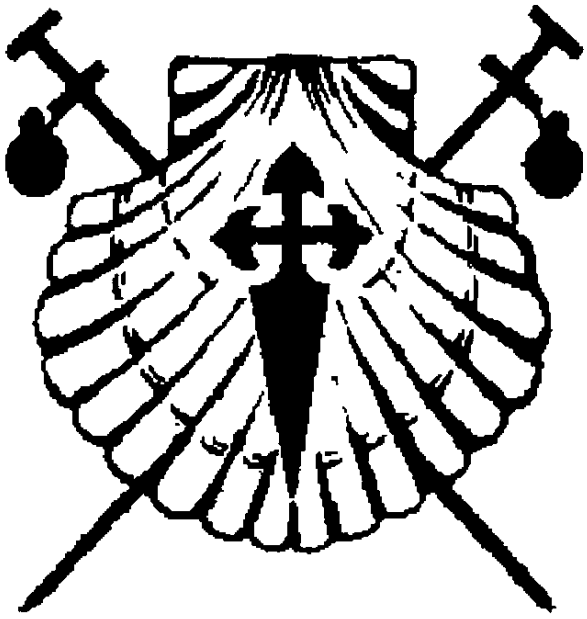


The Confraternity of Saint James

(A company limited by guarantee)

Report of the Trustees
and
Financial Statements

Year ended 30th September 2011

Company no 4096721
Charity no 1091140

www csj org.uk

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Legal and Administrative Information

Status

The Confraternity of Saint James (CSJ) is a company limited by guarantee, incorporated on 25 October 2000, registered in England & Wales (Company no 4096721), and registered as a charity (no 1091140) on 15 March 2002 The governing documents are the Memorandum and Articles of Association, both as amended on 26 January 2002, 31 January 2004, 29 January 2005 and 30th January 2010 The company grew out of an unincorporated association founded on 13 January 1983 and registered as a charity (No 294461) on 19 August 1986

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Honorary President
HE The Spanish Ambassador

Directors and Trustees

Dr M M Brykczynska	Vice-Chairman
Mrs E Crean	Appointed 29th January 2011
Mr R Crean	Appointed 6th August 2011
Mr R Davies	Deceased 28th August 2011
Mr P Graham	
Mr D P Garcia	
Dr S J Goddard	Resigned 29th January 2011
Mr R J S Jefferies	
Revd C Jones	Chairman
Ms C Kimmel	
Mrs M C T Moseley	
Mrs A B Raju	Resigned 29th January 2011
Ms A Schneider	
Mrs C Taylor	Appointed 29th January 2011
Mr G Taylor	

Secretary
Ms M Marples

Company Secretary & Treasurer
Mr A Ward

Registered Office
27 Blackfriars Road, LONDON SE1 8NY

Telephone	020 7928 9988
Fax	020 7928 2844
Website	http //www csj org uk
E-mail	office@csj org uk

Bankers

CAF Bank	25, Kings Hill Avenue, WEST MALLING Kent ME19 4JQ
Lloyds TSB	364/366 Lordship Lane LONDON SE22 8NA

Reporting Accountant

Mr I S McLaughlin FCA	23, West Farm Avenue, ASHTEAD Surrey KT21 2LD

Report of the Trustees for the year ended 30 September 2011

The Trustees present their report and the financial statements for the year ended 30 September 2011 The Board of Trustees confirms that the annual report and financial statements comply with current statutory requirements including the provisions of the Statement of Recommended Practice Accounting and Reporting by Charities 2005 (SORP March 2005)

Structure and Objects of the charity

The object of the CSJ is to advance the education of the public in and to promote the pilgrimage to Saint James of Compostela in the northwestern Spanish region of Galicia and the related history, art, architecture and music Activities include promoting research, presenting educational programmes, identifying and preserving monuments, providing information on routes, establishing paths, maintaining hostels, and working in close co-operation with other bodies in furthering similar aims and objectives The trustees continue to pursue all these objectives with rigour although it is not possible to fully quantify how the organisation meets these other than the positive feed-back received in the comments book at the refuges, and, from returning pilgrims and from those with a personal interest in pilgrimage

