

THE ENGLISH REGION OF THE SECULAR INSTITUTE OF ST BONIFACE
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

THE ENGLISH REGION OF THE SECULAR INSTITUTE OF ST BONIFACE

LEGAL AND ADMINISTRATIVE INFORMATION

| | |
|-----------------------------|---|
| Trustees | Miss Maria Lohre Miss Adelheid von Oy Mrs Patricia Tobin Miss Kerstin Brueggenolte |
| Charity number | 274461 |
| Registered office | Lioba House 44 Exeter Road London NW2 4SB |
| Independent examiner | Philip Hayden FCA Richard Place Dobson Services Limited Chartered Accountants 1-7 Station Road Crawley West Sussex RH10 1HT |

THE ENGLISH REGION OF THE SECULAR INSTITUTE OF ST BONIFACE

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THE ENGLISH REGION OF THE SECULAR INSTITUTE OF ST BONIFACE

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2023

The trustees present their annual report and financial statements for the year ended 31 December 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's trust deed, 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 UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Objectives and activities

The Secular Institute St. Boniface solely pursues charitable and ecclesiastical aims. It promotes charitable, social and religious works in particular and ex-curricular education, professional training, youth and adult education. It collaborates worldwide within the Roman Catholic Mission giving aid to the developing countries.

The Secular Institute maintains one rental property for students. For the whole year all expenditure and all rental income is payable and receivable by the Secular Institute St. Boniface.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

The English Region of the Secular Institute of St Boniface maintains a hostel for young female students of different nationalities for an affordable rent. In addition to this, we offer opportunities for spiritual guidance and accompaniment. There are weekly meetings in the hostel, the so-called "reflection groups", with members of the Saint Mary Magdalen Parish from Willesden Green in London. Members of the Secular Institute try to help the young people to grow more fully in their understanding of Christianity and their responsibility in our society.

As nationalities mingle together in the hostel, the young people have the chance to exchange ideas about their different cultural backgrounds and to learn from each other.

Since 2021/2022 students from Poland and Germany are living in the hostel. They are volunteers with **ARSP** (Action Reconciliation Service for Peace). They are supporting old people, survivors of the Shoah, those in need, and people with physical and psychological ailments.

A key focus is the project "Oppression and resistance. Opportunities for civil society in Europe in the past and presence". The rise in antisemitism in the UK affects the Jewish community in London as a whole. The students engage in dialogue and debate in the hostel.

One member of the Secular Institute of Saint Boniface, Barbara von Alten, is employed as a Youth Worker by the German YMCA (registered Charity N° 250118). Due to the financial situation of the German YMCA and the necessity for it to cut costs in order to reduce its monthly losses there was a decrease in Barbara von Alten's salary. She was advised that following furlough, from 1st November 2020, there were no more full-time positions. Barbara von Alten has agreed to a shorter working week and therefore hours and pay were decreased by 75% to 25%.

Further information about the charitable activities of the Secular Institute of St Boniface can be found in the Annual Report of the Institute: [www. Institut-St-Bonifatius.de](http://www.Institut-St-Bonifatius.de)

Financial review

The net outgoing resources for the year ended 31 December 2023 total £4,298 (2022: £7,730). The Institute held £44,900 (2022: £45,974) in both bank and cash balances as at 31 December 2023 and, in the Trustees opinion, this level is sufficient to enable them to continue to pursue their charitable activities in the future.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to approximately 1 year's expenditure excluding donations. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. The level of reserves is slightly below this at 8.5 months worth of expenditure.

Structure, governance and management

The charity is controlled by its governing document, a trust deed dated 20 September 1977 and constitutes and unincorporated charity.

THE ENGLISH REGION OF THE SECULAR INSTITUTE OF ST BONIFACE

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

The trustees who served during the year and up to the date of signature of the financial statements were:

Miss Maria Lohre

Miss Adelheid von Oy

Mrs Patricia Tobin

Miss Kerstin Brueggenolte

The power to appoints new trustees lies with the superior, who also has the power to remove a trustee from their position.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

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

.....
Miss Maria Lohre

Trustee

Dated:

THE ENGLISH REGION OF THE SECULAR INSTITUTE OF ST BONIFACE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE ENGLISH REGION OF THE SECULAR INSTITUTE OF ST BONIFACE

