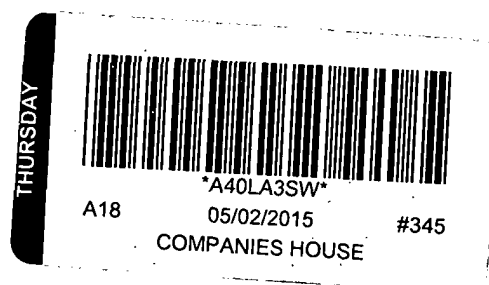

**CHAPTER OF THE ORDER OF THE HOLY
PARACLETE (THE) UNLIMITED**

ACCOUNTS

FOR THE YEAR ENDED

30 JUNE 2014

Company number: 1241044
Charity number: 271117



jwpcreeers llp
CHARTERED ACCOUNTANTS

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

INDEX

PAGE

LEGAL AND ADMINISTRATIVE DETAILS

1

TRUSTEES' ANNUAL REPORT (INCORPORATING STRATEGIC
REPORT AND TRUSTEES RESPONSIBILITIES)

2 - 14

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS

15 - 16

ACCOUNTING POLICIES

17 - 19

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES

20

CONSOLIDATED SUMMARY INCOME AND EXPENDITURE ACCOUNT

21

BALANCE SHEET

22

CASH FLOW STATEMENTS

23

NOTES TO THE CASH FLOW STATEMENTS

24

NOTES TO THE ACCOUNTS

25 - 37

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED
TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2014

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity Name	The Chapter of the Order of the Holy Paraclete
Charity Registration Number	271117
Company Registration Number	1241044
Directors/Trustees	Sister H M F Crane Sister D M Dean Sister J M Carter Sister P Bush Sister M Boddington Sister C Clee Sister J Faulkner
Company Secretary	Sister J M Carter
Superior	Sister D M Dean
Bursar	Sister M Boddington
Principal Office	St Hilda's Priory Sneaton Castle Whitby North Yorkshire YO21 3QN
Auditors	JWPCreers LLP Genesis 5 Church Lane Heslington York YO10 5DQ
Solicitors	Lupton Fawcett Denison Till Stamford House Piccadilly York YO1 9PP
Main Bankers	HSBC Bank plc 4 Baxtergate Whitby North Yorkshire YO21 1BD
Investment Managers	Brewin Dolphin 10 Wellington Place Leeds LS 1 4AN

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2014

The trustees have pleasure in presenting their annual report incorporating the strategic report for the year ended 30 June 2014.

Reference and administrative information forms part of this report.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Chapter of the Order of the Holy Paraclete is governed by its Memorandum and Articles of Association.

The Order of the Holy Paraclete (the Order) is a Religious Order within the Anglican Church. It is administered by the Chapter (comprising all full members of the Order) under the chairmanship of the Prioress, the Prioress is elected by the members of the Chapter to serve for a period of five years.

The Chapter was registered with the Charities Commission on 9 May 1964, registration number 271117. Registration as an unlimited company took place on 20 January 1976, company registration number 1241044.

Trustees recruitment and appointment

As set out in the Articles of Association the Trustees shall not be less than three not more than seven. The trustees shall consist of the Prioress, Sub-Prioress, the Bursar and four other members of the Chapter. These elected trustees retire in rotation. The trustees are also directors of the company.

Trustee induction and training

Eligibility to become a trustee is dependent upon a sister being in profession. There is a three year period of training, discernment and assessment within the Order before a new member is accepted as a sister in profession in the Order.

Trustees take advantage of on-going training opportunities relevant to trusteeship.

Organisation

The Chapter usually meets twice a year to review the state of the Order and take such decisions as are necessary to fulfil its objects.

A Chapter Standing Committee has been set up comprising the Prioress, Sub-Prioress, Chapter Clerk, Novice Guardian, one Sister appointed by the Prioress and four elected members. This committee is to act on behalf of the Chapter between meetings with specific purposes and powers.

Related Parties

A summary of transactions with related parties is set out in note 12 of the financial statements.

Risk Management

The Order examines all its activities at its annual General Chapter and its finances at the AGM of the company. Its operations and any major risks that the Order might face are under regular review by the Chapter Standing Committee (Policy) and Council of Management (Board of the Company). The trustees consider that adequate systems are in place to monitor and control these risks to mitigate the Order's exposure to them.

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2014

OBJECTIVES AND ACTIVITIES

Charitable Objectives

The object for which the Chapter was established is in accordance with the principles of the Christian Religion to undertake, promote and carry on in any part of the world, enterprises for the advancement of educational, missionary, pastoral, evangelical, medical or other charitable work in the furtherance of that object. To found, acquire and conduct houses of prayer, churches, chapels, priories, dwelling houses, colleges, schools, technical training establishments, retreat houses, orphanages, refuges and clubs for the poor, guilds, offices or any other institutions which may from time to time be desirable for the commencement or furthering of Christian work in England or in any other country, and to provide the same with all proper, desirable or necessary fittings, apparatus, appliances, conveniences and accommodation desirable for the efficient conduct and welfare of the same. To print, publish and sell newspapers, periodicals, books, leaflets and other publications to further the objects of the Chapter.

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 when reviewing the charity's aims and objectives and in planning future activities.

Activities

It is the policy of the Order to undertake a broad range of charitable activities. The principal areas in which the Order is involved are set out as follows:

Education

Sneaton Castle Centre is run as a residential and day conference, pastoral and educational centre providing various courses and Christian activities. Its management and finances are administered by Sneaton Castle Limited.

The Order grants financial assistance to needy persons primarily between the ages of 16 and 25 in the Whitby Deanery to assist in their education, training or personal development.

Health Care

The Order is responsible for running St Hilda's Priory Infirmary, a registered care home.

Retreat Work

The Order runs and maintains St Oswald's Pastoral Centre and is actively involved in retreat and counselling work there and in other houses run by the Order.

Social and Pastoral Care

Members of the Order are involved, mainly in a voluntary capacity, in parish work, hospital and hospice chaplaincy, mental health and counselling work and work with children and young people in the UK and overseas.

Overseas Work

Members of the Order work in Ghana they undertake vocational training, medical work, work within the Anglican Church, spiritual direction and pastoral care. One sister continued to work in Swaziland with AIDS orphans until her return to the UK in June 2014. The UK funds of the Order are being used in development and work in both countries. Donations received for overseas work are administered as restricted funds. Material produced for fund raising is financed from The Central Funds of the Order.

Sneaton Castle Farm

The farm continues to be an integral part of the Priory environment. Further details are given in section 7 of the Trustees Report.

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2014

Grant making policy

The Order tithes (10%) its investment income from the previous financial year as charitable giving. Additional grants may be given on the approval of the Chapter of the Order of the Holy Paraclete.

Investments

The Order's investments are managed by a nominee company, Brewin Dolphin, which has discretionary powers. The Order maintains an ethical policy for its investments.

The quarterly return on investments, in capital terms, compared to FTSE All Share Index, Government All Stocks Index and the APCIMS Income Index/WMA Income Index, during the year is set out below:

	FTSE	Government All Stocks	APCIMS	WMA Income Index	The Chapter of the Order of the Holy Paraclete
July/Sept 2013	5.58	0.47	2.53		2.66
Oct/Dec 2013	5.46	1.35	2.63		3.99
Jan/Mar 2014	--0.63	2.15	0.72		0.58
Apr/June 2014	2.24	1.08	1.92		2.04

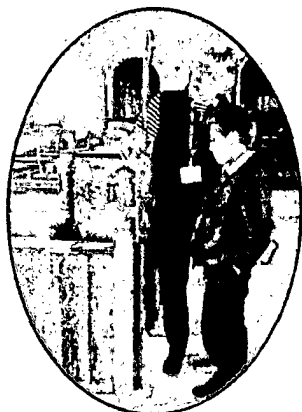
STRATEGIC REPORT

ACHIEVEMENTS AND PERFORMANCE

Review of activities

1. Education

Sneaton Castle Centre continues to meet the needs of a broad range of visitors. A total of 10,649 visitors used the Centre during the year. Sneaton Castle Centre continues to provide the main focus of work and outreach to Schools. Sr Carole has been appointed to liaise with visiting groups and to co-ordinate their needs and expectations. Her work involves direct contact with group leaders and providing for Talks and Tours where appropriate.



During the year Sr Carole has given talks to six different schools, four Mothers' Union groups, three parish groups and a Quiet Day for one parish. Topics for talks include St Hilda: her life and work, Religious Life and Life in OHP. In addition, ten different groups have used Chapel for their own worship. These groups varied from The Society of Ordained Scientists, to Ampleforth College students and Gladstone Road Primary School.