Under the Articles of the company, the members of the Committee are elected at the Annual General Meeting to serve for a period of two years, half of their number being subject to re-election each year The directors of the company are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees The Chairman and other honorary officers are appointed by the Committee at its first meeting after the Annual General Meeting An invitation is included with each annual report asking for members to act as trustees Existing trustees also make recommendations to the committee regarding suitable candidates As part of their induction process, new trustees are provided with copies of minutes for the previous 12 months and accounts for 2 years They are also spend time in the office to familiarise themselves with current procedures The Corporate Governance Sub-Committee continues to work on a procedures manual which when complete will provide new trustees with detailed information as to the duties and responsibilities of the constituent parts of the company and its committees

Financial Review & Future Developments

The CSJ celebrated its 25th anniversary in 2008 Since then, it has continued to prosper in the delivery of its aims and objectives In view of the financial situation in autumn last year a decision was made to increase membership subscriptions However, the general global recession and the ongoing electronic technology revolution continue to impact on the finances of the organisation A plethora of information is now available on the internet and the need by prospective pilgrims to become members before setting out on their Caminos is much reduced Membership did just about hold up and the amounts claimed under gift aid increased The major income and expenditure item in the year was the finalisation of the building work at the refuge at Miraz The new extension was completed and was in use from late spring The final part of the grant, agreed with the Xacobeo, towards the cost of the extension was received in the year Details are shown at note 11 on the accounts Overall, there was a deficit, much due to the Miraz expense although the general fund deficit was eliminated

Books and publications continue to sell via our on-line web shop with the annual publication of the Guide to the Camino Francés remaining the best selling item However, sales of 3rd party books in the year were again reduced as on-line retailers such as Amazon offered keener prices and reduced postage costs The trustees continue to consider how best to react to this challenge

Both the Refugio Gaucelmo in Rabanal and the Refugio at Miraz, refuges for pilgrims in Northern Spain, continue to be supported The Miraz project continues to be the major concern, especially with more pilgrims arriving on a daily basis in the busy summer period than the available number of beds The CSJ continues to provide a personal information service to, and answer queries from, the public whether in person, by telephone, email, through the website or by arranging speakers and visits

During the financial period, the trustees continue to reinforce the principles of good practice recommended within the charity sector, having carried out a Risk Assessment Review, established a Financial Policy, and a Reserves Policy A review of the administrative and internal control systems is ongoing, the Trustees have considered the contents of the Charities Act which received the Royal Assent on 8th November 2006, in particular the possibility of changing legal status to a "Charitable Incorporated Organisation" which may mean that accounts and reports only need to be filed with the Charity Commission News is still awaited (after very many months) as to when this change might be possible The salaries paid to the Secretary, Finance Manager and Office Administrator were again reviewed during the year to reflect market salary rates, responsibilities and time spent on CSJ business

The considerable amount of time being spent on Miraz and Rabanal business by the Secretary and Finance Manager continues to be recognised by an allocation of part of their salaries to these specific funds

The membership rates were increased with the subscription notices sent out last autumn, the first since 2004 It should be recognised that there will always be a number of members not renewing their subscription as they complete their pilgrimage or lose interest in the aim and objectives of the Confraternity The 3-year discount scheme continues to be popular as can be seen by the volume of membership moneys held against future subscription years

The membership software system (known as Maximizer) originally introduced in June 2003 continues to be a great success, especially with membership renewals procedures The system enables the membership work to be shared between several members thereby reducing the general risk exposure It also helps to identify members in a particular geographic area or with a particular expertise

Both members and trustees recognise that the primary purpose and duty of the charity is to provide benefit for its beneficiaries and to care for the public at large In order to maximize this benefit, the members of the CSJ provide a valuable source of expertise and ideas as well as income

Risk Management

In the year, the Corporate Governance sub-committee met on a regular to assist the trustees with ensuring that the CSJ organisation acts responsibly and in accordance with Company and Charity law The trustees attended a mini-training day held in November 2009 when Risk Assessment was discussed and the appropriate tables prepared

