

**Report of the Trustees and**  
**Unaudited Financial Statements**  
**for the year ended 31st December 2024**  
**for**  
**The Abbey Sutton Courtenay Limited**

**The Abbey Sutton Courtenay Limited**

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**for the year ended 31 December 2024**

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**The Abbey Sutton Courtenay Limited**

**Company Information**  
**for the year ended 31 December 2024**

**TRUSTEES:**

M E Cass  
S D Dhall  
J Mahoney  
D R Rowe  
N C Winfield

**REGISTERED OFFICE:**

The Abbey  
Sutton Courtenay  
Abingdon  
Oxfordshire  
OX14 4AF

**COMPANY REGISTERED NUMBER:**

01446667

**CHARITY COMMISSION NUMBER:**

278687

**EXAMINERS:**

Wenn Townsend  
Chartered Accountants  
30 St Giles  
Oxford  
OX1 3LE

**SOLICITORS:**

Royds Withy King  
North Bailey House  
New Inn Hall Street  
Oxford  
OX1 2EA

**BANKERS:**

Lloyds TSB Bank plc  
8 Ock Street  
Abingdon  
Oxfordshire  
OX14 5AP

## **The Abbey Sutton Courtenay Limited**

### **Report of the Trustees** **for the year ended 31 December 2024**

The Trustees (who are also Directors of the charitable company for the purposes of the Companies Act and Trustees for the purposes of the Charities Act) present their report and the financial statements of the charitable company for the year ended 31 December 2024. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' (FRS 102) in preparing the Annual Report and financial statements of the Charity.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Abbey Sutton Courtenay Limited is a charitable company limited by guarantee formed on 4 September 1979 and registered under the Companies Act registration number 01446667. It is a Registered Charity, number 278687.

Since early 2021, given recent difficulties, the trustees have as a group undertaken a much more direct role in managing the Charity.

The Trustees in office during the year and subsequently up to the approval date were as follows:

M E Cass

S E Cornwall (appointed 16 April, resigned 9 November 2024)

Ms S D Dhall

J Mahony

Ms C R Myerson (resigned 26 March 2024)

Mr A B Rance-McGregor (resigned 3 April 2024)

D R Rowe (appointed 16 April 2024)

Mr W R Stansfeld (resigned 30 January 2024)

Mr J A S Warwick (resigned 18 April 2024)

N C Winfield (appointed 16 April 2024)

M D Williams (appointed 17 January, resigned 24 March 2024)

#### **OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT**

The Abbey adopted and successfully lodged Charity Commission Model Articles in October 2011. The objectives of the charitable company are set out in its Memorandum of Association and may be summarised as under:

- a) To study and promote the application of the Christian faith and to explore the experience of other faiths in the light of the Judeo-Christian traditions and of modern psychological and social science to the needs of society and to the growth and development of individuals so that they may learn to live more fully as persons in community.
- b) To establish a residential centre where adults may receive education in the above.
- c) To carry on research into the above objects.
- d) To promote lectures, seminars and conferences.
- e) To receive donations.
- f) To apply income and property solely towards the promotion of the charitable objects above.

#### **ACHIEVEMENTS AND PERFORMANCE**

The Abbey re-opened in April 2024 with a largely new board and no paid staff in place. Significant efforts by volunteers and a very active board resulted in renewed bookings and a re-building of confidence in the Abbey charity. Overall, the charity is succeeding in its aim to increase income from residential retreat bookings and reduce reliance on more commercial accommodation bookings. The community café has continued to bring in a small income but more importantly it has helped to increase interest and participation in the Abbey activities amongst local people. The Abbey has also re-started its own educational programme and held a series of talks throughout the year. Subjects have included Understanding trauma, Mindfulness and Non-dual Spirituality, Talking with God in silence and Growing healthy food with nature. The significance of caring for a Grade I listed building has been acknowledged by establishing a buildings committee made up of specialists and other interested members to take on the task of fundraising for the major capital restoration works needed over and above day to day maintenance.

By the end of the year the Trustees felt confident the Abbey was moving forward in the right direction financially and made plans to employ a staff member alongside the volunteers. Volunteers are mainly international travellers who seek an inter-cultural experience and wish to use their skills to give back at the same time. Visa regulations now restrict visits to shorter stays for the majority of them and the plan is to take on some long-term residents who will live and work at the Abbey alongside the mix of residential and local day volunteers.

