

THE ROCHESTER CATHEDRAL TRUST

Registered Charity Number 291616

**TRUSTEES' ANNUAL REPORT
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31st DECEMBER 2019**

The Rochester Cathedral Trust

Trustees and Advisers

Trustees

Mr Michael P Aiken MBE (*Chairman*) (Deceased 24.03.2019)
Lord Colgrain DL
Mr Jocelyn Croft
The Hon. Mrs Robin Denison-Pender
Mrs Kate Fenwick
Canon Ralph Godsall
Very Revd Dr Philip J Hesketh DL
Canon Paul Hudson
Mr Lars Lemonius
Mr Richard Oldfield OBE, DL (Chairman from 09.07.2019)
The Viscount de L'Isle CVO, MBE
Mrs Remy Millwater (appointed 14.11.2019)
Mrs Diana Paul (resigned 14.11.2019)
The Revd Canon Matthew Rushton
Mr John Spence OBE, DL
Mr David Ward (appointed 09.07.2019)
Mrs Georgina Warner DL

Patrons

Royal Patron: HRH The Countess of Wessex GCVO
Music Patron: Mr Jools Holland OBE, DL
Vice Patron: Dr David Starkey CBE
Vice Patron: Mr Rory Sutherland

Development Office

Garth House
The Precinct
Rochester
Kent ME1 1SX

Bankers

National Westminster Bank plc
148 High Street
Chatham
Kent
ME4 4DB

Independent Auditors

Haysmacintyre LLP
10 Queen Street Place
London
EC4R 1AG

Solicitors

Lee Bolton Monier Williams
1 The Sanctuary
Westminster
London
SW1 3JT

The Rochester Cathedral Trust

Trustees' Annual Report

for the Year ended 31st December 2019

The Trustees have pleasure in presenting their report and the audited financial statements of the Trust for the year ended 31st December 2019. These have been prepared in accordance with current statutory requirements, the 2015 Statement of Recommended Practice on Accounting and Reporting by Charities SORP and the Trust Deed.

Nature and Purpose of the Trust

The Trust was created by Rochester Cathedral by a Trust Deed dated 11th April 1985 as amended by a Supplemental Deed dated 13th April 1997, a Resolution dated 27th February 2008, amended March 2017 and further amended March 2019. The purpose of the Trust 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 Cathedral are applicable, including especially the preservation, maintenance and development of Rochester Cathedral. In the furtherance of these purposes the capital as well as the income of the Trust may be applied.

Charitable Status

The Trust is a registered charity, number 291616.

Trustees and Organisational Structure

The current trustees, all of whom served throughout the year except where indicated, are shown on page 1.

The Chairman and between two and eight Trustees are nominated by the Chapter of Rochester Cathedral and between two and eight further Trustees are nominated by the Trustees, subject to the approval of the Chapter, to hold office for three years.

The charity is administered by a full-time member of staff, whose services are donated by Rochester Cathedral and who is based at the Cathedral's office. She reports to the Trustees who meet three times during the year.

Trustees' Powers of Investment

The Trustees have unrestricted powers of investment under the terms of the Trust Deed.

Review of Financial Position and Reserves Policy

The Trustees' policy is to build up sufficient reserves to cover the administration of the trust on an annual basis and only to enter into commitments to support specific expenditure once funding for that expenditure has been secured. At the present time, unrestricted reserves are greatly in excess of the annual running costs of the Trust. During the year reserves have been reduced as past income has been allocated to specific projects. At the 31st December 2019, all funds were in surplus totalling £393,700 (2018 £252,287).

Public Benefit Statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission in determining the activities undertaken by the charity.

The Rochester Cathedral Trust Trustees' Annual Report (cont'd) for the Year ended 31st December 2019

Review of the Trust's Activities

The activities of the Trust continue to support the charitable purposes of Rochester Cathedral. The Cathedral maintains a policy of free access to all members of the public. It not only serves the community daily in its religious and charitable work but is an active resource of national importance in the the promotion of religion, music, education, history and architecture.

During the year the Trust held one fundraising concert, a quiz night and various receptions and networking events and made specific appeals for the Cathedral Fabric Capital Projects.

The Trustees are pleased to report that grants this year for the Music Endowment were £21,061 with an additional amount of £21,000 towards Music running costs. Additional grants to the Cathedral included £11,661 for the Community Choir. The full list of grants to the Cathedral are shown in note 2.

In total, the Trust raised £451,962 (2018 £255,544) in the year to 31st December 2019 and was able to grant £268,513 (2018 £192,930) to Cathedral projects during the year.

Grants awarded to Rochester Cathedral are shown in note 2 to the financial statements.

Connected Charity

As stated above, the main objective of the Trust is to support the activities of Rochester Cathedral, which has charitable status. The Chapter, which is the governing body of the Cathedral, has a significant influence in the appointment of Trustees to the Trust and certain of the Trustees are also members of Chapter. Transactions with Rochester Cathedral are disclosed where appropriate in these accounts.

