

REGISTERED CHARITY NUMBER: 1175597

LINCOLN CATHEDRAL LEARNING, ARTS, CULTURE & EVENTS CIO
ANNUAL REPORT AND STATEMENT OF ACCOUNTS
FOR THE YEAR ENDED
31 MARCH 2020

LINCOLN CATHEDRAL LEARNING, ARTS, CULTURE & EVENTS CIO

Reference and Administrative Details

Trustees

The Dean, The Very Reverend Christine Wilson
The Subdean, The Reverend Canon John Patrick
The Precentor, The Reverend Canon Sally-Anne McDougall (Resigned 15 May 2020)
The Chancellor, The Reverend Canon Dr Paul Overend

Principal Address

4 Priorygate
Lincoln
LN2 1PL

Independent examiner

D J E Sewell FCA
Haysmacintyre LLP
10 Queen Street Place
London
EC4R 1AG

Bankers

Natwest
Smiths' Branch
Lincoln

Registered charity number

1175597

LINCOLN CATHEDRAL LEARNING, ARTS, CULTURE & EVENTS CIO

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

The Trustees present their report and the financial statements of the charitable incorporated organisation ('CIO') for the year to 31 March 2020.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Lincoln Cathedral Learning, Arts, Culture and Events CIO ('Lincoln Cathedral CIO') is a charitable incorporated organisation registered with the Charity Commissioners and governed by its CIO Foundation Constitution dated 7 November 2017.

The body of Trustees shall consist, when complete, of four ex officio trustees:

- The Dean of Lincoln
- The Precentor of Lincoln
- The Chancellor of Lincoln
- The Subdean of Lincoln

The Trustees are responsible for the day to day management of the charity. Trustees must number of a minimum of two and a maximum of six. Every matter is determined by a majority of votes of the Trustees present at the meeting.

Trustees are appointed by resolution at a properly convened meeting with no less than 21 days notice being given to the current Trustees, with the exception of the first charity trustees as prescribed in the CIO Constitution. In selecting individuals for appointment as charity trustees due regard is given to the skills, knowledge and experience needed for the effective administration of the CIO. The Chapter of Lincoln Cathedral has the right to veto without cause the appointment of any trustee.

The charity trustees will make available to each new charity trustee, on or before his or her first appointment:

- a) a copy of the current version of its constitution; and
- b) a copy of the CIO's latest Trustees' Annual Report and Statement of Accounts.

Risk Management

The Trustees monitor the major risks to which the CIO is exposed and keep under review the adequacy of systems, which they believe, are adequate and appropriate to the size of the charity and the nature of its operations. Particular to financial controls, the accounts are scrutinised by the Cathedral Chapter Finance Committee.

Investment Policy

The Investment Policy of the Trustees seeks to produce the best financial return within an acceptable level of risk. The investment objective for short term reserves is to preserve capital value with minimal levels of risk, ensuring high liquidity of assets in order to meet short term cash flow needs.

The CIO purposes are such that there are no planned long term reserves.

Administrative Structure

The Corporate Body of Lincoln Cathedral has agreed to provide administrative support to the trustees at no charge.

OBJECTIVES AND ACTIVITIES

The objects of the CIO are, for the public benefit:

1. To advance the Christian religion, through the support of the Chapter of Lincoln Cathedral, in particular but not exclusively by: the preservation and maintenance of the cathedral fabric and its precinct and the furtherance of its education and outreach activities for the benefit of the public.
2. To advance such other exclusively charitable purposes supported by the Chapter of Lincoln Cathedral, through the provision of grants, services and support.

LINCOLN CATHEDRAL LEARNING, ARTS, CULTURE & EVENTS CIO

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

Strategies

Activities are planned to meet strategic aims and have included the holding of arts and cultural events, lectures and fundraising events throughout the period and engaging with a wide and diverse audience.

ACHIEVEMENTS AND PERFORMANCE

The highlight of the year was the superb theatre in the nave production of *Oliver!* during August 2019 which was seated in-the-round for a more intimate experience and sold more than 6,500 tickets. This was a community project that involved around 150 local people including many children and young people, all of whom gave a high quality and energetic performance following months of committed rehearsal and input. The production also encouraged donations to Lincoln Foodbank on the night of the performances, highlighting the pervasive nature of poverty in society today as well as in Dickens' time, which proved to be overwhelmingly successful.

Many families enjoyed showings of Wallace and Gromit's *'The Wrong Trousers'* with live orchestra during January 2020 following the success and positive feedback from the sold out *'Snowman'* event during January 2019. There have been numerous live musical events attended by over 2,250 people throughout the period such as *St John's Passion*, *the Halle*, *The Messiah* and *La Nativité du Seigneur* as well as an organ concert series.