The trustees now consider the most significant risks to this charity are the financial risks related to, or arising from a reduction in membership and demand for our publications being replaced by web-based information and on-line booksellers A significant but less important risk continues to be the loss of key personnel and the unavailability of un-paid volunteers to undertake some of the essential day to day tasks Lesser risks are the loss of or damage to property and financial irregularity and incompetence of trustees

In particular, a Strategy Working Group has been formed to address the issue of recruitment and retention of members and other related outward facing matters

In general terms, the trustees also continue to monitor all risks and take appropriate steps These have included cover/deputies for key personnel and increased insurance cover The whole of this activity continues to be treated as part of an overall Financial Policy which is conceived as the core element in the development of a business continuity plan

Public Benefit Statement

The organisation, in summary, provides a "one stop shop" for English speaking pilgrims and as such, provides the public with information and support and so complies with its duty as set out in section 4 of the 2006 Charities Act

Reserves Policy

The trustees review the level of reserves annually, based on financial results for the current year, the forecast for the following year and the results of the annual review of risks In particular, they wish to ensure that the charity can continue to fulfil its current objects and activities in the event of a significant fall in membership The issue of retention and motivation of members of the Confraternity is being actively considered by the Strategy Working Group The charity intends to maintain a level of unrestricted funds which consists of a) a period of 3 months of operating costs (12 months for Rabanal and Miraz due to their seasonal nature) and b) sufficient funds to cover known risks, contingencies and capital expenditure

General – Unrestricted funds

The free unrestricted reserves at the year-end were £18,374 At present all of these are needed to cover the deficit on the Miraz Fund The trustees consider the most appropriate level of free reserves at 30 September 2011 would be £15,000 to pay 3 months of operating costs plus £1,000 for known contingencies The trustees are budgeting for a small profit in the year to 30th September 2012 to increase the general fund reserve and the deficit on the Miraz fund should be repaid within 3 years from operational surpluses

Rabanal – Restricted Income Fund

The level of reserves required to cover 12 months operating costs is £3,000 which leaves a surplus of over £12,000 at 30 September 2011 This is retained for use on future repairs and improvements to the property and to the facilities for pilgrims

Investment Powers

Under the Memorandum and Articles of Association, the charity has the power to make any investment which the trustees see fit The tangible investments currently held are interest-bearing deposits with the Charities Official Investment Fund and one interest-bearing account with CAF Bank, although interest is also paid on the CAF Bank current account

Trustees' responsibilities in relation to the financial statements

Company law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year In doing so the trustees are required to

- Select suitable accounting policies and apply them consistently,
- Make judgements and estimates that are reasonable and prudent, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006 Mid-year accounts are prepared on the same basis as the annual accounts and are available to any member who wishes to inspect them These are not subject to the same external scrutiny as the annual accounts and therefore readers ought not to place the same reliance on them

Approved by the trustees on 7th December 2011 and signed on their behalf by

Colin Jones

C Jones
Chairman

Independent Examiner's Report to the Trustees of the Confraternity of St. James Charitable Company

I report on the accounts of the company for the year ended 30th September 2011 as set out on pages 8 to 14

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for preparation of the accounts The charity's trustees consider that an audit is not required under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to

1 examine the accounts under section 43 of the 1993 Act

2 to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 43(7) b of the 1993 Act

3 to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below

Independent examiner's statement

In connection with my examination, no matter has come to my attention

which gives me reasonable cause to believe that, in any material respect, the requirements

(a) to keep accounting records in accordance with Section 386 of the Companies Act 2006, and