## **The Abbey Sutton Courtenay Limited**

### **Report of the Trustees (continued)** **for the year ended 31 December 2024**

#### **FINANCIAL REVIEW**

The Statement of Financial Activities for the year is set out on Page 5 of the Financial Statements.

The results for the year and financial position of the Company are as shown in the annexed financial statements. A summary of the income and expenditure of the Charity is shown on Page 5. The accounts show a deficit of £12,137 on the unrestricted general funds for the year, which represents the day to day operation of the Abbey. The liabilities of the company at the year-end remain fully covered by cash held at the bank. The reserves at 31 December 2024 amounted to £777,785 of which £746,174 relates to a property value held as a designated fund, and £31,611 are unrestricted reserves available for use on the charity's objectives.

#### **FIXED ASSETS**

In June 2022, the freehold property at The Abbey, Sutton Courtenay, was given a guide valuation of £2.75m - £3m, based on vacant possession, unrestored by Knight Frank. The current accounts show a book value on a cost basis, and does not necessarily reflect the market value of the Abbey.

#### **RESERVES**

As at 31 December 2024 the charity had total funds of £777,785, all of which were unrestricted in nature. £751,476 of these funds were represented by fixed assets, leaving £26,309 of general funds as free reserves at the year end date (2023: £34,826).

The free reserves at the year end therefore amount to approximately three months expenditure in a normal year. The Trustees regard this level as broadly satisfactory, with the current stated reserves policy being to hold reserves to cover at least six months expenditure as a minimum. However, they would also ideally be keen to build up further reserves (whether that be general/designated funds or restricted funds via specific fundraising) for repairs and restoration of the building.

This report has been prepared having taken advantage of the small companies exemption in the Companies Act 2006.

On behalf of the Trustees

.....  
**D R ROWE**

18<sup>th</sup> August 2025

## **Independent Examiner's Report to the Trustees of The Abbey Sutton Courtenay Limited**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2024 which are set out on pages 8 to 15.

### **Responsibilities and basis of report**

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the 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 company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 accounts to be reached.

**B Hayes FCA**

**Wenn Townsend**

**Chartered Accountants**

**Oxford**

**18<sup>th</sup> August 2025**

**The Abbey Sutton Courtenay Limited**  
**Statement of Financial Activities**  
**(including income and expenditure account)**  
**for the year ended 31 December 2024**

		Unrestricted Total Funds	Unrestricted Total Funds
		2024 £	2023 £
<b>INCOME FROM:</b>			
Donations and grants	Notes 2	3,599	20,676
Programme events		2,114	2,072
Hire of the centre		78,816	50,724
Room and board		-	248
Workshop rent		4,560	4,560
Retreats		13,818	13,843
Miscellaneous income		59	124
Investment income		1,240	350
Residential catering		<u>16,160</u>	<u>11,054</u>
<b>Total Income</b>		<u>120,366</u>	<u>103,651</u>
<b>EXPENDITURE ON:</b>			
Charitable activities:			
Conference costs (salaries)	11	22,176	34,194
Conference costs (other)	11	20,197	15,222
Property costs	12	59,030	45,230
Support and administrative costs	13	27,874	22,439
Finance costs	14	325	320
Depreciation	6	2,901	3,060
<b>Total expenditure</b>		<u>132,503</u>	<u>120,465</u>
<b>NET INCOME/(EXPENDITURE)</b>		(12,137)	(16,814)
<b>FUND BALANCES BROUGHT FORWARD</b>		789,922	806,736
<b>FUND BALANCES CARRIED FORWARD</b>		<u>777,785</u>	<u>789,922</u>

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

The notes on pages 7 to 12 form an integral part of these financial statements.

## The Abbey Sutton Courtenay Limited

**Balance Sheet - 31 December 2024**

	Notes	£	2024	£	2023	£
<b>FIXED ASSETS:</b>						
Tangible assets	6			751,476		754,096
Investments	7			-		1,000
				<u>751,476</u>		<u>755,096</u>
<b>CURRENT ASSETS:</b>						
Debtors	8		587		3,338	
Cash at bank and in hand			75,326		60,242	
			<u>75,913</u>		<u>63,580</u>	
<b>CREDITORS:</b> Amounts falling due within one year	9		(49,604)		(28,754)	
			<u></u>		<u></u>	
<b>NET CURRENT ASSETS:</b>				26,309		34,826
<b>TOTAL ASSETS LESS CURRENT LIABILITIES :</b>				777,785		789,922
<b>NET ASSETS:</b>				<u>777,785</u>		<u>789,922</u>
<b>UNRESTRICTED FUNDS</b>						
General funds				31,611		43,748
Designated funds				746,174		746,174
<b>UNRESTRICTED FUNDS</b>	10			<u>777,785</u>		<u>789,922</u>
<b>RESTRICTED FUNDS</b>	10			-		-
				<u>777,785</u>		<u>789,922</u>