Sr Karan continues her work with Ruswarp Primary School and some of the pupils visited the Priory and Chapel during the year.

Another welcome addition during this last year has been day visits from other local schools. Goathland Primary School have visited; Sr Heather Francis organised a visit for the Foundation Learners from the Community College to see the range of the sisters' activities and to join us socially for a buffet lunch.

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2014

ACHIEVEMENTS AND PERFORMANCE continued

St Hilda's Priory Bursary

The Bursary Award provides financial assistance for young people (16-25years) in need of help with the costs of education, training and personal development. It works with young people who live, study or work within the Anglican deanery of Whitby.

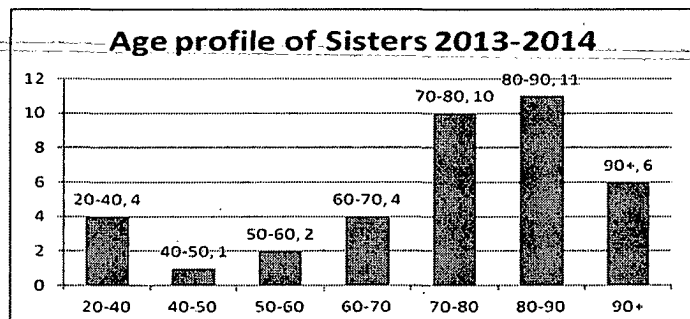
The St Hilda's Bursary Award made 18 individual awards of between £100 and £350 towards laptops and texts for academic studies and nursing, equipment for vocational courses, transport costs and a Day Skipper training course. A group award was made to Interactive to provide training for Junior Leaders on their Holiday Activity weeks. Awards made totalled £4,400.



2. Caring for members of the Order

The Order has an obligation to care for its members, none of whom has resources of their own and all of whom have devoted a significant part of their lives to the work of the Order.

In common with many religious communities in Great Britain, the age profile of the members of the Order is increasing, as existing members grow older and the number of new vocations decreases.



The Infirmary Care Home

The Infirmary Care Home has continued to provide care for sisters during the past year. The number of residents in the Infirmary has remained fairly static with 5 sisters in permanent residence, joined by a sixth in November. Four other sisters received respite care while recovering from illness or surgery. The Infirmary staff has also provided short term care for sisters with coughs and colds and various viral illnesses, who remained in their own rooms.

The sisters have continued to meet each Friday morning for Infirmary Mass and several now attend chapel regularly each Sunday morning. Regular communal coffee mornings mark celebrations or events such as birthdays and anniversaries. Further enrichment had been provided by the Support Worker with activities such as baking, watching a DVD together, Movement to Music.

The Prioress has continued to liaise with the Care Manager on a daily basis to discuss any issues that may arise. Sr Hilary Joy has continued to work part time on a pastoral basis and occasionally as a member of the Care Staff. Several other sisters have continued to provide pastoral care to residents in the Infirmary, and to escort them to medical appointments.

Sr Helena has worked as a full member of the Care Team and successfully completed NVQ level 2 in April. She is now working for Level 3.

The sisters resident in the Infirmary Wing have continued to be assessed individually and relevant DSS allowances are applied for and received. All staff have continued to receive the training required to comply with Care Quality Commission and Skills for Care, and regular refresher courses were organised for First Aid, Moving and Handling, Fire Safety Awareness, Safeguarding Adults, Mental Capacity and Deprivation of Liberty, Health & Safety, Food Hygiene and Nutrition, Administration of Medication, Palliative Care.

Administration

All the sisters take a share in the organisation of Priory life and the administration of the Order, in particular in the following areas:

- participating in the decision making of the Order in Chapter
- serving on various committees
- individual responsibilities

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED
TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2014

ACHIEVEMENTS AND PERFORMANCE continued

3. Retreat Work

Retreat and Quiet day facilities for the general public are offered at most houses of the Order but more specifically at the Priory and St Oswald's Pastoral Centre. Sisters also are invited to other venues to lead retreats.

St Oswald's Pastoral Centre



St Oswald's Pastoral Centre at Sleights, near Whitby, has continued to offer private and conducted retreats for groups or individuals as well as quiet times for rest or study.

The sisters who live and work at St Oswald's Pastoral Centre, Sleights maintain the daily round of Office and prayer and work to provide a welcome space for the many people and groups who visit the house for spiritual refreshment.

The sisters cover the administration, booking and financial management of the Centre; and, helped by domestic staff, clean, prepare rooms, do the laundry, wash up after meals and prepare the refectory. They also help to maintain the beautiful grounds and gardens, the summerhouse and the art & craft facilities.

The Chapel

At the heart of the life of the house is the Chapel, where the sisters maintain the Daily Office whether or not there are guests in the house.

The Eucharist is celebrated several times during the week and the Chapel is available at all times for groups and individuals to use for private prayer and meditation.

During this year guests have used the facilities for a total of 2592 nights.



The Grimston Rooms



The Grimston Rooms have continued to provide a venue for up to three individuals requiring an extended time for prayer, sabbaticals, retreat, reading or solitude.

4. Social and Pastoral Care

Sisters continue to be used in a voluntary capacity in social and pastoral work in all the houses of the Order.

From the Priory sisters have been out to give retreats and quiet days; to serve on voluntary bodies within Whitby; to read for the Talking Newspaper; to serve as a School Governor; to serve as a Council member for the Scargill Community.

Within the Priory sisters provide spiritual accompaniment; give talks to visiting groups; collect Aid for refugees; work for the local Churches Together; provide Lip Reading classes for the Hard of Hearing; weekly help at a local Day Centre.

From St Oswalds, in addition to their ministry to their guests, the sisters have been involved in giving retreats and quiet days away from the house; visiting the Northumbria Community; providing support to the Diocesan Spiritual Directors' Course, Whitby Young Musicians' Trust and the St Hilda's Priory Bursary Award.

From Beachcliff, one sister visits a Nursing Home in Whitby and the Infirmary Wing.

One sister in Redcar goes weekly into a Nursing Home where there are many dementia patients. She leads a service and spends time with individuals.

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2014

ACHIEVEMENTS AND PERFORMANCE continued

The Life and Work of the Priory



St Hilda's Priory is the Mother House and administrative centre of the Order. There have been 17 sisters resident at the Priory during the year 2013/14, six of whom were resident in the Infirmary, and one was undergoing Novitiate training.

Sr Margaret Anne continued to explore a vocation to live the solitary life and Sr Betty continued as a resident in a local Nursing home. Of the sisters able to undertake active work, most fall between the ages of 60-90.

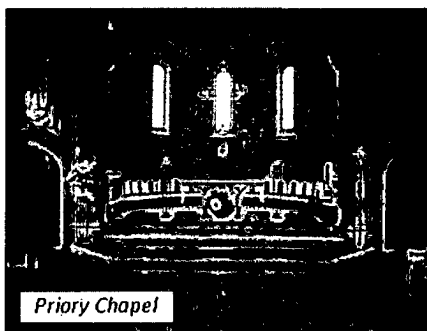
Hospitality

Approximately 165 guests visited the OHP guest accommodation during the year for varying lengths of time. Guests have expressed deep appreciation of the peace, space, worship, environment and the warmth of welcome offered by the sisters. The sisters' Guest Team works to look after the spiritual and physical needs of the guests during their visit. Guests come for a variety of reasons including retreat, a quiet time for prayer, time out from a busy life, quality family time. Guest accommodation is also used for visits by families & friends of sisters.

During August the musicians of the North York Moors Chamber Music Festival were once again able to use the guest accommodation as their base for two weeks, and to use the facilities of the Priory as venues for practice.

We have welcomed a number of new guests and given free breaks to two families from Redcar.

Worship & spirituality



Priory Chapel

The main work of the sisters is to maintain the Daily Office and the worship in Chapel. Many of our guests find renewal in attending the Daily Office and Eucharist.

A local congregation of about 30 people join the sisters for the Sunday Eucharist and enjoy fellowship after the service with Coffee.

Sisters also spend time each day in private prayer and intercession and in spiritual reading. Many individuals and organisations send requests for prayers or leave requests in the Narthex.

Preparation and participation in worship takes up to 4 hours per day.

Sharing our facilities

Chapel is central to the life and prayer of the Order, and many of our guests come to share in our worship or to use the Chapel for their own worship.

- During this year, groups resident in the Centre have joined with the sisters for worship and two groups have used Chapel for their own worship. Three baptisms, three weddings and three funerals have been held in Chapel.
- The Chapel has once more been used as a venue for concerts, most notably The North York Moors Chamber Festival held their central concert here as well as using the facilities we can offer for their practicing. Other groups included the Whitby Community Choir, Westcliff Primary School and the Tuesday Singers.

