of each country.

Sister Mary Julie entered the Congregation from Glasgow in 1963 and made her profession in 1964.

In 1967, Sister Julie began her training as a Home Economics Teacher at Digby Stuart College, London, with supporting courses being Social Studies and Divinity. Following her training in 1970 she taught Home Economics and Religious Education (RE) to young people for 40 years in main stream sector schools in Stoke on Trent and Birmingham and then in Special Education in the Congregation's school in Stroud where she coordinated the Home Economics and RE departments.

The years in education were interspersed with further training with the Samaritans and courses linked with teaching children with special needs including an Advanced Open University Diploma in Education in Special Needs in Education, diplomas in speech and language disorders as well as in service training including safeguarding and health and safety. Throughout her years in Stroud Sister Julie supported and advised the Clifton Diocesan Education Department in the teaching of RE to children with special needs. During this time Sister Mary Julie was also involved in adapting the National Syllabus 'Come and See' for children with special needs.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Mary Julie Alves (continued)

Within the Congregation Sister Julie was elected Prioress of Newcastle-upon-Tyne from 1984 to 1986 and later Prioress of Stroud from 1987 to 1993. At the General Chapter of 2001 she was elected as a Councillor and Trustee for six years and again at the General Chapters of 2013 and 2019. In 2014 Sister Julie was elected Prioress of Stone and was re-elected in 2017. She is a Governor of St Rose's School and a member of the Management Board of St Mary's Home.

Her interests are supporting families with children who have a disability, listening to music, musing in the countryside and meeting people.

Sister Mary David Burton

Appointed 4 August 2019

Sister Mary David was born in Birmingham. She completed two-year's teacher training at Kesteven Training College, Lincolnshire, and, an Anglican, was received into the Catholic Church at the end of the college course in 1958.

After two years teaching in a local state school, she entered the Congregation at Stroud in 1960, and her first profession was in 1962. She taught in Harpenden for two years, followed by a year's study at St Catherine's Centre, Portobello Road, before moving to Stone in 1967, where she made her final profession in 1968. She taught at St Dominic's Priory School until 1992.

From 1992 to 1999 she was in Rome, in charge of the shop at Santa Sabina, the Dominican Order's Headquarters. She returned to the UK for four years of monastic life in Bedfordshire, then returned to Stone for a short period before living alone at the recently vacated market convent at Leicester whilst it was marketed for sale. The sale completed in 2006. She spent two years in charge of a monastery guesthouse in Southern France. In Rome again 2008-2016, she translated Italian texts into English for a Dominican Congregation. Now back at Stone, she is chantress, librarian, continues the translation work and has charge of the garden. She enjoys manual work and is interested in design, lettering, practicalities and making things tidy. She was elected to the General Council at the General Chapter in 2019 and currently serves as secretary.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Angela Mary Leydon

Appointed 4 August 2013 and re-appointed 4 August 2019

Sister Angela was born in Dublin, Ireland and entered the Congregation at the age of 20, making her profession in 1966. She qualified as a teacher in 1974, working initially at a school in Newcastle-upon-Tyne. She developed an interest in learning sign language in order to communicate with deaf children and their parents who attended the local Parish Church. She subsequently qualified as a teacher of the deaf and was employed as a peripatetic teacher working in Newcastle and Middlesbrough. In 1993 she was appointed Coordinator of Hexham and Newcastle Diocesan Centre for the Deaf. Her work in this role included promoting and organising deaf awareness programmes for employees in the Health Service, in Social Services and in various businesses, which involved teaching sign language to the employees. The aim was to enable deaf people to have easier access to these services.

She also set up various projects in schools and clubs involving drama and sports to foster and promote integration between deaf and hearing young people. In 1993 she moved back to the mother house in Stone as Prioress.

In 1995 she was elected Prioress General of the Congregation, and was re-elected for a second term in 2001. During this time she also served on the Council of the Dominican Sisters International. In this capacity, she was involved in setting up a solidarity fund to provide training for Dominican sisters, particularly in indigenous congregations in Africa and Asia-Pacific, in a range of fields including leadership, formation, the use of social media and theology. In 2007 she was again appointed as Prioress of the Stone community. At the General Chapter in 2013, she was re-elected as a member of the General Council for a six year term. In 2014 she was appointed as Novice Mistress for the Congregation and is the co-ordinator of the formation community at Cambridge.

Her hobbies include reading, listening to music, learning new skills in IT and watching various sporting events on television.

Sister Mary John Perks

Appointed 4 August 2019

Sister Mary John (Susan Perks) was born in Stoke on Trent and educated at Harpfields secondary school. She was gifted at art and on leaving school began a three year apprenticeship in pottery. Shortly after this she became interested in the Roman Catholic religion, and began instruction with the parish Priest at Stoke and was received into the church in 1969. She began training as a nurse, and in her spare time would go over to Stone and work voluntarily in the old St Mary's Home.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Mary John Perks (continued)

Sister qualified as a state enrolled nurse in 1967 and worked full time at St Mary's leaving in order to enter the Congregation in 1972, at Stone. As a Novice Sister, she lived and worked voluntarily at St Christopher's Hospice, at Sydenham, where she was able to specialise in terminal care, mainly cancer at the world renowned St Christopher's. After making her first profession, she enrolled as a trainee Registered General Nurse. After qualifying she worked in St Catherine's Home, Leicester and was eventually appointed Matron. She stayed at St Catherine's until 2000 when she began working in the NHS as a senior staff nurse specialising in the care of stroke victims. She became a mentor to the newly qualified and assisted the carers in NVQ's after several years before retiring in 2019.

Sister has been a committed fundraiser, and spent time in Bosnia during the Croat Bosniak War. She is involved with Pets as Therapy and trained her own dog to assist with rehabilitation work for stroke victims. She joined the Local Justice and Peace movement in 2019, and visits asylum seekers and travellers, and is a member of the Diocesan Vocations team. She works actively in the parish assisting the parish priest with administering communion and visiting the sick and is on two Parish Committees, St Peters and The Blessed Sacrament.

She was elected councillor at the 2019 General Chapter.

In her spare time Sister enjoys studying World War history, as well as continuing with art and craft work. She loves nature and all things pertaining to wildlife and she loves outside spaces in which to appreciate the same. She is an avid gardener and likes to work with children to help them reach their potential.

Above all Sister values her prayer life and space.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees' responsibilities statement

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

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these accounts, the trustees are required to:

- ◆ select suitable accounting policies and then apply them consistently;
- ◆ observe the methods and principles in Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the United Kingdom and Republic of Ireland (FRS 102);
- ◆ make judgements and estimates that are reasonable and prudent;
- ◆ state whether applicable United Kingdom Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- ◆ prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, applicable Charity (Accounts and Reports) Regulations and the provisions of the charity's trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Structure and management reporting

The trustees are ultimately responsible for the policies, activities and assets of the charity. They meet monthly to review developments with regard to the charity or its activities and make any important decisions. When necessary, the trustees seek advice and support from the charity's professional advisers including property consultants, investments managers, solicitors and accountants. The day-to-day management of the charity's activities, and the implementation of policies, is delegated to the appropriate members of the Congregation or senior staff.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Structure and management reporting (continued)

The Congregation comprises 21 sisters who live as part of four communities situated in the Midlands and South of England. As stated above, each community has a local Prioress elected by the community and ratified by the Prioress General and her Council. The local Prioress is responsible for both the needs and the care of the sisters in her community and she liaises regularly with the Prioress General. Two of the trustees are local Prioresses. All the trustees meet regularly with the Prioresses of the other houses of the Congregation to discuss developments and future plans.

The day-to-day responsibility for St Mary's Home in Stone lies with the Registered Manager. Management reporting lines within the Home are clearly defined and the Management Board comprises The Manager; The Finance Manager; The Prioress General; The Vice Prioress General; and the Prioress of Stone who meet regularly to discuss any issues that may arise.

The day-to-day responsibility for St Rose's School (incorporating St Martin's Centre) is delegated to the Head Teacher and the Leadership Management Team. They are supported by a highly dedicated team of teachers, therapists, carers, domestic and clerical staff and work closely with the Board of Governors. Two of the trustees are also members of the School's Board of Governors.

Key management personnel

The trustees consider that they, together with the Management Board of the Home and Leadership Management Team of the School comprise the key management of the charity in charge of directing and controlling, running and operating the charity on a day-to-day basis.

All trustees are members of the Congregation and as such their living and personal costs are borne by the charity. However they receive no remuneration of expenses for their services as trustees or members of key management.

With regards to the Home, pay of the Registered Manager and the Finance Manager are reviewed annually by the remaining members of the Management Board (who are all trustees) and is normally increased in accordance with average earnings and also bench-marked with similar roles to ensure that the remuneration set is fair and not out of line with that generally paid.

With regards to the School, the remuneration of key management personnel is set by the Governing Body. Note is taken of market conditions, national and local pay scales and levels of performance. The Principal and Vice Principal have had an annual performance review, where their targets are agreed/reviewed with a panel of two Governors and the Strategic Improvement Partner (appointed by the full Governing Body).

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Working with other organisations

The charity works closely with a number of other charities and public bodies which work in the fields of education and of providing care to the vulnerable and the elderly. Working together with other charities and public bodies enhances communication and understanding, thus enabling services to be provided more efficiently and effectively and avoiding duplication of effort. Examples of the organisations with which the charity has cooperated during the year are as follows:

- ◆ Roman Catholic Dioceses of Birmingham, Clifton, East Anglia, and Nottingham;
- ◆ Care Quality Commission;
- ◆ Gloucestershire County Council;
- ◆ Stoke-on-Trent City Council;
- ◆ Staffordshire County Council.

EMPLOYEES, VOLUNTEERS AND MEMBERS OF THE CONGREGATION

The trustees wish to record their recognition of the professionalism and commitment of all their staff, volunteers and the individual members of the Congregation. Their dedication and positive approach is very much appreciated.

Signed on behalf of the trustees:

M. J. Billington

Chair of Trustees

Approved by the trustees on: 17 January 2022

Independent auditor's report to the trustees of The English Dominican Congregation (Stone) Charitable Fund

Opinion

We have audited the accounts of The English Dominican Congregation (Stone) Charitable Fund (the 'charity') for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet, the statements of cash flows, the principal accounting policies and the notes to the accounts. 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 accounts:

- ◆ give a true and fair view of the state of the charity's affairs as at 31 March 2021 and of 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 Charities Act 2011.

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 accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts 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 accounts, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the accounts 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 charity's ability to continue as a going concern for a period of at least twelve months from when the accounts 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 trustees are responsible for the other information. The other information comprises the information included in the Annual Report and Accounts, other than the accounts and our auditor's report thereon. Our opinion on the accounts does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in 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 there is a material misstatement in the accounts or a material misstatement of the other information. 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- ◆ the information given in the trustees' report is inconsistent in any material respect with the accounts; or
- ◆ sufficient accounting records have not been kept; or
- ◆ the accounts are not in agreement with the accounting records and returns; or
- ◆ we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the accounts 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 accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, the trustees are responsible for assessing the charity'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 charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the accounts

Our objectives are to obtain reasonable assurance about whether the accounts as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these accounts.

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.

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- ◆ The engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- ◆ We identified the laws and regulations applicable to the charitable company through discussions with management and trustees and from our knowledge and experience of the sector. We focused on specific laws and regulations which we considered may have a direct material effect on the accounts or the activities of the charitable company. These included but were not limited to 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 United Kingdom and Republic of Ireland (Charities SORP FRS 102), The Code of Fundraising Practice, safeguarding regulations, the Special Educational Needs and Disability Code of Practice, and the Care Standards Act 2001 and related legislation; and
- ◆ We assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and those charged with governance and review of minutes of trustees' meetings and reports from regulatory bodies.

We assessed the susceptibility of the charitable company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- ◆ Making enquiries of management and trustees as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- ◆ Considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

Auditor's responsibilities for the audit of the accounts (continued)

To address the risk of fraud through management bias and override of controls, we:

- ◆ Performed analytical procedures to identify any unusual or unexpected relationships;
- ◆ Tested and reviewed journal entries to identify unusual transactions;
- ◆ Carried out substantive testing of expenditure including the authorisation thereof;
- ◆ Assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- ◆ Investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- ◆ Agreeing financial statement disclosures to underlying supporting documentation;
- ◆ Reading the minutes of meetings of the trustee board; and
- ◆ Enquiring of as to actual and potential litigation and claims.

As a result of our procedures we did not identify any key audit matters relating to irregularities.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and with regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity'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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Buzzacott LLP
Statutory Auditor
130 Wood Street
London
EC2V 6DL

28 January 2022

Buzzacott LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Statement of financial activities Year to 31 March 2021

| | Notes | Unrestricted funds £ | Restricted funds £ | Endowment funds £ | 2021 Total funds £ | 2020 Total funds £ |
|--|-------|-------------------------|-----------------------|----------------------|--------------------------|--------------------------|
| Income from: | | | | | | |
| Donations, grants and legacies | 1 | 814,398 | 128,605 | — | 943,003 | 457,187 |
| Other trading activities | | 1,776 | — | — | 1,776 | 40,638 |
| Investments and interest receivable | 2 | 301,800 | — | — | 301,800 | 333,124 |
| Charitable activities | 3 | 4,695,150 | 792,732 | — | 5,487,882 | 5,500,260 |
| Other sources | | 21,326 | — | — | 21,326 | 31,818 |
| Total income | | 5,834,450 | 921,337 | — | 6,755,787 | 6,363,027 |
| Expenditure on: | | | | | | |
| Raising funds | | 15,848 | — | — | 15,848 | 2,138 |
| Charitable activities | | | | | | |
| . Support of members of the Congregation and their ministry | 4 | 867,100 | 17,147 | — | 884,247 | 953,005 |
| . Provision of residential and nursing care | 5 | 2,259,004 | 189,443 | — | 2,448,447 | 2,480,794 |
| . Provision of education and care | 6 | 2,543,000 | 613,716 | — | 3,156,716 | 3,018,854 |
| . Grants and donations | 7 | 5,464 | — | — | 5,464 | 22,717 |
| . Strategic property development | 8 | — | — | — | — | 167,154 |
| Total expenditure | | 5,887,434 | 630,863 | — | 6,510,722 | 6,644,662 |
| Net income (expenditure) before investment gains and losses | | 144,034 | 101,031 | — | 245,065 | (281,635) |
| Net gains (losses) on the revaluation of investments | 14 | 1,245,424 | — | — | 1,245,424 | (512,511) |
| Net income (expenditure) | 10 | 1,389,458 | 101,031 | — | 1,490,489 | (794,146) |
| Transfers between funds | 19 | 24,453 | (24,453) | — | — | — |
| Net movement in funds | | 1,413,911 | 76,578 | — | 1,490,489 | (794,146) |
| Reconciliation of funds | | | | | | |
| Fund balances brought forward at 1 April 2020 | | 21,200,893 | 168,288 | 12,830 | 21,382,011 | 22,176,157 |
| Fund balances carried forward at 31 March 2021 | | 22,614,804 | 244,866 | 12,830 | 22,872,500 | 21,382,011 |

All recognised gains and losses are included in the above statement of financial activities.

All of the charity's activities derived from continuing operations during the above two financial years.

A full comparative statement of financial activities is shown on page 45.

Comparative statement of financial activities Year to 31 March 2020

| | Notes | Unrestricted funds £ | Restricted funds £ | Endowment funds £ | 2020 Total funds £ |
|---|-------|-------------------------|-----------------------|----------------------|--------------------------|
| Income from: | | | | | |
| Donations, grants and legacies | 1 | 455,588 | 1,599 | — | 457,187 |
| Other trading activities | | 40,638 | — | — | 40,638 |
| Investments and interest receivable | 2 | 333,124 | — | — | 333,124 |
| Charitable activities | 3 | 4,902,389 | 597,871 | — | 5,500,260 |
| Other sources | | 31,818 | — | — | 31,818 |
| Total income | | 5,763,557 | 599,470 | — | 6,363,027 |
| Expenditure on: | | | | | |
| Raising funds | | 2,138 | — | — | 2,138 |
| Charitable activities | | | | | |
| . Support of members of the Congregation and their ministry | 4 | 953,005 | — | — | 953,005 |
| . Provision of residential and nursing care | 5 | 2,480,794 | — | — | 2,480,794 |
| . Provision of education and care | 6 | 2,481,427 | 537,427 | — | 3,018,854 |
| . Grants and donations | 7 | 18,141 | 4,576 | — | 22,717 |
| . Strategic property development | 8 | 167,154 | — | — | 167,154 |
| Total expenditure | | 6,102,659 | 542,003 | — | 6,644,662 |
| Net (expenditure) income before investment losses | | (339,102) | 57,467 | — | (281,635) |
| Net losses on the revaluation of investments | 14 | (512,511) | — | — | (512,511) |
| Net (expenditure) income | 10 | (851,613) | 57,467 | — | (794,146) |
| Transfers between funds | 19 | 117,812 | (117,812) | — | — |
| Net movement in funds | | (733,801) | (60,345) | — | (794,146) |
| Reconciliation of funds | | | | | |
| Fund balances brought forward at 1 April 2019 | | 21,934,694 | 228,633 | 12,830 | 22,176,157 |
| Fund balances carried forward at 31 March 2020 | | 21,200,893 | 168,288 | 12,830 | 21,382,011 |

Balance sheet 31 March 2021

| | Notes | 2021 £ | 2021 £ | 2020 £ | 2020 £ |
|--|-------|------------------|-------------------|-----------|------------|
| Fixed assets | | | | | |
| Tangible assets | 13 | | 7,620,249 | | 7,425,422 |
| Investments | 14 | | 7,257,254 | | 6,011,830 |
| Programme related investments | 15 | | 2,633,690 | | 2,655,936 |
| | | | 17,511,193 | | 16,093,188 |
| Current assets | | | | | |
| Stock | | 3,222 | | 3,861 | |
| Debtors | 16 | 415,924 | | 264,954 | |
| Short term deposits | | 2,163,720 | | 2,287,346 | |
| Cash at bank and in hand | | 3,295,840 | | 3,221,969 | |
| | | 5,878,706 | | 5,778,130 | |
| Liabilities | | | | | |
| Creditors: amounts falling due within one year | 17 | (517,399) | | (489,307) | |
| Net current assets | | | 5,361,307 | | 5,288,823 |
| Total net assets | | | 22,872,500 | | 21,382,011 |
| The funds of the charity: | | | | | |
| Capital funds: | | | | | |
| . Endowment funds | 18 | | 12,830 | | 12,830 |
| Income Funds: | | | | | |
| . Restricted funds | 19 | | 244,866 | | 168,288 |
| . Unrestricted funds: | | | | | |
| .. General funds | | | 3,030,838 | | 1,959,312 |
| .. Tangible fixed assets fund | 20 | | 7,620,249 | | 7,425,422 |
| .. Designated funds | 21 | | 11,963,717 | | 11,816,159 |
| | | | 22,872,500 | | 21,382,011 |

Approved by the trustees and signed on their behalf by:

M. J. Billington

Chair of Trustees

Approved by the trustees on: 17 January 2022

Statement of cash flows Year to 31 March 2021

| | Notes | 2021 £ | 2020 £ |
|--|-------|------------------|-----------|
| Cash flows from operating activities: | | | |
| Net cash provided by (used in) operating activities | A | 160,702 | (20,592) |
| Cash flows from investing activities: | | | |
| Investment income and interest received | | 256,135 | 336,936 |
| Repayment of loan by St Dominic's Priory School | | 22,246 | 22,251 |
| Proceeds from the disposal of tangible fixed assets | | 10,526 | 5,575 |
| Proceeds from the disposal of investments | | — | 1,000,000 |
| Purchase of tangible fixed assets | | (499,364) | (122,940) |
| Net cash provided by investing activities | | (210,457) | 1,241,822 |
| Change in cash and cash equivalents in the year | | (49,755) | 1,221,230 |
| Cash and cash equivalents at 1 April 2020 | B | 5,509,315 | 4,288,085 |
| Cash and cash equivalents at 31 March 2021 | B | 5,459,560 | 5,509,315 |

Notes to the statement of cash flows for the year to 31 March 2021.

A Reconciliation of net expenditure to net cash provided by (used in) operating activities

| | 2021 £ | 2020 £ |
|--|------------------|-----------|
| Net income (expenditure) (as per the statement of financial activities) | 1,490,489 | (794,146) |
| Adjustments for: | | |
| Depreciation charge | 265,284 | 272,947 |
| (Gains) losses on investments | (1,245,424) | 512,511 |
| Investment income and interest receivable including rent receivable | (301,800) | (333,124) |
| Losses (gains) on disposal of tangible fixed assets | 58,727 | (730) |
| Decrease (increase) in stocks | 639 | (776) |
| (Increase) decrease in debtors | (105,305) | 280,118 |
| (Decrease) increase in creditors | (1,908) | 42,608 |
| Net cash provided by (used in) operating activities | 160,702 | (20,592) |

B Analysis of cash and cash equivalents

| | 2021 £ | 2020 £ |
|--|------------------|-----------|
| Cash at bank and in hand | 3,295,840 | 3,221,969 |
| Short term deposits (all maturing within three months) | 2,163,720 | 2,287,346 |
| Total cash and cash equivalents | 5,459,560 | 5,509,315 |

No separate statement of changes in net debt has been prepared as there is no difference between the movements in cash and cash equivalents and movement in net cash (debt).

Principal accounting policies Year to 31 March 2021

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the accounts are laid out below.

Basis of preparation

These accounts have been prepared for the year to 31 March 2021 with comparative information provided in respect to the year to 31 March 2020.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (Charities SORP FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant accounting policies below or the notes to these accounts.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts are presented in sterling and are rounded to the nearest pound.