These events have allowed for engagement with a diverse audience, bringing people in to Lincoln Cathedral to share in its hospitality and welcome. In total over 11,800 people participated in this wide ranging programme of activity which is more than double of the prior period.

FINANCIAL REVIEW

Total income during the period amounted to £313,403 (2019: £149,670) and generated a surplus of £25,997 (2019: £23,480). Of this, £53,562 has been released to Lincoln Cathedral fund with £3,562 specifically supporting the fabric preservation works. The remaining reserves will be released to fund the works of Lincoln Cathedral when available, in line with the reserves policy below.

Reserves policy

The minimum level of free reserves required is quantified in line with the working capital and operating cash flow requirements and monitored by the production of annual cash flow forecasts. Reserves should be applied to charitable purposes as soon as practicable and in line with these ranges. An acceptable range of free reserves, beyond this requirement, is considered to be 3-6 months of fixed operational costs less any 'reasonably certain' income.

As at 31 March 2020 the funds comprise of £49,477 which is considered sufficient for future plans.

FUTURE

Planned activities for the future continue to include a regular programme of cultural, educational and fundraising events, such as ticketed musical performance events, lectures encouraging engagement and fundraising events.

Activities for the period to December 2020 have been cancelled or postponed as a direct result of the coronavirus pandemic and the impact on events is likely to be felt well into the Summer of 2021. Action is being taken to adapt to social distancing measures and look for alternative methods of engagement by digital or other remote means to ensure that engagement and fundraising activities can continue. To reflect the current uncertainty surrounding the pandemic and local restrictions a reduced programme is planned in the short term.

The charity is very much looking forward to the Flower Festival in Summer 2021. This will have stunning flower displays blossoming in every area of Lincoln Cathedral with an eclectic range of themes covering poetry, theatre, film, and fashion, alongside history, exploration, invention, and more. It is hoped that there will

LINCOLN CATHEDRAL LEARNING, ARTS, CULTURE & EVENTS CIO

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020 (CONTINUED)

be something for everyone, from the Pilgrim Fathers' journey to the New World to the moon landing and even Harry Potter!

TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

The Trustees are required to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable 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 Charity and enable them to ensure that the financial statements comply with applicable law, regulations and the provisions of the CIO constitution. 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 on behalf of the Trustees on



18/12/20

The Very Reverend Christine Wilson
Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LINCOLN CATHEDRAL LEARNING, ARTS, CULTURE & EVENTS CIO

I report to the Trustees on my examination of the accounts of Lincoln Cathedral Learning, Arts, Culture & Events CIO for the period ended 31 March 2020 which are set out on pages 6 to 12.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the 2011 Act"). The trustees are satisfied that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and have chosen instead to have an independent examination.

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

INDEPENDENT EXAMINER'S STATEMENT

I can confirm that I am qualified to undertake the examination because I am a registered member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

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

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



D J E Sewell, FCA
Haysmacintyre LLP
10 Queen Street Place
London
EC4R 1AG

Date: 22 December 2020

LINCOLN CATHEDRAL LEARNING, ARTS, CULTURE EVENTS CIO
YEAR ENDED 31 MARCH 2020
STATEMENT OF FINANCIAL ACTIVITY

	Note	Unrestricted Fund 2020 £	Restricted Fund 2020 £	Endowment Fund 2020 £	Total Funds 2020 £	Total Funds 2019 £
Income from:						
Legacies and Donations (including gift aid)		-	-	-	-	-
Grants receivable		-	-	-	-	-
Charitable Activities		76,359	4,931	-	81,289	86,823
Other trading activities		-	232,113	-	232,113	62,847
Fixed Asset Investment Income		-	-	-	-	-
Total Incoming Resources:	2	76,359	237,044	-	313,403	149,670
Expenditure on:						
Charitable Activities		68,157	57,816	-	125,973	75,890
Raising funds		-	161,433	-	161,433	50,300
Total Resources Expended:	3	68,157	219,249	-	287,406	126,190
Income before gains and losses		8,202	17,796	-	25,997	23,480
Other Recognised Gains and Losses:						
Net gains/(losses) on Investments		-	-	-	-	-
Net movement in funds		8,202	17,796	-	25,997	23,480
Balances as at 1 April		15,254	8,226	-	23,480	
Balances as at 31 March		23,456	26,022	-	49,477	23,480


All income and expenditure is derived from continuing activities.

The statement of financial activities includes all gains and losses recognised in the year.