Volunteering

While maintaining the life and work of the Priory and administration of the Order, sisters are encouraged to participate in the local community of Whitby. This is done in a volunteer capacity with most of the sisters taking part in a variety of activities alongside the local people of Whitby.

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2014

ACHIEVEMENTS AND PERFORMANCE continued

Outreach from the Priory:

Educational



School Governor: Sr Heather Francis supports the Post 16 Foundation Learners and Staff at the Community College: this involves 3 meetings per term. Students visit the Priory during the Summer term.

Library Assistant: Sr Louisa Ann works as Library assistant at the Community College dealing with queries from Staff & Students; issuing & returning books; accessioning new books

St Hilda's Bursary Award Srs Dorothy Stella and Heathers Francis serve on the St Hilda's Bursary Award which offers financial help to Whitby students moving into further education. There are usually 4 meetings per year and one meeting with students at the Community College

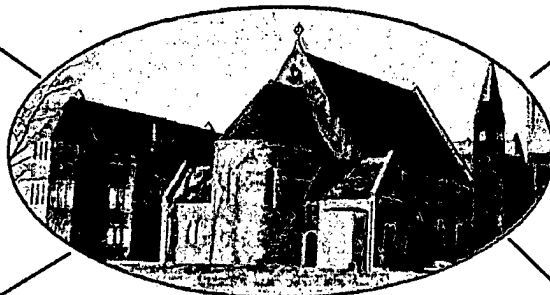
Social

The Talking Newspaper: Srs Grace, Helena, Jocelyn & Michelle form part of a team of readers who record the local newspaper once a month for the **Whitby Gazette** visually impaired

Lip Reading: Sr Hilary Joy offers a weekly Lip Reading to local hard of hearing adults. The present class has eight members. Some of the sisters also benefit



Foodbank4Whitby: Srs Helena & Jocelyn help staff the Food bank which provides food parcels for socially needy individuals and families. Sr Louisa Ann uses her computer skills to help with the publicity.



Pastoral



Trinity Centre: Sr Patricia visits weekly the Centre which caters for socially isolated people, enabling them to meet new friends, have a home-cooked meal at lunchtime and to join in activities

Visiting: Sr Patricia visits weekly at Oaklands Nursing Home to keep in touch with Sr Betty and also talks with other residents. Srs Dorothy Stella and Grace visit Glencoe and Larpool to keep in touch with Community friends.

Other sisters visit local residents in their own homes to offer support and spiritual encouragement.



Whitby Music Centre: Sr Louisa Ann joins the Music Club weekly to play alongside the young musicians, to offer support and to help with the Tuck Shop

Ecumenical & Spiritual

Churches Together: Sr Michelle follows the OHP tradition of working with the local Churches Together attending monthly meetings and special Services and other events.

Hospitality Team: Sr Carole is helped by other sisters to offer welcome to visitors to the Priory. A listening ear and prayer support are offered for those who ask.

OHP Associates: Sr Maureen Ruth keeps in contact by letter/phone with the OHP Associates

Prayer: All the sisters have a ministry of prayer / intercession.



Each night prayers are said for those who are at risk or working during the night

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2014

ACHIEVEMENTS AND PERFORMANCE continued

5. Branch Houses

i. York

The sisters in York continue to work as an integral part of the Minster team. They worship daily as part of the Minster congregation, assisting at both Sunday and weekday services, also in the ministry to visitors, congregation and staff through pastoral care and prayer support. Both sisters are involved with the ever-growing

Sunday school that meets during the 10.00am Sunday Eucharist. They continue to have a special responsibility for leading short prayers at 12.00 noon in the Minster, and for praying on an individual basis for the many requests left by visitors on the blue cards provided. They also share in home and hospital visiting and home communions.

Both sisters are increasingly involved with the ministry to visitors to the Minster, frequently leading guided tours of the Minster for groups who have booked in advance, in addition to participating in the rota of guides who lead tours for individual visitors and family groups. They are also among a small team of guides who lead specialist tours to the Bedern studio, during which the visitors learn about the process of stained glass conservation, and have the opportunity to see the conservators at work; again such tours are provided both for individual visitors who join the tours which are available on three afternoons a week, and for groups who book in advance. In addition they serve on the rota of stewards who staff the information desk, not only having a weekly duty time but also often filling in gaps when other stewards are not available.



Sr Janette acts as duty chaplain about once a month - but again sometimes filling in when there is a sudden vacancy. Both sisters have begun to assist with the learning activities provided for families during school holidays, and with the programmes for school groups during term time.

Sister Janette organises the team of volunteers who provide coffee after the main Sunday Eucharist during choir holidays, and is responsible for laundering the many small white cloths used during the services. Sr Linda continues to serve on the Minster Social Committee, helping to serve refreshments both at social events for the Minster Community and at the extremely popular weekly

coffee mornings held in the Minster through much of the year. She also continues her connection with St Wilfred's RC Church and the Minster Walsingham Cell.

Their house is used by the OHP Tertiaries in the York area for their monthly meetings and provides a venue for a clergy cell group meeting several times a year. Other guests, both OHP sisters and other friends, come for longer or shorter visits.

The sisters share the main responsibility for the Friends of OHP, dealing with subscriptions and other correspondence, and arranging the Annual General Meeting.

ii. Dormanstown

Sisters Anita and Pam have lived at All Saints House in Dormanstown since August 2009. They continue to work in the parishes of Kirkleatham and Redcar, an area of high unemployment and considerable social need.

Sister Anita has continued to work in Kirkleatham, a parish currently in vacancy, where she preaches regularly, undertakes some pastoral visiting and takes the funerals. She edits the parish magazine and is responsible for a weekly soup lunch. She continues in her role as deputy chair of governors at Brambles Farm and Pennyman Schools in Middlesbrough.

Sister Pam has continued her involvement in the Redcar parish, where she is on the team for preaching and interceding, for leading the informal family church and other work with children. She continues to lead a weekly service in a care home. She takes a fortnightly assembly in the local school where she is a school governor. She also goes in once a month to tell Bible stories to the youngest children. She has set up and helps to run a weekly luncheon club for elderly or lonely people in the area.



CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2014

ACHIEVEMENTS AND PERFORMANCE continued

Both sisters have been involved with Redcar Food Bank, which was set up in January 2013. Sister Pam works in the warehouse and is on the steering committee, Sister Anita has organised and helps to run a weekly outlet for the Food Bank from St Hilda's Church, alongside the soup lunch.

iii. Bishopthorpe

The Order continues to support two sisters, Sr Erika and Sr Alison, to work at Bishopthorpe Palace as part of the Archbishop's team.

During the week the sisters share in the daily worship of the Palace in the Chapel, and are responsible for the sacristy work. They also have a special responsibility in responding to prayer requests. The Sisters role is hard to define, but includes low key pastoral support for the Archbishop's staff, & practical help when & as appropriate. They are normally present when there are gatherings of local schools and events such as meetings of the Archbishop of York's Youth Trust and other charitable groups. Sr Erika often undertakes flower arranging needed for dinners and other occasions and for Chapel.

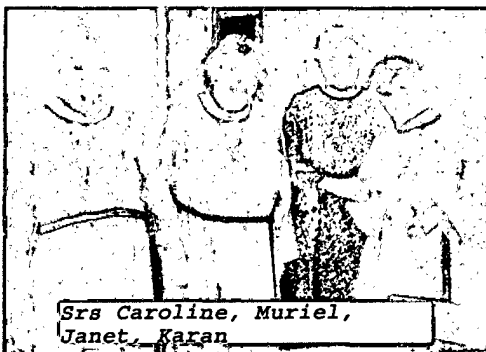
They work as part of the Palace team in providing hospitality for the many visitors.

Sr Erika continues to serve on the St Hilda's Bursary Award committee, meeting at St Hilda's Priory, and Sr Alison has people who come to her for spiritual direction.

Whenever possible, the Sisters try to help their local Parish by sharing in its worship and both by prayer and active participation support its mission.



iv. Beachcliff



Beachcliff continued to provide a home for active elderly sisters where they are able to live independently from the Priory. During the last year Srs Janet, Muriel and Caroline have lived at Beachcliff, being joined in January by Sr Karan who was able to use the house as a base for her work in the parish.

The sisters take part in the life of St Hilda's Church in Whitby where they are valued members of the congregation.

Sr Caroline continued to visit Peregrine House Nursing Home once a month and Sr Betty at Oaklands, She also has a weekly commitment in the Priory Infirmary.

A warm hospitality is offered by the sisters and several guests have visited daily or been resident in the house for short stays.

Hospitality has been provided for an increasing number of guests, many of them St Hilda's Old Girls and sisters with friends or family.