I report to the trustees on my examination of the financial statements of The English Region of the Secular Institute of St Boniface (the charity) for the year ended 31 December 2023.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

Philip Hayden FCA

Richard Place Dobson Services Limited
Ground Floor
1 - 7 Station Road
Crawley
West Sussex
RH10 1HT

Dated:

THE ENGLISH REGION OF THE SECULAR INSTITUTE OF ST BONIFACE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2023

| | Notes | Unrestricted funds general 2023 £ | Unrestricted funds designated 2023 £ | Total 2023 £ | Unrestricted funds general 2022 £ | Unrestricted funds designated 2022 £ | Total 2022 £ |
|---|-------|--|---|--------------------|--|---|--------------------|
| Income and endowments from: | | | | | | | |
| Donations and legacies | 3 | 201 | - | 201 | 592 | - | 592 |
| Charitable activities | | | | | | | - |
| Promote charitable, social and religious work | 4 | 58,448 | - | 58,448 | 54,884 | - | 54,884 |
| Investments | 5 | 26 | - | 26 | 5 | - | 5 |
| Other income | 6 | 2,290 | - | 2,290 | 499 | - | 499 |
| Total income | | 60,965 | - | 60,965 | 55,980 | - | 55,980 |
| Expenditure on: | | | | | | | |
| Charitable activities | | | | | | | |
| Promote charitable, social and religious work | 7 | 60,488 | 4,775 | 65,263 | 58,935 | 4,775 | 63,710 |
| Total expenditure | | 60,488 | 4,775 | 65,263 | 58,935 | 4,775 | 63,710 |
| Net income/(expenditure) and movement in funds | | 477 | (4,775) | (4,298) | (2,955) | (4,775) | (7,730) |
| Reconciliation of funds: | | | | | | | |
| Fund balances at 1 January 2023 | | 42,856 | 130,212 | 173,068 | 45,811 | 134,987 | 180,798 |
| Fund balances at 31 December 2023 | | 43,333 | 125,437 | 168,770 | 42,856 | 130,212 | 173,068 |

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

THE ENGLISH REGION OF THE SECULAR INSTITUTE OF ST BONIFACE

BALANCE SHEET

AS AT 31 DECEMBER 2023

| | Notes | 2023 £ | £ | 2022 £ | £ |
|---|-------|----------------|----------------|----------------|----------------|
| Fixed assets | | | | | |
| Tangible assets | 13 | | 125,662 | | 130,533 |
| Current assets | | | | | |
| Debtors | 14 | 1,910 | | 133 | |
| Cash at bank and in hand | | 44,990 | | 45,974 | |
| | | <u>46,900</u> | | <u>46,107</u> | |
| Creditors: amounts falling due within one year | 15 | <u>(3,792)</u> | | <u>(3,572)</u> | |
| Net current assets | | | 43,108 | | 42,535 |
| Total assets less current liabilities | | | <u>168,770</u> | | <u>173,068</u> |
| The funds of the charity | | | | | |
| Unrestricted funds - general | 17 | | 43,333 | | 42,856 |
| Unrestricted funds - designated | 16 | | 125,437 | | 130,212 |
| | | | <u>168,770</u> | | <u>173,068</u> |

The financial statements were approved by the trustees on

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Miss Maria Lohre

Trustee

THE ENGLISH REGION OF THE SECULAR INSTITUTE OF ST BONIFACE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

Charity information

The English Region of the Secular Institute of St Boniface is a charity and their registered charity number is 274461.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's trust deed, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective 1 April 2005 which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

1.2 Going concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

1.3 Income

Donations and gifts are included in the year in which they are receivable, which is when the charity becomes entitled to the resource.

Income from Investments and other income is included in the SOFA in the year in which it is receivable.

Charitable activity income includes sisters income and is recognised in the period to which it relates which is when the charity becomes entitled to the resource.

1.4 Expenditure

Expenditure is recognised in the period in which the charity has incurred the expense and the amount can be measured with reasonable certainty.

Costs are attributable to the Institutes principal activities and have been allocated between donations to fund mission work in developing countries via their motherhouse Institute St. Bonifatius e.V. in Detmold and costs of activities for charitable objectives which relates to all costs of running the institution. One Charitable activity has been identified by the trustees.

