
Annual Report and
Financial Statements
Friends of Winchester
Cathedral

For the Year Ended 31 March 2024

Index	v
Report of the Trustees	1 – 4
Report of the independent examiner	5
Statement of financial activities	6
Balance sheet	7
Notes to the financial statements	8 - 15

Report of the Trustees

The Trustees present their report and the associated financial statements of the charity for the year ended 31 March 2024.

Reference and administrative details

Charity registration number

220218

Registered office

2 The Close
Winchester
SO23 9LS

Trustees

Chairman of the Board of Trustees:

Mr Bruce Parker

Treasurer:

Mr Richard Green-Wilkinson

Elected members:

Mrs Angela Forder-Stent

Miss Jenny Hilton

Mr Nigel Spicer

Prof Tom Watson, vice-Chairman

Dr Cindy Wood

Ex-officio member:

The Dean of Winchester, the Very Reverend Catherine Ogle

Members appointed by the Dean

The Precentor and Sacrist of Winchester Cathedral: the Reverend Canon Andrew Tremier

Director

Mrs Lucy Hutchin

Investment advisers

JM Finn,

Regency House, 13 St Clements Steet, Winchester SO23 9HH

(From April 2024)

Bankers

Barclays Bank plc

50 Jewry Street, Winchester, SO23 8TN

Independent examiner

Winchester Bourne Ltd

Sullivan Court, Wessex Way, Colden Common, Winchester SO21 1WP

Structure, governance and management

The charity is managed by a Board, the members of which also act as the charity's Trustees. The names of the Board members are set out on page 1. The governing document of the charity is its Constitution adopted at a Special General Meeting held on 14th July 2001 but since amended (most recently at the Annual General Meeting on 11th July 2015). Amongst other things, the Constitution provides for the appointment and election of Board members.

The Board is supported by a number of Committees, each chaired by an elected trustee, which have specific responsibilities for the detailed running of the charity and the achievement of its objects. Four Committees are at present established which cover Activities, Administration, Finance & Investments and Membership & Fundraising.

Objects

The charity's objects are to:

- assist the Chapter in maintaining the fabric and monuments and the fittings and furnishings of Winchester Cathedral and its associated ground-works within the precincts, excluding property used for residential or administrative purposes;
- stimulate interest in the Cathedral;
- encourage and support activities calculated to preserve and beautify the Cathedral, its music and its history.

The Trustees worked closely with the Chapter to ensure that Friends' support was channeled effectively to meet the charity's objectives.

Achievements

Events

During this year, our talks have been in a hybrid format with good audiences attending in person and also joining by Zoom. In total, ten talks took place during the year. They were on subjects varying from the history of the *Hampshire Chronicle* to Dean Catherine's history of textiles; Sculpture in the Cathedral; Charlotte Mary Yonge, the writer; Medieval Manuscripts, and the Camino pilgrimage. Judge Angela Morris, Canon Roly Riem and the Cathedral Curator and Librarian, Ellie Swire, all talked about their careers and roles. The Girl Choristers performed a summer concert in the Cathedral quire. A Friends' holiday took place in June 2023 which included a visit to the Harrison and Harrison workshop in Durham to see the restoration of the Cathedral organ taking place. We also had a day trip to Sherborne Abbey and Sherborne Castle. The regular monthly coffee mornings have continued with an ever-growing group of Friends enjoying the opportunity to meet socially. In July, the Friends' Festival was celebrated with well-attended morning tours, an afternoon AGM in the Cathedral café garden marquee, followed by tea and Festal Evensong.

Fundraising

After the 2023 public appeal to raise funds for the restoration of the Cathedral organ, with two evening receptions in June and July, work was carried out at Harrison and Harrison in Durham and finished in time for the Cathedral's Christmas services. The Friends' appeal brought in £130,000, a wonderful response from our members and much applauded by the Cathedral Chapter. Donors and supporters were among the huge audience which celebrated the restoration in April 2024 with a concert by Olivier Latry, the resident organist at Notre Dame in Paris.

Publications

The 92nd edition of the *Winchester Cathedral Record* was published in September and a copy provided to each member. The Record is supplemented by an online publication, *Record Extra*, which allows more scholarly

and historical articles to be available to a wider audience. This year, two new Christmas card designs were produced and three old designs reprinted, all sold through the Friends' office and the Cathedral shop. Again, this year, both mail-order and a free-delivery service was offered for local Friends, leading to a strong year of sales.