Sr Muriel fulfils the role as Warden of the Tertiary Order OHP and as such keeps in regular touch with all the tertiaries and shares their concerns.

Sr Karan's ministry

After several years working abroad Sr Karan felt the need to offer her services to the Church as a deacon and accepted an invitation to join the staff of Whitby and Ruswarp Parish in September 2013. In January 2014 Sr Karan moved to "Beachcliff", our branch house on the West Cliff, in order to be nearer and more available to the churches and the parish office. This provided her with sufficient flexibility to attend to a greater number of needs.

Baptisms occur every Sunday within the parish and Sr Karan soon became responsible for a good number of these. She has officiated at funerals, acted as deacon at the Sung Eucharist and joined St. Hilda's choir for Choral Evensong and choir festivals.

She has been responsible to Whitby Hospital as part-time chaplain and has visited Larpool Hall, Whitby Court and Fairview where she takes a service of Extended Communion. Karan has also preached on a regular basis and given a weekly R.E. Lesson to pupils at Ruswarp C.of E. School.



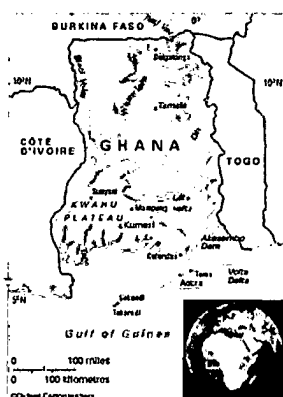
CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2014

ACHIEVEMENTS AND PERFORMANCE continued

6. Overseas Work

i. Ghana: The Convent of the Holy Spirit, Jachie



The Order has continued to support two sisters. The development of the convent grounds and farm has continued to provide local employment. Security of the land and the produce has become a problem and the sisters hope to build a wall to enclose the property.

Sr Aba has continued in her work at the Eye Clinic where facilities for outpatients have been improved. During the year the outreach programme has increased by 40%. Aba's support for blind children and their education continues with many of the original ones now at university.

Sr Alberta completed a year's course in Tie & Dye at the Cultural Centre and she has started to produce Tie & Dye at the Convent making men's shirts, children's wear, head bands & aprons. She now employs two full



time workers to help with this project.

Both sisters have continued their involvement with the activities of the local parish church.

Hospitality at the convent has included visiting medical teams and a parish team from St Barnabas Church, Middlesbrough and medical teams from Liverpool, Germany, Austria and the UK.

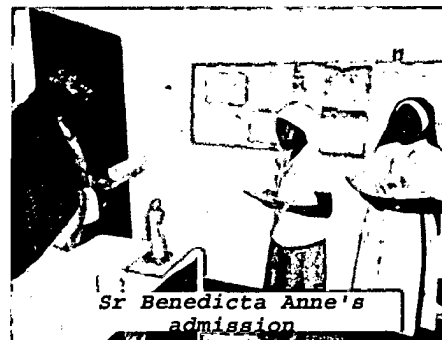
ii. Ghana: Resurrection House, Sunyani

Sisters Mavis and Sabina were joined in November by Sr Benedicta Anne who was admitted as a Postulant on 30th November 2013.

The shop is now well known throughout the Diocese. The sisters are active in promoting their products by targeting groups at synods, clergy functions and programmes organised by other denominations; this also promotes good ecumenical relationships.

The wafer making has continued to thrive and communion wafers are supplied in large quantities to other churches and bookshops in Brong Ahafo Region and beyond.

The Women's Skills Centre (HOPWOSC – Holy Paraclete Women's Skills Centre) has continued to develop and grow and continues to provide (a) skills and training for young women who cannot further their education due financial and family difficulties thereby making them employable, (b) assist young rural women to generate their own income and become more independent (c) offer basic training in business management (d) make available counselling services and health education when required.



ii. Swaziland: Sr Benedicta

During this year Sr Benedicta decided the time was right for her to return to the Mother House in the U.K. Since making this decision her time has been taken up with preparations for leaving Swaziland and her work there after many years of faithful service, particularly to the Youth of that country.

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

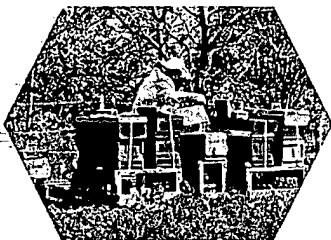
TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2014

ACHIEVEMENTS AND PERFORMANCE continued

7. Sneaton Castle Farm.

The arable land, pasture and buildings continue to be leased and the land is still under the Entry Level Stewardship Scheme.

The field encircled by the Nature Trail is not leased. Part of this field is home to two Donkey Sanctuary donkeys that are a great attraction to visitors. The rest is being allowed to go to ungrazed wild flower meadow.



The rough field on the nature trail now hosts a small apiary with hives belonging to two members of the Whitby & District Beekeepers Association. The Association is very active and has over recent years been breeding colonies of the native English Black Bee. The field and adjacent field edges form a wild oasis between arable land and pasture.

The Nature Trail is open to visitors to the Sneaton Castle Centre.



FINANCIAL REVIEW

The number of life professed sisters was 38 at the end of the year under review, the majority of them are pensionable, having given most of their lives to the charitable work of the Order. The number of new vocations is declining and, therefore, the average age is increasing. Those sisters who are still economically active tend to be employed in a voluntary capacity either within the works of the company or in low paid jobs. Any money or salaries received by individuals is covenanted to the Order.

It is clear that the income generated by members will continue to decline for the foreseeable future but the charity has a continuing commitment to support its members when they retire due to age or infirmity.

The Statement of Financial Activities shows that the total resources decreased by £19,145 during the year, which includes £240,050 gains on investments in the year.

At the end of the year to June 2014 the total funds of the company and its subsidiary Sneaton Castle Limited were £9,118,703. Of this some £2,418,017 was in fixed assets needed for the work of the Order, £6,016,308 in investments, £197,892 in restricted funds, £351,953 in designated funds and the balance of £134,533 in general funds.

RESERVES POLICY

The members of the Order shall work for their living. The Order is under obligation to support its members during training, in old age and in sickness, and to maintain its property adequately. For such purposes it shall be permissible to use income derived from trusts and investments, and if necessary to realise capital. Such income may also be used for the development of existing work and when new work is to be undertaken. It shall be the responsibility of each Chapter, and more especially of the Greater Chapter, to ensure that all property and income is being used so as to be of the greatest value to the Church and Society, and to remember that, ultimately, a religious community is bound to live by faith. Whilst exercising a careful stewardship in the management of its present affairs it must avoid the accumulation of capital beyond its foreseeable requirements.

The annual resources required to fund the Order's activities before investment, legacy and non-recurring income currently falls short of expenditure by £574,607. Using a current annuity rate of around 7.865% based on the average age of the community of 75 years the free reserves required would be £6,891,155. The current figure is £6,316,548. The Order keeps the policy under review in light of the work undertaken and the number and average age of the community.

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2014

PLANS FOR FUTURE PERIODS

The Trustees anticipate the sale of Beachcliff (14, North Promenade) during the next financial year. It is hoped that this will relieve some of the pressure of the cost of ongoing repairs and upkeep of a property that has become too large for the present membership of the Order.

It is their intention to continue to meet the following objectives

- ❖ To continue to care for the sisters and to enable them to carry out their pastoral work
- ❖ To continue to promote the facilities available at St Oswald's
- ❖ To continue to support the overseas work through fund-raising
- ❖ To continue to review environmental issues and to maintain and improve areas adjacent to the land being leased for farming.
- ❖ To monitor the needs of the sisters as they grow older and, if necessary, adapt the Order's plans in respect of property needs and provision of care to elderly members

PRINCIPLE RISKS AND UNCERTAINTIES

Risk Management

The Order examines all its activities at its annual General Chapter and its finances at the AGM of the company. Its operations and major risks that face the Order are under regular review by the Chapter Standing Committee (Policy) and Council of Management (Board of the company). The trustees consider that adequate systems are in place to monitor and control these risks to mitigate the Order's exposure to them.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees who are also directors of the company 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 group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for the year. 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 charitable company will continue in operation.

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 to 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.

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2014

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The trustees approve the Strategic Report contained within the Annual Report as required by the Companies Act 2006 (Strategic Report and Directors Report) Regulations 2013.

~~BY ORDER OF THE COUNCIL OF MANAGEMENT~~

.....*Dorothy M. Dean*.....
D M DEAN

.....*Jocelyn M. Carter*.....
J M CARTER

31 December 2014

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF
CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED**

We have audited the financial statements of The Chapter of the Order of the Holy Paraclete for the year ended 30 June 2014 which comprise the Group Statement of Financial Activities, Group summary Income and Expenditure account, the Group and Parent Charitable Company Balance Sheets, the consolidated Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Statement of Trustees' Responsibilities the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of financial statements which give a true and fair view.