Critical accounting estimates and areas of judgement

Preparation of the accounts requires the trustees to make significant judgements and estimates.

The items in the accounts where these judgements and estimates have been made include:

- ◆ The estimates of the useful economic life of tangible fixed assets used to determine the annual depreciation charge;
- ◆ The provision required for any bad or doubtful debts in respect to fees receivable by St Mary's Home, Stone or St Rose's School, Stroud. Any such provision has been determined following an assessment of the likelihood of recovery on long-standing debts;
- ◆ Assumptions adopted by the trustees in determining the value of any designations required from the charity's unrestricted funds, in particular the sisters' retirement fund; and
- ◆ The estimates of future income and expenditure flows for the purpose of assessing whether the charity is a going concern (see below).

Critical accounting estimates and areas of judgement (continued)

The most significant areas of judgement that affect items in the accounts are detailed above. With regard to the next accounting period, the year ending 31 March 2022, the most significant areas that affect the carrying value of the assets held by the charity are the level of investment return and the performance of the investment markets (see the investment policy and the risk management sections of the trustees' report for more information).

Assessment of going concern

The trustees have assessed whether the use of the going concern assumption is appropriate in preparing these accounts. The trustees have made this assessment in respect to a period of at least one year from the date of approval of these accounts.

Since March 2020, the Covid-19 pandemic has changed the shape and nature of the world. It has impacted not only the basic nature of social interactions but has also had a significant economic impact at every level in ways which have been outside of the charity's control. Therefore, in forming their assessment of going concern, the trustees have considered the impact of the Covid-19 pandemic on the charity's operations, with a particular focus on its effect on the its financial position including its income, expenditure and reserves, its beneficiaries and its employees.

During the year to 31 March 2021, the charity experienced a decrease in new admissions and subsequent reduction in the occupancy level at St Mary's Home which led to a reduction in fee income at a time of the increased costs arising from additional PPE requirements. However, the management team took a pro-active approach to managing staffing levels to reduce staffing costs and this, together with grant funding that has been made available, has mitigated the financial impact. Thus, whilst they acknowledge the disruption caused by the pandemic to the Home's day-to-day operations, the trustees do not consider this to be cause for material concern in respect to the Home's ability to continue as a going concern.

With respect to St Rose's School, to the end of March 2021, the financial impact was very limited and moving forward it is anticipated that the main income streams will continue to hold up as the government has advised local authorities to continue to pay for all placements. To date, this has happened and the trustees and Governing Body of the School expect that this will continue to be the case. St Rose's has experienced some staffing issues but so far, the impact has been limited. Therefore, despite the challenges presented by Covid-19, the trustees remain content that St Rose's is financially secure and that it is a going concern.

In light of the above, the trustees have concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. They are of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due.

Income recognition

Income is recognised in the period in which the charity is entitled to receipt, the amount can be measured with reasonable certainty and receipt of the income is probable.

Income comprises income from donations, grants and legacies; income from other trading activities (principally the hire of St Rose's School's facilities); income from fundraising; investment income and bank interest; and income from charitable activities deriving from educational fee income and government grant allocations at St Rose's School, and fees receivable from the provision of residential and nursing care to the residents of St Mary's Home.

Donations and grants, including salaries and pensions of individual religious received under Gift Aid or deed of covenant and grants received in respect to Covid-19, are recognised when the charity has confirmation of both the amount and settlement date. In the event of donations or grants pledged but not received, the amount is accrued for where the receipt is considered probable. In the event that a donation or grant is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

In accordance with the Charities SORP FRS 102, volunteer time is not recognised.

Legacies are included in the statement of financial activities when the charity is entitled to the legacy, the executors have established that there are sufficient surplus assets in the estate to pay the legacy, and any conditions attached to the legacy are within the control of the charity.

Entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, but the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title of the asset having been transferred to the charity.

Income from other trading activities comprises, in the main, charges made for the hire of facilities at St Rose's School to third parties. It is accounted for on an accruals basis with the income being recognised when due contractually. The income is recognised at the amount due under the contract for hire less any rebates or discounts.

Income recognition (continued)

Income from fundraising comprises income raised as a result of local fundraising events held by either St Mary's Home, Stone or St Rose's School, Stroud. The income raised is accounted for when received i.e. on the day of the relevant event.

Investment income is recognised once the dividend (or similar) has been declared and the funds are receivable by the charity.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity.

Fees for the provision of education and care comprise agreements with local authorities in respect to specific students aged up to 19 years and funding from the Education Funding Authority (EFA) in respect to the provision for those students aged 19 and over. Such income is recognised when the charity is entitled to receipt under the relevant contractual arrangements and funding agreements. This is usually at the point at which the charity has commenced the provision of educational and care services in respect to the relevant students.

Fees derived from the provision of care to the residents of the care home are recognised as income in the period to which the residency relates and when it is probable that the income will be received.

Other miscellaneous income is measured at fair value and accounted for on an accruals basis.

Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to make a payment to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis and includes any attributable VAT which cannot be recovered. All expenses, including support costs, are allocated or apportioned to the applicable expenditure headings. The classification between activities is as follows:

- a. Expenditure on raising funds includes the costs associated with fundraising activities.
- b. Expenditure on charitable activities includes expenditure on the charity's primary charitable purposes as described in the trustees' report. Such costs include:
 - (i) Expenditure on the support of members of the Congregation and their ministry. Such expenditure enables the members to carry out the work of the charity in the areas of the advancement of the Roman Catholic faith, the provision of residential and nursing care, the advancement of education and the relief of poverty.
 - (ii) Expenditure incurred in providing education and care at the charity's school, St Rose's School, Stroud.
 - (iii) Expenditure incurred in the provision of residential and nursing care facilities for the elderly at St Mary's Home, Stone.

Expenditure recognition (continued)

- (iv) Donations made to other organisations and to individuals. The making of grants and donations is not a central part of the charity's activities. Donations are made only in cases where the trustees consider there is real need following a review of the details of each particular case. Grants and donations are included in the statement of financial activities when approved for payment. Provision is made for grants and donations approved but unpaid at the year end.
- (v) Expenditure incurred in prior years on the strategic review of the potential for developing the site at Stone, Staffordshire and looking at ways in which the trustees might develop a complex of senior living accommodation on the site, including the construction of a new care home.

The majority of expenditure can be attributed directly to the above categories. Some staff costs are apportioned between the above categories of expenditure based on the time spent by staff on the relevant area. Governance costs which comprise the costs directly attributable to the governance of the charity, including audit costs and the necessary legal procedures for compliance with statutory requirements are allocated directly to the charitable activities to which they relate.

Tangible fixed assets

All assets costing more than £2,000, and with an expected useful life exceeding one year, are capitalised.

- ◆ Non-specialised freehold land and buildings
Non-specialised land and buildings are those designed as, and used wholly or mainly for, private residential accommodation, including residential convents. They are stated in the accounts at cost. Such land and buildings are not depreciated. Their value and condition are reviewed annually by the trustees, who are satisfied that their residual value is not materially less than their book value.
- ◆ Specialised freehold land and buildings
Specialised buildings comprise the Congregation's care home and school.

Land and buildings comprising a care home and school are stated at cost, or where cost is not available, at deemed cost at the date of transition to Charities SORP FRS 102 based on a trustees' valuation made in 1994 on the basis of continuing use with no value being attributed to freehold land. Depreciation on the property used by the care home, is provided at 2% per annum on a straight-line basis to write the buildings off over their estimated useful economic life to the charity. The properties used by the School are depreciated at rates between 2% to 5% per annum on a straight line basis.

- ◆ Assets under construction
Assets in the course of construction are capitalised and shown as a separate category of tangible fixed assets. No depreciation is charged on such assets. On completion, the costs associated with bring the asset into being are transferred to the appropriate asset category and the assets are depreciated from that date using the rates set out above.

Tangible fixed assets (continued)

◆ Furniture and equipment

Computer equipment is depreciated at 33.3% per annum, on a straight line basis, in order to write off the cost of each asset over its estimated useful life.

Expenditure on the purchase and replacement of furniture and other equipment is capitalised and depreciated over periods of between five and twenty years, in order to write off the cost of each asset over its estimated useful life.

Certain items of furniture and equipment used by the School are depreciated at rates between 15% to 33% per annum on a reducing basis.

◆ Motor vehicles

Motor vehicles are capitalised and depreciated at 25% per annum, on a straight line basis, in order to write off the cost of each vehicle over its estimated useful life.

The motor vehicles used by the School are depreciated at 25% per annum on a reducing basis.

Investments

Listed investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price.

The charity does not acquire put options, derivatives or other complex financial instruments.

Realised gains (or losses) on investment assets are calculated as the difference between disposal proceeds and their opening carrying value or their purchase value where the investment is acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value at that date. Realised and unrealised investment gains (or losses) are combined in the statement of financial activities and are credited (or debited) in the year in which they arise.

Cash held by the investment manager for re-investment is included as a component of fixed asset investments.

Programme related investments

Programme related investments include buildings owned by the charity but occupied by St Dominic's Priory School (Stone), an independent day school, for the advancement of education and a loan granted to St Dominic's Priory School (Stone) for the advancement of education. The buildings are included on the balance sheet based at their carrying value as at the date on which the building was made available to St Dominic's Priory School (Stone). All investments are carried on the balance sheet net of any impairment provisions. Any gains (or programme related losses) arising from the disposal of such investments are credited (or debited) to the statement of financial activities in the year in which they arise.

Stocks

Stocks of miscellaneous education and other supplies are included on the balance sheet at the lower of cost and net realisable value.

Debtors

Debtors are recognised at their settlement amount, less any provision for non-recoverability. Prepayments are valued at the amount prepaid. They have been discounted to the present value of the future cash receipt where such discounting is material.

Cash at bank and in hand

Cash at bank and in hand represents such accounts and instruments that are available on demand or have a maturity of less than three months from the date of acquisition. Deposits for more than three months but less than one year have been disclosed as short term deposits. Cash placed on deposit for more than one year is disclosed as a fixed asset investment.

Creditors and provisions

Creditors and provisions are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors and provisions are recognised at the amount the charity anticipates it will pay to settle the debt. They have been discounted to the present value of the future cash payment where such discounting is material.

Fund accounting

The general fund comprises those monies which may be used towards meeting the charitable objectives of the charity at the discretion of the trustees.

The tangible fixed assets fund represents the net book value of the charity's freehold properties and other tangible fixed assets which represent unrestricted funds.

The designated funds are monies set aside out of general funds and designated for specific purposes by the trustees.

The restricted funds comprise assets and monies raised where their use is restricted to a specific purpose or donations subject to donor imposed conditions.

The endowment funds comprise monies which must be held indefinitely as capital. The income therefrom can be used for general purposes and is credited directly to unrestricted funds.

Services provided by members of the Congregation

For the purposes of these accounts, no value has been placed on administrative and other services provided by the members of the Congregation.

Foreign currencies

Income received and costs incurred overseas are translated into sterling at the rate of exchange in force at the year end. This policy does not comply with FRS 102 Section 30, but has been adopted to avoid over-complexity. The amounts involved are not material.

Pension costs

Contributions made in respect of the charity's defined contribution scheme are charged to the statement of financial activities in the year in which they are payable to the scheme.

Full-time and part-time teaching staff at St Rose's School employed under a contract of service are eligible to contribute to the Teachers' Pension Scheme (TPS). The TPS, a statutory, contributory, final salary scheme is administered by Teachers' Pensions on behalf of the Department for Education (DfE). As the School is unable to identify its share of the underlying (notional) assets and liabilities of the scheme, it has taken advantage of the exemption within section 28 of FRS 102 and has accounted for its contributions to the scheme as if it were a defined benefit contribution scheme. Contributions to the Scheme are charged to the statement of financial activities as they become payable in accordance with the rules of the Scheme.

Lease commitments

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the statement of financial activities on a straight line basis over the lease term.

1 Income from: donations, grants and legacies

| | Unrestricted funds £ | Restricted funds £ | Total 2021 £ | Unrestricted funds £ | Restricted funds £ | Total 2020 £ |
|---|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Salaries and pensions of individual religious received under Gift Aid or Deed of Covenant | 440,966 | — | 440,966 | 432,931 | — | 432,931 |
| Covid-19 related grants receivable | 203,585 | — | 203,585 | — | — | — |
| Other donations and legacies | 169,847 | 128,605 | 298,452 | 22,657 | 1,599 | 24,256 |
| Total funds | 814,398 | 128,605 | 943,003 | 455,588 | 1,599 | 457,187 |

2 Income from: investments and interest receivable

| | Unrestricted funds £ | Restricted funds £ | Total 2021 £ | Unrestricted funds £ | Restricted funds £ | Total 2020 £ |
|---|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Income from listed investments | | | | | | |
| . UK managed investment funds | 232,183 | — | 232,183 | 218,338 | — | 218,338 |
| . UK equities | 1,599 | — | 1,599 | 11,891 | — | 11,891 |
| | 233,782 | — | 233,782 | 230,229 | — | 230,229 |
| Income from programme related investments | 64,952 | — | 64,952 | 94,025 | — | 94,025 |
| Interest receivable | | | | | | |
| . Bank interest | 3,066 | — | 3,066 | 8,870 | — | 8,870 |
| Total funds | 301,800 | — | 301,800 | 333,124 | — | 333,124 |

3 Income from: Charitable activities

| | Unrestricted funds £ | Restricted funds £ | Total 2021 £ | Unrestricted funds £ | Restricted funds £ | Total 2020 £ |
|---|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Charges for residential and nursing care services | 2,169,557 | 189,443 | 2,359,000 | 2,480,234 | — | 2,480,234 |
| Charges for educational and care services | 2,513,047 | — | 2,513,047 | 2,422,155 | 13,771 | 2,435,926 |
| Other grants receivable from the Central and Local Government | 12,546 | 603,289 | 615,835 | — | 584,100 | 584,100 |
| Total funds | 4,695,150 | 792,732 | 5,487,882 | 4,902,389 | 597,871 | 5,500,260 |

Charges for residential and nursing care services represent fees charged in respect to residents at the charity's residential and nursing care home, St Mary's Home, Stone. The fees charged are stated net of charitable discounts of £49,985 (2020 - £79,029).

Charges for educational and care services represent the fees and related income of the charity's school, St Rose's School, Stroud.

4 Expenditure on Charitable activities: Support of members of the Congregation and their ministry

| | Unrestricted funds £ | Restricted funds £ | Total 2021 £ | Unrestricted funds £ | Restricted funds £ | Total 2020 £ |
|---|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Premises | 235,753 | — | 235,753 | 306,790 | — | 306,790 |
| Staff costs | 319,680 | — | 319,680 | 288,758 | — | 288,758 |
| Sisters' personal expenses | 222,298 | — | 222,298 | 234,411 | — | 234,411 |
| Education, training and spiritual renewal | 20,885 | 17,147 | 38,032 | 49,463 | — | 49,463 |
| Administrative and other expenses | 48,624 | — | 48,624 | 54,383 | — | 54,383 |
| Governance costs (note 9) | 19,860 | — | 19,860 | 19,200 | — | 19,200 |
| Total funds | 867,100 | 17,147 | 884,247 | 953,005 | — | 953,005 |

5 Expenditure on charitable activities: Provision of residential and nursing care

| | Unrestricted funds £ | Restricted funds £ | Total 2021 £ | Unrestricted funds £ | Restricted funds £ | Total 2020 £ |
|---|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Staff costs – care staff | 1,635,008 | 184,046 | 1,819,054 | 1,842,062 | — | 1,842,062 |
| Staff costs – management and administration | 161,713 | — | 161,713 | 152,088 | — | 152,088 |
| Premises | 288,363 | 5,397 | 293,760 | 295,240 | — | 295,240 |
| Provisions | 77,624 | — | 77,624 | 87,239 | — | 87,239 |
| Welfare of residents | 36,243 | — | 36,243 | 30,174 | — | 30,174 |
| Other expenses | 50,693 | — | 50,693 | 64,871 | — | 64,871 |
| Governance costs (note 9) | 9,360 | — | 9,360 | 9,120 | — | 9,120 |
| Total funds | 2,259,004 | 189,443 | 2,448,447 | 2,480,794 | — | 2,480,794 |

6 Expenditure on charitable activities: Provision of education and care

| | Unrestricted funds £ | Restricted funds £ | Total 2021 £ | Unrestricted funds £ | Restricted funds £ | Total 2020 £ |
|--------------------------------|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Staff costs | 1,986,985 | 612,966 | 2,599,951 | 1,933,128 | 521,365 | 2,454,493 |
| Education supplies and welfare | 113,662 | 750 | 114,412 | 138,973 | 16,062 | 155,035 |
| Premises | 236,499 | — | 236,499 | 243,314 | — | 243,314 |
| Other expenses | 172,821 | — | 172,821 | 125,748 | — | 125,748 |
| Governance costs (note 9) | 33,033 | — | 33,033 | 40,264 | — | 40,264 |
| Total funds | 2,543,000 | 613,716 | 3,156,716 | 2,481,427 | 537,427 | 3,018,854 |

7 Expenditure on charitable activities: Grants and donations

Donations and grants payable during the year were as follows:

| | Unrestricted funds £ | Restricted funds £ | Total 2021 £ | Unrestricted funds £ | Restricted funds £ | Total 2020 £ |
|---|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Donations and grants payable to individuals | 4,877 | — | 4,877 | 11,976 | — | 11,976 |
| Donations and grants payable to institutions (£1,000 or more) | | | | | | |
| . Dominican Sisters of the Holy Trinity, India | — | — | — | 4,975 | — | 4,975 |
| . Clare College, Cambridge, UK | — | — | — | — | 4,576 | 4,576 |
| Donations and grants payable to institutions (less than £1,000) | 587 | — | 587 | 1,190 | — | 1,190 |
| Total funds | 5,464 | — | 5,464 | 18,141 | 4,576 | 22,717 |

During the year, donations and grants were paid to 9 individuals (2020 – 13).

8 Expenditure on: Strategic property development

The trustees have been considering the future of the charity's site at Stone, Staffordshire. In particular, they had sought professional advice on the possibility that it may be developed to provide a complex of senior living accommodation including the construction of a new larger care home on the site and the continued existence of a convent for the Sisters. However, after an in-depth review and work to determine whether developers and care home operators would be interested, the trustees have decided that such plans are too ambitious. It is intended now to seek outline planning permission but then to offer the site for sale on the open market. No costs have been incurred during the year. In 2020, this work led to professional and related fees in respect to the strategic property development of £167,154.

9 Governance costs

| | Unrestricted funds £ | Restricted funds £ | Total 2021 £ | Unrestricted funds £ | Restricted funds £ | Total 2020 £ |
|------------------------------|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Audit and accountancy | | | | | | |
| . Generalate and communities | 19,860 | — | 19,860 | 19,200 | — | 19,200 |
| . St Mary's Home | 9,360 | — | 9,360 | 9,120 | — | 9,120 |
| . St Rose's School | 13,800 | — | 13,800 | 13,800 | — | 13,800 |
| Other professional fees | | | | | | |
| . St Rose's School | 19,233 | — | 19,233 | 26,464 | — | 26,464 |
| Total funds | 62,253 | — | 62,253 | 68,584 | — | 68,584 |

10 Net income (expenditure) for the year

This is stated after charging:

| | Total 2021 £ | Total 2020 £ |
|----------------------------|--------------------|--------------------|
| Staff costs (note 11) | 4,900,398 | 4,737,401 |
| Auditor's remuneration | | |
| · Statutory audit fees | 19,860 | 19,200 |
| · Non statutory audit fees | 23,160 | 22,920 |
| Depreciation (note 13) | 265,284 | 272,947 |

11 Staff costs and remuneration of key management personnel

| | Total 2021 £ | Total 2020 £ |
|---|--------------------|--------------------|
| Staff costs during the year were as follows: | | |
| Wages and salaries | 4,186,002 | 3,938,918 |
| Social security costs | 300,330 | 269,412 |
| Other pension costs | 163,635 | 140,386 |
| | 4,649,967 | 4,348,716 |
| Agency staff | 248,076 | 386,865 |
| Apprenticeship levy | 2,355 | 1,820 |
| | 4,900,398 | 4,737,401 |
| Staff costs per function were as follows: | | |
| Support of members of the Congregation and their ministry | 319,680 | 288,758 |
| Provision of residential and nursing care | 1,980,767 | 1,994,150 |
| Provision of education | 2,599,951 | 2,454,493 |
| | 4,900,398 | 4,737,401 |

The number of employees whose remuneration (salaries, wages and benefits in kind) exceeded £60,000 per annum was as follows:

| | 2021 No. | 2020 No. |
|-------------------|-------------|-------------|
| £60,000 – £70,000 | — | 1 |
| £70,000 – £80,000 | 1 | — |

The average number of employees, analysed by function, was:

| | 2021 No. | 2020 No. |
|---|-------------|-------------|
| Support of members of the Congregation and their ministry | 17 | 19 |
| Provision of residential and nursing care | 102 | 102 |
| Provision of education and care | 120 | 120 |
| | 239 | 241 |

11 Staff costs and remuneration of key management personnel (continued)

The key management personnel in charge of directing and controlling, running, and operating the charity on a day-to-day basis comprise the trustees, the Management Board of St Mary's Home and the Leadership Management Team of St Rose's School. The total remuneration (including taxable benefits but excluding employer's pension contributions) of the key management personnel for the year was £407,984 (2020 - £378,483).

No trustee received any remuneration or reimbursement in connection with their duties as trustees or key management personnel during the year (2020 – none). The charity's trustees are all members of the Congregation and consequently their living and personal expenses, all of which are consistent with the amounts paid in respect to other members of the Congregation, are borne by the charity.