LINCOLN CATHEDRAL LEARNING, ARTS, CULTURE EVENTS CIO
YEAR ENDED 31 MARCH 2020
BALANCE SHEET

	Note	£	2020	£	£	2019	£
TANGIBLE FIXED ASSETS					-		-
CURRENT ASSETS							
Debtors	4	3,692			2,076		
Cash at bank		<u>54,553</u>			<u>26,298</u>		
		58,244			28,374		
Current Liabilities							
Creditors	5	<u>(8,768)</u>			<u>(4,894)</u>		
NET CURRENT ASSETS				49,477			23,480
				<u>49,477</u>			<u>23,480</u>
Funded by:							
Unrestricted Funds				23,456			15,254
Restricted Funds				26,022			8,226
Endowment Funds				-			-
Total Funds	6			<u>49,477</u>			<u>23,480</u>

Approved and authorised for issue on

 18/12/20

The Very Reverend Christine Wilson
Trustee

LINCOLN CATHEDRAL LEARNING, ARTS, CULTURE & EVENTS CIO

Notes to the Accounts for the period ended 31 March 2020

1. ACCOUNTING POLICIES:

Entity Status

The entity is a charitable incorporated organisation registered with the Charity Commission in England and Wales.

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) (effective 1 January 2019) - (Charities SORP (FRS 102)) and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The CIO is a Public Benefit Entity as defined by FRS102.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes. Fair value movements are dealt with through the Statement of Financial Activities.

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. In view of the level of assets held, the trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

Income

All incoming resources are included gross in the Statement of Financial Activities when receivable. This is deemed to be when entitlement has passed the charitable entity, it is probable that economic benefits associated with the transaction will flow to the charitable entity and the amount can be reliably measured. The following specific policies apply:

- Legacies are included when it becomes probable that the legacy will be received and that the value of the incoming resources can be measured reliably.
- Donations, gift aid, covenants, grants and any gift aid thereon are recognised when there is evidence of entitlement, receipt is probable and the amount can be reliably measured.
- Income from donated goods is measured at fair value unless it is impractical to measure to reliably, in which case the value is derived from the cost to the donor or the estimated resale value. No amounts are included for general contribution of volunteer time.

Expenditure

Expenditure is included in the Statement of Financial Activities as soon as a liability is incurred. Expenditure includes any VAT that cannot be recovered and is classified under the headings of the statement to which it relates.

Purchases of equipment are written-off in the Statement of Financial Activities in the year of purchase.

Taxation

The Lincoln Cathedral CIO is a registered charity and the accounts are prepared on the basis that its activities are not liable to Income Tax or Corporation Tax.

Fund Accounting

Unrestricted funds are those given to further the charity's purposes, applied at the discretion of the trustees. Restricted funds are subject to restrictions placed by the donor for specific projects or activities.

Financial Instruments

A financial asset or a financial liability is recognised only when the charitable entity becomes a party to the contractual provisions of the instruments. Basic financial instruments are initially recognised at the amount receivable or payable including any transaction costs.

LINCOLN CATHEDRAL LEARNING, ARTS, CULTURE EVENTS CIO
YEAR ENDED 31 MARCH 2020
NOTES TO FINANCIAL STATEMENTS

2 EVENTS	Incoming £	Outgoing £	2020 Net Contribution £	2019 Net Contribution £
Charitable Activities:				
Non-secular musical events	23,370	(17,515)	5,854	11,297
Organ recital concerts	4,931	(4,254)	677	(2,321)
Halle	29,217	(29,161)	57	1,838
Lecture Series	3,405	(544)	2,861	552
The Snowman	20,367	(18,203)	2,164	4,115
	<u>81,289</u>	<u>(69,677)</u>	<u>11,613</u>	<u>15,481</u>
Raising Funds				
Theatre in the Nave	213,194	(146,138)	67,056	12,478
Other fundraising	1,768	(1,706)	62	-
Harvest Supper	17,152	(13,590)	3,562	469
	<u>232,113</u>	<u>(161,433)</u>	<u>70,680</u>	<u>12,947</u>
	<u>313,403</u>	<u>(231,110)</u>	<u>82,293</u>	<u>28,428</u>
Unrestricted	76,359	(65,422)	10,936	17,802
Restricted	237,044	(165,687)	71,357	10,626
	<u>313,403</u>	<u>(231,110)</u>	<u>82,293</u>	<u>28,428</u>
3 EXPENDITURE	Charitable Activities £	Raising Funds £	Total Funds 2020 £	Total Funds 2019 £
Event Expenditure (Note 2)	69,677	161,433	231,110	121,241
Other charitable giving	53,562	-	53,562	2,400
Support costs	334	-	334	149
Governance:				
Independent Examiners Fees	2,400	-	2,400	2,400
	<u>125,973</u>	<u>161,433</u>	<u>287,406</u>	<u>126,190</u>
Charged to Unrestricted Funds	68,157	-	68,157	67,751
Charged to Restricted Funds	57,816	161,433	219,249	58,439
	<u>125,973</u>	<u>161,433</u>	<u>287,406</u>	<u>126,190</u>

There are no salary costs for the year (2019: £Nil). No remuneration or expenses have been paid to any of the charity's trustees (2019: £Nil). No employee earned more than £60,000 per annum.