(b) to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities (revised 2005) have not been met, or

to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

I S McLaughlin FCA
Reporting Accountant

23 West Farm Avenue
Ashtead, Surrey, KT21 2LD

Statement of Financial Activities for Year to 30 September 2011

		Unrestricted	Restricted Funds (note 2)				Total	*2010*
		General Fund	Rabanal	Miraz	Bursary	Other		
INCOMING RESOURCES	**Notes**	**£**	**£**	**£**	**£**	**£**	**£**	£
from generated funds								
Voluntary Income								
Donations	**3**	4,809	1,298	47,461	-	167	53,735	137,257
Subscriptions	**4**	51,075	-	-	-	-	51,075	46,410
Books and Publications – Sales	**5**	34,087	-	-	-	-	34,087	34,037
Other Items – Sales	**6**	2,229	-	-	-	-	2,229	2,061
Visit Income	**7**	5,578	-	-	-	-	5,578	11,274
		97,778	**1,298**	**47,461**	**-**	**167**	**146,704**	**231,039**
Investment Income	**8**	**26**	**51**	**26**	**13**	**33**	**149**	**224**
TOTAL INCOMING RESOURCES		**97,804**	**1,349**	**47,487**	**13**	**200**	**146,853**	**231,263**
RESOURCES EXPENDED								
Representative Conferences	**16**	239	-	-	-	-	239	1,169
Bursary Grants	**9**	-	-	-	(600)	-	(600)	-
Refugio Gaucelmo	**10**	-	2,299	-	-	-	2,299	1,131
Miraz	**11**	-	-	73,659	-	-	73,659	143,719
Bulletin	**12**	9,862	-	-	-	-	9,862	9,720
Library	**13**	3,149	-	-	-	-	3,149	2912
Speaker Meetings	**14**	(328)	-	-	-	-	(328)	(92)
Books and Publications – Costs	**5**	20,532	-	-	-	-	20,532	20,266
Other Items – Costs	**6**	1,455	-	-	-	-	1,455	1,555
Visit Expenditure	**7**	5,024	-	-	-	-	5,024	10,233
Donations	**23**	-	-	1,959	-	-	1,959	-
Direct Charitable Activities		**39,933**	**2,299**	**75,618**	**(600)**	**-**	**117,250**	**190,613**
Other Charitable Costs	**15**	**29,492**	**1,365**	**5,461**	**-**	**-**	**36,318**	**34,610**
Governance Costs	**16**	**27,971**	**-**	**-**	**-**	**-**	**27,971**	**25,662**
TOTAL RESOURCES EXPENDED		**97,396**	**3,664**	**81,079**	**(600)**	**-**	**181,539**	**250,885**
NET MOVEMENT IN FUNDS	**24**	**408**	**(2,315)**	**(33,592)**	**613**	**200**	**(34,686)**	**(19,622)**
TOTALFUNDS BROUGHT FORWARD		**17,966**	**15,241**	**17,998**	**9,568**	**5,893**	**66,666**	**86,288**
TOTAL FUNDS CARRIED FORWARD		**18,374**	**12,926**	**(15,594)**	**10,181**	**6,093**	**31,980**	**66,666**

Balance Sheet as at 30 September 2011

	Notes	Unrestricted General Fund	Restricted Funds Rabanal	Miraz	Bursary	Other	Total	2010
FIXED ASSETS	**17**	**£**	**£**	**£**	**£**	**£**	**£**	**£**
Computers etc		1,827	-	-	-	-	1,827	-
Works of Art		3,900	890	-	-	-	4,790	4,790
		5,727	**890**	**-**	**-**	**-**	**6,617**	**4,790**
CURRENT ASSETS								
Stocks and Work-in-progress								
Books and Publications for Sale	**22**	6,924	-	-	-	-	6,924	6,436
Other Items for Sale	**22**	1,512	-	-	-	-	1,512	1,965
Postage Paid Envelopes		475	-	-	-	-	475	570
		8,911	**-**	**-**	**-**	**-**	**8,911**	**8,971**
Debtors	**18**	**6,221**	**-**	**-**	**-**	**-**	**6,221**	**7,425**
Cash at Bank and In Hand		**36,421**	**12,036**	**(15,594)**	**10,181**	**6,093**	**49,137**	**74,195**
NET CURRENT ASSETS		**51,553**	**12,036**	**(15,594)**	**10,181**	**6,093**	**64,269**	**90,591**
CURRENT LIABILITIES								
Creditors amounts falling due within one year	**19/20**	**(38,906)**	**-**	**-**	**-**	**-**	**(38,906)**	**(28,715)**
NET ASSETS		**12,647**	**12,036**	**(15,594)**	**10,181**	**6,093**	**25,363**	**61,876**
TOTAL ASSETS LESS CURRENT LIABILITIES		**18,374**	**12,926**	**(15,594)**	**10,181**	**6,093**	**31,980**	**66,666**
TOTAL FUNDS		**18,374**	**12,926**	**(15,594)**	**10,181**	**6,093**	**31,980**	**66,666**