12 Taxation

The English Dominican Congregation (Stone) Charitable Trust is a registered charity and, therefore, is not liable to income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

13 Tangible fixed assets

| | Non-specialised £ | Specialised £ | Assets under construction £ | Furniture and equipment £ | Motor vehicles £ | Total £ |
|--|----------------------|------------------|-----------------------------------|---------------------------------|------------------------|-------------------|
| Cost or valuation | | | | | | |
| At 1 April 2020 | 2,651,525 | 6,497,183 | 43,589 | 1,392,232 | 175,569 | 10,760,098 |
| Additions | — | 150,048 | 313,812 | 41,571 | 23,933 | 529,364 |
| Disposals | — | (1,710) | — | (328,588) | (32,292) | (362,590) |
| At 31 March 2021 | <u>2,651,525</u> | <u>6,645,521</u> | <u>357,401</u> | <u>1,105,215</u> | <u>167,210</u> | 10,926,872 |
| At cost | 2,185,424 | 2,256,409 | 357,401 | 1,105,215 | 167,210 | 6,071,659 |
| At deemed cost based on valuation – 1994 | 466,101 | 4,389,112 | — | — | — | 4,855,213 |
| | <u>2,651,525</u> | <u>6,645,521</u> | <u>357,401</u> | <u>1,105,215</u> | <u>167,210</u> | 10,926,872 |
| Depreciation | | | | | | |
| At 1 April 2020 | — | 2,255,802 | — | 933,518 | 145,356 | 3,334,676 |
| Charge for year | — | 139,180 | — | 113,710 | 12,394 | 265,284 |
| Released on disposal | — | (334) | — | (271,237) | (21,766) | (293,337) |
| At 31 March 2021 | <u>—</u> | <u>2,394,648</u> | <u>—</u> | <u>775,991</u> | <u>135,984</u> | 3,306,623 |
| Net book values | | | | | | |
| At 31 March 2021 | <u>2,651,525</u> | <u>4,250,873</u> | <u>357,401</u> | <u>329,224</u> | <u>31,226</u> | 7,620,249 |
| At 31 March 2020 | <u>2,651,525</u> | <u>4,241,381</u> | <u>43,589</u> | <u>458,714</u> | <u>30,213</u> | 7,425,422 |

The book value of non-specialised freehold land and buildings is based on cost. The book value of specialised land and buildings comprising a nursing home and school acquired prior to 1 April 1994 is based on a valuation made by the trustees in 1994. Under the transitional arrangements set out in FRS 102, these valuations are, with effect from 1 April 2015, deemed to be their cost. Additions to specialised land and buildings since 1 April 1994 and other tangible fixed assets are stated at historic cost less depreciation.

13 Tangible fixed assets (continued)

It is likely that there are material differences between the open market values of the charity's land and buildings and their book values. These arise from the specialised nature of some properties and the effects of inflation. The amount of such differences cannot be ascertained without incurring significant costs, which, in the opinion of trustees, are not justified in terms of the benefit to the users of the accounts.

14 Investments

| | 2021 £ | 2020 £ |
|---|----------------------|---------------|
| Listed investments | | |
| Market value at 1 April 2020 | 6,011,830 | 7,524,341 |
| Disposal proceeds | — | (1,000,000) |
| Realised gains | — | 58,942 |
| Disposals at book value | — | (941,058) |
| Unrealised gains (losses) on revaluation | 1,245,424 | (571,453) |
| Market value at 31 March 2021 | 7,257,254 | 6,011,830 |
| Cost of listed investments at 31 March 2021 | 4,609,669 | 4,609,669 |

All listed investments were dealt in on a recognised stock exchange and comprised UK equities and UK managed funds.

Listed investments held at 31 March 2021 comprised the following:

| | 2021 £ | 2020 £ |
|---|------------------|-----------|
| BlackRock Catholic Charities Growth and Income Fund | 7,222,175 | 5,983,556 |
| UK equities | 35,079 | 28,274 |
| | 7,257,254 | 6,011,830 |

15 Programme related investments

At the year end, the charity held investments which were held directly in pursuit of the organisation's charitable activities, as follows:

| | 2021 £ | 2020 £ |
|-----------------------------------|------------------|-----------|
| School buildings | | |
| At 1 April 2020 and 31 March 2021 | 2,633,690 | 2,633,690 |
| Loan | | |
| At 1 April 2020 | 22,246 | 44,497 |
| Repayments | (22,246) | (22,251) |
| At 31 March 2021 | — | 22,246 |
| Total | 2,633,690 | 2,655,936 |

The programme related investments comprise the school buildings owned by the charity but which were made available to St Dominic's Priory School (Stone), an independent day school, with effect from 25 May 2011 for educational purposes.

In addition, programme related investments included a loan of £89,004 made to the School to assist with the advancement of education. The loan was repayable in full together with any unpaid interest by 15 January 2021. At any time the loan may have been repaid early without penalty but the School may not have re-borrowed any amount so repaid. The principal amount of the loan outstanding carried interest at the rate of 2 per cent above the Official Bank Rate as determined by the Monetary Policy Committee of the Bank of England, accruing daily. Interest was payable every four months with effect from 15 September 2011. Capital repayments commenced on 15 May 2016 and were due quarterly from this date. The repayments comprised fourteen payments of £7,417 and one final payment of £7,412. As at 31 March 2021, the loan had been repaid in full.

16 Debtors

| | 2021 £ | 2020 £ |
|--|----------------|-----------|
| School fees and related charges | 169,811 | 73,508 |
| Residential and nursing care home fees and related charges | 114,252 | 119,763 |
| Investment income and interest receivable | 97,786 | 52,121 |
| Prepayments and accrued income | 34,075 | 19,562 |
| | 415,924 | 264,954 |

17 Creditors: amounts falling due within one year

| | 2021 £ | 2020 £ |
|--|----------------|-----------|
| Expense creditors | 94,879 | 117,011 |
| Monies administered by the charity on behalf of individual members of The English Dominican Congregation (Stone) | 111,620 | 111,620 |
| Fees received in advance | 30,321 | 14,804 |
| Social security and other taxes | 61,044 | 79,122 |
| Accruals | 219,460 | 166,675 |
| Other creditors | 75 | 75 |
| | 517,399 | 489,307 |

18 Endowment funds

The capital funds of the charity include endowed monies which must be retained indefinitely.

| | At 1 April 2020 £ | Income £ | Expenditure £ | At 31 March 2021 £ |
|-------------------|----------------------------|-------------|------------------|-----------------------------|
| Sundry endowments | 12,830 | — | — | 12,830 |

| | At 1 April 2019 £ | Income £ | Expenditure £ | At 31 March 2020 £ |
|-------------------|----------------------------|-------------|------------------|-----------------------------|
| Sundry endowments | 12,830 | — | — | 12,830 |

19 Restricted funds

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

| | 1 April 2020 £ | Income £ | Expenditure £ | Transfers £ | 31 March 2021 £ |
|--|----------------------|----------------|------------------|-----------------|-----------------------|
| St Rose's School fund | 114,561 | 731,894 | (613,716) | (24,453) | 208,286 |
| Cambridge fund | 52,977 | — | (17,147) | — | 35,830 |
| Covid-19 infection control and related funds | — | 189,443 | (189,443) | — | — |
| Other restricted funds | 750 | — | — | — | 750 |
| | 168,288 | 921,337 | (820,306) | (24,453) | 244,866 |

| | 1 April 2019 £ | Income £ | Expenditure £ | Transfers £ | 31 March 2020 £ |
|------------------------|----------------------|----------------|------------------|------------------|-----------------------|
| St Rose's School fund | 170,330 | 599,470 | (537,427) | (117,812) | 114,561 |
| Cambridge fund | 57,553 | — | (4,576) | — | 52,977 |
| Other restricted funds | 750 | — | — | — | 750 |
| | 228,633 | 599,470 | (542,003) | (117,812) | 168,288 |

◆ **St Rose's School fund**

The St Rose's School fund comprise monies raised and grants received to be spent on specific activities and includes monies received from the Department for Education for the improvement of the school's standards. The transfer from the restricted fund to unrestricted funds has been made to reflect the fact that the funds have been used to purchase tangible fixed assets in accordance with the terms on which the funding was received.

◆ **Cambridge fund**

The Cambridge fund comprised monies used to provide board, lodgings and study facilities in Cambridge for The Dominican Sisters from central and eastern Europe.

19 Restricted funds (continued)

◆ Covid-19 infection control and related funds

These funds comprise monies received by St Mary's Home, Stone specifically towards the cost of infection control measures and other costs directly related to Covid-19.

◆ Other restricted funds

Other restricted funds comprised other monies received by the charity which can only be applied in accordance with conditions imposed by the donor.

20 Tangible fixed assets fund

| | Total 2021 £ | Total 2020 £ |
|-----------------------|--------------------|--------------------|
| At 1 April 2020 | 7,425,422 | 7,580,274 |
| Net movements in year | 194,827 | (154,852) |
| At 31 March 2021 | 7,620,249 | 7,425,422 |

The tangible fixed assets fund represented the net book value of the charity's freehold property and other tangible fixed assets held as part of unrestricted funds. A decision was made to separate this fund from the general funds of the charity in recognition of the fact that the tangible fixed assets are essential to the day-to-day work of the charity and as such their value should not be regarded as funds that would be available in order to meet future contingencies.

21 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:

| | At 1 April 2020 £ | New designations £ | Utilised/ released £ | At 31 March 2021 £ |
|-----------------------------------|----------------------------|--------------------------|----------------------------|-----------------------------|
| Sisters' retirement fund | 5,000,000 | — | — | 5,000,000 |
| School and residential home fund | 4,149,057 | 169,804 | — | 4,318,861 |
| Programme related investment fund | 2,655,936 | — | (22,246) | 2,633,690 |
| Other funds | 11,166 | — | — | 11,166 |
| | 11,816,159 | 169,804 | (22,246) | 11,963,717 |

| | At 1 April 2019 £ | New designations £ | Utilised/ released £ | At 31 March 2020 £ |
|-----------------------------------|----------------------------|--------------------------|----------------------------|-----------------------------|
| Sisters' retirement fund | 5,000,000 | — | — | 5,000,000 |
| School and residential home fund | 3,859,476 | 289,581 | — | 4,149,057 |
| Programme related investment fund | 2,678,187 | — | (22,251) | 2,655,936 |
| Other funds | 11,166 | — | — | 11,166 |
| | 11,548,829 | 289,581 | (22,251) | 11,816,159 |

21 Designated funds (continued)

◆ Sisters' retirement fund

This consisted of monies which the trustees have set aside in order to provide for the sisters in their retirement. The amount which can be designated is constrained by the resources available and is less than that indicated as being needed by actuarial calculations.

◆ School and residential home fund

This fund represented the net current assets and the investments held on unrestricted funds of the charity's school, St Rose's School and the net current assets held on unrestricted funds of the residential home, St Mary's Home. The assets have been designated for use by the respective schools and home only.

◆ Programme related investment fund

This fund represented the carrying value of the charity's programme related investments. The amount has been set aside from the charity's general funds in recognition of the fact that the assets have been made available to St Dominic's Priory School (Stone) and therefore cannot be regarded as funds that would be available to meet future contingencies.

◆ Other funds

These represented funds designated by the trustees for use in connection with particular projects.

22 Analysis of net assets between funds

Fund balances at 31 March 2021 are represented by:

| | General fund £ | Tangible fixed assets fund £ | Designated funds £ | Restricted funds £ | Endowment funds £ | Total 2021 £ |
|-------------------------------|-------------------|---------------------------------|-----------------------|-----------------------|----------------------|-------------------|
| Tangible fixed assets | — | 7,620,249 | — | — | — | 7,620,249 |
| Investments | — | — | 7,244,424 | — | 12,830 | 7,257,254 |
| Programme related investments | — | — | 2,633,690 | — | — | 2,633,690 |
| Net current assets | 3,030,838 | — | 2,085,603 | 244,866 | — | 5,361,307 |
| 2021 Total net assets | 3,030,838 | 7,620,249 | 11,963,717 | 244,866 | 12,830 | 22,872,500 |

Fund balances at 31 March 2020 are represented by:

| | General fund £ | Tangible fixed assets fund £ | Designated funds £ | Restricted funds £ | Endowment funds £ | Total 2020 £ |
|-------------------------------|-------------------|---------------------------------|-----------------------|-----------------------|----------------------|-------------------|
| Tangible fixed assets | — | 7,425,422 | — | — | — | 7,425,422 |
| Investments | — | — | 5,999,000 | — | 12,830 | 6,011,830 |
| Programme related investments | — | — | 2,655,936 | — | — | 2,655,936 |
| Net current assets | 1,959,312 | — | 3,161,223 | 168,288 | — | 5,288,823 |
| 2020 Total net assets | 1,959,312 | 7,425,422 | 11,816,159 | 168,288 | 12,830 | 21,382,011 |

22 Analysis of net assets between funds (continued)

The total unrealised gains as at 31 March 2021 constitutes movements on the revaluation of listed investments:

| | Total 2021 £ | Total 2020 £ |
|--|--------------------|--------------------|
| Unrealised gains included above | | |
| Total unrealised gains at 31 March 2021 | 2,647,585 | 1,402,161 |
| Reconciliation of movements in unrealised gains | | |
| Total unrealised gains at 1 April 2020 | 1,402,161 | 2,254,284 |
| In respect to disposals in the year | — | (280,670) |
| Net gains (losses) arising on revaluations in the year | 1,245,424 | (571,453) |
| Total unrealised gains at 31 March 2021 | 2,647,585 | 1,402,161 |

23 Pension commitments

Full-time and part-time teaching staff employed at St Rose's School, Stroud under a contract of service are eligible to contribute to the Teachers' Pensions Scheme (TPS).

Teachers' Pensions Scheme (TPS)

Under the definitions set out in section 28 of FRS 102, the TPS is a multi-employer pension scheme. The charity has accounted for its contributions to the Scheme as if it were a defined contribution scheme. The information available on the scheme is set out below.

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies and, from 1 January 2007, automatic for teachers in part-time employment following appointment or a change of contract, although they are able to opt out.

The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis – these contributions along with those made by employers are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

Valuation of the Teachers' Pension Scheme

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury every 4 years. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2016. The valuation report was published by the Department for Education on 5 March 2019. The key elements of the valuation and subsequent consultation are:

- ◆ employer contribution rates set at 23.68% of pensionable pay (including a 0.08% administration levy);
- ◆ total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £218,100 million and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196,100 million, giving a notional past service deficit of £22,000 million; and

23 Pension commitments (continued)

Teachers' Pensions Scheme (TPS) (continued)

Valuation of the Teachers' Pension Scheme (continued)

- ◆ the SCAPE rate, set by HMT, is used to determine the notional investment return. The current SCAPE rate is 2.4% above the rate of CPI. The assumed real rate of return is 2.4% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.2%. The assumed nominal rate of return including earnings growth is 4.45%.

A copy of the valuation report and supporting documentation is on the Teachers' Pension Scheme website. The next valuation result is due to be implemented from 1 April 2023.

Employer's contributions paid to the scheme during the year amounted to £57,757 (2020:- £55,164).

National Employment Savings Trust

This is a defined contribution scheme and contributions made by St Rose's School for its non-teaching staff and St Mary's Home for its staff amounted to £48,575 (2020: £56,208).

24 Lease commitments

At 31 March 2021, the charity had the following future minimum commitments under non-cancellable operating leases as follows:

| | 2021 £ | 2020 £ |
|----------------------------------|--------------|------------|
| Office equipment | | |
| . Due within one year | 1,340 | 682 |
| . Due between one and five years | 4,518 | — |
| | 5,858 | 682 |

25 Related party transactions

As members of the Congregation, none of the trustees have resources of their own as all earnings, pensions and other income have been donated to the charity under a Deed of Covenant. During the year, the total amount donated by the trustees to the charity was £124,855 (2020 - £111,775).

There were no other related party transactions during the year (2020 – none).

26 Ultimate control

The charity, which is constituted as a trust, was controlled throughout the period by the English Dominican Congregation of Sisters by virtue of the fact that the Prioress General appoints the trustees. The Congregation does not hold any assets, incur liabilities or enter into any transactions in its own right. Assets and liabilities of the Congregation are vested in the trustees of the charity, who undertake all transactions entered into in the course of the Congregation's charitable activities.

THE ENGLISH DOMINICAN CONGREGATION (STONE) CHARITABLE FUND

England & Wales - Charity number 271922

Accounts

**The English
Dominican
Congregation (Stone)
Charitable
Fund**

Annual Report and Accounts

31 March 2020

Charity Registration Number
271922

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Reference and administrative details of the charity, its trustees and advisers

| | |
|------------------------------------|--|
| Trustees | Sister Margaret Teresa Billington (ex-officio - Prioress General) Sister Jane Ann Alves Sister Mary David Burton (appointed 4 August 2019) Sister Angela Mary Leydon Sister Mary Pauline (B Burling) (resigned 4 August 2019) Sister Mary John Perks (appointed 4 August 2019) Sister Ann Catherine Swailes (resigned 4 August 2019) |
| Administrative address | St Dominic's Convent Stone Staffordshire ST15 8EN |
| Telephone | 01785 813552 |
| Website | www.stone-dominicans.org.uk |
| Charity registration number | 271922 |
| Auditor | Buzzacott LLP 130 Wood Street London EC2V 6DL |
| Principal bankers | The Royal Bank of Scotland plc PO Box 412 62/63 Threadneedle Street London EC2R 8LA |
| Investment managers | BlackRock Investment Management (UK) Limited 12 Throgmorton Avenue London EC2N 2DL |

Reference and administrative details of the charity, its trustees and advisers

| | |
|-------------------|--|
| Solicitors | Beswicks Solicitors LLP Sigma House Lakeside Festival Way Festival Park Stoke-on-Trent ST1 5RY |
| | Ansons Solicitors Limited St Mary's Chambers 5-7 Breadmarket Street Lichfield WS13 6LQ |
| | Stone King LLP Boundary House 91 Charterhouse Street London EC1M 6HR |
| | Dixon Phillips Limited 22 Hills Road Cambridge CB2 1JP |
| | Property consultant |
| Architect | Cavaleri Partnership Trinity Hall Farm Industrial Estate Unit A Nuffield Road Cambridge CB4 ITG |

The trustees present their report together with the accounts of The English Dominican Congregation (Stone) Charitable Fund ("the charity") for the year ended 31 March 2020.

The accounts have been prepared in accordance with the accounting policies set out on pages 43 to 51 the attached accounts and comply with the charity's trust deed, applicable laws, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), effective from accounting periods commencing 1 January 2015 or later.

INTRODUCTION

The English Congregation of Dominican Sisters was formed in 1929 by an amalgamation of five existing Dominican Congregations, the oldest of which was that of Stone, which was founded in 1845.

The Congregation has vested all the property used for its purposes in England in the trustees of a charitable trust dated 13 July 1976 known as The English Dominican Congregation (Stone) Charitable Fund. The charity is registered under the Charities Act 2011, Charity Registration Number 271922.

MISSION

The object of the English Dominican Congregation (Stone) Charitable Fund is the furtherance of the Roman Catholic faith. The charity aims to support the religious and other charitable works carried on by the members of the Congregation and to care for those members throughout their lives within the Congregation.

When setting the objectives and planning the work of the charity for the year, and when encouraging the work of individual sisters, the trustees have given careful consideration to the Charity Commission's guidance on public benefit.

The ministries of the sisters of the Congregation, all of which benefit numerous members of the general public, fall into the following main areas:

- ◆ **Worship and prayer**
Members of the Congregation are committed to personal and liturgical prayer which is reflected in their daily timetable. They are obliged to study in order to further their knowledge of the Christian faith. They give preference to the study of sacred scripture and the teaching of the Church, so that they in turn can instruct and help others. Members of the Congregation also celebrate and pray with the wider community including people of other faiths. They do this through the provision of spiritual guidance or by just being available to listen in times of need. Some sisters give talks and guide retreats and prayer groups. The sisters respect people of no faith and try to help them in appropriate ways.

MISSION (continued)

◆ Social and pastoral work

Many members of the Congregation are involved in various forms of social or pastoral work in different parts of the country, including care of the elderly and people with special needs, support of families, and chaplaincy work in educational and healthcare establishments. In particular, the sisters aim to help the poor and marginalised in society regardless of their personal background, faith, gender or individual circumstances. The sisters share the convent premises with diverse groups e.g. groups of pilgrims, St Vincent de Paul Society, and clubs for the elderly. When public concerts are arranged in church, the Congregation's premises are used for serving refreshments.

◆ Care of the elderly

During the year the sisters provided care and assistance to the elderly at St Mary's Home, Stone. The Home provides care both for members of the general public and for members of the Congregation in need of nursing care.