For the year ending 31 December 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

**ON BEHALF OF THE TRUSTEES**

..... **D R ROWE**

Approved by the Trustees on 18<sup>th</sup> August 2025

The notes on pages 7 to 12 form an integral part of these financial statements.



# The Abbey Sutton Courtenay Limited

## Notes to the Financial Statements for the year ended 31 December 2024

### 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### **a) General information and basis of preparation**

Abbey Sutton Courtenay is a charitable company limited by guarantee in the United Kingdom. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are detailed in the Trustees' Report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

#### **b) Tangible fixed assets**

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided at the following annual rates on a reducing balance basis in order to write off assets over their estimated useful life:

Freehold property	- NIL
Fixtures and fittings	- 20% per annum

No depreciation is charged on the freehold property on the grounds that the estimated residual value of the property is not less than the carrying amount of the asset and hence any depreciation arising would be immaterial.

#### **c) Funds**

General funds are unrestricted funds which are available for use at the discretion of the Trustees for furthering the religious and charitable work of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim of each designated fund is set out in the notes to the financial statements.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets those criteria is charged to the fund.

#### **d) Debtors and creditors receivable/payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

#### **e) Income recognition**

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

**Notes to the Financial Statements**  
**for the year ended 31 December 2024 continued**

**1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**e) Income recognition (continued)**

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Investment income is earned through holding assets for investment purposes and includes interest.

**f) Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

**g) Support costs allocation**

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs and administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management.

The analysis of these costs is included in note 13.

**h) Impairment**

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in profit or loss unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

**i) Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 7 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

**j) Going concern**

The financial statements have been prepared on a going concern basis. Trustees have considered current year results, and future forecasts, alongside existing cash reserves and are content that funds are sufficient for the charity to continue operations for a period of at least 12 months from the date of approval of the accounts.

**The Abbey Sutton Courtenay Limited**  
**Notes to the Financial Statements**  
**for the year ended 31 December 2024 continued**

**2. DONATION AND GRANT INCOME**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Other donations receivable	3,599	20,676
	<u>3,599</u>	<u>20,676</u>

**3. STAFF COSTS**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
The aggregate payroll costs were:		
Wages and salaries	21,018	34,416
Employer pension contributions	293	308
	<u>21,311</u>	<u>34,724</u>

The average monthly number of employees during the year was 2 (2023: 3). The average number of full time equivalent employees during the year was 1 (2023: 2).

No employee was paid in excess of £60,000 during the year.

**4. TRUSTEES' AND KEY MANAGEMENT PERSONNEL REMUNERATION AND EXPENSES**

Trustees receive no remuneration for their services during this or the previous year.

Expenses of £50 were reimbursed to Trustees in 2024 (2023: £204).

No Trustees (2023: none) are accruing pension arrangements.

The charity considers its key management personnel comprise the Trustees.

**5. OPERATING SURPLUS/(DEFICIT)**

The operating surplus/(deficit) is stated after charging:

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Examiner fees - examination and year end accounts preparation	1,850	1,800
- other services	1,400	500
- (over)/under-provision in prior year	92	(1,000)
Depreciation - owned assets	2,901	3,060
	<u>      </u>	<u>      </u>

**The Abbey Sutton Courtenay Limited**  
**Notes to the Financial Statements**  
**for the year ended 31 December 2024 continued**

6. TANGIBLE FIXED ASSETS	Freehold Land and Buildings	Fixtures and Fittings	Totals
<b>COST/VALUATION:</b>	£	£	£
At 1 January 2024	746,174	85,325	831,499
Additions	-	281	281
At 31 December 2024	<u>746,174</u>	<u>85,606</u>	<u>831,780</u>
<b>DEPRECIATION:</b>			
At 1 January 2024	-	77,403	77,403
Charge for year	-	2,901	2,901
At 31 December 2024	<u>-</u>	<u>80,304</u>	<u>80,304</u>
<b>NET BOOK VALUE:</b>			
At 31 December 2024	<u>746,174</u>	<u>5,302</u>	<u>751,476</u>
At 31 December 2023	<u>746,174</u>	<u>7,922</u>	<u>754,096</u>

The Trustees elected, in accordance with FRS102, to use the carrying value at 1 January 2014 (the transition date) of the freehold property carried at valuation, as its deemed cost.