We have appointed auditor under the Companies Act 2006 and report in accordance with this Act.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether accounting policies are appropriate to the group and parent charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any * ⌚ Hurent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the group's and parent charitable company's affairs as at 30 June 2014 and of their incoming resources and application of resources, including its income and expenditure 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 Companies Act 2006

Opinion on other matter prescribed by the Companies Act 2006

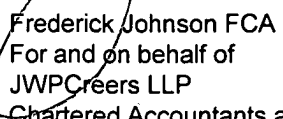
In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF
CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED**

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- the parent charitable company has not kept adequate and sufficient accounting records or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.


Frederick Johnson FCA
For and on behalf of
JWPCreers LLP
Chartered Accountants and Statutory Auditor
Genesis 5
Church Lane
Heslington
York
YO10 5DQ

5th January 2015

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

ACCOUNTING POLICIES FOR THE YEAR ENDED 30 JUNE 2014

ACCOUNTING POLICIES

BASIS OF ACCOUNTING

The financial statements have been prepared under the historical cost convention as modified to include the revaluation of fixed assets, including investments which are carried at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities," published in March 2005, applicable accounting standards and the Companies Act 2006.

GROUP FINANCIAL STATEMENTS

These financial statements consolidate the results of the company and its wholly owned subsidiary Sneaton Castle Limited on a line-by-line basis. A separate statement of financial activities, or income and expenditure account, for the company itself is not presented because it has taken advantage of the exemptions afforded by section 408 of the Companies Act 2006 and paragraph 397 of SORP 2005.

COMPANY STATUS

The company is unlimited and has no share capital. In the event of the company being wound up or dissolved, funds remaining after all debts and liabilities are settled will be transferred to a similar institution with similar charitable objects.

FUND ACCOUNTING

Restricted funds are funds that can only be used for particular restricted purposes within the objects of the company. Restrictions arise when specified by the donor or when funds are raised for a specific purpose.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Unrestricted funds are funds, which can be used in accordance with the charitable objects at the discretion of the trustees.

INCOMING RESOURCES

Incoming resources, including legacies, are included in the statement of financial activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Covenanted salaries and pensions are received under deeds of covenant from members of The Chapter of the Order of the Holy Paraclete and are stated inclusive of income tax but net of any deductions for social security payments and contributions to occupational pension schemes.

Receipts of property, investments or other gifts in kind are included at market value.

RESOURCES EXPENDED

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in pursuit of its charitable objects.

Direct costs consist of all expenditure directly relating to the objects of the Chapter. Support costs have been allocated in full to direct costs.

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

ACCOUNTING POLICIES FOR THE YEAR ENDED 30 JUNE 2014

RESOURCES EXPENDED - continued

Mission and charitable grants payable are charged in the period when the grant is given.

Cost of generating funds comprise those costs associated with attracting voluntary income, the costs of trading for fundraising purposes including the costs incurred by the trading subsidiary and investment management fees.

Governance costs include expenditure on general administration, and management and compliance with constitutional and statutory requirements.

Irrecoverable VAT is included with the category of expense to which it relates.

TANGIBLE FIXED ASSETS

Prior to 1 September 1996 all capital expenditure was written off as incurred. As at that date the trustees included material fixed assets at cost less notional depreciation in the balance sheet except for freehold property which was valued at current market value. Subsequent acquisitions or improvements are capitalised at cost subject to a de minimis figure of £500.

Depreciation is calculated by the straight line method to write off the cost/value, less anticipated residual value over the expected useful lives of assets as follows:

Freehold buildings	2%
Furniture and equipment	20% and 10%
Motor vehicles	25%

INVESTMENTS

Quoted investments are stated at market value at the balance sheet date. The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the period.

Investment properties are stated at their open market value. This is in accordance with SSAP19 which, unlike the Companies Act 2006, does not require depreciation of investment properties which are held for their investment potential and not for use by the company. The departure from the provisions of the Act is required in order to show a true and fair view.

STOCK

Stocks are stated at the lower of cost and net realisable value.

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

ACCOUNTING POLICIES FOR THE YEAR ENDED 30 JUNE 2014

OPERATING LEASE AGREEMENTS

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

DEFERRED TAXATION

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date where transactions or events have occurred at that date that will result in an obligation to pay more, or a right to pay less or to receive more tax, with the following exceptions:

Provision is made for tax on gains arising from the revaluation (and similar fair value adjustments) of fixed assets, and gains on disposal of fixed assets that have been rolled over into replacement assets, only to the extent that, at the balance sheet date, there is a binding agreement to dispose of the assets concerned. However, no provision is made where, on the basis of all available evidence at the balance sheet date, it is more likely than not that the taxable gain will be rolled over into replacement assets and charged to tax only where the replacement assets are sold.

- Deferred tax assets are recognised only to the extent that the directors consider that it is more likely than not that there will be suitable taxable profits from which the future reversal of the underlying timing differences can be deducted.

Deferred tax is measured on an undiscounted basis at the tax rates that are expected to apply in the periods in which timing differences reverse, based on tax rates and laws enacted or substantively enacted at the balance sheet date.

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 JUNE 2014

	Note	General funds £	Restricted funds £	Designated funds £	Total 2014 £	Total 2013 £
INCOMING RESOURCES						
Incoming resources from generated funds	1					
Voluntary income		134,658	39,120	559	174,337	179,394
Activities for generating funds		560,254	-	-	560,254	562,406
Investment income		213,133	579	181	213,893	247,204
Incoming resources from charitable activities	2	341,286	-	10,242	351,528	318,077
Gain on disposal of fixed assets		-	-	-	-	176,260
		<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total incoming resources		<u>1,249,331</u>	<u>39,699</u>	<u>10,982</u>	<u>1,300,012</u>	<u>1,483,341</u>
RESOURCES EXPENDED						
Cost of generating funds	3					
Cost of generating voluntary income		4,295	-	-	4,295	4,969
Fundraising trading costs		554,209	-	-	554,209	539,568
Investment management costs		7,094	-	-	7,094	600
Charitable activities	2	883,569	10,923	83,853	978,345	1,007,432
Governance costs	4	15,264	-	-	15,264	17,830
		<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total resources expended		<u>1,464,431</u>	<u>10,923</u>	<u>83,853</u>	<u>1,559,207</u>	<u>1,570,399</u>
Net outgoing resources before transfers		(215,100)	28,776	(72,871)	(259,195)	(87,058)
Transfers between funds	11	(159,022)	(33,263)	192,285	-	-
		<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Net (outgoing) resources before other recognised gains and losses		(374,122)	(4,487)	119,414	(259,195)	(87,058)
Gains on investments	14	240,050	-	-	240,050	588,795
		<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Net movement in funds		<u>(134,072)</u>	<u>(4,487)</u>	<u>119,414</u>	<u>(19,145)</u>	<u>501,737</u>
Reconciliation of funds						
Total funds brought forward		6,450,620	202,379	2,484,849	9,137,848	8,636,111
		<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total funds carried forward		<u>6,316,548</u>	<u>197,892</u>	<u>2,604,263</u>	<u>9,118,703</u>	<u>9,137,848</u>

The Statement of Financial Activities includes all gains and losses recognised in the year.

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED
CONSOLIDATED SUMMARY INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 30 JUNE 2014

	2014 £	2013 £
Gross income from charitable operations	748,040	753,313
Gross income from non-charitable trading activities	551,972	553,769
	<hr/>	<hr/>
Total income	1,300,012	1,307,082
Total expenditure from charitable operations	(1,004,998)	(1,030,831)
Total expenditure from non-charitable trading activities	(562,576)	(537,810)
Deferred tax movement	8,367	(1,758)
	<hr/>	<hr/>
Net (expenditure) for the year before transfers and investment asset disposals	(259,195)	(263,317)
(Loss)/profit on disposal of investments	(4,000)	14,874
Profit on disposal of fixed assets	-	176,260
	<hr/>	<hr/>
Net expenditure for the year	(263,195)	(72,183)
	<hr/>	<hr/>