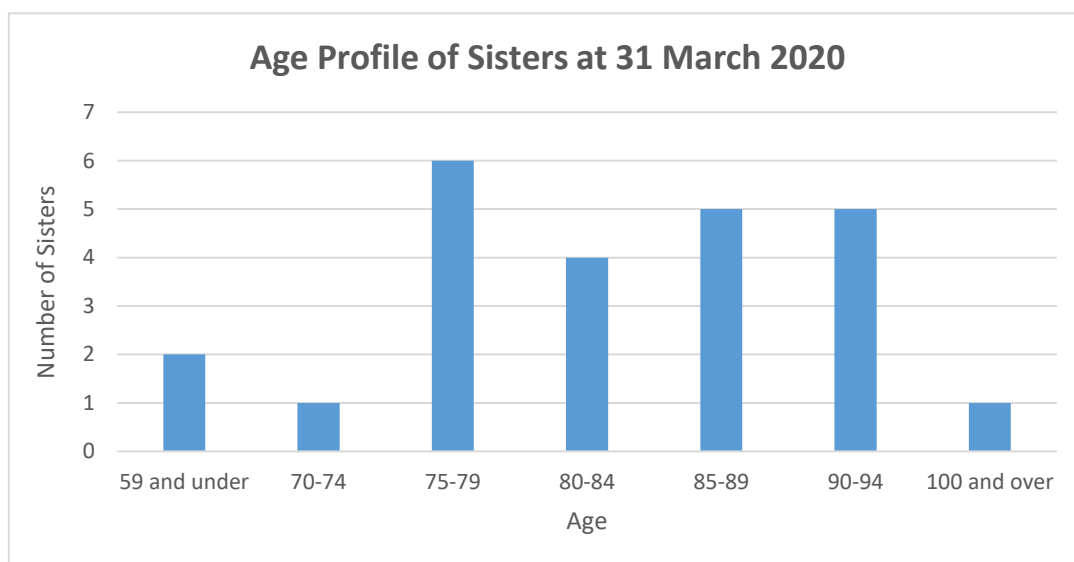
◆ Education

During the year the charity operated an educational establishment, St Rose's School in Stroud, Gloucestershire providing education and care to 2-19 year olds. The Congregation also provides a small unit for 19-25 year olds on the site of St Rose's School called St Martin's Centre. St Rose's School together with St Martin's Centre, collectively hereinafter referred to as "the School" or "St Rose's School", aims to provide the highest quality service to children, young people and young adults with physical disabilities, learning disabilities and associated complex medical, sensory and communication difficulties in the age range 2-25 years. The establishment aims to undertake this with due regard to the Catholic traditions from which the provision has developed, particularly those of the Dominican order. A commitment to provide support and professional development for staff, thereby enabling them to meet the demanding expectations of their role, is central to this mission.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES

Care of the members of the Congregation

In common with many religious congregations in Great Britain, the age profile of the members of the Congregation is increasing as existing members grow older and the number of new vocations becomes minimal, although there are currently two novices who it is hoped will eventually make their professions. The age profile of the Congregation is shown graphically below:



The Congregation has an obligation, both moral and legal, to provide care for its members, none of whom have resources of their own and all of whom have devoted a significant part of their lives to the care of the elderly, poor and marginalised in society. As the age profile of the Congregation increases, so too does the need to provide increasing and increasingly expensive care for the sisters.

At the end of March 2020, one member of the Congregation was receiving care in the charity's own nursing home, two were receiving care in homes in Gloucestershire and a further three were cared for by care staff in the Congregation's infirmary in Stone. Over the next few years, the trustees do not expect the number requiring nursing care to decrease. As a consequence the trustees are giving careful consideration to the impact of this on the work of individual members of the Congregation, the property requirements of the Congregation and the financial implications. In this regard, the aims of the trustees over the forthcoming years include:

- ◆ Ensuring all members of the Congregation receive the high level of care they require to provide them with the quality of life they have a right to expect;
- ◆ Reviewing the charity's properties used as community houses and assessing their suitability as homes for the elderly and frail. Those identified as being unsuitable will be sold, adapted or utilised for other purposes in line with the charity's mission; and
- ◆ Enabling all members of the Congregation to continue with their individual ministries for as long as possible.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Enabling and supporting members in a variety of religious and charitable works

The religious and charitable works of individual members of the Congregation can be divided into four principal areas; worship and prayer, the social and pastoral work of the sisters, the ownership and operation of a nursing home for the elderly and the ownership and operation of a school. Each of these is considered in turn below:

Worship and prayer

Members of the Congregation are committed to personal and liturgical prayer which is reflected in their daily timetable. They are obliged to study in order to further their knowledge of the Christian faith. They give preference to the study of sacred scripture and the teaching of the Church, so that they in turn can instruct and help others. Members of the Congregation also celebrate and pray with the wider community including people of other faiths. They do this through the provision of spiritual guidance or by just being available to listen in times of need. Some sisters give talks and guide retreats and prayer groups. The sisters respect people of no faith and try to help them in appropriate ways.

The charity is committed to helping as many people as possible to come into contact with the sisters and also join them in worship. Their faith, thereby strengthened, is put into action in a number of activities which include:

- ◆ Promoting the values and vision set out in the Gospel including the promotion of human dignity, teaching respect of different cultures, working for a society based on justice and peace and encouraging care and respect for all creation;
- ◆ Offering prayer groups, giving members of the public from all walks of life the opportunity to escape the stresses of everyday life for a short time and take time for quiet contemplation and reflection and the chance to study and consider the Gospel;
- ◆ Engaging in more outgoing worship through youth groups, summer schools etc;
- ◆ Providing religious instruction and supervision;
- ◆ Providing retreats where those who attend can reflect in a peaceful atmosphere rooted in Gospel values; and
- ◆ Praying with those who are house bound, sick or dying.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Enabling and supporting members in a variety of religious and charitable works
(continued)

Social and pastoral work

Many members of the Congregation are involved in various forms of social or pastoral work in different parts of the country, including care of the elderly and people with special needs, support of families, as well as chaplaincy work in educational and healthcare establishments. In particular, the sisters aim to help the poor in society regardless of their personal background, faith, gender or individual circumstances. The sisters share the convent premises with diverse groups: e.g. groups of pilgrims, St Vincent de Paul Society, and clubs for the elderly. When public events, i.e. pilgrimages, concerts, talks, are arranged in the adjacent church, the Congregation's convent premises are used for serving refreshments.

The following are examples of the social and pastoral work undertaken by individual sisters:

- ◆ Working in parishes, that is, running or helping with catechetical programmes and pastoral work with parishioners;
- ◆ Working and pastoral care in education including university chaplaincy;
- ◆ Administrative and secretarial support to Church organisations, for example safeguarding;
- ◆ Spiritual direction: individual help and organising days of recollection at least three times a year.

More specific details of work in this area are as follows:

- ◆ One sister, in spite of being retired and disabled still does many administrative and other 'little jobs' for the church. Above all, it means being available as parish sister to people after Mass or at other times;
- ◆ Another sister, though engaged in teaching at tertiary level, assists with catechesis on Sundays on a regular basis;
- ◆ One sister runs short study courses in theology and philosophy in St Dominic's Convent in Stone. These courses have been subsidised by the Congregation, but donations are requested from those who take part. They are advertised quite widely, chiefly, but not solely, in Catholic circles and also on social media. Participation is not confined to Catholics, or even to Christians; on one occasion, a philosophy week, two Muslim graduates from Cambridge attended. The age range of participants is from young adults to those in their 70s, both male and female from all walks of life. All are invited to join the Dominican community in prayer if they so wish and join the community for meals in the refectory.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Enabling and supporting members in a variety of religious and charitable works (continued)

Social and pastoral work (continued)

The objectives of the trustees in this area include:

- ◆ Enabling all members of the Congregation to carry out meaningful social and pastoral work within the community after assessing their skills and the needs of the local area;
- ◆ Encouraging and motivating members to work with and assist the poor, elderly and marginalised; and
- ◆ Wherever possible ensuring sisters are remunerated for such work by way of a stipend to cover expenses. Such income is donated to the charity and thereby contributes to defraying the costs and ensures that the charity may continue with this work as long as possible.

Care of the elderly

St Mary's Home provides residential and nursing care facilities for the elderly and is administered in accordance with the charitable objects of the English Dominican Congregation (Stone) Charitable Fund as specified in the trust deed.

The philosophy of care at the Home is to ensure a homely, friendly and open atmosphere among residents and staff whilst maintaining the privacy, dignity, rights and quality of life of all residents.

The Home provides both long-term care and end of life care to those suffering from terminal illness for both members of the general public and members of the Congregation.

There are 59 rooms at St Mary's, 42 with en-suite facilities and a number with separate sitting areas. Each room has a television point and is linked to the call system. All areas of the Home are accessible by either stairs or lifts, and residents are encouraged to take meals in the dining room. Other facilities include a chapel, hairdressing salon, conservatory and several lounges. The Home is set in large attractive gardens, which house a summerhouse.

In operating St Mary's Home, the trustees aim to:

- ◆ Provide excellent residential and nursing care to elderly men and women, ensuring that their needs are met fully and that they enjoy as high a quality of life as possible;
- ◆ Employ high quality staff to care for the elderly residents ensuring that all such staff obtain the necessary qualifications and training needed for their work;
- ◆ Ensure that the Home meets the requirements of the Care Quality Commission and that any recommendations arising from inspections are acted upon quickly and effectively; and

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Care of the elderly (continued)

- ◆ Maintain the financial security of the Home through careful budgeting and by setting fees at levels that ensure the viability of the Home is not threatened.

Education

St Rose's is located in Stroud and has been recognised as a Non-Maintained Specialist School by the Department for Education since 1912. It is a Dominican foundation and the philosophy of St Rose's is stated in its Mission Statement:

Its mission is working together, to help each person flourish educationally and spiritually, to reach their full potential in a Christian community and believe in their worth as children of God. And its vision is to be an exceptional Catholic specialist school and college delivering the highest quality education, therapy and care for children and young adults, to enable them to achieve their maximum independence and develop as valued members of society.

St Rose's is highly regarded for its comprehensive approach to the education and care of children and young people with major physical disabilities and who often have additional visual or hearing impairment and complex health needs.

St Rose's admits young people between the ages of 2 and 25 years with children coming from 6 local authorities. In addition to residential and day placements, short breaks are provided. There are currently 76 young people on roll, many with complex physical disability and health needs, and there are 25 in the Early Years department, which is an integrated department with children who may or may not have additional needs. The children in the main school are nearly all wheelchair users and many have communication difficulties. St Rose's contains Early Years, Primary, Secondary, 16-19, and Post-19 departments. Local authorities pay the students' fees for St Rose's. Vigorous steps continue to be taken to make savings and efficiencies in the running costs of St Rose's.

St Rose's has its own therapy and support staff, and the multidisciplinary team of teachers, tutors, therapists, care assistants, and nurses all work together to provide the best teaching, therapy, and care for each individual student. There is nursing cover on site 24 hours a day. Regular wheelchair and sling clinics are held in School and College, which is also open to pupils from other schools. St Rose's strives to give each student as much independence and opportunity for decision making as possible, placing great emphasis on helping each individual student to develop their communication and mobility skills, as it is through these skills that they can take steps to achieving greater independence.

Volunteering

Throughout the year, the members of the Congregation gave their time to assist the poor and marginalised and those in need. The majority of members receive no financial reward for this work which contributes to the overall achievement of the charity's objectives. In addition, members are involved in administering the work of the Congregation and charity - without their contribution the charity would not be able to function as effectively or fully as it does.

ACTIVITIES, SPECIFIC OBJECTIVES AND RELEVANT POLICIES (continued)

Volunteering (continued)

Details of the areas in which members gave their time during the year are shown in the table below.

| Area | No. of Volunteers | Hours volunteered |
|----------------------------------|----------------------|----------------------|
| Nursing home | 5 | 3,602 |
| Counselling | 3 | 330 |
| General parish work & catechesis | 7 | 4,560 |
| University chaplaincy | 1 | 290 |
| Administration | 5 | 5,300 |
| | 21 | 14,082 |

Grants, donations and support of missionary work and ministry

Grants, donations and other payments in support of missionary work and ministry are decided on by the trustees in consultation with other members of the Congregation as appropriate. In the main, the charity supports the work of those organisations whose work is within the objects of the charity, both in the United Kingdom and overseas, particularly in India. However, the charity does not regard itself as a grant making entity and applications for grants and donations are not invited.

ACHIEVEMENTS AND PERFORMANCE

The paragraphs below outline briefly the charity's achievements during the year in each of its main activities. Certain details have already been recorded in the earlier part of this report.

Care of the members of the Congregation

During the year the charity supported and enabled its members to continue to engage in a variety of ministries such as teaching and nursing, family counselling, working in hospital and university chaplaincies, working with youth and the homeless, visiting the sick and house-bound, facilitating study groups for people with special educational needs, and giving lectures and talks on a wide spectrum of subjects to a wide variety of people.

In addition, the sisters welcomed and offered hospitality to sisters from other countries, chiefly India. The sisters were given help to learn English and to access other educational courses. Some of the sisters are engaged with pastoral work with immigrants and the elderly.

Over the next few years, it is inevitable that the cost of caring for members will increase due to the rising expense of social and dementia care.

ACHIEVEMENTS AND PERFORMANCE (continued)

Worship and prayer

Throughout the year the sisters continued with their own private worship and their spiritual development and training. All sisters attended retreats which provided an opportunity for renewal and quiet contemplation.

Social and pastoral work

Details of the many activities in which the sisters are engaged have already been noted above. While the trustees appreciate the commitment and dedication of the sisters, they are very aware that over the next several years, these activities will diminish significantly, due to the increasing age profile. The trustees will continue to assist the sisters in any way possible and will encourage them to remain active and involved for as long as possible. However, they will maintain a vigilant eye on sisters who might want to stay in ministries when they are really no longer able to cope. The trustees will instead try to guide these sisters towards a less demanding, gentler ministry.

Care of the elderly

The Registered Manager at St Mary's is Natalie Dibble who was appointed in May 2018 having been a senior member of the nursing team at St Mary's for over twelve years. Natalie is passionate about the care of the elderly and highly committed to the home, its staff and residents.

There was an unannounced inspection by the Care Quality Commission in August 2019 which found that improvements had been made since the previous inspection in May 2018. St Mary's achieved 'Good' in all five key areas of assessment, resulting in an overall rating of 'Good'.

The inspection report noted that improvements has been made in the areas that had previously been rated as 'Requires Improvement':

- ◆ Improvements had been made to the way medicines were administered and monitored and the inspector noted that registered manager had a system to continuously monitor and mitigate risks associated with safe medicine administration.
- ◆ The Home was working within the principles of the MCA, and confirmed that any conditions on authorisations to deprive a person of their liberty had the appropriate legal authority and were being met.
- ◆ The Home was 'consistently managed and well-led. Leaders and the culture they created promoted high-quality, person-centred care'.

The report was very positive and recognised the significant improvements that had been made by the management team and staff since the previous inspection. The management team and staff fully intend to continue to learn, develop new skills and improve.

ACHIEVEMENTS AND PERFORMANCE (continued)

Care of the elderly (continued)

The Manager received positive feedback from both staff, residents and relatives one of who was quoted in the report as saying that the Manager was 'Absolutely outstanding. The registered manager enjoys speaking to all the people who live here. The standards are so very high. Their vision is excellent'.

The Chairperson of the trustees is appointed as Safeguarding Officer for the Home and has attended a number of training courses and conferences to ensure that the Home is fully compliant with all current legislation. Annual safeguarding training is compulsory for all staff employed in the Home to ensure they are fully aware of the issues involved and are equipped to deal appropriately with any incident.

Although there are no longer any sisters actively involved in the nursing care of residents, a number of sisters who live in Stone visit on a regular basis providing both pastoral and practical assistance.

There is an Activities Co-ordinator and assistant whose role is to create, plan, organise and co-ordinate a stimulating and developing activity programme to enhance the quality of life of each resident in the Home that will promote the health, dignity and wellbeing of each resident and enhance the quality of their lives. The work done by the Activities Co-ordinator attracted positive comments in the Care Quality Commission inspection report. Many relatives of residents who have died during the year have expressed gratitude for the high standard of care received and continue to visit the Home and assist in the activities programme. Overall, there is a caring friendly atmosphere evident at St Mary's Home.

The Home is committed to a programme of continual refurbishment. Bedrooms are refurbished when occupancy levels permit and communal areas as required. In addition to bedroom refurbishments, the following were completed in 2019/20:

There is an Activities Co-ordinator whose role is to create, plan, organise and co-ordinate a stimulating and developing activity programme to enhance the quality of life of each resident in the Home that will promote the health, dignity and wellbeing of each resident and enhance the quality of their lives. The work done by the Activities Co-ordinator attracted positive comments in the Care Quality Commission inspection report.

The Home is committed to a programme of continual refurbishment. Bedrooms are refurbished when occupancy levels permit and communal areas as required. In addition to bedroom refurbishments, the following were completed in 2018/19:

- ◆ New items of equipment were purchased for the kitchen; and
- ◆ A small sitting room on the top floor was redesigned as a storage room for medical supplies.

ACHIEVEMENTS AND PERFORMANCE (continued)

Care of the elderly (continued)

Along with many care homes, the global Covid-19 pandemic which began in early 2020 has had an impact in St Mary's. There have been a small number of residents diagnosed as Covid-19 positive, the majority of whom have fully recovered. The management took a proactive risk based approach to the situation and acted quickly to put in place measures which included:

- ◆ Closing the Home to all non-essential visitors;
- ◆ Isolating residents in bedrooms;
- ◆ Cohorting staff wherever possible;
- ◆ Block booking of agency staff;
- ◆ Sourcing PPE from new or additional suppliers;
- ◆ Not admitting new residents who are Covid-19 positive.

These steps, together with other robust infection control procedures ensured that any infection was contained and did not spread among other residents or staff.

The trustees wish to put on record their appreciation of and gratitude to all the staff for their outstanding contribution to St Mary's, particularly during the pandemic.

Education

During the academic year 2019/20, St Rose's had 76 students and young people from 6 local authorities:

- ◆ Early Years - 25 children
- ◆ St Rose's - 22 students
- ◆ St Martin's - 29 students

The School continued to work hard to advertise St Rose's and, as a result, there has been a great deal of interest in places. St Rose's continues to work closely with Gloucestershire County Council which is its main commissioner. The School has worked together with the Council to improve the transition process for young people who are due to leave education. As a result of this collaboration, it has secured an additional year's education funding for five students, three of whom will receive joint funding from education and health budgets.

There were six new students starting at St Rose's between September 2019 and March 2020 as well as the five new students who joined St Martin's between September and October 2019. One student transferred from the main school to St Martin's in September 2019.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education (continued)

There have been a number of significant achievements over the last twelve months:

Catholic life

- ◆ Section 48 Inspection – Outstanding (June 2019) - Since the denominational inspection was held on 4 and 5 June 2019, Cherith Baxter-Steele (RE Lead) has been working to implement the development areas and meets regularly with Jean Bankhead (Vice Principal). Louise Harper (Curriculum and assessment lead) is now monitoring RE targets, assessment, student work and progress towards the key performance indicators in the development plan.
- ◆ Staff and students celebrate many events in the liturgical calendar including termly Mass and festivals. Students take part in Christmas and Easter productions.
- ◆ The Chair of Governors, Principal, Vice Principal, RE Lead and Business Manager all attend Gloucestershire Catholic Partnership meetings.
- ◆ The Principal is the Special School's representative on the Diocesan CCDEF committee that is chaired by Bishop Declan.
- ◆ Students and staff regularly attend RE events organised by the Deputy Director of Education, Clifton Diocese.
- ◆ Tony Hickey (Foundation Governor) and Ann Fowler who was Diocesan Deputy Director of Education raised funds by doing a sponsored walk for St Rose's.
- ◆ Our thanks go to Ann Fowler for all of the support she and other members of the diocesan staff have given to St Rose's over the last year. Ann Fowler left her post as Deputy Director of Education in May 2020. We wish her well for the future and are grateful for the significant contribution she has made to St Rose's over the years.

Education

The Strategic Plan for 2018-2020 was put in place at the beginning of the year. The detailed aims, strategies and actions towards the Strategic initiatives and Key Performance Indicators (KPIs) can be found in the Development Plan (St Rose's) and the Quality Improvement Plan (St Martin's).

The following achievements were obtained by students in the 2019/20 academic year:

- ◆ In 2018/19 students achieved accreditation in ASDAN from Pre-entry level 1 to Level 1 and AQA Unit awards.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education (continued)

Education (continued)

- ◆ During 2019/20 students have achieved accreditation in ASDAN Personal Progress and Ascentis English Entry Level 3 and Level 1 in St Martin's. As a result of Covid 19 St Rose's has been unable to submit its Towards Independence ASDAN and our AQA units for St Rose's as they were waiting to be completed.
- ◆ All mainstream nursery children are working within expected age bands across the prime areas of the Early Years Foundation Stage (EYFS) and where appropriate in the specific areas of learning. Nursery children with additional needs are making progress.
- ◆ Students in school and college have made good progress towards their targets and most of them are on track or have met or exceeded their targets despite the interruption to learning as a result of Covid-19.
- ◆ Six students in school were given a higher teacher adjusted target before March in English/communication and/or in mathematics/cognition.
- ◆ All students assessed made progress in phonics.
- ◆ 100% of St Rose's PMLD students matching, 'on track' or exceeding their targets by March 2020.
- ◆ 80% of St Rose's SLD students matching, 'on track' or exceeding their targets by March 2020.
- ◆ 35% overall in St Rose's had exceeded their targets by March 2020.
- ◆ All St Martin's Pathway B and C students matching, 'on track' or exceeding their targets by March 2020.
- ◆ 71% of St Martin's Pathway A students matching, 'on track' or exceeding their targets by March 2020.
- ◆ 40% overall in St Martin's had exceeded their targets by March 2020
- ◆ Additionally, observation of teachers took place in Autumn 1 term. All observations showed good or outstanding practice.
- ◆ Jon Gibson, the School and College Improvement Partner, completed some joint observations in Autumn and Spring terms. Observations were based on Ofsted 'Deep Dives'.
- ◆ Curriculum Lead and Phonic Lead with teachers have been developing the curriculum and producing long term plans for each area of the curriculum.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education (continued)

Education (continued)

- ◆ Learner voice is high on the agenda and staff are working hard to ensure this happens at all levels.
- ◆ Regular visits from an SEN Independent careers adviser to Post-16 and Post-19 students have taken place to support transition.
- ◆ 100% of students have an established destination.

Covid-19

Since March 2020 St Rose's has had a plan in place to support students with home learning and as more students have returned it has continued with blended learning for some of its students. Other than for a short period (for deep cleaning) St. Rose's has remained open throughout the pandemic.

