

BLACKBURN CATHEDRAL TRUST
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st DECEMBER 2017

-Registered Charity No. 1137237

Company No. 07044409



BLACKBURN CATHEDRAL TRUST

CONTENTS

	Page
Trustees' Report	1 - 3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Financial Statements	7 -10

BLACKBURN CATHEDRAL TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST DECEMBER 2017

The trustees, who are also directors of the charity for the purposes of the Companies Act, present their report and accounts for the year ended 31st December 2017.

Reference and administrative information

Charity Name: Blackburn Cathedral Trust

Charity Number: 1137237

Company Number: 07044409

Charity Offices: Cathedral Offices
Cathedral Close
Blackburn
Lancashire BB1 5AA

Trustees: Ann Dean (Chair)
The Very Revd Peter Howell-Jones (Appointed 25/07/2017)
The Very Revd Christopher J Armstrong (Resigned 25/07/2017)
Alan T Rowntree
Canon Andrew D Hindley
David E Cam
Kathleen S M Hughes
Peter Jelley
Peter Mileham
Christiana Buchanan
Peter Whitman (Appointed 17 October 2017)

Treasurer: Alan T Rowntree

Independent Examiner: Helen Binns
PM+M Solutions for Business LLP
Chartered Accountants
Greenbank Technology Park
Challenge Way
Blackburn
BB1 5QB

Bankers: Natwest Bank
35 King William Street
Blackburn
BB1 7DL

BLACKBURN CATHEDRAL TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST DECEMBER 2017

Structure, Governance and Management

The Trustees are responsible for the day to day management of the Trust, meet formally on a regular basis and liaise constantly between meetings.

Governing Document

The organisation is a private company limited by guarantee and is governed by its Articles of Association.

Charitable Status

The company received charitable status on 2 August 2010.

Risk Management

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Recruitment and Appointment of Trustees

New Trustees are elected by the members at the AGM or are co-opted by the existing Trustees, who assess what skills and experience are required. New Trustees receive an induction pack with a copy of the Memorandum and Articles, recent accounts and minutes.

Objectives, Aims and Activities for the public benefit

As Trustees of the charitable company, the Directors confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance and have referred to the Charity Commission's general guidance on public benefit when reviewing aims and objectives and in planning future activities.

The object for which the Company is established is to promote the religious and charitable work of the Church of England by providing additional support for all or any of the charitable purposes to which the capitular revenues of the Dean and Chapter of the Cathedral Church of the St Mary the Virgin in Blackburn are applicable.

Financial Review, Achievements and Future Plans

The past 12 months have seen the trust continuing with its charitable fundraising and support of the Cathedral. During the year it has received personal and trust donations of £27,882 and secured grants of £84,546. During the year it made grants of £49,109 to Blackburn Cathedral to continue the funding of the choral scholars, the education officer, support of the musical life of the Cathedral, the fabric of the Cathedral, the restoration of the Cathedral chairs, vestments. The financial statements show that for the year ended 31 December 2017 net income totalled £65,928 and total funds at the year end were £115,921. There was net income on Unrestricted Funds of £28,712 and net income of £37,216 on Restricted Funds. The balance of the unrestricted funds at 31 December 2017 was a surplus of £1,960 and the surplus on the restricted funds at that date was £113,961.

The Trustees are pleased to note that an offer of funding has been received from the Heritage Lottery Fund. During the year the Trust received £40,000 from The Albert Gubay Charitable Foundation for music outreach activities. The Bowland Charitable Trust have provided £10,000 for use in community cohesion.

It is expected that during the coming year the Trust will continue to support the Cathedral by carrying out fundraising activities to enable on going projects to be fulfilled and continue to identify additional funders who can offer their support.

Reserves Policy & going concern

Since the primary objective is to raise funds for the Cathedral Church of St. Mary the Virgin, Blackburn, it is not the policy to hold reserves of more than an adequate amount to enable the Trust to have sufficient working capital to enable it to continue in operation. Unrestricted reserves were in surplus of £1,960 at the 31 December 2017. The Trustees are satisfied that future donations and fundraising efforts will cover costs and allow the surplus position to be maintained.