No depreciation has been charged on the freehold property as the company's policy is to maintain its property in good condition and the estimated residual value is not less than its net book value at any given time and hence any depreciation is considered to be immaterial. The Trustees adopt a policy of regular maintenance and repair of the property.

**7. INVESTMENTS**

The charity previously held 1,000 ordinary shares in The Low Carbon Hub IPS Limited, included at the original cost of £1,000. These shares were sold at par value during the current period.

**8. DEBTORS: AMOUNTS FALLING  
DUE WITHIN ONE YEAR**

	2024 £	2023 £
Other debtors	587	3,338
	<u>587</u>	<u>3,338</u>

**The Abbey Sutton Courtenay Limited**

**Notes to the Financial Statements**  
**for the year ended 31 December 2024 continued**

**9. CREDITORS: AMOUNTS FALLING  
DUE WITHIN ONE YEAR**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Trade creditors	5,156	8,040
Accruals	6,581	8,485
Deferred income	5,989	11,329
VAT	1,878	900
Loans	30,000	-
	<u>49,604</u>	<u>28,754</u>

Deferred income comprises deposits received in advance for bookings, and donations received intended for use in the next financial year.

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Balance at 1 January	11,329	450
Amount released to incoming resources	(11,329)	(450)
Amount deferred in year	5,989	11,329
Balance as at 31 December	<u>5,989</u>	<u>11,329</u>

**10. ANALYSIS OF NET ASSETS BETWEEN RESTRICTED AND UNRESTRICTED FUNDS**

	<b>2024</b>	<b>2024</b>	<b>2024</b>
	<b>Tangible Fixed Assets</b>	<b>Other Net Assets</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Restricted Funds	-	-	-
Unrestricted Funds			
- general	5,302	26,309	31,611
- designated	746,174	-	746,174
	<u>751,476</u>	<u>26,309</u>	<u>777,785</u>

	<b>2023</b>	<b>2023</b>	<b>2023</b>
	<b>Tangible Fixed Assets</b>	<b>Other Net Assets</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Restricted Funds	-	-	-
Unrestricted Funds			
- general	7,922	35,826	43,748
- designated	746,174	-	746,174
	<u>754,096</u>	<u>35,826</u>	<u>789,922</u>

The designated fund, representing the latest revaluation of the property is regarded as a fund to be used only for possible replacement of the property and as such is not available for general use on the business of the charity.

**The Abbey Sutton Courtenay Limited**

**Notes to the Financial Statements**  
**for the year ended 31 December 2024 continued**

<b>11.</b>	<b>CONFERENCE COSTS</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
	Salaries and stipends	22,176	34,194
	Publicity	470	649
	Food and general consumables	19,727	14,573
		<u>42,373</u>	<u>49,416</u>
<b>12.</b>	<b>PROPERTY COSTS</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
	Repairs and maintenance	14,564	8,379
	Rates and water	2,252	2,491
	Light and heat	12,720	7,629
	Insurance	11,677	10,441
	Cleaning and gardening	71,94	10,411
	Salaries	-	530
	Health and Safety Compliance	6,759	5,349
	Service charges	3,864	-
		<u>59,030</u>	<u>45,230</u>
<b>13.</b>	<b>SUPPORT AND ADMINISTRATIVE COSTS</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
	Telephone	927	1,416
	Printing, postage and stationery	1,297	1,111
	Sundry expenses	2,636	2,036
	Computer expenses	1,688	2,106
	Admin and bookkeeping – other	11,545	11,308
	Accountancy	3,342	1,308
	Legal fees	6,389	2,950
	Trustee expenses	50	204
		<u>27,874</u>	<u>22,439</u>
<b>14.</b>	<b>FINANCE COSTS</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
	Bad debts	-	-
	Bank charges	325	320
<b>15.</b>	<b>RELATED PARTY TRANSACTIONS</b>		

There were no related party transactions during the year (2023: £nil).