Therapy

- ◆ Therapists are now using MAPP as a means of recording outcomes for students.
- ◆ Communication passports in place for all students.
- ◆ Therapists working during residential time to ensure collaborative working.
- ◆ Therapists are now delivering training for all staff to develop skills and understanding of SEN.
- ◆ A key member of the positive behaviour forum has achieved her qualification to become a Sensory Integration practitioner.
- ◆ We have increased the number of physiotherapists to meet the increased therapy needs for new students.

Care

Ofsted Care Inspection – Requires Improvement (June 2019)

Following a very disappointing care inspection, an action plan has been implemented to address the shortfalls in meeting the Ofsted National Minimum Standards. A great deal of work has been completed to reduce restrictive practise including the removal of high sided beds, listening monitors and stair gates.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education (continued)

Care (continued)

Ofsted Care Inspection – Requires Improvement (June 2019) (continued)

Significant progress has been made to make improvements to the environment and to address the Ofsted Inspector's adverse comments. As further detailed throughout this Report, the Trustees and Governors have determined to build an extension to and update the School's residential house. This is known as the Quentin House Project. It is anticipated to commence work on the site for the first phase of the project in Spring 2021. The planning application for this work has been approved together with planning to link the St Martin's bungalows. This link will provide added security and much needed extra space.

- ◆ There has been an increase in the residential and respite care we have been able to offer up until lockdown.
- ◆ Additionally a quality assurance process which links the National Minimum Standards to the Social Care Common Inspection Framework is now in place for the residential house (Quentin House) and is being piloted from July 2020.
- ◆ The care team work closely with the therapy team to ensure continuity across all areas and therapists work during the evening to support and train care staff.
- ◆ All staff have completed positive behaviour support training (non abusive psychological and physical intervention).

Premises

- ◆ The telephone system was completely renewed.
- ◆ Air conditioning was fitted in the physiotherapy department during the summer holidays and all other units serviced.
- ◆ A new fire alarm system has been installed across the site, this has incorporated the lockdown alert and the school bell. Work was completed in June 2020.
- ◆ An Education and Skills Funding Agency (ESFA) Survey and a Legionella risk assessment were undertaken during the year.

Health & Safety

- ◆ Two accidents were reported to the Health and Safety Executive. In both cases the injury caused concussion and in one case post-concussion syndrome to the member of staff involved. An Occupational Health Assessment was arranged for the latter member of staff.
- ◆ Audit – Delegated Services carried out a Health & Safety Audit in July 2020. Security was felt to be good and a checklist was prepared and work on this continues.

ACHIEVEMENTS AND PERFORMANCE (continued)

Education (continued)

Health & Safety (continued)

- ◆ Zurich Insurance conducted an audit of the site and premises in December 2019.
- ◆ Lockdown training took place on 10 October 2020 for 14 members of staff including the School and College Management Team and other and members of the care, site and administration teams

The Trustees and Governors wish to put on record their appreciation of and gratitude to all the staff for their outstanding contribution to St Rose's.

FINANCIAL REVIEW

Results for the year

A summary of the year's results can be found on page 39 of this report and accounts.

Total income for the year was £6,363,027 (2019 - £5,999,886). The largest proportion of the charity's income arises from the residential and nursing care home at Stone, Staffordshire and the school in Stroud. £2,480,234 (2019 - £2,302,654) of the income related to fee income for St Mary's Home, Stone and charges related to St Rose's School amounted to £2,435,926 (2019 - £2,233,725). The School also received grant funding from the Department for Education during the year of £584,100 (2019 - £536,265).

Donations, legacies and similar income continue to be important sources of income with one of the largest components being the salaries and pensions of individual members of the Congregation received under Gift Aid or Deed of Covenant. During the year ended 31 March 2020, these salaries and pensions amounted to £432,931 (2019 - £461,873).

Expenditure for the year totalled £6,644,662 (2019 - £6,523,779). £2,480,794 (2019 - £2,478,567) of this related to the operating expenditure of St Mary's Home, Stone. Expenditure in connection with the operation of St Rose's School amounted to £3,018,854 (2019 - £2,801,885).

Expenditure on maintaining the sisters and enabling them to carry out their work during the year amounted to £953,005 (2019 - £946,955). Premises expenditure continues to be high, as properties grow older and alterations become necessary to facilitate the needs of elderly sisters. As noted below under "future plans", the trustees are considering ways in which the charity's site at Stone, Staffordshire may be developed to provide a complex of senior living accommodation including the construction of a new larger care home on the site and the continued existence of a convent for the Sisters.

Plans are still being considered and various feasibility and other studies have been commissioned. During the year, this work led to professional and related fees in respect to the strategic property development of £167,154 (2019 - £274,256). These costs have been expensed during the year as the work is in connection with exploring options only at this stage.

FINANCIAL REVIEW (continued)

Results for the year (continued)

Net expenditure before other gains and losses for the year amounted to £281,635 (2019 – net expenditure of £523,893). Investment losses were £512,511 (2019 – gains of £306,803) and the net expenditure and decrease in funds for the year, therefore, amounted to £794,146 (2019 - net expenditure and decrease in funds of £217,090).

Fundraising

St Mary's Home, Stone, has a Fundraising Committee which comprises current and former members of staff, and a number of relatives, both past and present. Several events have been held during the year including a cream tea, a sponsored wheelchair push and a very successful Christmas fayre. Fundraising is all undertaken in-house and the Home does not use any professional fundraisers or commercial participators.

St Rose's has an established fundraising group, The Friends of St Rose's, which has regularly raised funds for equipment and improved facilities for the students. In recent years the trustees and governors agreed for the Friends of St Rose's to be a separate entity. The Friends of St Rose's have reassured the trustees and governors that they will not undertake any activity which is at variance with the Catholic tradition of St Rose's or which will damage its reputation.

As detailed earlier, a new buildings project is underway, mainly to improve facilities for the Post-19 students. The School is exploring options with its consultants, Morgan Ashley House and Gail Mattocks, of ways to raise the significant funds required.

The charity and each of its constituent parts aim to achieve best practice in the way in which they communicate with donors and other supporters. Care is taken with both the tone of communications and the accuracy of data to minimise the pressures on supporters. Best practice is applied to protect supporters' data. The charity never sells data, it never swaps data and ensures that communication preferences can be changed at any time. With the exception of significant appeals, for examples at St Rose's, the charity manages its own fundraising activities and does not employ the services of Professional Fundraisers.

No complaints have been received by the charity, including the Home and the School, in relation to fundraising activities.

Investment policy

The charity's investments comprise mainly pooled funds managed by BlackRock Investment Management (UK) Limited. The trustees are of the opinion that this enables the portfolio to strongly reflect the Catholic ethos of the charity.

For the major part of the year, this represented a holding in BlackRock's Charifaith Common Investment Fund (CIF). In December 2019, BlackRock ceased to operate the CIF having obtained permission from both the Charity Commission and the FSA to convert it to a Charity Authorised Investment Fund (CAIF). As such in December, the distribution units were transferred from the Charifaith CIF to the BlackRock Catholic Charities Growth and Income Fund to a value equal to the carrying value of the CIF at the date of transfer

FINANCIAL REVIEW (continued)

Investment policy (continued)

The ethical policy precludes investment in any company which, after reasonable enquiry, clearly has significant profits from an activity which is contrary to the objectives of the Christian Church.

There are no restrictions on the charity's power to invest.

The investment strategy is set by the trustees and takes into account income requirements, the risk profile and the investment manager's view of the market prospects in the medium term.

The performance of the portfolio and the charity's investment strategy are reviewed annually by the trustees.

Investment performance

The investment managers continued to invest in accordance with the trustees' investment policy set out earlier in this report. Further details of the investment portfolio are detailed in note 14 to the attached accounts.

The major part of the charity's listed investments are managed by BlackRock Investment Management (UK) Limited. The investments had a market value of £6,011,830 as at 31 March 2020 (2019 - £7,524,341). Net losses on the revaluation and disposal of investments amounted to £512,511 (2019 - net gains on the revaluation of investments £306,803). Contributing to the overall net losses on investments is an unrealised loss of £571,453 – the significant decrease being reflective of the market reaction to the Covid-19 pandemic. Since the year end, the markets (and the value of the charity's investments) have largely recovered. Investment income on those listed investments was £230,229 (2019 - £237,288).

The trustees continue to take a long-term view and believe their investment policy remains appropriate.

Reserves policy

The charity carries out a diverse range of activities and is responsible for the care and support of sisters whose average age is increasing and whose needs are changing. The trustees have examined the requirement for free reserves i.e. those unrestricted funds not invested in tangible fixed assets, designated for specific purposes or otherwise committed.

The trustees consider that, given the nature of the charity's work, the level of free reserves should be approximately equivalent to between six and twelve months' expenditure at any one time. The trustees are of the opinion that this provides sufficient flexibility to cover temporary shortfalls in incoming resources and will allow the charity to cope and respond to unforeseen emergencies whilst specific action plans are implemented.

FINANCIAL REVIEW (continued)

Financial position

The balance sheet comprises tangible fixed assets of £7,425,422 (2019 - £7,580,274), investments of £6,011,830 (2019 - £7,254,341), programme related investments of £2,655,936 (2019 - £2,678,187) and net current assets of £5,288,823 (2019 - £4,393,355) which are represented by total funds of £21,382,011 (2019 - £22,176,157).

These funds include permanent endowment of £12,830 (2019 - £12,830). These funds are "capital" and must be held indefinitely by the charity.

Also included in total funds is an amount of £168,288 (2019 - £228,633) which is restricted. These monies have been donated, and their use restricted to, specific purposes. Full details of these restricted funds can be found in note 21 to the accounts together with an analysis of movements in the year.

Funds totalling £7,425,422 (2019 - £7,580,274) have been set aside by the trustees as a tangible fixed assets fund representing the net book value of those tangible fixed assets held as part of unrestricted funds. A decision was made to separate this fund from the general funds of the charity in recognition of the fact that the tangible fixed assets (i.e. ostensibly the charity's freehold properties) are essential to the day-to-day work of the charity and as such their value should not be regarded as funds that would be realisable with ease in order to meet future contingencies.

A further £11,816,159 (2019 - £11,548,829) has been designated by the trustees for various purposes. This figure includes £5,000,000 (2019 - £5,000,000) to provide for the sisters in their retirement. Full details of the designated funds can be found in note 23 to the accounts together with an analysis of movements in the year.

General funds (or free reserves) of the charity at 31 March 2020 totalled £1,959,312 (2019 - £2,805,591). The level of free reserves at 31 March 2020 falls short of the figure required by the above reserves policy based on expenditure incurred in 2020. However, within expenditure for that year were costs that over the long term are not expected to recur.

Therefore, the trustees are content with the level of free reserves at 31 March 2020 and believe that they are adequate but not excessive.

Tax exemptions

The beneficiaries of the work of the charity have the assurance that all of the income of the charity must be applied for charitable purposes in furtherance of the charity's object of furthering the Roman Catholic faith. The charity enjoys tax exemption on income from its activities and on its investment income and gains provided these are applied for its charitable aims. As a charity, it is also entitled to a reduction of 80% on business rates on the property it occupies for its charitable purposes.

FINANCIAL REVIEW (continued)

Tax exemptions (continued)

The financial benefits received as a result of these exemptions are all applied for the purposes of furthering the Roman Catholic faith by enabling and supporting the sisters to live out their faith and to put that faith into practice through a wide variety of religious and other charitable works, including the operation of a nursing home and a school.

The nature of the charity's activities means that it is unable to reclaim VAT input tax on its costs as it is exempt for VAT purposes. The charity also pays tax as an employer through the national insurance contributions it makes. The charity brings very substantial benefits to the residents in its nursing home, the pupils in the school, the local communities and society in general through the social and pastoral work provided by sisters (often on a voluntary basis), the care services offered and the education services provided. In addition, the charity creates social assets without cost to the Exchequer through the school's links with the wider community, the nursing home's links with older people within the relevant community and through the voluntary work carried out by the sisters.

FUTURE PLANS

The trustees will continue to monitor closely the charity and its activities, and expect each of its institutions to be independently viable. They are mindful of the current economic and political climate and the impact it may have on their plans, and intend to review those plans frequently during the next twelve months. It is their intention to meet the following objectives:

- ◆ To monitor the needs of the sisters as they grow older and, if necessary, the charity's plans in respect to property needs and the provision of care to elderly members;
- ◆ To continue to remain focused on the importance of worship and prayer to the lives of the individual sisters and to the overall mission of the charity;
- ◆ To continue to care for the sisters and enable them to carry out their pastoral work and ministry. Focus will continue to be given to assisting and caring for the elderly, the poor and the marginalised and reaching out to as many as possible;

Home

With regards to the Home, the trustees are committed to the provision of high quality and dignified care for the elderly at the site in Stone. In considering the ways in which they may continue to do so as part of a long term plan, they have identified a partner who they will work with to develop a complex of senior living accommodation. The development will also include the construction of a new larger care home within the grounds at Stone, which will provide more fit for purpose accommodation with enhanced facilities. It is possible that this will result in St Mary's Home being run by a different organisation, but will ensure a legacy of care by the Congregation on the site. In the interim, whilst details of the scheme are finalised, the trustees are committed to St Mary's Home and its residents and staff.

FUTURE PLANS (continued)

School

With regards to the School, As reported in recent annual reports, the Governors and Leadership Team were considering a new buildings project, mainly to improve facilities for the Post-19 students. In April 2019 the Trustees and Governors determined that this project was not financially viable and deferred to move to a smaller project, now known as the Quentin House Project, to develop the facilities and residential accommodation for the younger students (previously known as 'The House').

In October 2019, local architects Roberts Limbrick were instructed to help design and refurbish the House to provide 9 new bedrooms, bathrooms, living areas all with state of the art facilities to meet the changing needs of our students and to improve and future proof our facilities. Roberts Limbrick were also instructed to provide drawings that would enable the School to link the two St Martin's bungalows to provide additional teaching space and improve the security and safety for both students and staff.

Over the course of the following six months this project developed. Plans were agreed by the Governors, Trustees and Leadership team and submitted for planning in early May 2020. Since May 2020 the plans have been approved. Roberts Limbrick and AFA (cost consultants) have carried out extensive work to bring the School to a point that it is in final discussions with a contractor for the construction of the extension, the link building and the total refurbishment of the existing house.

In September, the School received its first significant donation from Allchurches as part of its fundraising for the Quentin House Project. However, due to the Covid-19 pandemic, fundraising has not progressed at the pace originally envisaged. Major donors are awaiting for an upturn in their investments before making new commitments. The new Covid-19 vaccination programme is expected to improve financial confidence. This expectation and also that fundraising usually increases significantly once site work on a project commences gives confidence that fundraising income will increase significantly in 2021.

IMPACT OF COVID-19

Since the end of the financial year, the Covid-19 pandemic has changed the shape and nature of the world. It has impacted not only the basic nature of social interactions but has also had a significant economic impact at every level in ways which have been outside of the charity's control.

As most of the members of the Congregation are aged over 70, they have had to adhere to the stringent government advice issued on 23 March. This has meant that their normal apostolic activities have had to find new shape or cease altogether. As a result of the social distancing rules, whilst largely remaining in lockdown, Sisters have tried to find new ways of working and supporting one another and those with whom they work.

Along with many other charities we cannot at this stage imagine what the new needs will be and what position we ourselves will be in to respond to those needs.

The anticipated impact on the work of both St Mary's Home and St Rose's School is described below. In addition, it is anticipated that the overall charity's income will no doubt be affected because of the falls in investment income as a result of the volatility in global stock markets and the wider economic impact of the pandemic. In terms of the expenditure on supporting the sisters and their individual ministry, whilst a small rise in certain daily living expenses may arise due to inflationary pressure, this will be countered by falls in the level of travel and similar costs.

As stated in 'Achievements and Performance', St Mary's is among the many care homes which have been affected by the Covid-19 pandemic which began in early 2020. Whilst the Home managed to contain the initial outbreak, the situation will need to be continually reviewed and managed, particularly as the sector takes steps to return to some normality by for example, reintroducing visiting and activities for residents. The decrease in new admissions and subsequent reduction in the occupancy level is likely to have an impact financially, as will the increased costs arising from additional PPE requirements. However the management team has taken a pro-active approach to staffing levels to reduce staffing costs and it is hoped that this, together with grant funding that has been made available in 2020/21, will to some extent mitigate the impact. The trustees intend to continue to carefully monitor the situation and take additional steps when and where possible if necessary.

St Rose's has been able to remain open throughout the lockdown period providing education, therapy and care for a reduced number of students who were not shielding. For those unable to attend school and college St Rose's provided home tuition and sent staff to work with individual students where appropriate. Therapists were able to send programmes that could be delivered at home and, in some instances, therapists were able to carry out home visits. Teachers, therapists, teaching assistants and care staff all kept in contact with students using Zoom. As far as the School is aware, funding for 2021– 2022 from commissioning bodies remains on track. Enquires for potential new students remain high with 10 new students joining in September 2020.

Whilst there will be challenges for the charity as a result of Covid-19, the trustees do not believe these will impact significantly on the charity's financial position.

RISK MANAGEMENT

In line with the requirement for trustees to undertake a risk assessment exercise and report on the same in their annual report, the trustees have looked at the risks the Congregation currently faces in Britain and have reviewed the measures already in place, or needing to be put in place, to deal with them. The trustees have identified five main areas where risks may occur:

- ◆ Governance and management;
- ◆ Operational;
- ◆ Financial;
- ◆ Reputational;
- ◆ Laws, regulations, external and environment.

Governance and management looks at the risk of the Congregation, and hence the charity, suffering from a lack of direction, and at the skills and training of its members and staff, and the good use of its resources.

Operational looks at the risks inherent in the charity's activities including the operation of its nursing home and its school – the members engaging in inappropriate activities, the unsuitability of buildings, poor maintenance, shortcomings in the services provided, difficulties with staff, poor health and safety, lack of a disaster recovery policy, etc.

Financial risks include those arising as a result of poor budgetary control, inappropriate spending, poor accounting, inappropriate investment policies, etc.

Reputational looks at possible damage to the Congregation's and/or charity's reputation.

Laws, regulations, external and environment looks at the effects of government policies, the consequences of non-compliance with laws and regulations and poor risk assessment in the charity's care home and school.

Having assessed the major risks to which the charity is exposed, the trustees believe that by monitoring reserve levels, by ensuring controls exist over key financial systems, and by examining the operational and business risks faced by the charity, they have established effective systems to mitigate those risks.

Other than the risks associated with the global Covid-19 pandemic referenced earlier in this report, the other key risks for the charity, as identified by the trustees, are described below together with the principal ways in which they are mitigated:

RISK MANAGEMENT (continued)

- ◆ An analysis of the age profile of the members of the Congregation shows that the average age at 31 March 2020 was 81 years. The trustees are aware that there is both a moral and legal obligation to care for the older members. None of the sisters have resources of their own as all earnings, pensions and other income have been donated to the charity under a Gift Aid compliant Deed of Covenant. As the age profile increases, so too does the need to provide care for the sisters. Key elements of the management of this risk are: (a) ensuring that the charity has the available financial resources to finance this care both now and in the years ahead by setting aside assets in a designated fund, the value of which has been based on actuarial principles; and (b) ensuring that processes are in place to review regularly the ministries and needs of individual sisters encouraging those who need it to take on less demanding ministries and for identifying those who need extra care and help.
- ◆ Operationally the charity works with children and vulnerable adults including older people. The trustees recognise the absolute necessity of ensuring the protection and safety of all those that the charity serves. This means that sisters engaged in any ministry in Great Britain and all those who work or volunteer for the charity and work with children or vulnerable adults must obtain clearance from the Disclosure and Barring Service (DBS). The same applies for relevant staff employed by St Mary's Home and St Rose's School. The trustees are committed fully to implementing the policies of the Catholic Safeguarding Advisory Service (CSAS). One of the sisters is responsible for ensuring this policy is adhered to in respect to all sisters, employees and volunteers. In addition, a Safeguarding Officer is nominated at both the Home and the School operated by the charity. Safeguarding training is compulsory for all staff.
- ◆ The charity's principal asset comprises listed investments, the value of which is dependent on movements in UK and world stock markets. The investments are managed by reputable investment managers who adhere to a policy agreed by the trustees. The performance of the portfolio is monitored the investment strategy is assessed regularly to ensure it remains appropriate to the charity's needs – both now and in the future.
- ◆ As noted above, the trustees are considering ways in which they might develop a complex of senior living accommodation on the site at Stone including the construction of a new larger care home. A major property development of this nature brings with it a number of risks. These risks are being mitigated through careful discernment and planning and by seeking detailed professional advice in respect to all aspects of the potential project.

Home

The major risks for the Home are as follows:

- ◆ As referenced earlier in this report, the Covid-19 pandemic is the biggest risk currently facing the Home. This has impacted adversely, upon occupancy levels and costs, both of which continue to be carefully monitored by the trustees.

RISK MANAGEMENT (continued)

Home (continued)

- ◆ In common with the care sector generally, the Home is finding it increasingly difficult to recruit and retain suitably qualified nursing staff. However, the Home will continue to strive to recruit staff and will review remuneration packages on offer if necessary.
- ◆ As noted above, the trustees are considering ways in which they might develop a complex of senior living accommodation on the site at Stone including the construction of a new larger care home. A major property development of this nature brings with it a number of risks. These risks are being mitigated through careful discernment and planning and by seeking detailed professional advice in respect to all aspects of the potential project.

School

The major risks for the School is as follows:

- ◆ The impact of the Covid-19 pandemic continues to be a significant risk, which to date has been successfully managed by the Leadership Team. The School has a comprehensive Risk Assessment specifically for Covid-19 which is reviewed regularly.
- ◆ St Rose's is a key front line player, working in partnership with other children's services. All Governors, staff and volunteers have a Disclosure and Barring Service check. Staff must be aware of local policies and procedures that must be followed and which are under the direction of the Local Safeguarding Children's Board.