Volunteers

Volunteers have continued to be instrumental in helping in the Friends' office to prepare mailings. Friends enthusiastically delivered the mailings three times this year, thereby saving a significant amount on postage costs.

Plans for 2024/25

The Friends plan to continue to organise 'hybrid' talks in the future to attract a greater number of members attending in their preferred ways. Events have already been arranged including a talk by the Cathedral Architect, a lecture about monastic gardens and a cheese-tasting session. In the autumn and winter, monthly talks will continue. A four-day holiday to the Cathedrals of the West Country is planned for June. Three day trips are also planned for the year.

Financial review

The Statement of Financial Activities on page 6 shows net income (surplus) of £130,939 for the 2023/24 financial year (2022/23: surplus of £198,955).

During this past financial year trustees approved grants to Chapter totaling £172,902, of which £40,634 has been spent on a replacement Cherry Picker, £34,770 is to be spent on a stonemason's yard equipment, £12,980 on a tractor and £32,000 on the Museum Accreditation Project. Regular annual grants of £77,500 are included in the above total, the major items being £52,500 for the choirs and £14,300 for Gardens, Grounds and Trees in the Cathedral precincts. Full details of grants approved in the year are given in note 7 to the Financial Statements, on page 11.

We continue to benefit from a steady flow of income from legacies, this year amounting to £222,656 (2023: £273,896). We remain enormously grateful for this crucial source of income.

Our two investment portfolios (General and Legacy) have performed much in line with a slightly stronger market, and ended up showing gains, both realised and unrealised, of £48,700 (2022/23: losses of £35,770). The Trustees continue to review their 'attitude to risk', their latest Policy Statement being dated September 2020. The performance of our portfolios is closely managed by our investment managers and monitored by the Finance Committee.

A review of our investment management services providers was carried out in April 2024.

The net profit from the sale of Christmas cards and publications was £2,407 (2022/23: £3,027), whilst our activities produced a net profit of £17,792 (2022/23: £5,983).

The charity has no subsidiary and associated undertakings. All investments held by the charity have been acquired in accordance with the powers available to the Trustees. The charity is not financially dependent upon any one individual or corporation but relies on the continuing support of all its members.

Unrestricted Reserves policy

The Trustees have agreed a policy to maintain reserves within the General Fund at such a level as would enable it, in the event of a sudden loss of income, to cover ongoing direct expenses of running the charity for a period of about nine months, and to cover annual grants to Chapter for a full year. The Board is content that the current level of reserves of £957,091 meets this policy.

Risk management

The Trustees have streamlined and improved the charity's Risk Management Register which identifies areas of risk to which the charity is exposed in undertaking its activities and seeks to manage those risks. While ultimate responsibility for risk management rests with the Board, for practical purposes the task of developing detailed risk assessment plans has been delegated to the Administration Committee, with input from the Finance Committee. These Committees regularly assess actual and potential risks arising and endeavour to mitigate them through the introduction of appropriate and effective systems and practices. The Administration Committee is responsible for the assessment of risks associated with governance & management, operational processes, environmental/external factors and compliance. The Finance & Committee is responsible for the assessment of risks associated with finance and investment.

The Board receives full quarterly management accounts, which include a detailed analysis of the investment portfolio and regular reports from the investment manager.

The charity has also continued to work to improve its governance by the adoption of a conflict-of-interest policy, a safeguarding policy, employment policies and data protection. All Board members have undertaken training on safeguarding issues, using NSPCC material, and a Board member has taken on responsibility for the management of this policy.

Trustees' responsibilities for the financial statements

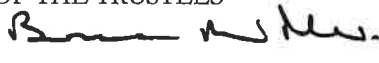
The Trustees are responsible for preparing the Trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these 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 judgments and accounting estimates that are reasonable and prudent;
- state whether applicable United Kingdom Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charity (Accounts and Reports) Regulations and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

BY ORDER OF THE TRUSTEES

Bruce Parker 
Chairman

Date: 28/5/2024

Independent Examiner's Report to the Trustees of Friends of Winchester Cathedral

I report to the charity's Trustees on my examination of the financial statements of Friends of Winchester Cathedral for the year ended 31 March 2024, which are set out on pages 8 to 15.