1.5 Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

| | |
|--------------------------------|--------------------|
| Land and buildings | 2.5% Straight line |
| Fixtures, fittings & equipment | 20% Straight line |

All assets costing more than £500 are capitalised.

THE ENGLISH REGION OF THE SECULAR INSTITUTE OF ST BONIFACE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies (Continued)

1.6 Cash and cash equivalents

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

1.7 Financial instruments

The trust only has financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments comprise bank loans which are subsequently measured at the carrying value plus accrued interest less repayments.

1.8 Taxation

As a charity, the organisation is not subject to corporation tax or any taxes on income and gains arising from its charitable activities.

1.9 Fund accounting

Unrestricted funds are available for the use at the discretion of the trustees in furtherance of the general objectives of the charity.

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

Further explanation of the nature and purpose of each designated fund is included in the notes to the financial statements.

1.10 Debtors

Debtors are recognised at the settlement amount due.

1.11 Creditors

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

2 Critical accounting estimates and judgements

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates.

Accruals

Management has made estimates and established accruals in respect of potential liabilities as at the balance sheet date.

Depreciation

Management has made assumptions and estimated depreciation rates in respect of showing a true and fair view of the assets at the balance sheet date.

3 Income from donations and legacies

| | Unrestricted funds 2023 £ | Unrestricted funds 2022 £ |
|---------------------|------------------------------------|------------------------------------|
| Donations and gifts | 201 | 592 |

THE ENGLISH REGION OF THE SECULAR INSTITUTE OF ST BONIFACE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

3 Income from donations and legacies (Continued)

4 Charitable activities

Promote charitable, social and religious work 2023 £

| | |
|---------------------|---------------|
| Income from Sisters | 14,298 |
| Rental income | 44,150 |
| | <u>58,448</u> |

Promote charitable, social and religious work 2022 £

| | |
|---------------------|---------------|
| Income from Sisters | 13,778 |
| Rental income | 41,106 |
| Other income | - |
| | <u>54,884</u> |

5 Income from investments

Unrestricted funds 2023 £

Unrestricted funds 2022 £

| | | |
|---------------------|-----------|----------|
| Interest receivable | 26 | 5 |
| | <u>26</u> | <u>5</u> |

6 Other income

Unrestricted funds general 2023 £

| | |
|----------------------|--------------|
| Miscellaneous Income | 2,290 |
| | <u>2,290</u> |

THE ENGLISH REGION OF THE SECULAR INSTITUTE OF ST BONIFACE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

7 Expenditure on charitable activities

| | Promote charitable, social and religious work 2023 £ | Promote charitable, social and religious work 2022 £ |
|---|---|---|
| Direct costs | | |
| Depreciation and impairment | 4,871 | 4,871 |
| Rates and water | 4,465 | 4,148 |
| Insurance | 2,919 | 3,445 |
| Telephone | 1,487 | 1,381 |
| Postage and stationary | 697 | 638 |
| Other donations paid | 748 | 778 |
| Travelling | 2,415 | 5,202 |
| Medical costs | 524 | 7,064 |
| Subscriptions | 378 | 679 |
| Maintenance costs building | 17,618 | 10,825 |
| Household consumables | 9,683 | 8,363 |
| Utilities | 13,176 | 11,411 |
| General expenses | 1,339 | 790 |
| Cultural costs | - | 114 |
| UK Entertainment | 38 | - |
| Other charitable expenditure | - | 303 |
| | <u>60,358</u> | <u>60,012</u> |
| Share of support and governance costs (see note 8) | | |
| Governance | 4,905 | 3,698 |
| | <u>65,263</u> | <u>63,710</u> |
| Analysis by fund | | |
| Unrestricted funds - general | 60,488 | 58,935 |
| Unrestricted funds - designated | 4,775 | 4,775 |
| | <u>65,263</u> | <u>63,710</u> |

8 Support costs allocated to activities

| | 2023 £ | 2022 £ |
|---|--------------|--------------|
| Governance costs | <u>4,905</u> | <u>3,698</u> |
| Analysed between: | | |
| Promote charitable, social and religious work | <u>4,905</u> | <u>3,698</u> |

THE ENGLISH REGION OF THE SECULAR INSTITUTE OF ST BONIFACE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

| | | | |
|----------|------------------------------|-------------|-------------|
| 9 | Net movement in funds | 2023 | 2022 |
| | | £ | £ |

The net movement in funds is stated after charging/(crediting):

| | | |
|---|-------------------|-------------------|
| Depreciation of owned tangible fixed assets | 4,871 | 4,871 |
| | <u> </u> | <u> </u> |

10 Trustees

Some of the trustees are maintained by the charity and premises, meals and other living expenses are paid by the charity.
Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2023 nor for the year ended 31 December 2022.