The safeguarding policy aims to outline the role that St Rose's has, the procedures that staff should follow, and the guidance issued on student protection generally. All staff must ensure that the needs and safety of the students are at the forefront of their practice. In their day-to-day contact with individual students, teachers and other staff are particularly well placed to observe outward signs of abuse, changes in behaviour or failure to develop.

- ◆ Long term forecasting of student numbers continues to be difficult but the recent number of new students has been encouraging. Governors are mindful of the continuing need to raise the profile of the organisation and to maintain and further enhance good working relationships with local authorities.
- ◆ Governors continue to work to significantly improve the existing buildings, see details of the current Quentin House Project development within 'future plans'.

GOVERNANCE, STRUCTURE AND MANAGEMENT

Governance

In terms of Canon law, the Congregation is governed by the Prioress General and her General Council in Stone. They are elected every six years at a General Chapter or meeting of all members of the Congregation. Members of the General Council are chosen for their personal qualities, their understanding and experience of the ministries of the sisters throughout the Congregation, and to secure a good skills mix. Each community in the Congregation is governed by a local Prioress, who is elected by the local community and approved by the Prioress General and her Council. The Prioress General is required to visit each community at least once a year and throughout the year there is a system of accountability operational throughout the Congregation to ensure that the Prioress General and her Councillors are aware of the progress and development of the ministries carried out by the Sisters of the Congregation.

In terms of Civil law, the charity is governed by a trust deed dated 13 July 1976 and is a registered charity – Charity Registration No. 271922. The trustees of the charity are the five members of the General Council. As all trustees are members of the Congregation, they have a detailed knowledge of the work of the charity and of its structure. On being appointed, new trustees are required to spend time with those trustees leaving office. They also meet with the Congregation's legal, accounting, investment and property advisers to obtain a full briefing of their responsibilities and the charity's position.

Trustees

The names of the trustees who served during the year are set out as part of the reference and administrative details on page 1 of this annual report and accounts and brief biographical details on each of the trustees is given below.

Sister Margaret Teresa Billington O.P (Chair Person of the Trustees)

Appointed 4 August 2007 and re-appointed 4 August 2013 and 4 August 2019

Sister Teresa was born in Stoke-on-Trent and received her secondary education from the Dominican Sisters. She qualified as a chartered physiotherapist in 1965 and worked in a district general hospital and also treated professional sportsmen.

She joined the Congregation in 1968 and after formation worked in St Rose's Special School in Stroud as a Paediatric Physiotherapist gaining further post graduate qualifications. She qualified as a doctor in 1988 after training in Bristol and after house officer posts in Bristol and Gloucester specialised in paediatrics. She changed specialities to general practice and qualified as a member of the Royal College of General Practitioners in 2000. After many happy and fulfilling years in general practice she retired in 2012.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Margaret Teresa Billington O.P (Chair Person of the Trustees) (continued)

She became a trustee in 2007, was re-elected in 2013 and was elected Prioress General of the Congregation for a term of office of six years in 2019. She is a Governor of St Rose's School and a member of the Management Board of St Mary's Home. Sister Teresa also serves on the Safeguarding Commission of the Archdiocese of Birmingham and much time is spent on training and meetings. She also serves on the selection committee for seminarians in the Clifton Diocese. Retirement has also given her time to pursue further study.

Her interests include politics and economics and all sport except boxing and wrestling as she dislikes seeing people hurting each other. She has renewed her childhood interest in the piano and has begun to teach herself.

Sister Mary Julie Alves

Appointed 4 August 2013 and re-appointed 4 August 2019

Sister Mary Julie was born on 3 April 1944, in Porthcawl, South Wales. She spent her childhood in Wales, Scotland and England where she easily absorbed the dialects of each country.

Sister Mary Julie entered the Congregation from Glasgow in 1963 and made her profession in 1964.

In 1967, Sister Julie began her training as a Home Economics Teacher at Digby Stuart College, London, with supporting courses being Social Studies and Divinity. Following her training in 1970 she taught Home Economics and Religious Education (RE) to young people for 40 years in main stream sector schools in Stoke on Trent and Birmingham and then in Special Education in the Congregation's school in Stroud where she coordinated the Home Economics and RE departments.

The years in education were interspersed with further training with the Samaritans and courses linked with teaching children with special needs including an Advanced Open University Diploma in Education in Special Needs in Education, diplomas in speech and language disorders as well as in service training including safeguarding and health and safety. Throughout her years in Stroud Sister Julie supported and advised the Clifton Diocesan Education Department in the teaching of RE to children with special needs. During this time Sister Mary Julie was also involved in adapting the National Syllabus 'Come and See' for children with special needs.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Mary Julie Alves (continued)

Within the Congregation Sister Julie was elected Prioress of Newcastle-upon-Tyne from 1984 to 1986 and later Prioress of Stroud from 1987 to 1993. At the General Chapter of 2001 she was elected as a Councillor and Trustee for six years and again at the General Chapters of 2013 and 2019. In 2014 Sister Julie was elected Prioress of Stone and was re-elected in 2017. She is a Governor of St Rose's School and a member of the Management Board of St Mary's Home.

Her interests are supporting families with children who have a disability, listening to music, musing in the countryside and meeting people.

Sister Mary David Burton

Appointed 4 August 2019

Sister Mary David was born in Birmingham. She completed two-year's teacher training at Kesteven Training College, Lincolnshire, and, an Anglican, was received into the Catholic Church at the end of the college course in 1958.

After two years teaching in a local state school, she entered the Congregation at Stroud in 1960, and her first profession was in 1962. She taught in Harpenden for two years, followed by a year's study at St Catherine's Centre, Portobello Road, before moving to Stone in 1967, where she made her final profession in 1968. She taught at St Dominic's Priory School until 1992.

From 1992 to 1999 she was in Rome, in charge of the shop at Santa Sabina, the Dominican Order's Headquarters. She returned to the UK for four years of monastic life in Bedfordshire, then returned to Stone for a short period before living alone at the recently vacated market convent at Leicester whilst it was marketed for sale. The sale completed in 2006. She spent two years in charge of a monastery guesthouse in Southern France. In Rome again 2008-2016, she translated Italian texts into English for a Dominican Congregation. Now back at Stone, she is chantress, librarian, continues the translation work and has charge of the garden. She enjoys manual work and is interested in design, lettering, practicalities and making things tidy. She was elected to the General Council at the General Chapter in 2019 and currently serves as secretary.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Angela Mary Leydon

Appointed 4 August 2013 and re-appointed 4 August 2019

Sister Angela was born in Dublin, Ireland and entered the Congregation at the age of 20, making her profession in 1966. She qualified as a teacher in 1974, working initially at a school in Newcastle-upon-Tyne. She developed an interest in learning sign language in order to communicate with deaf children and their parents who attended the local Parish Church. She subsequently qualified as a teacher of the deaf and was employed as a peripatetic teacher working in Newcastle and Middlesbrough. In 1993 she was appointed Coordinator of Hexham and Newcastle Diocesan Centre for the Deaf. Her work in this role included promoting and organising deaf awareness programmes for employees in the Health Service, in Social Services and in various businesses, which involved teaching sign language to the employees. The aim was to enable deaf people to have easier access to these services.

She also set up various projects in schools and clubs involving drama and sports to foster and promote integration between deaf and hearing young people. In 1993 she moved back to the mother house in Stone as Prioress.

In 1995 she was elected Prioress General of the Congregation, and was re-elected for a second term in 2001. During this time she also served on the Council of the Dominican Sisters International. In this capacity, she was involved in setting up a solidarity fund to provide training for Dominican sisters, particularly in indigenous congregations in Africa and Asia-Pacific, in a range of fields including leadership, formation, the use of social media and theology. In 2007 she was again appointed as Prioress of the Stone community. At the General Chapter in 2013, she was re-elected as a member of the General Council for a six year term. In 2014 she was appointed as Novice Mistress for the Congregation and is the co-ordinator of the formation community at Cambridge.

Her hobbies include reading, listening to music, learning new skills in IT and watching various sporting events on television.

Sister Mary John Perks

Appointed 4 August 2019

Sister Mary John (Susan Perks) was born in Stoke on Trent and educated at Harpfields secondary school. She was gifted at art and on leaving school began a three year apprenticeship in pottery. Shortly after this she became interested in the Roman Catholic religion, and began instruction with the parish Priest at Stoke and was received into the church in 1969. She began training as a nurse, and in her spare time would go over to Stone and work voluntarily in the old St Mary's Home.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees (continued)

Sister Mary John Perks (continued)

Sister qualified as a state enrolled nurse in 1967 and worked full time at St Mary's leaving in order to enter the Congregation in 1972, at Stone. As a Novice Sister, she lived and worked voluntarily at St Christopher's Hospice, at Sydenham, where she was able to specialise in terminal care, mainly cancer at the world renowned St Christopher's. After making her first profession, she enrolled as a trainee Registered General Nurse. After qualifying she worked in St Catherine's Home, Leicester and was eventually appointed Matron. She stayed at St Catherine's until 2000 when she began working in the NHS as a senior staff nurse specialising in the care of stroke victims. She became a mentor to the newly qualified and assisted the carers in NVQ's after several years before retiring in 2019.

Sister has been a committed fundraiser, and spent time in Bosnia during the Croat Bosniak War. She is involved with Pets as Therapy and trained her own dog to assist with rehabilitation work for stroke victims. She joined the Local Justice and Peace movement in 2019, and visits asylum seekers and travellers, and is a member of the Diocesan Vocations team. She works actively in the parish assisting the parish priest with administering communion and visiting the sick and is on two Parish Committees, St Peters and The Blessed Sacrament.

She was elected councillor at the 2019 General Chapter.

In her spare time Sister enjoys studying World War history, as well as continuing with art and craft work. She loves nature and all things pertaining to wildlife and she loves outside spaces in which to appreciate the same. She is an avid gardener and likes to work with children to help them reach their potential.

Above all Sister values her prayer life and space.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Trustees' responsibilities statement

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

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these accounts, the trustees are required to:

- ◆ select suitable accounting policies and then apply them consistently;
- ◆ observe the methods and principles in Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the United Kingdom and Republic of Ireland (FRS 102);
- ◆ make judgements and estimates that are reasonable and prudent;
- ◆ state whether applicable United Kingdom Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- ◆ prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, applicable Charity (Accounts and Reports) Regulations and the provisions of the charity's trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Structure and management reporting

The trustees are ultimately responsible for the policies, activities and assets of the charity. They meet monthly to review developments with regard to the charity or its activities and make any important decisions. When necessary, the trustees seek advice and support from the charity's professional advisers including property consultants, investments managers, solicitors and accountants. The day-to-day management of the charity's activities, and the implementation of policies, is delegated to the appropriate members of the Congregation or senior staff.

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Structure and management reporting (continued)

The Congregation comprises 24 sisters who live as part of four communities situated in the Midlands and South of England. As stated above, each community has a local Prioress elected by the community and ratified by the Prioress General and her Council. The local Prioress is responsible for both the needs and the care of the sisters in her community and she liaises regularly with the Prioress General. Two of the trustees are local Prioresses. All the trustees meet regularly with the Prioresses of the other houses of the Congregation to discuss developments and future plans.

The day-to-day responsibility for St Mary's Home in Stone lies with the Registered Manager. Management reporting lines within the Home are clearly defined and the Management Board comprises The Manager; The Finance Manager; The Prioress General; The Vice Prioress General; and the Prioress of Stone who meet regularly to discuss any issues that may arise.

The day-to-day responsibility for St Rose's School (incorporating St Martin's Centre) is delegated to the Head Teacher and the Leadership Management Team. They are supported by a highly dedicated team of teachers, therapists, carers, domestic and clerical staff and work closely with the Board of Governors. Two of the trustees are also members of the School's Board of Governors.

Key management personnel

The trustees consider that they, together with the Management Board of the Home and Leadership Management Team of the School comprise the key management of the charity in charge of directing and controlling, running and operating the charity on a day-to-day basis.

All trustees are members of the Congregation and as such their living and personal costs are borne by the charity. However they receive no remuneration of expenses for their services as trustees or members of key management.

With regards to the Home, pay of the Registered Manager and the Finance Manager are reviewed annually by the remaining members of the Management Board (who are all trustees) and is normally increased in accordance with average earnings and also bench-marked with similar roles to ensure that the remuneration set is fair and not out of line with that generally paid.

With regards to the School, the remuneration of key management personnel is set by the Governing Body. Note is taken of market conditions, national and local pay scales and levels of performance. The Principal and Vice Principal have had an annual performance review, where their targets are agreed/reviewed with a panel of two Governors and the Strategic Improvement Partner (appointed by the full Governing Body).

GOVERNANCE, STRUCTURE AND MANAGEMENT (continued)

Working with other organisations

The charity works closely with a number of other charities and public bodies which work in the fields of education and of providing care to the vulnerable and the elderly. Working together with other charities and public bodies enhances communication and understanding, thus enabling services to be provided more efficiently and effectively and avoiding duplication of effort. Examples of the organisations with which the charity has cooperated during the year are as follows:

- ◆ Roman Catholic Dioceses of Birmingham, Clifton, East Anglia, and Nottingham;
- ◆ Care Quality Commission;
- ◆ Gloucestershire County Council;
- ◆ Stoke-on-Trent City Council;
- ◆ Staffordshire County Council.

EMPLOYEES, VOLUNTEERS AND MEMBERS OF THE CONGREGATION

The trustees wish to record their recognition of the professionalism and commitment of all their staff, volunteers and the individual members of the Congregation. Their dedication and positive approach is very much appreciated.

Signed on behalf of the trustees:



Sister Margaret Teresa (MT Billington)
Chair of Trustees

Approved by the trustees on: 19/01/2021

Independent auditor's report to the trustees of The English Dominican Congregation (Stone) Charitable Fund

Opinion

We have audited the accounts of The English Dominican Congregation (Stone) Charitable Fund (the 'charity') for the year ended 31 March 2020 which comprise the statement of financial activities, the comparative statement of financial activities, the balance sheet, the statement of cash flows, the principal accounting policies and the notes to the accounts. 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 accounts:

- ◆ give a true and fair view of the state of the charity's affairs as at 31 March 2020 and of 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 Charities Act 2011.

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 accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts 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

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- ◆ the trustees' use of the going concern basis of accounting in the preparation of the accounts is not appropriate; or
- ◆ the trustees have not disclosed in the accounts any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the accounts are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report and Accounts, other than the accounts and our auditor's report thereon. Our opinion on the accounts does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in 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 there is a material misstatement in the accounts or a material misstatement of the other information. 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- ◆ the information given in the trustees' report is inconsistent in any material respect with the accounts; or
- ◆ sufficient accounting records have not been kept; or
- ◆ the accounts are not in agreement with the accounting records and returns; or
- ◆ we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees are responsible for the preparation of the accounts 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 accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, the trustees are responsible for assessing the charity'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 charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the accounts

Our objectives are to obtain reasonable assurance about whether the accounts as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Auditor's responsibilities for the audit of the accounts (continued)

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these accounts.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and with regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity'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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Buzzacott LLP



Buzzacott LLP
Statutory Auditor
130 Wood Street
London
EC2V 6DL

28 January 2021

Buzzacott LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Statement of financial activities Year to 31 March 2020

| | Notes | Unrestricted funds £ | Restricted funds £ | Endowment funds £ | 2020 Total funds £ | 2019 Total funds £ |
|--|-------|-------------------------|-----------------------|----------------------|--------------------------|--------------------------|
| Income from: | | | | | | |
| Donations, grants and legacies | 1 | 455,588 | 1,599 | — | 457,187 | 547,723 |
| Other trading activities | | 40,638 | — | — | 40,638 | 42,546 |
| Investments and interest receivable | 2 | 333,124 | — | — | 333,124 | 306,145 |
| Charitable activities | 3 | 4,902,389 | 597,871 | — | 5,500,260 | 5,072,644 |
| Other sources | | 31,818 | — | — | 31,818 | 30,828 |
| Total income | | 5,763,557 | 599,470 | — | 6,363,027 | 5,999,886 |
| Expenditure on: | | | | | | |
| Raising funds | | 2,138 | — | — | 2,138 | 215 |
| Charitable activities | | | | | | |
| . Support of members of the Congregation and their ministry | 4 | 953,005 | — | — | 953,005 | 946,955 |
| . Provision of residential and nursing care | 5 | 2,480,794 | — | — | 2,480,794 | 2,478,567 |
| . Provision of education and care | 6 | 2,481,427 | 537,427 | — | 3,018,854 | 2,801,885 |
| . Grants and donations | 7 | 18,141 | 4,576 | — | 22,717 | 21,901 |
| . Strategic property development | 8 | 167,154 | — | — | 167,154 | 274,256 |
| Total expenditure | | 6,102,659 | 542,003 | — | 6,644,662 | 6,523,779 |
| Net (expenditure) income before investment gains and losses | | (339,102) | 57,467 | — | (281,635) | (523,893) |
| Net (losses) gains on the revaluation of investments | 14 | (512,511) | — | — | (512,511) | 306,803 |
| Net (expenditure) income | 10 | (851,613) | 57,467 | — | (794,146) | (217,090) |
| Transfers between funds | 19 | 117,812 | (117,812) | — | — | — |
| Net movement in funds | | (733,801) | (60,345) | — | (794,146) | (217,090) |
| Reconciliation of funds | | | | | | |
| Fund balances brought forward at 1 April 2019 | | 21,934,694 | 228,633 | 12,830 | 22,176,157 | 22,393,247 |
| Fund balances carried forward at 31 March 2020 | | 21,200,893 | 168,288 | 12,830 | 21,382,011 | 22,176,157 |

All recognised gains and losses are included in the above statement of financial activities.

All of the charity's activities derived from continuing operations during the above two financial years.

A full comparative statement of financial activities is shown on page 40.

Comparative statement of financial activities Year to 31 March 2019

| | Notes | Unrestricted funds £ | Restricted funds £ | Endowment funds £ | 2019 Total funds £ |
|--|-------|-------------------------|-----------------------|----------------------|--------------------------|
| Income from: | | | | | |
| Donations, grants and legacies | 1 | 499,369 | 48,354 | — | 547,723 |
| Other trading activities | | 42,546 | — | — | 42,546 |
| Investments and interest receivable | 2 | 306,145 | — | — | 306,145 |
| Charitable activities | 3 | 4,522,345 | 550,299 | — | 5,072,644 |
| Other sources | | 30,828 | — | — | 30,828 |
| Total income | | 5,401,233 | 598,653 | — | 5,999,886 |
| Expenditure on: | | | | | |
| Raising funds | | 215 | — | — | 215 |
| Charitable activities | | | | | |
| . Support of members of the Congregation and their ministry | 4 | 946,955 | — | — | 946,955 |
| . Provision of residential and nursing care | 5 | 2,478,567 | — | — | 2,478,567 |
| . Provision of education and care | 6 | 2,283,767 | 518,118 | — | 2,801,885 |
| . Grants and donations | 7 | 21,901 | — | — | 21,901 |
| . Strategic property development | 8 | 274,256 | — | — | 274,256 |
| Total expenditure | | 6,005,661 | 518,118 | — | 6,523,779 |
| Net (expenditure) income before investment gains and losses | | (604,428) | 80,535 | — | (523,893) |
| Net gains on the revaluation of investments | 14 | 306,803 | — | — | 306,803 |
| Net (expenditure) income | 10 | (297,625) | 80,535 | — | (217,090) |
| Transfers between funds | 19 | 112,068 | (112,068) | — | — |
| Net movement in funds | | (185,557) | (31,533) | — | (217,090) |
| Reconciliation of funds | | | | | |
| Fund balances brought forward at 1 April 2018 | | 22,120,251 | 260,166 | 12,830 | 22,393,247 |
| Fund balances carried forward at 31 March 2019 | | 21,934,694 | 228,633 | 12,830 | 22,176,157 |

Balance sheet 31 March 2020

| | Notes | 2020 £ | 2020 £ | 2019 £ | 2019 £ |
|--|-------|------------------|-------------------|-----------|------------|
| Fixed assets | | | | | |
| Tangible assets | 13 | | 7,425,422 | | 7,580,274 |
| Investments | 14 | | 6,011,830 | | 7,524,341 |
| Programme related investments | 15 | | 2,655,936 | | 2,678,187 |
| | | | 16,093,188 | | 17,782,802 |
| Current assets | | | | | |
| Stock | | 3,861 | | 3,085 | |
| Debtors | 16 | 264,954 | | 548,884 | |
| Short term deposits | | 2,287,346 | | 1,789,460 | |
| Cash at bank and in hand | | 3,221,969 | | 2,498,625 | |
| | | 5,778,130 | | 4,840,054 | |
| Liabilities | | | | | |
| Creditors: amounts falling due within one year | 17 | (489,307) | | (446,699) | |
| Net current assets | | | 5,288,823 | | 4,393,355 |
| Total net assets | | | 21,382,011 | | 22,176,157 |
| The funds of the charity: | | | | | |
| Capital funds: | | | | | |
| . Endowment funds | 18 | | 12,830 | | 12,830 |
| Income Funds: | | | | | |
| . Restricted funds | 19 | | 168,288 | | 228,633 |
| . Unrestricted funds: | | | | | |
| .. General funds | | | 1,959,312 | | 2,805,591 |
| .. Tangible fixed assets fund | 20 | | 7,425,422 | | 7,580,274 |
| .. Designated funds | 21 | | 11,816,159 | | 11,548,829 |
| | | | 21,382,011 | | 22,176,157 |

Approved by the trustees and signed on their behalf by:

M. J. Billington

Sister Margaret Teresa (MT Billington)
Chair of Trustees

Approved by the trustees on: 19/01/2021

Statement of cash flows Year to 31 March 2020

| | Notes | 2020 £ | 2019 £ |
|--|-------|------------------|-----------|
| Cash flows from operating activities: | | | |
| Net cash used in operating activities | A | (20,592) | (413,897) |
| Cash flows from investing activities: | | | |
| Investment income and interest received | | 336,936 | 306,142 |
| Repayment of loan by St Dominic's Priory School | | 22,251 | 22,251 |
| Proceeds from the disposal of tangible fixed assets | | 5,575 | 423,735 |
| Proceeds from the disposal of investments | | 1,000,000 | — |
| Purchase of tangible fixed assets | | (122,940) | (156,302) |
| Net cash provided by investing activities | | 1,241,822 | 595,826 |
| Change in cash and cash equivalents in the year | | 1,221,230 | 181,929 |
| Cash and cash equivalents at 1 April 2019 | B | 4,288,085 | 4,106,156 |
| Cash and cash equivalents at 31 March 2020 | B | 5,509,315 | 4,288,085 |

Notes to the statement of cash flows for the year to 31 March 2020.