Audit Exemption

(a) For the year ended 30 September 2011 the company was entitled to exemption under section 477 of the Companies Act 2006 ("the Act")

(b) Members have not required the company to obtain an audit in accordance with section 476 of the Act

(c) The directors acknowledge their responsibility for

i) ensuring the company keeps accounting records which comply with sections 386 and 387 of the Act, and

ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its profit or loss for the financial year, in accordance with the requirements of sections 394 and 395 of the Act, and which otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company,

(d) The accounts have been prepared in accordance with the special provisions of Part 15 of the Act relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

Approved by the trustees on 7th December 2011 and signed on their behalf by **Rev C. Jones** Chairman

Cen Jones

Notes forming part of the financial statements for the year ended 30 September 2011

1 Accounting policies

(a) Basis of accounting

The accounts have been prepared under the historic cost convention and in accordance with the Statement of Recommended Practice on Accounting and Reporting by Charities (SORP) which came into force in March 2005, applicable accounting standards and the Companies Act 1985 The length of the current and previous accounting periods was one full calendar year

(b) Donations and similar incoming resources

Except as specified in Notes 4 and 20, these are included in the year in which they are receivable, (which is when the charity becomes entitled to the resource), and any conditions for receipt are met, the trustees are reasonably certain that they will receive it, and the trustees are reasonably certain that the value can be reliably measured Incoming resources from tax claims are included within the Statement of Financial Activities (SOFA) when the funds are received and a claim can be made Subscriptions paid in advance under the discounted membership scheme are recognised in the membership year to which they relate Grant income received from the Xacobeo is recognised when received

(c) Investment income

Income from investments is included in the SOFA in the year in which it is receivable Part of the interest received on unrestricted general funds, based on the individual fund balances at the commencement of the year has been allocated to the Miraz restricted fund

(d) Resources Expended

All expenditure is included on an accruals basis and, is recognised when there is a legal or constructive obligation to pay for it All costs have been directly attributed to one of the functional categories of resources expended in the SOFA The charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT

(e) Tangible Fixed Assets & Depreciation

Fixed assets currently include Works of Art both historic and contemporary Depreciation is not charged on these as their residual value is considered to be higher than their carrying value The Library is held in the unincorporated association for the time being for the benefit of the public and does not form part of the assets of the company All expenditure on the refugio at Miraz is written off as spent including any improvements on the building, on the basis that any expenditure is of a purely charitable nature and of no future major financial value to the Confraternity All assets costing more than £500 are capitalised Depreciation of computers, related software and other office equipment is charged over four years

(f) Exchange Rates

Moneys received and paid in Euros are converted at the actual exchange rate on the transaction date with the exception of moneys received and paid at Miraz on a daily basis where the seasonal mid point exchange rate is used The exchange rate used at the accounting date was 1 15 Euros to the £ Net exchange gains in the year were £1,184

2 Restricted Funds

	At 1 Oct 2010	Incoming Resources	Outgoing Resources	At 30 Sep 2011
	£	£	£	£
Rabanal	15,241	1,349	3,664	12,926
Miraz	17,988	47,487	81,079	(15,594)
Bursary	9,568	613	-	10,181
Ted Dickinson Fund	3,236	33	-	3,269
St Christopher Fund	2,657	167	-	2,824
	48,700	49,649	84,743	13,606

The Rabanal Fund is a restricted income fund, the remaining funds are expendable endowments All funds have accumulated through donations, interest and allocations by the trustees, and have therefore already been recognised as income rather than capital receipts

Rabanal Fund – for capital projects, upkeep of the fabric and miscellaneous expenses at Refugio Gaucelmo

