REGISTERED COMPANY NUMBER: 3320318 (England and Wales)
REGISTERED CHARITY NUMBER: 1069833 (England and Wales)
REGISTERED CHARITY NUMBER: SCO43085 (Scotland)

REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016 FOR APOSTLESHIP OF THE SEA



STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 DECEMBER 2016

	Notes	Unrestricted funds	Restricted funds	2016 Total funds £	2015 Total funds £
INCOME AND ENDOWMENTS FROM Donations and legacies	2	1,624,876	~ 146,968	1,771,844	1,306,591
Investment income Other income	3	38,314 		38,314 779	39,107 4,973
Total		1,663,969	146,968	1,810,937	1,350,671
EXPENDITURE ON Raising funds Charitable activities Pastoral care to seafarers	4 5	441,232 734,824	192,039	441,232 926,863	345,980 984,326
Total		1,176,056	192,039	1,368,095	1,330,306
Net gains/(losses) on investments		300,018	S = = = = = 0	300,018	(58,086)
NET INCOME/(EXPENDITURE)		787,931	(45,071)	742,860	(37,721)
RECONCILIATION OF FUNDS					
Total funds brought forward		3,984,479	167,945	4,152,424	4,190,145
TOTAL FUNDS CARRIED FORWARD		4,772,410	122,874	4,895,284	4,152,424

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

APOSTLESHIP OF THE SEA (REGISTERED COMPANY MUMBER: 3320318) BALANCE SHEET AT 31 DECEMBER 2016

FIXED ASSETS	Notes	2016 £	2015 £
Tangible assets Investments	12 13	133,465 3,855,718	140,621 3,557,233
		3,989,183	3,697,854
CURRENT ASSETS Debtors Cash at bank and in hand	14	75,002 909,011	45,115 485,573
		984,013	530,688
CREDITORS Amounts falling due within one year	15	(77,912)	(76,118)
NET CURRENT ASSETS		906,101	454,570
TOTAL ASSETS LESS CURRENT LIABILITIES		4,895,284	4,152,424
NET ASSETS		4,895,284	4,152,424
FUNDS Unrestricted funds Restricted funds	16	4,772,410 122,874	3,984,479 167,945
TOTAL FUNDS		4,895,284	4,152,424

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees on ______ and were signed on its behalf by:

J Brennan -Trustee

Reverend S Morgan/-Trustee

CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2016

	Notes	2016 £	2015 £
Cash flows from operating activities: Cash generated from operations	1	463,695	54,769
Net cash provided by (used in) operating activities	9	463,695	54,769
Cash flows from investing activities: Purchase of tangible fixed assets Purchase of fixed asset investments Sale of tangible fixed assets Sale of fixed asset investments Interest received Net cash provided by (used in) investing	3	(55,449) (1,380,954) 300 1,382,487 13,359	(88,289) (1,868,903) 5,349 1,871,032 12,838
activities		(40,257)	(67,973)
Change in cash and cash equivalents in reporting period	the	423,438	(13,204)
Cash and cash equivalents at the begin of the reporting period	ning	485,573	498,777
Cash and cash equivalents at the end of reporting period	f the	909,011	485,573

NOTES TO THE CASH FLOW STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2016

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

ACTIVITIES	2016 £	2015 £
Net income/(expenditure) for the reporting period (as per the statement of financial activities) Adjustments for:	742,860	(37,721)
Depreciation charges Losses/(gain) on investments	62,605 (300,018)	55,182 58,086
Profit on disposal of fixed assets Interest received (Increase)/Decrease in debtors	(300) (13,359) (29,887)	(4,898) (12,838) 15,602
Increase/ (Decrease) in creditors	1,794	(18,644)
Net cash provided by (used in) operating activities	<u>463,695</u>	_54,769

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Charities Act 2011 and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Going Concern

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

For legacies, entitlement is taken as the earlier of:

- o the date on which the charity is aware that probate has been granted;
- o the estate has been finalised and notification has been made by the executor(s) to the Estate that a distribution will be made; or
- o when a distribution is received from the estate.
- Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executors intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is a treated as a contingent asset and disclosed if material.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Allocation and apportionment of costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charities programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in the notes to the accounts.