BLACKBURN CATHEDRAL TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST DECEMBER 2017

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also directors of Blackburn Cathedral Trust for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).


Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006.

They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees on 20 September 2018 and signed on their behalf by:



Ann Dean
Chair, Board of Trustees

BLACKBURN CATHEDRAL TRUST

INDEPENDENT EXAMINER'S REPORT ON THE UNAUDITED ACCOUNTS OF BLACKBURN CATHEDRAL TRUST

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2017 which are set out on pages 5 to 10.

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:

- accounting records were not kept in respect of the company as required by section
- the accounts do not accord with those records; or
- 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
- 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.



Helen Binns BA FCA

PM+M Solutions for Business LLP
Chartered Accountants
Greenbank Technology Park
Challenge Way
Blackburn
BB1 5QB

BLACKBURN CATHEDRAL TRUST

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME & EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31ST DECEMBER 2017

	Note	Unrestricted Funds	Restricted Funds	2017 Total	Unrestricted Funds	Restricted Funds	2016 Total
		£	£	£	£	£	£
INCOME:							
Donations and similar incoming resources	2	29,640	86,325	115,965	31,805	53,938	85,743
<i>Other trading activities</i>							
Fundraising	3	7,865	-	7,865	4,700	-	4,700
<i>Investment income</i>	4	9	-	9	23	-	23
Total income		37,514	86,325	123,839	36,528	53,938	90,466
Expenditure							
<i>Costs of raising funds</i>							
Generating voluntary income		4,732	-	4,732	4,477	-	4,477
Fundraising initiatives		4,070	-	4,070	31,327	-	31,327
<i>Charitable activities</i>							
Promotion of religious and charitable activities		-	49,109	49,109	12,625	63,061	75,686
Total expenditure		8,802	49,109	57,911	48,429	63,061	111,490
Net income/expenditure		28,712	37,216	65,928	(11,901)	(9,123)	(21,024)
Transfers between funds		-	-	-	(402)	402	-
Net movement in funds		28,712	37,216	65,928	(12,303)	(8,721)	(21,024)
<i>Reconciliation of funds</i>							
Total funds brought forward	9, 10	(26,752)	76,745	49,993	(14,449)	85,466	71,017
Total funds carried forward	9, 10	1,960	113,961	115,921	(26,752)	76,745	49,993

There are no recognised gains or losses other than the net movements in funds for the year. All incoming resources and resources expended derive from continuing activities.

The notes on pages 7 to 10 form part of these accounts

BLACKBURN CATHEDRAL TRUST

BALANCE SHEET AS AT 31ST DECEMBER 2017

	Note	2017 £	2016 £
Current Assets			
Debtors	7	11,354	17,413
Cash at bank and in hand		107,060	55,609
		<u>118,414</u>	<u>73,022</u>
Creditors			
Amounts falling due within one year	8	2,493	23,029
Net Assets		<u>115,921</u>	<u>49,993</u>
Funds			
Unrestricted funds:	9		
General funds		1,960	(26,752)
Restricted funds	10	113,961	76,745
		<u>115,921</u>	<u>49,993</u>

For the financial year ended 31 December 2017 the company was entitled to exemption from audit under section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 286 of the Act and for preparing financial statements which give a true and fair view of the state of the affairs of the company as at the end of the financial period and of its profit and loss for the financial period in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies act 2006 relating to the accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within part 15 of the Companies Act 2006.

Approved by the trustees and authorised for issue on 20 September 2018.

Signed on behalf of the Trustees by:



Ann Dean

Chair, Board of Trustees

Company Registration No. 07044409

The notes on pages 7 to 10 form part of these accounts

BLACKBURN CATHEDRAL TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2017

1 Principal accounting policies

Company status

Blackburn Cathedral Trust is a private company limited by guarantee, the members are listed on page 1. The company is registered in England and Wales. In the event of the Trust being wound up, the liability in respect of the guarantee is limited to £1 per member of the Trust.