Respective responsibilities of trustees and examiner

As the Trustees of the charity, you are responsible for the preparation of the financial statements of the charity 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 and 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

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

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

- accounting records were not kept in respect of Friends of Winchester Cathedral in accordance with section 130 of the 2011 Act; or
- the financial statements do not accord with those accounting records; or
- the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements 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, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Julia Linclau

Julia Linclau FCA ICAEW membership no. 7923260

Winchester Boume Limited
Sullivan Court
Wessex Park
Colden Common
Winchester
SO21 1WP
Date:

Statement of financial activities

	Note	Unrestricted funds £	Restricted funds £	2024 £	2023 £
Income					
Voluntary income	2	326,500	6,801	333,301	509,237
Activities for generating funds	3	47,447	-	47,447	18,372
Investment income	6	13,346	-	13,346	8,906
Total income		387,293	6,801	394,094	536,515
Expenditure					
Costs of generating funds	4	36,723	-	36,723	17,733
Charitable activities	5	220,732	5,700	226,432	319,827
Total expenditure		257,455	5,700	263,155	337,560
Net income (expenditure) for the year		129,838	1,101	130,939	198,955
(Losses) / gains on investment assets	10	48,700	-	48,700	(35,770)
Net movement in funds		178,538	1,101	179,639	163,185
Fund balances brought forward		778,553	-	778,553	615,368
Fund balances carried forward		957,091	1,101	958,192	778,553

Balance sheet

	Note	2024 £	2023 £
Fixed assets			
Tangible assets		-	-
Investments	10	667,127	503,825
		<u>667,127</u>	<u>503,825</u>
Current assets			
Stocks		977	872
Debtors	11	142,124	210,906
Cash on deposit		260,569	140,356
		<u>403,670</u>	<u>352,134</u>
Current liabilities			
Grants outstanding		84,375	52,823
Other creditors	12	28,230	24,583
		<u>112,605</u>	<u>77,406</u>
Net current assets		<u>291,065</u>	<u>274,728</u>
Total assets less current liabilities		<u>958,192</u>	<u>778,553</u>
Representing:			
Unrestricted funds	13	-	778,553
Designated Fund		568,486	-
General Fund		388,605	-
Restricted funds	13	1,101	-
Total funds		<u>958,192</u>	<u>778,553</u>

Charity Number - 220218

The financial statements were approved by the Board of Trustees on



Richard Green-Wilkinson – Treasurer

1 **Principal accounting policies**

Basis of preparation

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: 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 on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The trust constitutes a public benefit entity as defined by FRS 102.

Going concern

The financial statements have been prepared on the basis that the charity is a going concern. When determining the going concern assessment the Trustees have considered the charity's activities, together with factors likely to affect its future development, performance and position; these are set out in the Trustees' Report. The Trustees consider that there are no material uncertainties on the charity's ability to continue its activities for the foreseeable future. The Trustees are satisfied that the charity's assets are available and adequate to fulfil its obligations for a period of at least twelve months from the signing of these financial statements.

Income

Subscriptions

Following a decision by the Board of Trustees on 14th December 2022, life subscriptions are no longer amortised over a period of five years, but accounted for in the year in which they are received. The previously accrued £4,270 was therefore taken into account in the 2022/23 year. No adjustment has been made to the prior year figures to reflect this change in policy given the immaterial impact.

Other subscriptions (including those under Gift Aid together with the associated income tax recoveries) are accounted for in the year in which they are received.

Legacies

Legacies are accounted for only upon evidence of entitlement, probable receipt and where the amount receivable can be estimated reliably after taking account of unknown costs and other uncertainties inherent in winding up estates.

Investment income

Investment income, including associated tax recoveries, is accounted for when receivable.

Allocation of expenditure

Costs of generating funds consists of investment management fees and costs associated with the events and activities of the charity (as detailed in note 3).

Costs of charitable activities include grants made and costs associated with the management of the charity, not included as direct costs.

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulations and good practice. These costs include the fees of the independent examiner.

Grants to the Chapter of Winchester

Grants to the Chapter of Winchester are charged to the accounts for the period in which they are approved by the Board of Trustees.

Fixed assets

Items costing less than £5,000 are written off immediately to the statement of financial activities of the period in which they are purchased.

Depreciation is calculated so as to write off the cost of a capitalised asset, less its estimated residual value, over the useful economic life of that asset as follows:

Membership database - 5 years
Computer equipment - 5 years

Investments

Investments are included at their market value at the balance sheet date. Unrealised and realised gains (or losses) are credited (or debited) to the statement of financial activities in the year in which they arise.

Stocks

Stocks are valued at cost, less a provision for items considered slow moving.

Judgements in applying accounting policies and key sources of estimation uncertainty

In the preparation of the 2024 financial statements, it is the responsibility of the Trustees to make informed judgements and estimates in the provision of liabilities and expenses and in the assessment of going concern.

