

**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

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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.

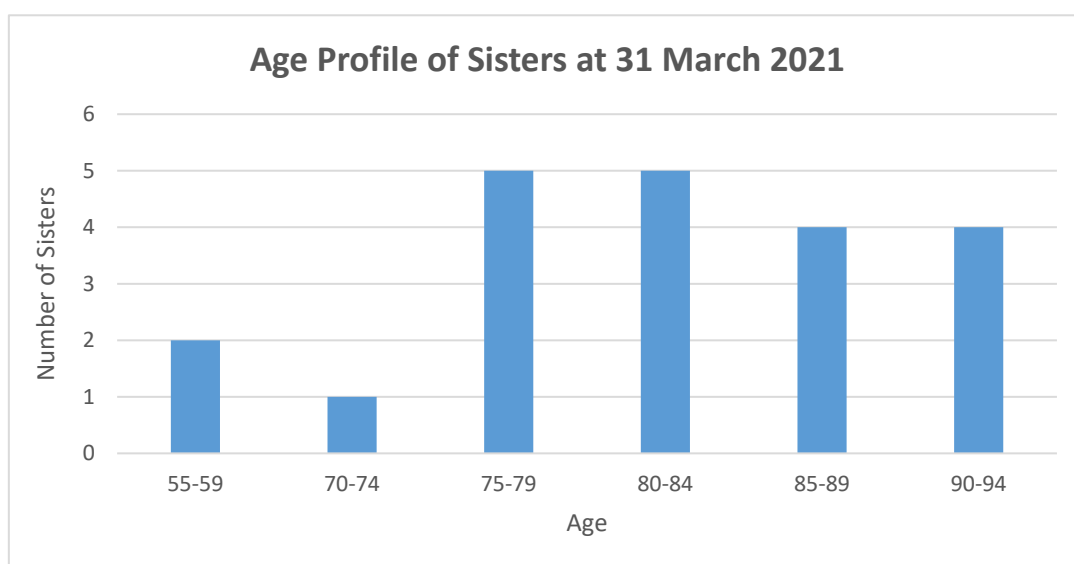
♦ Education

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 Peach 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 considerably 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 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 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.