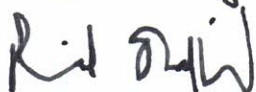
Statement of Trustees' Responsibilities

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year that give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

In preparing financial statements giving a true and fair view, the Trustees should follow best practice and select suitable accounting policies and then apply them consistently; observe the principles and methods of the charities' SORP; make judgements and estimates that are reasonable and prudent, state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements, and prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the financial statements comply with applicable law. 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.

Approved by the Trustees on 3 Sept 2020



Trustee

The Rochester Cathedral Trust

Independent auditor's report to the trustees of Rochester Cathedral Trust

Opinion

We have audited the financial statements of Rochester Cathedral Trust for the year ended 31 December 2019 which comprise the statement of financial activities, the balance sheet and the notes to the financial statements, including a summary of significant accounting policies. 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 financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2019 and of the charity's net movement in funds 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 have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder. 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 financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements 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.

Responsibilities of trustees for the financial statements

As explained more fully in the trustees' responsibilities statement set out on page 3, the trustees are responsible for the preparation of the financial statements 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 financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, 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 financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements 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 financial statements.

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

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Trustees' Annual Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements 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 financial statements 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 (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- adequate accounting records have not been kept by the charity; or
- sufficient accounting records have not been kept; or
- the charity financial statements 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.

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 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's trustees as a body for our audit work, for this report, or for the opinions we have formed.



Haysmacintyre LLP
Statutory Auditors
18 September 2020

10 Queen Street Place
London
EC4R 1AG

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

The Rochester Cathedral Trust
Statement of Financial Activities
for the year ended 31st December 2019

	Note	Unrestricted Funds £	Restricted Funds £	The Music Campaign £	Total Funds 2019 £	Unrestricted Funds £	Restricted Funds £	The Music Campaign £	Total Funds 2018 £
Income and endowments from:									
Donations		5,000	387,110	21,061	413,171	5,000	86,573	102,602	194,175
Legacies		-	-	-	-	6,000	-	-	6,000
Fundraising activities		32,847	4,947	-	37,794	17,364	37,349	-	54,713
Investment income		997	-	-	997	656	-	-	656
Total		38,844	392,057	21,061	451,962	29,020	123,922	102,602	255,544
Expenditure on:									
Fundraising events		37,904	2,512	-	40,416	29,219	3,229	30,972	63,420
Other Fundraising costs		-	-	-	-	-	-	-	-
Charitable Expenditure:									
Grants made to									
Rochester Cathedral	2	9,378	238,074	21,061	268,513	34,401	86,899	71,630	192,930
Support costs of charitable expenditure		1,620	-	-	1,620	1,560	-	-	1,560
Total	3	48,902	240,586	21,061	310,549	65,180	90,128	102,602	257,910
Net Income/(expenditure) for the year		(10,058)	151,471	-	141,413	(36,160)	33,794	-	(2,366)
Transfers between funds	5	-	-	-	-	-	-	-	-
Net movement in funds		(10,058)	151,471	-	141,413	(36,160)	33,794	-	(2,366)
Total funds brought forward		86,887	165,400	-	252,287	123,047	131,606	-	254,653
Total Funds Carried Forward		76,829	316,871	-	393,700	86,887	165,400	-	252,287

There are no recognised gains or losses other than those shown above.

The notes numbered 1 to 6 form part of these accounts.

The Rochester Cathedral Trust
Balance Sheet as at 31 December 2019

Note	Unrestricted Funds £	Restricted Funds £	The Music Campaign £	2019 £	Unrestricted Funds £	Restricted Funds £	The Music Campaign £	2018 £
Current Assets								
Debtor - Gift Aid reclaim	2,696	30,274	2,757	35,727	100	5,850	867	6,817
Prepayments	2,604	-	32,208	34,812	-	-	53,268	53,268
Central Board of Finance	9	168,546	(34,965)	133,590	27,178	159,550	(54,135)	132,593
Deposit fund accounts								
National Westminster Bank plc								
Current account	71,852	118,051	-	189,903	61,474	-	-	61,474
	77,161	316,871	-	394,032	88,752	165,400	-	254,152
Less: Liabilities								
Sundry creditors	(332)	-	-	(332)	(1,865)	-	-	(1,865)
Amounts owed to Rochester Cathedral								
Net Assets	<u>76,829</u>	<u>316,871</u>	<u>-</u>	<u>393,700</u>	<u>86,887</u>	<u>165,400</u>	<u>-</u>	<u>252,287</u>
Funds	<u>76,829</u>	<u>316,871</u>	<u>-</u>	<u>393,700</u>	<u>86,887</u>	<u>165,400</u>	<u>-</u>	<u>252,287</u>

The notes numbered 1 to 6 form part of these accounts

Approved and authorised for issue by the Trustees on 3 Sep 2020

R. J. D. W.

Trustee

The Rochester Cathedral Trust

Notes to the Financial Statements

for the year ended 31st December 2019

1 Accounting Policies

Basis of preparation of financial statements

The financial statements have been prepared in accordance with the 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 (The FRS 102 Charities SORP). The charity is a public benefit entity. The accounts comply with the Charities Act 2011, and regulations made thereunder. The Trustees consider it appropriate to prepare the accounts on a going concern basis.