Friends of Winchester Cathedral acknowledges the requirements of this disclosure. As such the Trustees of the charity can confirm that there are no significant assumptions made or other key sources of estimation of uncertainty at the reporting date of 31 March 2024. The trustees consider the charity to be a going concern (see above).

2 Voluntary income

	2024 £	2024 £	2023 £	2023 £
	Unrestricted	Restricted	Unrestricted	Restricted
Subscriptions				
- Life members	2,490	-	8,655	-
- Under Gift Aid	65,084	-	57,255	-
- Other	18,813	-	16,789	-
- Refund of tax	17,035	-	14,727	-
	<u>103,422</u>	<u>-</u>	<u>97,426</u>	<u>-</u>
Legacies	222,656	-	273,896	-
Donations	422	6,801	1,360	136,555
	<u>326,500</u>	<u>6,801</u>	<u>372,682</u>	<u>136,555</u>

3 Activities for generating funds

	Christmas			Christmas		
	Cards	Activities	Total	Cards	Activities	Total
	2024	2024	2024	2023	2023	2023
	£	£	£	£	£	£
Income	4,996	42,451	47,447	5,017	13,355	18,372
Expenditure	(2,589)	(24,659)	(27,248)	(1,990)	(7,373)	(9,363)
Net surplus	<u>2,407</u>	<u>17,792</u>	<u>20,199</u>	<u>3,027</u>	<u>5,982</u>	<u>9,009</u>

Activities include events, trips and lectures, and the Friends' annual festival, all of which are designed principally to meet the charity's objective to stimulate interest in the Cathedral and not primarily to raise funds.

4 Cost of generating funds

	2024 £	2024 £	2023 £	2023 £
	Unrestricted	Restricted	Unrestricted	Restricted
Expenditure (note 3 above)	27,248	-	9,363	-
Record & Newsletters	5,409	-	-	-
Management fees	4,066	-	3,580	-
Fundraising costs	-	-	-	4,790
	<u>36,723</u>	<u>-</u>	<u>12,943</u>	<u>4,790</u>

5 Charitable Activities

	2024 £	2024 £	2023 £	2023 £
	Unrestricted	Restricted	Unrestricted	Restricted
Grants to the Chapter of Winchester (note 7)	167,202	5,700	129,367	133,032
Management and administration (note 8)	53,530	-	57,428	-
	<u>220,732</u>	<u>5,700</u>	<u>186,795</u>	<u>133,032</u>

6 Investment income

	2024	2023
	£	£
Interest on deposits	4,429	1,181
Income from investments	8,917	7,725
	<u>13,346</u>	<u>8,906</u>

7 Grants to the Chapter of Winchester
Grants to the Chapter of Winchester

	2024	2023
	£	£
<u>Unrestricted:</u>		
Trees in Public Areas	5,750	9,000
Girls' Choir	17,500	17,000
Baker Choristership	17,500	17,000
Friends' Choristership	17,500	17,000
Cathedral Flowers	10,700	7,500
Planned Maintenance of Cathedral Precincts	7,700	7,500
East Window Project	-	(1,463)
West End Christmas tree	850	500
1,000 Chairs in the Nave	-	1,681
Cherry Picker including delivery	40,634	-
Handles for Chair Trolleys	2,014	-
Inventory Project	419	20,750
Stone bridge-saw for Stonemasons' Department	(32,978)	32,978
Retrochoir Tiles Conservation Symposium	(137)	3,500
Stonemason's Yard Equipment	34,770	-
Tractor	12,980	-
Accreditation Project	32,000	-
	<u>167,202</u>	<u>132,946</u>
Unspent grant allocations written back	-	(3,579)
	<u>167,202</u>	<u>129,367</u>
<u>Restricted:</u>		
Windows project	-	1,267
Organs restoration	5,700	131,765
	<u>5,700</u>	<u>133,032</u>
	<u>172,902</u>	<u>262,399</u>

Grants written back in the prior year are primarily as a result of the cost of the anticipated work being lower than the original estimate on which the grant application was based, or in respect of which the work associated with the project was no longer required to be undertaken.

8 Management and administration expenditure

	2024	2023
	£	£
Staff costs:		
Wages and salaries	42,504	41,111
Pension costs	972	941
	<u>43,476</u>	<u>42,052</u>
Cathedral Record and Friends' Newsletters	-	2,406
Printing, copying and stationery	-	2,104
Postage	-	2,596
Office rent, insurance and maintenance	2,421	2,501
Staff training	25	125
Independent examination	1,500	1,350
Bank charges	2,209	2,135
Depreciation	-	508
Digitisation of Cathedral Record	186	-
Office Equipment	2,762	-
Sundry expenses (QuickBooks)	951	1,651
	<u>53,530</u>	<u>57,428</u>

a. The average number of employees during the year was 3 (2022/23 – 3), all of whom worked part-time. No employee's emoluments exceeded £60,000.

b. No expenses were reimbursed to Trustees in the year (2022/23 - £nil).