Donated Goods and Services

Goods donated for on-going use by the charity in carrying out its activities are recognised as tangible fixed assets with the corresponding gain recognised as income from donations within the SOFA.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2016

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery - 25% on cost Fixtures and fittings - 25% on cost Motor vehicles - 25% on cost Computer equipment - 25% on cost

Individual fixed assets costing £500 or more are capitalised at cost.

Taxation

The charity is exempt from corporation tax on its charitable activities.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2016

1. ACCOUNTING POLICIES - continued

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Investments

Investments are stated at market value inclusive of accrued income as at the balance sheet date. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

All gains and losses are taken to the statement of financial activities as they arise. Realised gains and losses on investments are calculated as the difference between sale proceeds and opening market value or purchase date if later. Unrealised gains and losses are calculated as the difference between the market value at the end of the year and opening market value, or purchase date if later. Realised and unrealised gains are not separated in the statement of financial activities.

2. DONATIONS AND LEGACIES

	Donations Legacies Grants Sea Sunday collections Ports levy	2016 £ 542,969 522,966 149,700 545,659 10,550	2015 £ 469,818 98,191 191,677 530,855 16,050 1,306,591
3.	INVESTMENT INCOME		
	Dividends Deposit account interest	2016 £ 25,435 12,879	2015 £ 26,269 12,838
		38,314	39,107

Investment income of £11,839 (2015: £17,786) is derived from assets held in the United Kingdom. Investment income of £26,475 (2015: £21,321) is derived from assets held outside of the United Kingdom.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2016

4. RAISING FUNDS

				2016	2015
				£	£
	Staff costs			135,939	74,303
	Other direct costs Investment managers fees			137,270 39,851	94,392 40,810
	Support costs			128,172	136,475
				441,232	345,980
	CHARITADI E ACTIVITIES COSTS				
5.	CHARITABLE ACTIVITIES COSTS				
			Grant	Support	
		Direct costs	funding of	costs	Totals
			activities	<i>(</i> 2 . =)	
		£	(See note 6)	(See note 7)	£
	Pastoral care to seafarers	586,127	31,651	309,085	926,863
	1 astoral date to sociations	000,127			220,000
6.	GRANTS PAYABLE				
				2016 £	2015 £
	Pastoral care to seafarers			31,651	22,368
	r astoral care to sealarers			01,001	22,000
	The total grants paid to institutions during t	he year was a	s follows:		
				2016	2015
	Seaham Seafarers Club			£ 1,000	£ 1,000
	Bristol Seafarers			8,500	8,500
	Contribution to rent at Montrose Centre			651	868
	Centres for Seafarers			21,500	12,000
				24.054	22.200
				31,651	22,368
7.	SUPPORT COSTS				
				Governance	
			Management	costs	Totals
	Costs of generating voluntary income		£ 128,172	£	£ 128,172
	Pastoral care to seafarers		287,781	21,304	309,085
	. 25(3) 00/0 (5 550)010/0			= = = = = = = = = = = = = = = = = = = =	
			415,953	21,304	437,257
					,
	ma				

Basis of allocation

Wages, social security, pensions and recruitment and training - Staff time Establishment costs – Staff time Motor and travel, administrative and professional fees - Usage

Support costs, included in the above, are as follows:

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2016

7. SUPPORT COSTS - continued

Management				
	Costs of		2016	2015
Staff Costs Recruitment and training Establishment costs Motor and travel expenses Administrative expenses	generating voluntary income £ 91,803 15,357 10,529 1,379 7,961	Pastoral care to seafarers £ 183,607 30,714 31,585 5,514 31,791	Total activities £ 275,410 46,071 42,114 6,893 39,752	Total activities £ 299,312 32,494 45,620 8,390 58,239
Professional fees	1,143	4,570	5,713	5,643
	128,172	287,781	415,953	449,698
Governance costs Trustees' expenses Auditors' remuneration Auditor's remuneration – accrual for non Insurance Sundries Legal fees	-audit work		2016 Pastoral care to seafarers £ 3,591 8,710 830 3,249 4,924 21,304	2015 Total activities £ 4,861 8,710 988 876 3,416
NET INCOME/(EXPENDITURE)				
Net income/(expenditure) is stated after of	charging/(crediti	ng):		
Auditors' remuneration Depreciation - owned assets Surplus on disposal of fixed asset			2016 £ 9,540 62,605 (300)	2015 £ 8,710 55,182 (4,898)

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2016 nor for the year ended 31 December 2015.