See Note 8 for Prior Year Comparatives

LINCOLN CATHEDRAL LEARNING, ARTS, CULTURE EVENTS CIO
YEAR ENDED 31 MARCH 2020
NOTES TO FINANCIAL STATEMENTS

4 DEBTORS	Total Funds 2020 £	Total Funds 2019 £
Trade Debtors	3,300	1,168
Prepayments	392	908
	<u>3,692</u>	<u>2,076</u>

5 CREDITORS	Total Funds 2020 £	Total Funds 2019 £
Trade Creditors	-	1,087
Accruals and deferred income	4,372	3,807
Due to Lincoln Cathedral	4,396	-
	<u>8,768</u>	<u>4,894</u>

LINCOLN CATHEDRAL LEARNING, ARTS, CULTURE EVENTS CIO
YEAR ENDED 31 MARCH 2020
NOTES TO FINANCIAL STATEMENTS

6 MOVEMENT ON FUNDS

	Balance at 01-Apr-19 £	Incoming £	Outgoing £	Gains/(losses) £	Balance at 31-Mar-20 £
Unrestricted Funds					
General Fund	15,254	76,359	(68,157)	-	23,456
Restricted Funds					
Lincoln Cathedral	10,478	214,961	(197,843)		27,596
Organ Recitals	(2,321)	4,931	(4,254)		(1,644)
Lincoln Cathedral (Fabric Fund)	69	17,152	(17,152)	-	69
	8,226	237,044	(219,249)	-	26,022
Endowment Funds	-	-	-	-	-
TOTAL FUNDS	23,480	313,403	(287,406)	-	49,477

MOVEMENT ON FUNDS

	Balance at 07-Nov-17 £	Incoming £	Outgoing £	Gains/(losses) £	Balance at 31-Mar-19 £
Unrestricted Funds					
General Fund	-	83,005	(67,751)	-	15,254
Restricted Funds					
Lincoln Cathedral		45,430	(34,952)		10,478
Organ Recitals		3,818	(6,139)		(2,321)
Lincoln Cathedral (Fabric Fund)	-	17,417	(17,348)	-	69
	-	66,665	(58,439)	-	8,226
Endowment Funds	-	-	-	-	-
TOTAL FUNDS	-	149,670	(126,190)	-	23,480

7 RESTRICTED FUNDS

Lincoln Cathedral - Monies raised to fund the activities of Lincoln Cathedral.

Organ Recitals - Organ recital activity during the year, to be neutral in funding over future periods.

Lincoln Cathedral (Fabric Fund) - relates to monies specifically raised to support the restoration and maintenance to the fabric of Lincoln Cathedral

LINCOLN CATHEDRAL LEARNING, ARTS, CULTURE EVENTS CIO
YEAR ENDED 31 MARCH 2020
NOTES TO FINANCIAL STATEMENTS

8 INCOME AND EXPENDITURE PRIOR PERIOD COMPARATIVE

EVENTS	Incoming £	Outgoing £	2019 Net Contribution £
Charitable Activities:			
Non-secular musical events	27,241	15,944	11,297
Organ recital concerts	3,818	6,139	(2,321)
Halle	25,538	23,700	1,838
Lecture Series	1,460	908	552
The Snowman	28,765	24,650	4,115
	<u>86,822</u>	<u>71,341</u>	<u>15,481</u>
Raising Funds			
RAF 100 Dinner	45,430	32,952	12,478
Harvest Supper	17,417	16,948	469
	<u>62,847</u>	<u>49,900</u>	<u>12,947</u>
	149,669	121,241	28,428
Unrestricted	83,004	65,202	17,802
Restricted	66,665	56,039	10,626
	<u>149,669</u>	<u>121,241</u>	<u>28,428</u>
EXPENDITURE	Charitable Activities £	Raising Funds £	Total Funds 2019 £
Event Expenditure (See above)	71,341	49,900	121,241
Other charitable giving	2,400	-	2,400
Support costs	149	-	149
Governance:			
Independent Examiners Fees	2,400	-	2,400
	<u>76,290</u>	<u>49,900</u>	<u>126,190</u>
Charged to Unrestricted Funds	67,751	-	67,751
Charged to Restricted Funds	8,539	49,900	58,439
	<u>76,290</u>	<u>49,900</u>	<u>126,190</u>