9 Governance costs

The amount payable for the independent examination (inclusive of VAT not recoverable by the Charity) totals £1,500 (2023 - £1,350), and no amounts were paid to the examiner in respect of other services.

10 Investments

Listed investments at market value

	General Portfolio £	Legacy Portfolio £	Total £
At 1 April 2023	184,841	346,072	530,913
Additions	-	98,400	98,400
Costs	(1,355)	(2,714)	(4,069)
Change in market value	13,880	34,820	48,700
At 31 March 2024	<u>197,366</u>	<u>476,578</u>	<u>673,944</u>

Uninvested Cash of £6,817 (2022/23 - £27,085) was held with Rathbones and is included in the above balances. The Investments at the year end excluding cash therefore amounts to £667,127.

11 Debtors

	2024 £	2023 £
Trade debtors	-	-
Sundry debtors including legacies receivable	140,972	209,965
Prepayments	1,152	941
	<u>142,124</u>	<u>210,906</u>

12 Creditors

	2024 £	2023 £
Sundry creditors	1,682	1,350
Deferred income	26,548	23,233
	<u>28,230</u>	<u>24,583</u>

13 Funds

	At 1 April 2023	Net surplus	At 31 March 2024
	£	£	£
Unrestricted funds	778,553	178,538	-
Designated Fund	-	-	568,486
General Fund	-	-	388,605
Restricted funds	-	1,101	1,101
Total funds	<u>778,553</u>	<u>179,639</u>	<u>958,192</u>

During the year the trustees designated £568,486 of the Unrestricted Fund, being the Legacy Fund investments and cash and the Special Grants Fund. This leaves £388,605 in the General Fund.

Five year summary

	2024	2023	2022	2021	2020
	£	£	£	£	£
Income					
Subscriptions:					
Life Membership	2,490	8,655	3,043	2,993	3,668
Gift-Aided (including tax)	82,119	71,982	75,878	70,372	61,105
Non Gift-Aided	18,813	16,789	17,714	26,804	27,591
	<u>103,422</u>	<u>97,426</u>	<u>96,635</u>	<u>100,169</u>	<u>92,364</u>
Legacies	222,656	273,896	176,499	50,019	408,338
Donations	7,223	137,915	1,502	11,030	5,833
Investment income	13,346	8,906	5,338	4,847	6,343
Other income	47,447	18,372	14,475	13,438	13,552
	<u>394,094</u>	<u>536,515</u>	<u>294,449</u>	<u>179,503</u>	<u>526,452</u>
Expenditure	<u>(90,253)</u>	<u>(75,161)</u>	<u>(55,441)</u>	<u>(51,113)</u>	<u>(60,209)</u>
Surplus of income over expenditure	303,841	461,354	239,008	128,390	466,243
Grants to the Chapter of Winchester	(172,902)	(262,399)	(147,348)	(181,581)	(564,564)
Surplus/(deficit) for the year	<u>130,939</u>	<u>198,955</u>	<u>91,660</u>	<u>(53,191)</u>	<u>(98,321)</u>
Investment gains/losses	48,700	(35,770)	11,674	63,823	(40,335)
Reserves brought forward	778,553	615,368	512,034	501,402	640,058
Reserves carried forward	<u>958,192</u>	<u>778,553</u>	<u>615,368</u>	<u>512,034</u>	<u>501,402</u>
Represented by:					
Fixed assets - tangible	-	-	508	1,185	2,084
Investments at market value	667,127	503,825	416,908	378,829	256,735
Deposits and cash	260,569	140,356	383,483	362,346	432,455
Stock and debtors	143,101	211,778	76,733	23,010	2,399
	<u>1,070,797</u>	<u>855,959</u>	<u>877,632</u>	<u>765,370</u>	<u>693,673</u>
Less:					
Grants outstanding	(84,375)	(52,823)	(253,057)	(240,400)	(177,571)
Other liabilities	(28,230)	(24,583)	(9,207)	(12,936)	(14,700)
	<u>958,192</u>	<u>778,553</u>	<u>615,368</u>	<u>512,034</u>	<u>501,402</u>