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

BALANCE SHEETS AS AT 30 JUNE 2014

	Note	Consolidated		Company	
		2014	2013	2014	2013
		£	£	£	£
FIXED ASSETS					
Tangible fixed assets	13	2,418,017	2,535,273	2,252,310	2,351,916
Investments	14	6,016,308	6,125,610	6,017,308	6,126,610
		<u>8,434,325</u>	<u>8,660,883</u>	<u>8,269,618</u>	<u>8,478,526</u>
CURRENT ASSETS					
Property held for sale		150,000	-	150,000	-
Stocks		24,105	22,979	-	-
Debtors	15	109,022	102,240	401,657	402,648
Cash and bank		611,911	492,422	371,817	303,326
		<u>895,038</u>	<u>617,641</u>	<u>923,474</u>	<u>705,974</u>
CREDITORS: Amounts falling due within one year	16	(206,374)	(128,539)	(67,827)	(52,024)
		<u>688,664</u>	<u>489,102</u>	<u>855,647</u>	<u>653,950</u>
NET CURRENT ASSETS					
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>9,122,989</u>	<u>9,149,985</u>	<u>9,125,265</u>	<u>9,132,476</u>
CREDITORS: Amounts falling due after more than one year	17	(1,708)	(1,192)	-	-
PROVISIONS FOR LIABILITIES					
Deferred taxation	19	(2,578)	(10,945)	-	-
		<u>9,118,703</u>	<u>9,137,848</u>	<u>9,125,265</u>	<u>9,132,476</u>
NET ASSETS					
FUNDS					
Unrestricted funds					
Revaluation Reserve		1,585,615	1,633,624	1,585,615	1,633,624
General funds		4,730,933	4,816,996	4,737,495	4,811,624
Designated funds	20	2,604,263	2,484,849	2,604,263	2,484,849
Restricted funds	21	197,892	202,379	197,892	202,379
	22	<u>9,118,703</u>	<u>9,137,848</u>	<u>9,125,265</u>	<u>9,132,476</u>

Company number: 1241044

Approved by the directors on 31st December 2014

Dorothy M. Dean
D M DEAN

Joseph M. Carter
J M CARTER

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

CONSOLIDATED CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2014

	Note	2014 £	2013 £
Net cash outflow from operating activities	1	(302,355)	(447,845)
Returns on investment and servicing of financing			
Interest received		1,284	1,737
Investment income		181,129	212,056
		<hr/>	<hr/>
Net cash inflow from returns on investments and servicing of finance		182,413	213,793
Capital expenditure			
Payments to acquire tangible fixed assets		(55,521)	(98,204)
Proceeds from sale of fixed assets		200	201,260
Payments for investments		(1,816,122)	(180,940)
Proceeds from investments		2,110,874	229,151
		<hr/>	<hr/>
Net cash inflow on capital expenditure		239,431	151,267
		<hr/>	<hr/>
Increase/(decrease) in cash	2	119,489	(82,785)
		<hr/>	<hr/>

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

NOTES TO THE CASH FLOW STATEMENT - 30 JUNE 2014

1. RECONCILIATION OF SURPLUS TO NET CASH
OUTFLOW FROM OPERATING ACTIVITIES

	2014 £	2013 £
Loss on ordinary activities	(259,195)	(87,058)
Interest received	(1,284)	(1,737)
Investment income	(181,129)	(212,056)
	<hr/>	<hr/>
Operating loss	(441,608)	(300,851)
Depreciation charges (less profit on disposals)	77,177	(112,155)
(Increase)/decrease in stock	(1,126)	1,116
Increase in debtors	(6,782)	(24,465)
Increase/(decrease) in creditors and provisions	69,984	(11,490)
	<hr/>	<hr/>
Net cash outflow from operating activities	(302,355)	(447,845)
	<hr/>	<hr/>

2. RECONCILIATION OF NET CASH FLOW TO MOVEMENT
IN NET FUNDS

Increase/(decrease) in cash in the period	119,489	(82,785)
	<hr/>	<hr/>
Change in net funds	119,489	(82,785)
Net funds at 1 July 2013	492,422	575,207
	<hr/>	<hr/>
Net funds at 30 June 2014	611,911	492,422
	<hr/>	<hr/>

3. ANALYSIS OF CHANGES IN NET FUNDS

	At 30.06.2013 £	Cash flow £	At 30.06.2014 £
Bank	492,422	119,489	611,911
	<hr/>	<hr/>	<hr/>
	492,422	119,489	611,911
	<hr/>	<hr/>	<hr/>

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

NOTES TO THE ACCOUNTS - 30 JUNE 2014

1. INCOMING RESOURCES FROM GENERATED FUNDS

	Note	General funds £	Restricted funds £	Designated funds £	Total 2014 £	Total 2013 £
Voluntary income						
St Oswald's donations received		117,765	-	-	117,765	113,716
Donations for overseas work		2,657	10,156	559	13,372	20,687
J Bottomley		-	-	-	-	839
G Polson		-	-	-	-	1,000
N Blacker		-	-	-	-	1,000
J Hick		-	-	-	-	2,000
Yorkshire Potash		-	-	-	-	2,260
RIC & SM Shaw		-	-	-	-	1,000
Other donations and legacies		14,236	28,964	-	43,200	36,892
		<u>134,658</u>	<u>39,120</u>	<u>559</u>	<u>174,337</u>	<u>179,394</u>
Activities for Generating funds						
Trading income	7	551,972	-	-	551,972	553,769
Friends of OHP membership		1,692	-	-	1,692	1,967
Newsletter including publications		2,593	-	-	2,593	1,465
St Oswald's cards & library sales		3,997	-	-	3,997	5,205
		<u>560,254</u>	<u>-</u>	<u>-</u>	<u>560,254</u>	<u>562,406</u>
Investment income						
Bank interest		524	579	181	1,284	1,678
Investment income		181,129	-	-	181,129	212,056
Rent receivable		31,480	-	-	31,480	33,470
		<u>213,133</u>	<u>579</u>	<u>181</u>	<u>213,893</u>	<u>247,204</u>

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

NOTES TO THE ACCOUNTS - 30 JUNE 2014

2. CHARITABLE ACTIVITIES

	Note	General funds £	Restricted funds £	Designated funds £	Total 2014 £	Total 2013 £
Covenanted salaries		789	-	5,020	5,809	3,696
Covenanted pensions		49,591	-	-	49,591	52,794
State pensions		136,202	-	-	136,202	132,141
Other income	6	154,704	-	5,222	159,926	129,446
		<u>341,286</u>	<u>-</u>	<u>10,242</u>	<u>351,528</u>	<u>318,077</u>

Expenditure on projects

Direct costs		744,732	7,876	28,289	780,897	783,928
Premises and equipment costs		120,813	-	51,339	172,152	190,714
Mission and charitable grants	8	18,024	3,047	4,225	25,296	32,790
		<u>883,569</u>	<u>10,923</u>	<u>83,853</u>	<u>978,345</u>	<u>1,007,432</u>

Expenditure on projects comprised:

	Direct cost of activities £	Support costs £	Total 2014 £	Total 2013 £
Direct costs	780,897	-	780,897	783,928
Premises and equipment costs	153,601	18,551	172,152	190,714
Mission and charitable grants	25,296	-	25,296	32,790
	<u>959,794</u>	<u>18,551</u>	<u>978,345</u>	<u>1,007,432</u>

3. COST OF GENERATING FUNDS

	Note	General funds £	Total 2014 £	Total 2013 £
Cost of generating voluntary income				
Fundraising and publicity		4,295	4,295	4,969
		<u>4,295</u>	<u>4,295</u>	<u>4,969</u>
Fundraising trading costs				
Trading costs	7	554,209	554,209	539,568
		<u>554,209</u>	<u>554,209</u>	<u>539,568</u>
Investment management costs				
Investment managers fees		7,094	7,094	600
		<u>7,094</u>	<u>7,094</u>	<u>600</u>

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

NOTES TO THE ACCOUNTS - 30 JUNE 2014

4. GOVERNANCE COSTS

	General funds £	Restricted funds £	Designated funds £	Total 2014 £	Total 2013 £
Auditors remuneration	15,264	-	-	15,264	17,830

5. FINANCIAL ACTIVITIES OF THE CHARITY

The consolidated statement of financial activities for the year ended 30 June 2014 includes those of the charity's wholly owned subsidiary Sneaton Castle Limited.

A summary of the financial activities undertaken by the charity is set out below.