A Reconciliation of net expenditure to net cash used in operating activities

| | 2020 £ | 2019 £ |
|---|------------------|-----------|
| Net expenditure (as per the statement of financial activities) | (794,146) | (217,090) |
| Adjustments for: | | |
| Depreciation charge | 272,947 | 296,330 |
| Losses (gains) on investments | 512,511 | (306,803) |
| Investment income and interest receivable including rent receivable | (333,124) | (306,145) |
| (Gain) loss on disposal of tangible fixed assets | (730) | 34,332 |
| Increase in stocks | (776) | (397) |
| Decrease (increase) in debtors | 280,118 | (8,442) |
| Increase in creditors | 42,608 | 94,318 |
| Net cash used in operating activities | (20,592) | (413,897) |

B Analysis of cash and cash equivalents

| | 2020 £ | 2019 £ |
|--|------------------|-----------|
| Cash at bank and in hand | 3,221,969 | 2,498,625 |
| Short term deposits (all maturing within three months) | 2,287,346 | 1,789,460 |
| Total cash and cash equivalents | 5,509,315 | 4,288,085 |

Principal accounting policies Year to 31 March 2020

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the accounts are laid out below.

Basis of preparation

These accounts have been prepared for the year to 31 March 2020 with comparative information provided in respect to the year to 31 March 2019.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (Charities SORP FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant accounting policies below or the notes to these accounts.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts are presented in sterling and are rounded to the nearest pound.

Critical accounting estimates and areas of judgement

Preparation of the accounts requires the trustees to make significant judgements and estimates.

The items in the accounts where these judgements and estimates have been made include:

- ◆ The estimates of the useful economic life of tangible fixed assets used to determine the annual depreciation charge;
- ◆ The provision required for any bad or doubtful debts in respect to fees receivable by St Mary's Home, Stone or St Rose's School, Stroud. Any such provision has been determined following an assessment of the likelihood of recovery on long-standing debts;
- ◆ Assumptions adopted by the trustees in determining the value of any designations required from the charity's unrestricted funds, in particular the sisters' retirement fund; and
- ◆ The estimates of future income and expenditure flows for the purpose of assessing whether the charity is a going concern (see below).

Critical accounting estimates and areas of judgement (continued)

The most significant areas of judgement that affect items in the accounts are detailed above. With regard to the next accounting period, the year ending 31 March 2021, the most significant areas that affect the carrying value of the assets held by the charity are the level of investment return and the performance of the investment markets (see the investment policy and the risk management sections of the trustees' report for more information).

Assessment of going concern

The trustees have assessed whether the use of the going concern assumption is appropriate in preparing these accounts. The trustees have made this assessment in respect to a period of at least one year from the date of approval of these accounts.

The trustees of the charity have concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees are of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due.

Since the end of the financial year, the Covid-19 pandemic has changed the shape and nature of the world. It has impacted not only the basic nature of social interactions but has also had a significant economic impact at every level in ways which have been outside of the charity's control. Therefore, in forming their assessment of going concern, the trustees have considered the impact of the Covid-19 pandemic on the charity's operations, with a particular focus on its effect on its financial position including its income, expenditure and reserves, its beneficiaries and its employees.

As most of the members of the Congregation are aged over 70, they have had to adhere to the stringent government advice issued on 23 March. This has meant that their normal apostolic activities have had to find new shape or cease altogether. As a result of the social distancing rules, whilst largely remaining in lockdown, Sisters have tried to find new ways of working and supporting one another and those with whom they work.

It is anticipated that the overall charity's income will no doubt be affected because of the falls in investment income as a result of the volatility in global stock markets and the wider economic impact of the pandemic. In terms of the expenditure on supporting the sisters and their individual ministry, whilst a small rise in certain daily living expenses may arise due to inflationary pressure, this will be countered by falls in the level of travel and similar costs.

With respect to the Home, the decrease in new admissions and subsequent reduction in the occupancy level is likely to have a detrimental impact financially, as will the increased costs arising from additional PPE requirements. However, the management team has taken a proactive approach to managing staffing levels to reduce staffing costs and it is hoped that this, together with grant funding that has been made available in 2020/21, will to some extent mitigate the financial impact.

Assessment of going concern (continued)

With respect to the School, to the end of March 2020, the financial impact was very limited and moving forward it is anticipated that the main income streams will continue to hold up as the government has advised local authorities to continue to pay for all placements – to date, this has happened and the Trustees and Governing Body expect that this will continue to be the case. The School may experience some staffing issues and this may have an impact on the amount of respite care the School can offer – however, it is anticipated that the financial impact of this will be limited. The Trustees and Governors have agreed that the first stage of the Quentin House phase should be started as soon as possible using surplus accumulated funds and the School has instructed the consultants to continue the detailed negotiations with the preferred Contractor with the plan to start work on-site in April in 2021. Work on the other phases of the project will be authorised, as and when the necessary funding is secured.

In light of the above, the trustees have concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. They are of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due.

Income recognition

Income is recognised in the period in which the charity is entitled to receipt, the amount can be measured with reasonable certainty and receipt of the income is probable.

Income comprises income from donations, grants and legacies; income from other trading activities (principally the hire of St Rose's School's facilities); income from fundraising; investment income and bank interest; and income from charitable activities deriving from educational fee income and government grant allocations at St Rose's School, and fees receivable from the provision of residential and nursing care to the residents of St Mary's Home.

Donations and grants, including salaries and pensions of individual religious received under Gift Aid or deed of covenant, are recognised when the charity has confirmation of both the amount and settlement date. In the event of donations or grants pledged but not received, the amount is accrued for where the receipt is considered probable. In the event that a donation or grant is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

In accordance with the Charities SORP FRS 102, volunteer time is not recognised.

Legacies are included in the statement of financial activities when the charity is entitled to the legacy, the executors have established that there are sufficient surplus assets in the estate to pay the legacy, and any conditions attached to the legacy are within the control of the charity.

Income recognition (continued)

Entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, but the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title of the asset having been transferred to the charity.

Income from other trading activities comprises, in the main, charges made for the hire of facilities at St Rose's School to third parties. It is accounted for on an accruals basis with the income being recognised when due contractually. The income is recognised at the amount due under the contract for hire less any rebates or discounts.

Income from fundraising comprises income raised as a result of local fundraising events held by either St Mary's Home, Stone or St Rose's School, Stroud. The income raised is accounted for when received i.e. on the day of the relevant event.

Investment income is recognised once the dividend (or similar) has been declared and the funds are receivable by the charity.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity.

Fees for the provision of education and care comprise agreements with local authorities in respect to specific students aged up to 19 years and funding from the Education Funding Authority (EFA) in respect to the provision for those students aged 19 and over. Such income is recognised when the charity is entitled to receipt under the relevant contractual arrangements and funding agreements. This is usually at the point at which the charity has commenced the provision of educational and care services in respect to the relevant students.

Fees derived from the provision of care to the residents of the care home are recognised as income in the period to which the residency relates and when it is probable that the income will be received.

The value attached to the reversion to the charity of an unencumbered title and beneficiary interest in land and buildings, previously leased to third parties on long lease agreements, is based on the anticipated sale proceeds as at the balance sheet date of the property in question. Such value is deemed to equate to the fair value of the property at that date.

Other miscellaneous income is measured at fair value and accounted for on an accruals basis.

Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to make a payment to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis and includes any attributable VAT which cannot be recovered. All expenses, including support costs, are allocated or apportioned to the applicable expenditure headings. The classification between activities is as follows:

- a. Expenditure on raising funds includes the costs associated with fundraising activities.
- b. Expenditure on charitable activities includes expenditure on the charity's primary charitable purposes as described in the trustees' report. Such costs include:
 - (i) Expenditure on the support of members of the Congregation and their ministry. Such expenditure enables the members to carry out the work of the charity in the areas of the advancement of the Roman Catholic faith, the provision of residential and nursing care, the advancement of education and the relief of poverty.
 - (ii) Expenditure incurred in providing education and care at the charity's school, St Rose's School, Stroud.
 - (iii) Expenditure incurred in the provision of residential and nursing care facilities for the elderly at St Mary's Home, Stone.
 - (iv) Donations made to other organisations and to individuals. The making of grants and donations is not a central part of the charity's activities. Donations are made only in cases where the trustees consider there is real need following a review of the details of each particular case. Grants and donations are included in the statement of financial activities when approved for payment. Provision is made for grants and donations approved but unpaid at the year end.
 - (v) Expenditure incurred on the strategic planning for property development i.e. looking at ways in which the trustees might develop a complex of senior living accommodation on the site at Stone, Staffordshire, including the construction of a new care home.

The majority of expenditure can be attributed directly to the above categories. Some staff costs are apportioned between the above categories of expenditure based on the time spent by staff on the relevant area. Governance costs which comprise the costs directly attributable to the governance of the charity, including audit costs and the necessary legal procedures for compliance with statutory requirements are allocated directly to the charitable activities to which they relate.

Tangible fixed assets

All assets costing more than £2,000, and with an expected useful life exceeding one year, are capitalised.

- ◆ **Non-specialised freehold land and buildings**
Non-specialised land and buildings are those designed as, and used wholly or mainly for, private residential accommodation, including residential convents. They are stated in the accounts at cost. Such land and buildings are not depreciated. Their value and condition are reviewed annually by the trustees, who are satisfied that their residual value is not materially less than their book value.
- ◆ **Specialised freehold land and buildings**
Specialised buildings comprise the Congregation's care home and school.

Land and buildings comprising a care home and school are stated at cost, or where cost is not available, at deemed cost at the date of transition to Charities SORP FRS 102 based on a trustees' valuation made in 1994 on the basis of continuing use with no value being attributed to freehold land. Depreciation on the property used by the care home, is provided at 2% per annum on a straight-line basis to write the buildings off over their estimated useful economic life to the charity. The properties used by the School are depreciated at rates between 2% to 5% per annum on a straight line basis.

- ◆ **Furniture and equipment**
Computer equipment is depreciated at 33.3% per annum, on a straight line basis, in order to write off the cost of each asset over its estimated useful life.

Expenditure on the purchase and replacement of furniture and other equipment is capitalised and depreciated over periods of between five and twenty years, in order to write off the cost of each asset over its estimated useful life.

Certain items of furniture and equipment used by the School are depreciated at rates between 15% to 33% per annum on a reducing basis.

- ◆ **Motor vehicles**
Motor vehicles are capitalised and depreciated at 25% per annum, on a straight line basis, in order to write off the cost of each vehicle over its estimated useful life.

The motor vehicles used by the School are depreciated at 25% per annum on a reducing basis.

Investments

Listed investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price.

The charity does not acquire put options, derivatives or other complex financial instruments.

Investments (continued)

Realised gains (or losses) on investment assets are calculated as the difference between disposal proceeds and their opening carrying value or their purchase value where the

Principal accounting policies Year to 31 March 2020

investment is acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value at that date. Realised and unrealised investment gains (or losses) are combined in the statement of financial activities and are credited (or debited) in the year in which they arise.

Cash held by the investment manager for re-investment is included as a component of fixed asset investments.

Programme related investments

Programme related investments include buildings owned by the charity but occupied by St Dominic's Priory School (Stone), an independent day school, for the advancement of education and a loan granted to St Dominic's Priory School (Stone) for the advancement of education. The buildings are included on the balance sheet based at their carrying value as at the date on which the building was made available to St Dominic's Priory School (Stone). All investments are carried on the balance sheet net of any impairment provisions. Any gains (or programme related losses) arising from the disposal of such investments are credited (or debited) to the statement of financial activities in the year in which they arise.

Stocks

Stocks of miscellaneous education and other supplies are included on the balance sheet at the lower of cost and net realisable value.

Debtors

Debtors are recognised at their settlement amount, less any provision for non-recoverability. Prepayments are valued at the amount prepaid. They have been discounted to the present value of the future cash receipt where such discounting is material.

Property awaiting disposal

The value attached to property awaiting disposal at the balance sheet date, and which arises from the reversion to the charity of an unencumbered title and beneficiary interest in land and buildings previously leased to third parties on long lease agreements, is based on the anticipated sale proceeds of the property as at the balance sheet date. Such value is deemed to equate to the fair value of the property at that date.

Cash at bank and in hand

Cash at bank and in hand represents such accounts and instruments that are available on demand or have a maturity of less than three months from the date of acquisition. Deposits for more than three months but less than one year have been disclosed as short term deposits. Cash placed on deposit for more than one year is disclosed as a fixed asset investment.

Creditors and provisions

Creditors and provisions are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors and provisions are recognised at the amount the charity anticipates it will pay to settle the debt. They have been discounted to the present value of the future cash payment where such discounting is material.

Fund accounting

The general fund comprises those monies which may be used towards meeting the charitable objectives of the charity at the discretion of the trustees.

The tangible fixed assets fund represents the net book value of the charity's freehold properties and other tangible fixed assets which represent unrestricted funds.

The designated funds are monies set aside out of general funds and designated for specific purposes by the trustees.

The restricted funds comprise assets and monies raised where their use is restricted to a specific purpose or donations subject to donor imposed conditions.

The endowment funds comprise monies which must be held indefinitely as capital. The income therefrom can be used for general purposes and is credited directly to unrestricted funds.

Services provided by members of the Congregation

For the purposes of these accounts, no value has been placed on administrative and other services provided by the members of the Congregation.

Foreign currencies

Income received and costs incurred overseas are translated into sterling at the rate of exchange in force at the year end. This policy does not comply with FRS 102 Section 30, but has been adopted to avoid over-complexity. The amounts involved are not material.

Pension costs

Contributions made in respect of the charity's defined contribution scheme are charged to the statement of financial activities in the year in which they are payable to the scheme.

Full-time and part-time teaching staff at St Rose's School employed under a contract of service are eligible to contribute to the Teachers' Pension Scheme (TPS). The TPS, a

Principal accounting policies Year to 31 March 2020

statutory, contributory, final salary scheme is administered by Teachers' Pensions on behalf of the Department for Education (DfE). As the School is unable to identify its share of the underlying (notional) assets and liabilities of the scheme, it has taken advantage of the exemption within section 28 of FRS 102 and has accounted for its contributions to the scheme as if it were a defined benefit contribution scheme. Contributions to the Scheme are charged to the statement of financial activities as they become payable in accordance with the rules of the Scheme.

Lease commitments

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the statement of financial activities on a straight line basis over the lease term.

1 Income from: donations, grants and legacies

| | Unrestricted funds £ | Restricted funds £ | Total 2020 £ | Unrestricted funds £ | Restricted funds £ | Total 2019 £ |
|---|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Salaries and pensions of individual religious received under Gift Aid or Deed of Covenant | 432,931 | — | 432,931 | 461,873 | — | 461,873 |
| Grants receivable | — | — | — | 5,000 | 2,710 | 7,710 |
| Other donations and legacies | 22,657 | 1,599 | 24,256 | 32,496 | 45,644 | 78,140 |
| Total funds | 455,588 | 1,599 | 457,187 | 499,369 | 48,354 | 547,723 |

2 Income from: investments and interest receivable

| | Unrestricted funds £ | Restricted funds £ | Total 2020 £ | Unrestricted funds £ | Restricted funds £ | Total 2019 £ |
|---|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Income from listed investments | | | | | | |
| . UK managed investment funds | 218,338 | — | 218,338 | 223,728 | — | 223,728 |
| . UK equities | 11,891 | — | 11,891 | 13,560 | — | 13,560 |
| | 230,229 | — | 230,229 | 237,288 | — | 237,288 |
| Income from programme related investments | 94,025 | — | 94,025 | 62,302 | — | 62,302 |
| Interest receivable | | | | | | |
| . Bank interest | 8,870 | — | 8,870 | 6,555 | — | 6,555 |
| Total funds | 333,124 | — | 333,124 | 306,145 | — | 306,145 |

3 Income from: Charitable activities

| | Unrestricted funds £ | Restricted funds £ | Total 2020 £ | Unrestricted funds £ | Restricted funds £ | Total 2019 £ |
|---|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Charges for residential and nursing care services | 2,480,234 | — | 2,480,234 | 2,302,654 | — | 2,302,654 |
| Charges for educational and care services | 2,422,155 | 13,771 | 2,435,926 | 2,219,691 | 14,034 | 2,233,725 |
| Other grants receivable from the Central and Local Government | — | 584,100 | 584,100 | — | 536,265 | 536,265 |
| Total funds | 4,902,389 | 597,871 | 5,500,260 | 4,522,345 | 550,299 | 5,072,644 |

Charges for residential and nursing care services represent fees charged in respect to residents at the charity's residential and nursing care home, St Mary's Home, Stone. The fees charged are stated net of charitable discounts of £79,029 (2019 - £71,053).

Charges for educational and care services represent the fees and related income of the charity's school, St Rose's School, Stroud.

4 Expenditure on Charitable activities: Support of members of the Congregation and their ministry

| | Unrestricted funds £ | Restricted funds £ | Total 2020 £ | Unrestricted funds £ | Restricted funds £ | Total 2019 £ |
|---|-------------------------|-----------------------|-----------------|-------------------------|-----------------------|-----------------|
| Premises | 306,790 | — | 306,790 | 324,406 | — | 324,406 |
| Staff costs | 288,758 | — | 288,758 | 314,350 | — | 314,350 |
| Sisters' personal expenses | 234,411 | — | 234,411 | 164,108 | — | 164,108 |
| Education, training and spiritual renewal | 49,463 | — | 49,463 | 50,619 | — | 50,619 |
| Administrative and other expenses | 54,383 | — | 54,383 | 48,487 | — | 48,487 |
| Loss on disposal of property | — | — | — | 26,265 | — | 26,265 |
| Governance costs (note 9) | 19,200 | — | 19,200 | 18,720 | — | 18,720 |
| Total funds | 953,005 | — | 953,005 | 946,955 | — | 946,955 |

5 Expenditure on charitable activities: Provision of residential and nursing care

| | Unrestricted funds £ | Restricted funds £ | Total 2020 £ | Unrestricted funds £ | Restricted funds £ | Total 2019 £ |
|---|-------------------------|-----------------------|------------------|-------------------------|-----------------------|------------------|
| Staff costs – care staff | 1,842,062 | — | 1,842,062 | 1,836,215 | — | 1,836,215 |
| Staff costs – management and administration | 152,088 | — | 152,088 | 138,827 | — | 138,827 |
| Premises | 295,240 | — | 295,240 | 301,156 | — | 301,156 |
| Provisions | 87,239 | — | 87,239 | 82,549 | — | 82,549 |
| Welfare of residents | 30,174 | — | 30,174 | 28,697 | — | 28,697 |
| Other expenses | 64,871 | — | 64,871 | 82,243 | — | 82,243 |
| Governance costs (note 9) | 9,120 | — | 9,120 | 8,880 | — | 8,880 |
| Total funds | 2,480,794 | — | 2,480,794 | 2,478,567 | — | 2,478,567 |

6 Expenditure on charitable activities: Provision of education and care

| | Unrestricted funds £ | Restricted funds £ | Total 2020 £ | Unrestricted funds £ | Restricted funds £ | Total 2019 £ |
|--------------------------------|-------------------------|-----------------------|------------------|-------------------------|-----------------------|------------------|
| Staff costs | 1,933,128 | 521,365 | 2,454,493 | 1,715,980 | 506,921 | 2,222,901 |
| Education supplies and welfare | 138,973 | 16,062 | 155,035 | 138,435 | 11,197 | 149,632 |
| Premises | 243,314 | — | 243,314 | 277,095 | — | 277,095 |
| Other expenses | 125,748 | — | 125,748 | 108,067 | — | 108,067 |
| Governance costs (note 9) | 40,264 | — | 40,264 | 44,190 | — | 44,190 |
| Total funds | 2,481,427 | 537,427 | 3,018,854 | 2,283,767 | 518,118 | 2,801,885 |

7 Expenditure on charitable activities: Grants and donations

Donations and grants payable during the year were as follows:

| | Unrestricted funds £ | Restricted funds £ | Total 2020 £ | Unrestricted funds £ | Restricted funds £ | Total 2019 £ |
|---|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Donations and grants payable to individuals | 11,976 | — | 11,976 | 6,772 | — | 6,772 |
| Donations and grants payable to institutions (£1,000 or more) | | | | | | |
| . Dominican Sisters of the Holy Trinity, India | 4,975 | — | 4,975 | 7,150 | — | 7,150 |
| . Clare College, Cambridge, UK | — | 4,576 | 4,576 | — | — | — |
| . The Catholic Trust for England and Wales | — | — | — | 2,400 | — | 2,400 |
| Donations and grants payable to institutions (less than £1,000) | 1,190 | — | 1,190 | 5,579 | — | 5,579 |
| Total funds | 18,141 | 4,576 | 22,717 | 21,901 | — | 21,901 |

During the year, donations and grants were paid to 13 individuals (2019 – 26).