11 Employees

The average monthly number of employees during the year was:

| | | |
|-------|-------------------|-------------------|
| | 2023 | 2022 |
| | Number | Number |
| Total | - | - |
| | <u> </u> | <u> </u> |

12 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

13 Tangible fixed assets

| | Land and buildings | Fixtures, fittings & equipment | Total |
|------------------------------------|---------------------------|---|-------------------|
| | £ | £ | £ |
| Cost | | | |
| At 1 January 2023 | 191,015 | 11,710 | 202,725 |
| | <u> </u> | <u> </u> | <u> </u> |
| At 31 December 2023 | 191,015 | 11,710 | 202,725 |
| | <u> </u> | <u> </u> | <u> </u> |
| Depreciation and impairment | | | |
| At 1 January 2023 | 60,803 | 11,389 | 72,192 |
| Depreciation charged in the year | 4,775 | 96 | 4,871 |
| | <u> </u> | <u> </u> | <u> </u> |
| At 31 December 2023 | 65,578 | 11,485 | 77,063 |
| | <u> </u> | <u> </u> | <u> </u> |
| Carrying amount | | | |
| At 31 December 2023 | 125,437 | 225 | 125,662 |
| | <u> </u> | <u> </u> | <u> </u> |
| At 31 December 2022 | 130,212 | 321 | 130,533 |
| | <u> </u> | <u> </u> | <u> </u> |

THE ENGLISH REGION OF THE SECULAR INSTITUTE OF ST BONIFACE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

14 Debtors

| | 2023 £ | 2022 £ |
|--------------------------------------|-----------|-----------|
| Amounts falling due within one year: | | |
| Prepayments and accrued income | 1,910 | 133 |

15 Creditors: amounts falling due within one year

| | 2023 £ | 2022 £ |
|------------------------------|-----------|-----------|
| Accruals and deferred income | 3,792 | 3,572 |

16 Unrestricted funds - designated

The 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 January 2023 £ | Resources expended £ | At 31 December 2023 £ |
|-----------------------|------------------------------------|-------------------------------------|--------------------------------------|
| Land & Building Fund | 130,212 | (4,775) | 125,437 |
| Previous year: | At 1 January 2022 £ | Resources expended £ | At 31 December 2022 £ |
| Land & Building fund | 134,987 | (4,775) | 130,212 |

The designated Land & Building fund represents the funds necessarily set aside for the charity's occupation of the land and buildings

17 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations, grants and other income which are not subject to specific conditions by donors and grantors as to how they may be used.

| | At 1 January 2023 £ | Incoming resources £ | Resources expended £ | At 31 December 2023 £ |
|-----------------------|------------------------------------|-------------------------------------|-------------------------------------|--------------------------------------|
| General fund | 42,856 | 60,965 | (60,488) | 43,333 |
| Previous year: | At 1 January 2022 £ | Incoming resources £ | Resources expended £ | At 31 December 2022 £ |
| General funds | 45,811 | 55,980 | (58,935) | 42,856 |

THE ENGLISH REGION OF THE SECULAR INSTITUTE OF ST BONIFACE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

18 Analysis of net assets between funds

| | Unrestricted funds general 2023 £ | Unrestricted funds designated 2023 £ | Total 2023 £ |
|------------------------------|---|--|--------------------|
| At 31 December 2023: | | | |
| Tangible assets | 225 | 125,437 | 125,662 |
| Current assets/(liabilities) | 43,108 | - | 43,108 |
| | <u>43,333</u> | <u>125,437</u> | <u>168,770</u> |
| | | | |
| | Unrestricted funds general 2022 £ | Unrestricted funds designated 2022 £ | Total 2022 £ |
| At 31 December 2022: | | | |
| Tangible assets | 321 | 130,212 | 130,533 |
| Current assets/(liabilities) | 42,535 | - | 42,535 |
| | <u>42,856</u> | <u>130,212</u> | <u>173,068</u> |

19 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).