	2014 £	2013 £
Gross incoming resources	778,031	990,010
Resources expended	(1,025,292)	(1,105,407)
Net (outgoing) resources before investment gains and losses	(247,261)	(115,397)
Gains on investments	240,050	588,794
Net movement in funds	(7,211)	473,397
Total funds brought forward	9,132,476	8,659,079
Total funds carried forward	9,125,265	9,132,476
Represented by:		
Unrestricted funds	4,737,495	4,811,624
General funds revaluation reserve	1,585,615	1,633,624
Designated funds	2,604,263	2,484,849
Restricted funds	197,892	202,379
	9,125,265	9,132,476

6. OTHER INCOME

	2014 £	2013 £
DSS allowance	110,582	84,970
Royalties received	4,167	1,846
York House	14,284	13,515
Bishopthorpe House	5,500	6,000
Chapel	7,179	8,877
Other income	13,623	14,238
Wafer sales	4,591	-
	159,926	129,446

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

NOTES TO THE ACCOUNTS - 30 JUNE 2014

7. NET INCOME FROM TRADING SUBSIDIARY

The company has a wholly owned trading subsidiary which is incorporated in the UK. Sneaton Castle Limited provides facilities for conferences, pastoral breaks and educational courses. Sneaton Castle Limited will pay its profits after due provision for its financial requirements to the Chapter of the Order of the Holy Paraclete. The Charity owns the entire issued share capital of £1,000 ordinary shares of £1 each. Audited accounts are filed with the Registrar of Companies. A summary of the trading results is shown below:

Profit and Loss Account	£	2014 £	2013 £
Turnover		553,052	556,345
Cost of sales		101,000	104,716
		<hr/>	<hr/>
Gross profit		452,052	451,629
Administrative expenses		493,877	465,552
Other operating income		(23,290)	(25,214)
		<hr/>	<hr/>
		(18,535)	11,291
Interest receivable		399	488
Gift aid		(16,362)	-
		<hr/>	<hr/>
(Loss)/profit before tax		(34,498)	11,779
Taxation		8,367	(1,758)
		<hr/>	<hr/>
(Loss)/profit for the year		(26,131)	10,021
Consolidated adjustments			
Depreciation of alterations to leasehold property		24,124	24,124
Amortisation of Rose Li grants		(4,508)	(4,861)
Depreciation of St Francis		(945)	(945)
Inter company transactions			
Laundry	13,630		14,140
Shop sales	(1,479)		(67)
Use of Centre by the Order of the Holy Paraclete	-		(1,536)
Rose Li award	(23,290)		(26,675)
Gift aid payable	16,362		-
	<hr/>		<hr/>
		5,223	(14,138)
		<hr/>	<hr/>
Net (Loss)/Profit from trading activity		(2,237)	14,201
		<hr/>	<hr/>

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

NOTES TO THE ACCOUNTS - 30 JUNE 2014

7. NET INCOME FROM TRADING SUBSIDIARY continued

The assets and liabilities of the subsidiary were:

	2014 £	2013 £
Fixed assets	183,909	224,737
Current assets	323,378	265,545
Creditors: Amounts falling due within one year	(162,309)	(110,567)
Creditors: Amounts falling due after more than one year	(330,516)	(330,755)
Provision for deferred tax	(2,578)	(10,945)
	<hr/>	<hr/>
Total net assets	11,884	38,015
	<hr/>	<hr/>
Aggregate share capital and reserves	11,884	38,015
	<hr/>	<hr/>

8. GRANTS

The amount payable in the period comprises:

	2014		2013	
Institutional grants & donations	Number	£	Number	£
Jachie Eye Clinic	1	2,505	1	2,750
Sister Benedicta's project	1	2,455	-	-
Sunyani Project	-	-	1	2,143
Philippines Typhoon Appeal	1	1,000	-	-
Rose Li	1	1,353	-	-
UNICEF (Syria refugees)	-	-	1	1,000
Bursary Award grants under £1,000	28	4,601	23	3,812
Various other grants and donations under £1,000	68	13,382	82	23,085
	<hr/>	<hr/>	<hr/>	<hr/>
	100	25,296	108	32,790
	<hr/>	<hr/>	<hr/>	<hr/>

9. STAFF COSTS

	2014 £	2013 £
Wages and salaries	705,428	697,192
Social security costs	34,672	34,222
	<hr/>	<hr/>
	740,100	731,414
	<hr/>	<hr/>
	Number	Number
The average number of employees during the period was	73	71
	<hr/>	<hr/>

No employee earned £60,000 per annum or more.

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

NOTES TO THE ACCOUNTS - 30 JUNE 2014

10. NET OUTGOING RESOURCES BEFORE TRANSFERS

The net outgoing resources before transfers is stated after charging	£	£
Auditors' remuneration		
- audit services for charity	8,568	8,400
- audit services for trading subsidiary	4,830	4,500
- accountancy	6,696	4,940
Depreciation of owned assets	77,377	64,105
	<u> </u>	<u> </u>

11. TRANSFERS TO/(FROM) GENERAL FUNDS

Transfer to/(from):	£
Designated funds	
Fixed Assets Fund	99,309
St Oswalds	(96,024)
Jachie Project Fund	4,000
Sunyani Project Fund	8,000
Development Fund	171,000
Bursary Award Fund	6,000
	<u> </u>
	192,285
Transfer to/(from):	<u> </u>
Restricted funds	
Rose Li Fund	(7,198)
Ghana Project Fund	(12,939)
Development Fund	(13,126)
	<u> </u>
	(33,263)
	<u> </u>

The transfer to the Fixed Assets Fund represents the movement in fixed assets excluding any assets held as part of a restricted fund.

The transfer from the St Oswald's designated fund represents release of the historic designation to general funds.

The transfers to the Jachie and Sunyani Project Funds represent grants from Central Funds.

The transfer to the development fund represents the proceeds from the sale of property which was disposed of during the year.

The transfer to the designated Bursary Award fund from general is amounts allocated to the Bursary Award by the trustees.

The Rose Li fund transfer relates to grants paid to the company's subsidiary, Sneaton Castle Limited, during the financial period. The grants, once received in Sneaton Castle Limited, are unrestricted, therefore a transfer has been made to reflect the true restricted fund balance for the year ended 30 June 2014.

The Ghana Project Fund transfer relates to the purchase of the vehicle, transfer of the vehicle to the fixed asset fund and funds transferred to pay for the vehicle.

The transfer from the Development fund represents the Rose Li income, transferred to the Rose Li fund.

12. TRANSACTIONS WITH TRUSTEES/DIRECTORS

The trustees of the company are also members of the Chapter and as such have taken vows of poverty under which they have renounced all personal rights to income and capital. The company provides for the essential needs of all members of the Chapter. The living costs of the seven trustees who served during the year are therefore borne by the company.

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

NOTES TO THE ACCOUNTS - 30 JUNE 2014

13. TANGIBLE FIXED ASSETS

CONSOLIDATED	Furniture, fittings and equipment			
	Freehold property	equipment	Motor vehicles	Total
COST OR VALUATION	£	£	£	£
As at 1 July 2013	2,671,456	595,164	88,097	3,354,717
Additions	-	10,660	44,861	55,521
Disposals	-	(4,388)	(4,000)	(8,388)
Transfer from investments	54,600	-	-	54,600
Transfer to current assets	(150,000)	-	-	(150,000)
As at 30 June 2014	2,576,056	601,436	128,958	3,306,450
DEPRECIATION				
As at 1 July 2013	281,885	459,462	78,097	819,444
Charge for year	27,580	33,454	16,343	77,377
On disposals	-	(4,388)	(4,000)	(8,388)
As at 30 June 2014	309,465	488,528	90,440	888,433
NET BOOK VALUE				
As at 30 June 2014	2,266,591	112,908	38,518	2,418,017
As at 30 June 2013	2,389,571	135,702	10,000	2,535,273
COMPANY				
COST OR VALUATION				
As at 1 July 2013	2,576,956	304,709	74,588	2,956,253
Additions	-	6,848	37,861	44,709
Transfer from Investments	54,600	-	-	54,600
Transfer to from current asset	(150,000)	-	-	(150,000)
As at 30 June 2014	2,481,556	311,557	112,449	2,905,562
DEPRECIATION				
As at 1 July 2013	268,648	271,101	64,588	604,337
Charge for year	26,635	8,270	14,010	48,915
As at 30 June 2014	295,283	279,371	78,598	653,252
NET BOOK VALUE				
As at 30 June 2014	2,186,273	32,186	33,851	2,252,310
As at 30 June 2013	2,308,308	33,608	10,000	2,351,916

Freehold property acquired by the Group and company before 1996 was revalued at 31 August 1996. Values of £2,186,960 are attributable to property and land professionally valued by Carter Jonas on 1 November 1996 with £190,000 assessed by the trustees. Additions to Freehold property since 1996 are included at cost less depreciation where appropriate.