Basis of accounting

The financial statements 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 UK and Republic of Ireland (FRS 102) (as amended for accounting periods commencing from 1 January 2016) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 Section 1A) and the Companies Act 2006.

The financial statements are prepared in sterling which is the functional currency of the entity.
Blackburn Cathedral Trust meets the definition of a public entity under FRS 102.

Going concern

The trustees are satisfied the Trust remains a going concern and the financial statements are prepared on this basis.

Intangible income

The value of services from volunteers has not been included in the financial statements.

Grants

Income receivable under grants is recognised when the obligations under those grants are performed.

Donations and other forms of voluntary income

Donations and other forms of voluntary income are recognised in full in the Statement of Financial Activities when notification of entitlement is received and the amount receivable can be measured with sufficient reliability.

Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis inclusive of VAT which cannot be recovered and are recognised in the period in which they are incurred.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

- Charitable expenditure comprises those costs incurred by the Company in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Support costs are apportioned on an appropriate basis, e.g. percentage of income.

Restricted funds

Restricted funds are to be used for specified purposes as laid down by the provider of the funds. Expenditure which meets these criteria is allocated to the fund, together with a fair allocation of support costs.

Unrestricted funds

Unrestricted funds are donations and other income received or generated for the objects of the Company without further specified purpose and are available as general funds.

Fixed assets

Fixed asset items costing under £1,000 are not capitalised and are written off during the period.

Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

BLACKBURN CATHEDRAL TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2017

2	Donations and similar incoming resources	Unrestricted Funds £	Restricted Funds £	2017 Total £	2016 Total £
	Personal and trust donations	25,342	2,540	27,882	43,670
	Amounts recoverable under gift aid	2,902	635	3,537	10,177
	Corporate, Personal and Trust Grants:				
	Angus Allnatt Charitable Foundation	-	-	-	2,000
	Association of Lancastrians in London	-	-	-	500
	Bowland Charitable Trust	-	10,000	10,000	-
	Cemlyn Jones Charitable Foundation	-	-	-	5,000
	Didymus Trust	-	5,000	5,000	-
	Glady Jane Wightwick Charitable Trust	-	1,000	1,000	-
	HDH Wills Charitable Trust	-	-	-	500
	Headley Trust	-	-	-	396
	John Mason Trust	-	2,000	2,000	-
	Kersey Hairdressing	396	-	396	-
	Pilling Trust	-	10,000	10,000	10,000
	Powell's Trust	-	-	-	500
	The Albert Gubay Charitable Foundation	-	40,000	40,000	-
	The Cardboard Box Company	1,000	13,000	14,000	-
	The D'Oyly Carte Charitable Trust	-	-	-	2,500
	The Fitton Trust	-	150	150	-
	The Golsoncott Foundation	-	-	-	500
	The Granada Foundation	-	-	-	2,000
	The Lancaster Foundation	-	2,000	2,000	-
	The Radcliffe Trust	-	-	-	3,000
	The Shepherd Street Trust	-	-	-	2,000
	The Woodward Charitable Trust	-	-	-	1,000
	Veronica Awdry Charitable Trust	-	-	-	2,000
		<u>29,640</u>	<u>86,325</u>	<u>115,965</u>	<u>85,743</u>
3	Fundraising	Unrestricted Funds £	Restricted Funds £	2017 Total £	2016 Total £
	Appeal Dinner	3,150	-	3,150	-
	Afternoon tea	655	-	655	-
	Golf day	4,060	-	4,060	4,700
		<u>7,865</u>	<u>-</u>	<u>7,865</u>	<u>4,700</u>
4	Investment income	Unrestricted Funds £	Restricted Funds £	2017 Total £	2016 Total £
	Bank interest	<u>9</u>	<u>-</u>	<u>9</u>	<u>23</u>