8 Expenditure on: Strategic property development

As noted below under “future plans” within the trustees’ report, the trustees are considering ways in which the charity’s site at Stone, Staffordshire may be developed to provide a complex of senior living accommodation including the construction of a new larger care home on the site and the continued existence of a convent for the Sisters. Plans are in still being considered and various feasibility and other studies have been commissioned. During the year, this work led to professional and related fees in respect to the strategic property development of £167,154 (2019 - £274,256). These costs have been expensed during the year as the work is in connection with various options being considered with a view to reaching Heads of Terms.

9 Governance costs

| | Unrestricted funds £ | Restricted funds £ | Total 2020 £ | Unrestricted funds £ | Restricted funds £ | Total 2019 £ |
|------------------------------|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Audit and accountancy | | | | | | |
| . Generalate and communities | 19,200 | — | 19,200 | 18,720 | — | 18,720 |
| . St Mary’s Home | 9,120 | — | 9,120 | 8,880 | — | 8,880 |
| . St Rose’s School | 13,800 | — | 13,800 | 15,800 | — | 15,800 |
| Other professional fees | | | | | | |
| . St Rose’s School | 26,464 | — | 26,464 | 28,390 | — | 28,390 |
| Total funds | 68,584 | — | 68,584 | 71,790 | — | 71,790 |

10 Net (expenditure) income for the year

This is stated after charging:

| | Total 2020 £ | Total 2019 £ |
|----------------------------|--------------------|--------------------|
| Staff costs (note 11) | 4,737,401 | 4,512,293 |
| Auditor's remuneration | | |
| . Statutory audit fees | 19,200 | 18,720 |
| . Non statutory audit fees | 22,920 | 24,680 |
| Depreciation (note 13) | 272,947 | 296,330 |

11 Staff costs and remuneration of key management personnel

| | Total 2020 £ | Total 2019 £ |
|---|--------------------|--------------------|
| Staff costs during the year were as follows: | | |
| Wages and salaries | 3,938,918 | 3,700,251 |
| Social security costs | 269,412 | 250,171 |
| Other pension costs | 140,386 | 117,612 |
| | 4,348,716 | 4,068,034 |
| Agency staff | 386,865 | 444,259 |
| Apprenticeship levy | 1,820 | — |
| | 4,737,401 | 4,512,293 |
| Staff costs per function were as follows: | | |
| Support of members of the Congregation and their ministry | 288,758 | 314,350 |
| Provision of residential and nursing care | 1,994,150 | 1,975,042 |
| Provision of education | 2,454,493 | 2,222,901 |
| | 4,737,401 | 4,512,293 |

The number of employees whose remuneration (salaries, wages and benefits in kind) exceeded £60,000 per annum was as follows:

| | 2020 No. | 2019 No. |
|-------------------|-------------|-------------|
| £60,000 – £70,000 | 1 | 1 |

The average number of employees, analysed by function, was:

| | 2020 No. | 2019 No. |
|---|-------------|-------------|
| Support of members of the Congregation and their ministry | 19 | 19 |
| Provision of residential and nursing care | 102 | 96 |
| Provision of education and care | 120 | 120 |
| | 241 | 235 |

11 Staff costs and remuneration of key management personnel (continued)

The key management personnel in charge of directing and controlling, running, and operating the charity on a day-to-day basis comprise the trustees, the Management Board of St Mary's Home and the Leadership Management Team of St Rose's School. The total remuneration (including taxable benefits but excluding employer's pension contributions) of the key management personnel for the year was £378,483 (2019 - £356,460).

No trustee received any remuneration or reimbursement in connection with their duties as trustees or key management personnel during the year (2019 – none). The charity's trustees are all members of the Congregation and consequently their living and personal expenses, all of which are consistent with the amounts paid in respect to other members of the Congregation, are borne by the charity.

12 Taxation

The English Dominican Congregation (Stone) Charitable Trust is a registered charity and, therefore, is not liable to income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

13 Tangible fixed assets

| | Non-specialised £ | Specialised £ | Assets under construction £ | Furniture and equipment £ | Motor vehicles £ | Total £ |
|--|----------------------|------------------|-----------------------------------|---------------------------------|------------------------|-------------------|
| Cost or valuation | | | | | | |
| At 1 April 2019 | 2,651,525 | 6,481,823 | — | 1,439,094 | 172,804 | 10,745,246 |
| Additions | — | 15,360 | 43,589 | 47,956 | 16,035 | 122,940 |
| Disposals | — | — | — | (94,818) | (13,270) | (108,088) |
| At 31 March 2020 | <u>2,651,525</u> | <u>6,497,183</u> | <u>43,589</u> | <u>1,392,232</u> | <u>175,569</u> | 10,760,098 |
| At cost | 2,185,424 | 2,108,071 | 43,589 | 1,392,232 | 175,569 | 5,904,884 |
| At deemed cost based on valuation – 1994 | 466,101 | 4,389,112 | — | — | — | 4,855,213 |
| | <u>2,651,525</u> | <u>6,497,183</u> | <u>43,589</u> | <u>1,392,232</u> | <u>175,569</u> | 10,760,097 |
| Depreciation | | | | | | |
| At 1 April 2019 | — | 2,116,969 | — | 904,207 | 143,796 | 3,164,972 |
| Charge for year | — | 138,833 | — | 124,129 | 9,985 | 272,947 |
| Released on disposal | — | — | — | (94,818) | (8,425) | (103,243) |
| At 31 March 2020 | — | <u>2,255,802</u> | — | <u>933,518</u> | <u>145,356</u> | 3,334,676 |
| Net book values | | | | | | |
| At 31 March 2020 | <u>2,651,525</u> | <u>4,241,381</u> | <u>43,589</u> | <u>458,714</u> | <u>30,213</u> | 7,425,422 |
| At 31 March 2019 | <u>2,651,525</u> | <u>4,364,854</u> | — | <u>534,887</u> | <u>29,008</u> | 7,580,274 |

The book value of non-specialised freehold land and buildings is based on cost. The book value of specialised land and buildings comprising a nursing home and school acquired prior to 1 April 1994 is based on a valuation made by the trustees in 1994. Under the transitional arrangements set out in FRS 102, these valuations are, with effect from 1 April 2015, deemed to be their cost. Additions to specialised land and buildings since 1 April 1994 and other tangible fixed assets are stated at historic cost less depreciation.

13 Tangible fixed assets (continued)

It is likely that there are material differences between the open market values of the charity's land and buildings and their book values. These arise from the specialised nature of some properties and the effects of inflation. The amount of such differences cannot be ascertained without incurring significant costs, which, in the opinion of trustees, are not justified in terms of the benefit to the users of the accounts.

At 31 March 2020, the charity had contractual capital commitments totalling £120,000 (excluding VAT) in relation to renovations and refurbishments being undertaken by the school (2019: £nil). In addition, the trustees have approved the first phase of the aforementioned project which is expected to have a contract value of circa £1.2m – contracts are currently being negotiated with the contractors.

14 Investments

| | 2020 £ | 2019 £ |
|---|------------------|------------------|
| Listed investments | | |
| Market value at 1 April 2019 | 7,524,341 | 7,217,538 |
| Disposal proceeds | (1,000,000) | — |
| Realised gains | 58,942 | — |
| Disposals at book value | (941,058) | — |
| Unrealised (losses) gains on revaluation | (571,453) | 306,803 |
| Market value at 31 March 2020 | 6,011,830 | 7,524,341 |
| Cost of listed investments at 31 March 2020 | 4,609,669 | 5,270,057 |

All listed investments were dealt in on a recognised stock exchange and comprised UK equities and UK managed funds.

Listed investments held at 31 March 2020 comprised the following:

| | 2020 £ | 2019 £ |
|---|------------------|------------------|
| Charifaith Common Investment Fund (Distribution) (see below) | — | 7,483,389 |
| BlackRock Catholic Charities Growth and Income Fund (see below) | 5,983,556 | — |
| UK equities | 28,274 | 40,952 |
| | 6,011,830 | 7,542,341 |

In December 2019, BlackRock ceased to operate the Charifaith Common Investment Fund (CIF) having obtained permission from both the Charity Commission and the FSA to convert it to a Charity Authorised Investment Fund (CAIF). As such in December, the distribution units were transferred from the Charifaith CIF to the BlackRock Catholic Charities Growth and Income Fund to a value equal to the carrying value of the CIF at the date of transfer.

15 Programme related investments

At the year end, the charity held investments which were held directly in pursuit of the organisation's charitable activities, as follows:

| | 2020 £ | 2019 £ |
|------------------|------------------|-----------|
| At 1 April 2019 | 2,678,187 | 2,700,438 |
| Repayments | (22,251) | (22,251) |
| At 31 March 2020 | 2,655,936 | 2,678,187 |

The programme related investments comprise the school property owned by the Congregation but which was made available to St Dominic's Priory School (Stone), an independent day school, with effect from 25 May 2011 for educational purposes.

In addition, programme related investments include a loan of £111,250 made to the School to assist with the advancement of education. The loan is repayable in full together with any unpaid interest by 15 January 2021. The principal amount of the loan outstanding carries interest at the rate of 2 per cent above the Official Bank Rate as determined by the Monetary Policy Committee of the Bank of England, accruing daily. Interest is payable every four months with effect from 15 September 2011. Capital repayments commenced on 15 May 2016 and are due quarterly from this date. The repayments will comprise fourteen payments of £7,417 and one final payment of £7,412. As at 31 March 2020, £89,004 had been repaid, leaving an outstanding loan balance of £22,247 at that date. At any time the loan may be repaid early without penalty but the School may not re-borrow any amount so repaid.

16 Debtors

| | 2020 £ | 2019 £ |
|--|----------------|-----------|
| School fees and related charges | 73,508 | 169,954 |
| Residential and nursing care home fees and related charges | 119,763 | 225,419 |
| Investment income and interest receivable | 52,121 | 55,933 |
| Prepayments and accrued income | 19,562 | 97,578 |
| | 264,954 | 548,884 |

17 Creditors: amounts falling due within one year

| | 2020 £ | 2019 £ |
|--|----------------|-----------|
| Expense creditors | 117,011 | 93,343 |
| Monies administered by the charity on behalf of individual members of The English Dominican Congregation (Stone) | 111,620 | 111,620 |
| Fees received in advance | 14,804 | 1,373 |
| Social security and other taxes | 79,122 | 52,204 |
| Accruals | 166,675 | 188,084 |
| Other creditors | 75 | 75 |
| | 489,307 | 446,699 |

18 Endowment funds

The capital funds of the charity include endowed monies which must be retained indefinitely.

| | At 1 April 2019 £ | Income £ | Expenditure £ | At 31 March 2020 £ |
|-------------------|----------------------------|-------------|------------------|-----------------------------|
| Sundry endowments | 12,830 | — | — | 12,830 |

| | At 1 April 2018 £ | Income £ | Expenditure £ | At 31 March 2019 £ |
|-------------------|----------------------------|-------------|------------------|-----------------------------|
| Sundry endowments | 12,830 | — | — | 12,830 |

19 Restricted funds

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

| | 1 April 2019 £ | Income £ | Expenditure £ | Transfers £ | 31 March 2020 £ |
|------------------------|----------------------|----------------|------------------|------------------|-----------------------|
| St Rose's School fund | 170,330 | 599,470 | (537,427) | (117,812) | 114,561 |
| Cambridge fund | 57,553 | — | (4,576) | — | 52,977 |
| Other restricted funds | 750 | — | — | — | 750 |
| | 228,633 | 599,470 | (542,003) | (117,812) | 168,288 |

| | 1 April 2018 £ | Income £ | Expenditure £ | Transfers £ | 31 March 2019 £ |
|------------------------|----------------------|----------------|------------------|------------------|-----------------------|
| St Rose's School fund | 188,250 | 598,653 | (518,118) | (98,455) | 170,330 |
| Cambridge fund | 71,166 | — | — | (13,613) | 57,553 |
| Other restricted funds | 750 | — | — | — | 750 |
| | 260,166 | 598,653 | (518,118) | (112,068) | 228,633 |

◆ **St Rose's School fund**

The St Rose's School fund comprise monies raised and grants received to be spent on specific activities and includes monies received from the Department for Education for the improvement of the school's standards. The transfer from the restricted fund to unrestricted funds has been made to reflect the fact that the funds have been used to purchase tangible fixed assets in accordance with the terms on which the funding was received.

◆ **Cambridge fund**

The Cambridge fund comprised monies used to provide board, lodgings and study facilities in Cambridge for The Dominican Sisters from central and eastern Europe.

◆ **Other restricted funds**

Other restricted funds comprised other monies received by the charity which can only be applied in accordance with conditions imposed by the donor.

20 Tangible fixed assets fund

| | Total 2020 £ | Total 2019 £ |
|-----------------------|-----------------------------|--------------------|
| At 1 April 2019 | 7,580,274 | 7,728,731 |
| Net movements in year | (154,852) | (148,457) |
| At 31 March 2020 | 7,425,422 | 7,580,274 |

The tangible fixed assets fund represented the net book value of the charity's freehold property and other tangible fixed assets held as part of unrestricted funds. A decision was made to separate this fund from the general funds of the charity in recognition of the fact that the tangible fixed assets are essential to the day-to-day work of the charity and as such their value should not be regarded as funds that would be available in order to meet future contingencies.

21 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:

| | At 1 April 2019 £ | New designations £ | Utilised/ released £ | At 31 March 2020 £ |
|-----------------------------------|----------------------------|--------------------------|----------------------------|-----------------------------|
| Sisters' retirement fund | 5,000,000 | — | — | 5,000,000 |
| School and residential home fund | 3,859,476 | 289,581 | | 4,149,057 |
| Programme related investment fund | 2,678,187 | | (22,251) | 2,655,936 |
| Other funds | 11,166 | — | — | 11,166 |
| | 11,548,829 | 289,581 | (22,251) | 11,816,159 |

| | At 1 April 2018 £ | New designations £ | Utilised/ released £ | At 31 March 2019 £ |
|-----------------------------------|----------------------------|--------------------------|----------------------------|-----------------------------|
| Sisters' retirement fund | 5,000,000 | — | — | 5,000,000 |
| School and residential home fund | 3,765,351 | 94,125 | — | 3,859,476 |
| Programme related investment fund | 2,700,438 | — | (22,251) | 2,678,187 |
| Other funds | 11,166 | — | — | 11,166 |
| | 11,476,955 | 94,125 | (22,251) | 11,548,829 |

◆ **Sisters' retirement fund**

This consisted of monies which the trustees have set aside in order to provide for the sisters in their retirement. The amount which can be designated is constrained by the resources available and is less than that indicated as being needed by actuarial calculations.

21 Designated funds (continued)

◆ School and residential home fund

This fund represented the net current assets and the investments held on unrestricted funds of the charity's school, St Rose's School and the net current assets held on unrestricted funds of the residential home, St Mary's Home. The assets have been designated for use by the respective schools and home only.

◆ Programme related investment fund

This fund represented the carrying value of the charity's programme related investments. The amount has been set aside from the charity's general funds in recognition of the fact that the assets have been made available to St Dominic's Priory School (Stone) and therefore cannot be regarded as funds that would be available to meet future contingencies.

◆ Other funds

These represented funds designated by the trustees for use in connection with particular projects.

22 Analysis of net assets between funds

Fund balances at 31 March 2020 are represented by:

| | General fund £ | Tangible fixed assets fund £ | Designated funds £ | Restricted funds £ | Endowment funds £ | Total 2020 £ |
|-------------------------------|----------------------|--|--------------------------|--------------------------|-------------------------|--------------------|
| Tangible fixed assets | — | 7,425,422 | — | — | — | 7,425,422 |
| Investments | — | — | 5,999,000 | — | 12,830 | 6,011,830 |
| Programme related investments | — | — | 2,655,936 | — | — | 2,655,936 |
| Net current assets | 1,959,312 | — | 3,161,223 | 168,288 | — | 5,288,823 |
| 2020 Total net assets | 1,959,312 | 7,425,422 | 11,816,159 | 168,288 | 12,830 | 21,382,011 |

Fund balances at 31 March 2019 are represented by:

| | General fund £ | Tangible fixed assets fund £ | Designated funds £ | Restricted funds £ | Endowment funds £ | Total 2019 £ |
|-------------------------------|----------------------|--|--------------------------|--------------------------|-------------------------|--------------------|
| Tangible fixed assets | — | 7,580,274 | — | — | — | 7,580,274 |
| Investments | — | — | 7,511,511 | — | 12,830 | 7,524,341 |
| Programme related investments | — | — | 2,678,187 | — | — | 2,678,187 |
| Net current assets | 2,805,591 | — | 1,359,131 | 228,633 | — | 4,393,355 |
| 2019 Total net assets | 2,805,591 | 7,580,274 | 11,548,829 | 228,633 | 12,830 | 22,176,157 |

22 Analysis of net assets between funds (continued)

The total unrealised gains as at 31 March 2020 constitutes movements on the revaluation of listed investments:

| | Total 2020 £ | Total 2019 £ |
|--|--------------------|--------------------|
| Unrealised gains included above | | |
| Total unrealised gains at 31 March 2020 | 1,402,161 | 2,254,284 |
| Reconciliation of movements in unrealised gains | | |
| Total unrealised gains at 1 April 2019 | 2,254,284 | 1,947,481 |
| In respect to disposals in the year | (280,670) | — |
| Net (losses) gains arising on revaluations in the year | (571,453) | 306,803 |
| Total unrealised gains at 31 March 2020 | 1,402,161 | 2,254,284 |

23 Pension commitments

Full-time and part-time teaching staff employed at St Rose's School, Stroud under a contract of service are eligible to contribute to the Teachers' Pensions Scheme (TPS).

Teachers' Pensions Scheme (TPS)

Under the definitions set out in section 28 of FRS 102, the TPS is a multi-employer pension scheme. The charity has accounted for its contributions to the Scheme as if it were a defined contribution scheme. The information available on the scheme is set out below.

The Teachers' Pension Scheme (TPS) is a statutory, contributory, defined benefit scheme, governed by the Teachers' Pension Scheme Regulations 2014. Membership is automatic for full-time teachers in academies and, from 1 January 2007, automatic for teachers in part-time employment following appointment or a change of contract, although they are able to opt out.

The TPS is an unfunded scheme and members contribute on a 'pay as you go' basis – these contributions along with those made by employers are credited to the Exchequer. Retirement and other pension benefits are paid by public funds provided by Parliament.

Valuation of the Teachers' Pension Scheme

The Government Actuary, using normal actuarial principles, conducts a formal actuarial review of the TPS in accordance with the Public Service Pensions (Valuations and Employer Cost Cap) Directions 2014 published by HM Treasury every 4 years. The aim of the review is to specify the level of future contributions. Actuarial scheme valuations are dependent on assumptions about the value of future costs, design of benefits and many other factors. The latest actuarial valuation of the TPS was carried out as at 31 March 2016. The valuation report was published by the Department for Education on 5 March 2019. The key elements of the valuation and subsequent consultation are:

23 Pension commitments (continued)

Teachers' Pensions Scheme (TPS) (continued)

Valuation of the Teachers' Pension Scheme (continued)

- ◆ employer contribution rates set at 23.68% of pensionable pay (including a 0.08% administration levy);
- ◆ total scheme liabilities (pensions currently in payment and the estimated cost of future benefits) for service to the effective date of £218,100 million and notional assets (estimated future contributions together with the notional investments held at the valuation date) of £196,100 million, giving a notional past service deficit of £22,000 million; and
- ◆ the SCAPE rate, set by HMT, is used to determine the notional investment return. The current SCAPE rate is 2.4% above the rate of CPI. The assumed real rate of return is 2.4% in excess of prices and 2% in excess of earnings. The rate of real earnings growth is assumed to be 2.2%. The assumed nominal rate of return including earnings growth is 4.45%.

A copy of the valuation report and supporting documentation is on the Teachers' Pension Scheme website. The next valuation result is due to be implemented from 1 April 2023.

Employer's contributions paid to the scheme during the year amounted to £55,164 (2019 - £50,974).

National Employment Savings Trust

This is a defined contribution scheme and contributions made by St Rose's School for its non-teaching staff and St Mary's Home for its staff amounted to £56,208 (2019: £44,873).

24 Lease commitments

At 31 March 2020, the charity had the following future minimum commitments under non-cancellable operating leases as follows:

| | 2020 | 2019 |
|----------------------------------|-------------|-------|
| | £ | £ |
| Office equipment | | |
| . Due within one year | 682 | 1,514 |
| . Due between one and five years | — | 1,113 |
| | 682 | 2,627 |

25 Related party transactions

As members of the Congregation, none of the trustees have resources of their own as all earnings, pensions and other income have been donated to the charity under a Deed of Covenant. During the year, the total amount donated by the trustees to the charity was £111,775 (2019 - £95,767).

During the year ended 31 March 2019, a grant of £2,500 was made towards the care cost of a relative of one of the charity's trustees. The grant was discussed and approved without the trustee who was conflicted having any part in the process. There were no similar transactions for the year ended 31 March 2020.

There were no other related party transactions during the year (2019 – none).

26 Ultimate control

The charity, which is constituted as a trust, was controlled throughout the period by the English Dominican Congregation of Sisters by virtue of the fact that the Prioress General appoints the trustees. The Congregation does not hold any assets, incur liabilities or enter into any transactions in its own right. Assets and liabilities of the Congregation are vested in the trustees of the charity, who undertake all transactions entered into in the course of the Congregation's charitable activities.