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

NOTES TO THE ACCOUNTS - 30 JUNE 2014

13. TANGIBLE FIXED ASSETS continued

CAPITAL COMMITMENTS

	2014 £	2013 £
Contracted but not provided for in the financial statements	6,408	-

14. INVESTMENTS

CONSOLIDATED

	2014 £	2013 £
At 1 July 2013	6,125,610	5,530,426
Additions	1,816,122	180,940
Disposals	(2,110,874)	(229,151)
Unrealised gain	244,050	588,795
Realised loss	(4,000)	-
Transfer (to)/from Tangible Fixed Assets	(54,600)	54,600
At 30 June 2014	6,016,308	6,125,610
Valuation		
UK quoted securities	5,423,381	5,255,713
Cash	52,927	29,897
Freehold land and property	540,000	840,000
	6,016,308	6,125,610
Historical cost		
	2014 £	2013 £
UK Quoted securities	4,182,020	4,171,639
Cash	52,927	29,900
Freehold land and property	195,847	290,447
	4,430,794	4,491,986

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

NOTES TO THE ACCOUNTS - 30 JUNE 2014

14. INVESTMENTS continued

COMPANY	2014 £	2013 £
At 1 July 2013	6,126,610	5,531,426
Additions	1,816,122	180,940
Disposals	(2,110,874)	(229,151)
Unrealised gain	244,050	588,795
Realised loss	(4,000)	-
Transfer (to)/from Tangible Fixed Assets	(54,600)	54,600
	<hr/>	<hr/>
At 30 June 2014	6,017,308	6,126,610
	<hr/>	<hr/>
Valuation		
UK quoted securities	5,423,381	5,255,713
Cash	52,927	29,897
Freehold land and property	540,000	840,000
Subsidiary undertaking	1,000	1,000
	<hr/>	<hr/>
	6,017,308	6,126,610
	<hr/>	<hr/>
	2014 £	2013 £
HISTORICAL COST		
UK Quoted securities	4,182,020	4,171,639
Cash	52,927	29,900
Freehold land and property	195,847	290,447
Subsidiary undertaking	1,000	1,000
	<hr/>	<hr/>
	4,431,794	4,492,986
	<hr/>	<hr/>

The farm land and property were valued at £540,000 by Ian K Halley FRICS of Richardson and Smith Chartered Surveyors as at 14 December 2012.

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

NOTES TO THE ACCOUNTS - 30 JUNE 2014

15. DEBTORS

	Consolidated		Company	
	2014	2013	2014	2013
	£	£	£	£
Trade	48,787	45,561	-	-
Other	34,965	35,871	35,012	35,842
Prepayments	25,270	20,808	14,877	12,895
Due from trading subsidiary	-	-	351,768	353,911
	<u>109,022</u>	<u>102,240</u>	<u>401,657</u>	<u>402,648</u>

Amounts falling due after more than one year included above are:

Due from trading subsidiary	-	-	328,808	328,808
	<u>-</u>	<u>-</u>	<u>328,808</u>	<u>328,808</u>

16. CREDITORS: Amounts falling due within one year

	Consolidated		Company	
	2014	2013	2014	2013
	£	£	£	£
Trade creditors	38,990	41,437	23,976	26,703
Taxation and social security	37,085	29,848	9,207	10,381
Accruals	71,450	19,615	34,644	14,940
Deferred income	58,849	37,639	-	-
	<u>206,374</u>	<u>128,539</u>	<u>67,827</u>	<u>52,024</u>

17. CREDITORS: Amounts falling due after more than one year

	Consolidated		Company	
	2014	2013	2014	2013
	£	£	£	£
Deferred income	1,708	1,192	-	-
	<u>1,708</u>	<u>1,192</u>	<u>-</u>	<u>-</u>

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

NOTES TO THE ACCOUNTS - 30 JUNE 2014

18. DEFERRED INCOME

	Consolidated		Company	
	2014	2013	2014	2013
	£	£	£	£
Balance as at 1 July 2013	38,831	46,311	-	-
Amount released to incoming resources	(35,931)	(43,218)	-	-
Amount deferred in the year	57,657	35,738	-	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Balance as at 30 June 2014	60,557	38,831	-	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

The deferred income relates entirely to the subsidiary company and comprises deposits received in advance.

19. DEFERRED TAXATION

The movement in the deferred taxation provision during the year was:

	Consolidated	
	2014	2013
	£	£
Provision brought forward	10,945	9,187
Profit and loss account movement arising during the year	(8,367)	1,758
	<u> </u>	<u> </u>
Provision carried forward	2,578	10,945
	<u> </u>	<u> </u>

The provision for deferred taxation consists of the tax effect of timing differences in respect of:

	2014	2013
	£	£
Excess of taxation allowances over depreciation on fixed assets	2,578	10,945
	<u> </u>	<u> </u>

20. DESIGNATED FUNDS

	Balance 01.07.2013	Income	Expenditure	Transfers	Balance 30.6.2014
	£	£	£	£	£
Fixed assets fund	2,346,639	-	(48,915)	99,309	2,397,033
St Oswald's fund	96,024	-	-	(96,024)	-
Southern Africa					
Project fund	3,689	5	(73)	-	3,621
Ghana Project fund	1,885	5	(128)	-	1,762
Jachie Project fund	7,149	5,637	(13,651)	4,000	3,135
Sunyani Project fund	7,734	5,300	(8,859)	8,000	12,175
Development fund	15,729	35	(10,672)	171,000	176,092
Bursary Award	6,000	-	(1,555)	6,000	10,445
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	2,484,849	10,982	(83,853)	192,285	2,604,263
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

The trustees have designated funds out of the unrestricted funds for specific purposes as follows:

Fixed Assets Fund

In order to fulfil the charitable objectives the Order needs a large number of properties and other fixed assets. These assets although unrestricted cannot be realised without undermining the Order's work and the trustees therefore feel it is appropriate to reflect the investment in fixed assets by means of a designated fund.

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

NOTES TO THE ACCOUNTS - 30 JUNE 2014

20. DESIGNATED FUNDS continued

St Oswald's Fund

The Order set up this fund in order to support the St Oswald's Pastoral Centre.

Southern Africa, Ghana, Jackie and Sunyani

These have been set up to be used for projects in Southern Africa, Ghana, Jackie and Sunyani.

Development Fund

This fund is for the future property needs of the Order in the furtherance of its charitable objects.

Bursary Award Fund

The Bursary award fund is for the provision of grants, loans or other forms of financial assistance to advance education, training and personal development in accordance with the principles of the Christian religion to needy persons primarily between the ages of 16 and 25 who live, study and work in the area of the Deanery of Whitby.

21. RESTRICTED FUNDS

	Balance 01.07.2013 £	Income £	Expenditure £	Transfers £	Balance 30.6.2014 £
Southern Africa fund	14,739	3,226	(7,876)	-	10,089
Ghana fund	11,385	6,930	-	(12,939)	5,376
Rose Li fund	113,769	579	-	(7,198)	107,150
Development fund	59,439	28,964	-	(13,126)	75,277
Bursary Award Fund	3,047	-	(3,047)	-	-
	<u>202,379</u>	<u>39,699</u>	<u>(10,923)</u>	<u>(33,263)</u>	<u>197,892</u>

The Southern Africa fund has been set up to be used for work in Southern Africa.

The Ghana fund has been set up for work in Ghana.

The Rose Li fund has been set up from Rose Shao-Chiang Li legacy for general educational purposes at Sneaton Castle Centre and at the sole discretion of the trustees of the Order.

The Development fund represents donations received specifically used to develop the future property needs of the Order.

The Bursary award fund is for the provision of grants, loans or other forms of financial assistance to advance education, training and personal development in accordance with the principles of the Christian religion to needy persons primarily between the ages of 16 and 25 who live, study and work in the area of the Deanery of Whitby.

CHAPTER OF THE ORDER OF THE HOLY PARACLETE (THE) UNLIMITED

NOTES TO THE ACCOUNTS - 30 JUNE 2014

22. ANALYSIS OF NET ASSETS BY FUND

	General Funds £	Restricted funds £	Designated funds £	Total £
Tangible fixed assets	165,707	-	2,252,310	2,418,017
Investments	6,016,308	-	-	6,016,308
Current assets	345,193	197,892	351,953	895,038
Current liabilities	(206,374)	-	-	(206,374)
Creditors due after more than one year	(1,708)	-	-	(1,708)
Deferred taxation	(2,578)	-	-	(2,578)
	<u>6,316,548</u>	<u>197,892</u>	<u>2,604,263</u>	<u>9,118,703</u>

23. REVALUATION RESERVE

	2014 £	2013 £
GROUP AND COMPANY		
Balance brought forward	1,633,624	1,059,704
Property previously revalued transferred (to)/from fixed assets at cost	(70,400)	70,400
Realisation on disposals	(135,000)	-
Revaluation of equity investments	157,391	503,520
	<u>1,585,615</u>	<u>1,633,624</u>

24. COMMITMENTS

At 30 June 2014 the company had annual commitments under non-cancellable operating leases as set out below.

	2014 £	2013 £
Operating leases which expire:		
Within one to two years	3,363	-
Within two to five years	-	3,363
	<u>3,363</u>	<u>3,363</u>