Trustees' expenses

8.

During the year three trustees (2015: five) were reimbursed out of pocket expenses for travelling and subsistence totalling £3,591 (2015: £3,384).

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2016

10. STAFF COSTS

	2016 £	2015 £
Wages and salaries	707,713	689,060
Social security costs	63,852	65,009
Other pension costs	35,808	_30,293
	807,373	784,362

Key Management Personnel

The key management personnel of the charity comprise the Trustees, National Director and Development Director. The total employee benefits of the key management personnel of the charity were £129,109 (2015: £127,876)

The average monthly number of employees during the year was as follows:

Chaplaincy Fundraising	2016 18 7	2015 19 7
Support	2	2
	27	28

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

£60,001 - £70,000 2015 2 2

The charity paid contributions to pension scheme for two (2015: two) of those employees with emoluments in excess of £60,000.

2016	Chaplaincy £	Fundraising £	Support £	Total £
Salaries and wages	355,896	244,226	107,591	707,713
Social security costs	30,081	25,320	8,451	63,852
Pension costs	10,009	19,966	5,833	<u>35,808</u>
Total	395,986	289,512	121,875	807,373
2015	Chaplaincy £	Fundraising £	Support £	Total £
2015 Salaries and wages		Fundraising £ 248,230	Support £ 65,312	
	£	£	£	£
Salaries and wages	£ 363,535	£ 248,230	£ 65,312	£ 677,077

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2016

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

INCOME AND ENDOWMENTS FROM Donations and legacies	Unrestricted funds £	Restricted funds £ 100,827	Total funds £ 1,306,591
Investment income Other income	39,107 4,973	:	39,107 4,973
Total	1,249,844	100,827	1,350,671
	Unrestricted funds	Restricted funds £	Total funds
EXPENDITURE ON Raising funds Charitable activities	345,980	•	345,980
Pastoral care to seafarers	917,153	67,173	984,326
Total	1,263,133	67,173	1,330,306
Net gains/(losses) on investments	(58,086)		(58,086)
NET INCOME/(EXPENDITURE)	(71,375)	33,654	(37,721)
RECONCILIATION OF FUNDS			
Total funds brought forward	4,055,854	134,291	4,190,145
TOTAL FUNDS CARRIED FORWARD	3,984,479	167,945	4,152,424

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2016

12.	TANGIBLE FIXED ASSETS	Plant and machinery	Fixtures and fittings	Motor vehicles £	Computer equipment £	Totals £
	COST At 1 January 2016 Additions Disposals	27,617 11,120	12,903	306,472 43,699 (13,251)	60,637 630	407,629 55,449 (13,251)
	At 31 December 2016	38,737	12,903	336,920	61,267	449,827
	DEPRECIATION At 1 January 2016 Charge for year Eliminated on disposal At 31 December 2016	16,157 5,332 	12,903	181,441 55,018 (13,251) 223,208	56,507 2,255 —————————————————————————————————	267,008 62,605 (13,251) 316,362
	NET BOOK VALUE At 31 December 2016 At 31 December 2015	17,248		113,712 125,031	<u>2,505</u> <u>4,130</u>	133,465
13.	FIXED ASSET INVESTMENT	rs				Listed
	MARKET VALUE At 1 January 2016 Additions Disposals Revaluations					3,557,233 1,380,954 (1,382,487) 300,018
	At 31 December 2016					3,855,718
	NET BOOK VALUE At 31 December 2016					3,855,718
	At 31 December 2015					3,557,233
	Analysis of investments by ty	pe:			2046	2015