Financial assets and liabilities

All assets and liabilities are initially measured at cost or transaction value. There are no items requiring subsequent remeasurement at fair value.

Donations

Donations are credited to the statement of financial activities when they are made available to the charity. Donations include the related tax credit where applicable.

Unrestricted and Restricted Funds

The Trust Fund Capital and Accumulated Income Funds are unrestricted within the general terms of the Trust deed.

Donations and grants have also been received for Music Running costs, Fabric Maintenance and Education & Interpretation Projects and are credited to restricted funds within the Statement of Financial Activities, and expenditure thereon is likewise charged to the appropriate fund. Any amounts which have not been spent during the year are carried forward in the restricted fund balances.

The Music Campaign (Special Restricted Fund) was established to raise funds for the Cathedral's permanent music endowment fund. Donations raised are paid over to the Cathedral on a regular basis for investment in the endowment fund. Income from the Cathedral's music endowment fund is expended towards the costs of the music department.

Expenditure

Expenditure is accounted for on an accruals basis. Direct costs are allocated to the headings they relate to, and support costs are allocated to those headings on an estimated time basis.

Grants

Grants are recognised as expenditure when the Trust has elected to make a grant and has communicated that intention to the Chapter of Rochester Cathedral.

2 Grants to Rochester Cathedral

The Trustees have financed the following projects by grants to the Chapter of Rochester Cathedral:

	2019	2018
	£	£
Support for music	21,000	21,000
Transfer to Cathedral Music Endowment Fund	21,061	71,630
Pinnacle Project	161,404	-
Cloister Garth Project	30,375	44,558
Communications - radios	6,688	-
Glazing Survey Project	-	5,802
Bells Centenary Project	-	10,000
Cabling & Wifi	-	11,629
Asbestos Removal St Andrew's House	-	17,520
Community Choir	11,661	10,341
Smaller grants under £5,000	16,324	450
	<u>268,513</u>	<u>192,930</u>

The Rochester Cathedral Trust
Notes to the Financial Statements (cont'd)
for the year ended 31st December 2019

3 Expenditure	Direct costs	Grants	Support costs	Total 2019
	£	£	£	£
Cost of fundraising activities	6,590	-	16,913	23,503
Cost of generating voluntary income	-	-	16,913	16,913
Charitable activities				
Grants to Rochester Cathedral	-	268,513	-	268,513
Other support costs				
Auditors' remuneration	-	-	1,620	1,620
	<u>6,590</u>	<u>268,513</u>	<u>35,446</u>	<u>310,549</u>
Expenditure	Direct costs	Grants	Support costs	Total 2018
	£	£	£	£
Cost of fundraising activities	43,584	-	9,918	53,502
Cost of generating voluntary income	-	-	9,918	9,918
Charitable activities				
Grants to Rochester Cathedral	-	192,930	-	192,930
Other support costs				
Auditors' remuneration	-	-	1,560	1,560
	<u>43,584</u>	<u>192,930</u>	<u>21,396</u>	<u>257,910</u>

Support costs comprise the salary and office costs associated with running the office at Garth House.

4 Trustees and Employees

None of the trustees received any remuneration or reimbursement of expenses from the Trust and there were no employees during the year or the previous year.

Related Party Transactions

During the year donations of £6,045 were made directly by Trustees. In addition, a donation of £100,000 was made by the Henry Oldfield Trust, a charity of which Richard Oldfield, is also a trustee and chairman.

5 Restricted Funds	Balance at 1st January 2019	Incoming Resources	Resources Expended	Transfers	Balance at 31st December 2019
	£	£	£	£	£
Music running costs fund	22,566	45,672	(42,847)	-	25,391
Fabric maintenance projects	140,197	346,385	(196,984)	-	289,598
Education & interpretation projects	2,637	-	(755)	-	1,882
	<u>165,400</u>	<u>392,057</u>	<u>(240,586)</u>	<u>-</u>	<u>316,871</u>
Restricted Funds	Balance at 1st January 2018	Incoming Resources	Resources Expended	Transfers	Balance at 31st December 2018
	£	£	£	£	£
Music running costs fund	19,787	37,349	(34,570)	-	22,566
Fabric maintenance projects	109,182	86,573	(55,558)	-	140,197
Education & interpretation projects	2,637	-	-	-	2,637
	<u>131,606</u>	<u>123,922</u>	<u>(90,128)</u>	<u>-</u>	<u>165,400</u>

The Rochester Cathedral Trust
Notes to the Financial Statements (cont'd)
for the year ended 31st December 2019

6 The Music Campaign	2019	2018
	£	£
Fund Balance at 1st January 2019	-	-
New donations to the Music Campaign	21,061	102,602
Interest received	-	-
Grant to Cathedral Music Endowment Fund	(21,061)	(71,630)
Fundraising expenses	-	(30,972)
	<u>-</u>	<u>(30,972)</u>
Fund Balance at 31st December 2019	<u><u>-</u></u>	<u><u>-</u></u>