BLACKBURN CATHEDRAL TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2017

5 Resources Expended

	Generating Voluntary Income	Fundraising Initiatives	Promotion of Religious Charitable Activities	2017 Total	2016 Total
	£	£	£	£	£
Direct Costs					
Grants to Blackburn Cathedral					
- Choral Scholars	-	-	21,700	21,700	21,396
- Dialogue Officer	-	-	-	-	5,625
- Community Canon	-	-	-	-	6,125
- Education Officer	-	-	12,903	12,903	12,474
- Music Outreach	-	-	12,506	12,506	-
- Fabric fund	-	-	-	-	12,500
- Chair Appeal	-	-	-	-	14,245
- Vestments	-	-	-	-	3,170
- Fundraising consultancy costs	-	-	-	-	1,960
- Appeal Officer	-	-	-	-	27,512
- Office supplies	-	-	-	-	151
- Other	-	-	2,000	2,000	-
Professional costs	35	-	-	35	-
Insurance	191	-	-	191	187
Printing, postage and stationary	-	-	-	-	255
Other office costs	-	-	-	-	35
Blackburn Cathedral administration support	4,500	-	-	4,500	4,000
Golf day expenditure	-	1,944	-	1,944	1,855
Afternoon Tea	-	216	-	216	-
Appeal Dinner	-	1,910	-	1,910	-
Bank charges	6	-	-	6	-
Total Resources Expended	4,732	4,070	49,109	57,911	111,490

6 Trustee Remuneration

The Trustees, who are considered key management personnel, neither received nor waived any emoluments during the year, in their roles as trustees. No out of pocket expenses were reimbursed.

7 Debtors

	2017 £	2016 £
Prepayments and accrued income	11,354	17,413
	<u>11,354</u>	<u>17,413</u>

8 Creditors: Amounts falling due within one year

	2017 £	2016 £
Other creditors	2,493	23,029
	<u>2,493</u>	<u>23,029</u>

9 Unrestricted funds

	1st January 2017 £	Incoming Resources £	Resources expended £	Transfers £	31st December 2017 £
General Funds	(26,752)	37,514	(8,802)	-	1,960
Total Unrestricted Funds	(26,752)	37,514	(8,802)	-	1,960

BLACKBURN CATHEDRAL TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2017

	1st January	Incoming	Resources	Transfers	31st
	2017	Resources	expended		December
	£	£	£	£	2017
10 Restricted funds					
Blackburn Cathedral:					
Furtherance of Music	20,846	11,925	(21,000)	-	11,771
Music Outreach	15,500	43,000	(15,206)	-	43,294
Community and Cohesion officer	-	7,150	(7,150)	-	-
Fabric fund	5,024	1,250	-	-	6,274
Tower Roof fund	36,000	-	-	-	36,000
The Cardboard Box Company Education Officer	-	13,000	(5,753)	-	7,247
Community cohesion	-	10,000	-	-	10,000
Vestments	(625)	-	-	-	(625)
Total Restricted Funds	76,745	86,325	(49,109)	-	113,961

11 Analysis of assets and liabilities between funds

	General	Restricted	2017	2016
	Funds	Funds	Total	Total
	£	£	£	£
Current assets:				
- Debtors	11,354	-	11,354	17,413
- Cash at bank and in hand	(6,901)	113,961	107,060	55,609
Creditors	(2,493)	-	(2,493)	(23,029)
Net assets at 31st December 2017	<u>1,960</u>	<u>113,961</u>	<u>115,921</u>	<u>49,993</u>

12 Related party transactions

The Blackburn Cathedral Trust operates independently of the Chapter, but is wholly for the benefit of the Cathedral. Therefore Blackburn Cathedral Chapter is deemed to be a related party.

In the year donations have been made by trustee Alan Rowntree £5,000 (2016: £5,000).

At 31 December 2017 the trust owes £585 (2016: £22,774) to Blackburn Cathedral Chapter.