Equities

Property funds

Other investments

Fixed interest securities

Cash held within the investment portfolio

2016

£

1,349,543

1,864,175

42,656 442,849

156,495

3,855,718

2015

£

31,191

402,885

581,935

3,557,233

1,278,224 1,262,998

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2016

	Geographical analysis of investments;			2016	2015
	Held inside the United Kingdom Held outside the United Kingdom			£ 1,830,319 2,025,399	£ 1,777,957 1,779,276
				3,855,718	3,557,233
	The trustees consider that the following in of the total portfolio value):	nvestment holding	gs are materia	(representing	more than 5%
	Holding 0.125% Treasury Index ltd- 22/03/2024 0.5% Treasury Index-Linked 22/03/2050 USA Treasury Notes 1.125% TIPS 15/01/	721 USD		Units Held 164,200 106,300 241,300	Market Value £ 211,545 252,553 222,961
14.	DEBTORS: AMOUNTS FALLING DUE V	VITHIN ONE YEA	NR		
	Other debtors Prepayments			2016 £ 45,774 29,228 _75,002	2015 £ 20,423 24,692 45,115
15.	CREDITORS: AMOUNTS FALLING DUE	E WITHIN ONE Y	EAR	<u></u>	45,110
				2016 £	2015 £
	Trade creditors Social security and other taxes Other creditors Accrued expenses			25,594 24,172 8,500 19,646	19,307 21,894 8,500 26,417
	ю.			77,912	76,118
16.	ANALYSIS OF NET ASSETS BETWEEN	N FUNDS			
		Unrestricted funds	Restricted funds	2016 Total funds	2015 Total funds
	Fixed assets Investments Current assets Current liabilities	£ 48,009 3,855,718 946,595 (77,912)	£ 85,456 37,418	£ 133,465 3,855,718 984,013 (77,912)	£ 140,621 3,557,233 530,688 (76,118)
		4,772,410	122,874	4,895,284	4,152,424

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2016

17. MOVEMENT IN FUNDS

	At 1.1.16 £	Net movement in funds £	At 31.12,16
Unrestricted funds			
Unrestricted	3,984,479	787,931	4,772,410
Restricted funds		(40.547)	05.450
Merchant Navy Welfare Board	99,003	(13,547)	85,456
McCann legacy	58,942	(58,942)	=
Pontifical Council for the Promotion of Integral Human		22,418	22,418
Development (International Fund)	10,000	5,000	15,000
Other restricted grant income	10,000	3,000	15,000
	167,945	(45,071)	122,874
	·	-	3
TOTAL FUNDS	4,152,424	742,860	4,895,284

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds
Unrestricted funds				
Unrestricted	1,663,969	(1,176,056)	300,018	787,931
Restricted funds				
Merchant Navy Welfare Board	28,000	(41,547)	(=)	(13,547)
Other restricted grant income	96,550	(91,550)	: = 0	5,000
McCann legacy	15	(58,942)	27.0	(58,942)
Pontifical Council for the Promotion of				
Integral Human Development	22,418			22,418
	146,968	(192,039)	S=0	(45,071)
			7	-
TOTAL FUNDS	1,810,937	(1,368,095)	300,018	742,860

Merchant Navy Welfare Board - grants received for the purchase of motor vehicles, seafarers' room refurbishment and chaplains' computer equipment and peripherals.

Pontifical Council for the Promotion of Integral Human Development (International Fund) – funds to be used to support AOS activities around the world.

Restricted Grant Income - grants received from a number of generous sources have been designated to specific expenditure for which they were provided.

During the year, the trustees were advised that the restrictions on the McCann legacy could be lifted. The balance on this fund, £58,942, was reclassified from restricted funds to unrestricted funds.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2016

18. PENSION COMMITMENTS

The Charity operates a defined contribution scheme which is administered independently of the Charity. The cost to the Charity for the year was £35,808 (2015: £30,293). At the balance sheet the amount due to the pension scheme administrators was £4,030 (2015: £3,534). The expected cost to the Charity in the coming year is expected to be in line with that of 2016.

19. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2016.

20. ULTIMATE CONTROLLING PARTY

The charitable company is under the control of its members. No one member has sufficient voting rights to control the charitable company.

21. MATERIAL LEGACIES

Legacy income is only included in incoming resources where the legacy has been received or both the receipt and the amount is probable. As at 31 December 2016 the Charity had been notified of the following legacies which have not been recognised as income in these accounts:

An Estate where the Charity is entitled to 1/16th share of the residual estate. The Charity currently has an estimate of £50,000 for this legacy.

An Estate where the Charity is entitled to 1/9th of the residual estate. The Charity currently has an estimate of £60,000 for this legacy.

An Estate where the Charity is entitled to 1% share of the residual estate. The Charity does not have an estimate for this legacy.

An Estate where the Charity is entitled to 1/3rd share of the residual estate. The Charity does not have an estimate for this legacy.

22. LEGAL STATUS OF THE CHARITY

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.