Miraz – Funds are held on behalf of the Refuge at Miraz A bank account is held at Banco Pastor in Friol but operated from Blackfriars Road to pay expenses such as electricity, telephone and insurance This account also receives cash locally via donativos from pilgrims Payments to contractors for the building are also paid into this account and it also receives credits from the Xacobeo At present, this account is in deficit and is supported by the general funds of the organisation It is expected that this deficit will be recovered over a period not exceeding 3 years

Bursary Fund - for educational scholarships for young people It was established by the committee in 1995-1996 and allocated an endowment of £10,000 The Bursary Fund now stands around the £10,000 mark and awards may be paid out each year dependent upon applications being received

Ted Dickinson Fund - raised by special subscription in memory of a member who died in 1994 It is for helping pilgrims in financial hardship and associated purposes

St Christopher Fund – founded in 2002 to enable frail or elderly pilgrims to take a companion with them to Santiago

3 Donations

General donations have increased during the year These are funded occasionally from legacies but mostly from the many generous voluntary contributions made by members in addition to their subscriptions

4. Subscriptions & Gift Aid

Subscription income had increased slightly in the year, a reduction in membership numbers being balanced by the increase in subscriptions However, the reduced rate subscription for a 3 year commitment does mean that the new rate of subscriptions will not fully impact on the accounts immediately Tax reclaimed on subscriptions increased to £9,720 (2010 £6,824)) Gift Aid tax claims are recognised when a claim can be made, hence when members are paying a 3 years subscription, a claim is only made in the first year

Current subscription rates are -

1 year

Individual Members	UK and Europe	£25 00	Overseas	£30 00
Joint or Institutional Members	UK and Europe	£30 00	Overseas	£35 00

3 years

Individual Members	UK and Europe	£67 50	Overseas	£81 00
Joint or Institutional Members	UK and Europe	£81 00	Overseas	£94 50

5 Books and Publications

Turnover remained static although business through our secure on-line bookshop continues to reduce as competition from on-line book shops hots up This gave rise to a trading surplus of £13,555 This compares with an overall trading surplus of £13,770 in 2010

6. Other Items

Sales of other items (principally badges, sweatshirts, caps and DVDs) produced a surplus of £774 compared to £506 in the previous year

7 Visits

Visits for the year were to Santiago and our refuges at Rabanal and Miraz

8. Investment Income

Investments which generate income consist of interest-bearing deposits with the Charities Official Investment Fund and one interest-bearing account with CAF bank As can be seen, income was at minimal amount in the year

9 Grants

Bursary application forms are issued to universities and colleges of further education at the start of the academic year Students between 18 and 25 are asked to submit proposals for their research and to indicate how it would be facilitated by financial assistance from the Confraternity Short-listed applicants are invited to interview before a panel consisting of Mark Hassall, Lecturer in Archaeology at UCL, and James Maple, Hon Vice-President of the CSJ, and awards may be made for one outstanding project, or shared between several, up to a maximum of £1,000 per applicant They are generally paid in two tranches, part in advance of the research and the balance when the resulting dissertation has been commended after being academically reviewed No bursaries have been awarded in the four years to 30th September 2011 Grants totalling £600 has not been claimed as the academic work has not been completed and has been written back in this year of account An on-going review of the purpose and possible recipients of this award is continuing

10 Refugio Gaucelmo, Rabanal del Camino

Expenditure of £2,299 this year includes -	£
- Wardens Workshop, meetings etc	646
- Travel & subsistence	184
- Birthday celebration at Rabanal	1,209
- Sundry	260

Pilgrim donations and related expenditure on food, hospitality, cleaning etc in Spain are for the benefit of the refugio and do not form part of the Confraternity funds or its accounts Any surplus is put towards overheads such as electricity, bank charges, repairs etc

11. Refugio Miraz de Peregrinos de Miraz

Income of £47,461 relating to the refuge was as follows -

	£
- Xacobeo Grant	17,787
- Donativos – Spain	13,491
- Donations (UK)	11,022
- Events	895
- Gift Aid	1,790
- Goods sold	1,292
- Exchange Gains	1,184

All income received from pilgrims is treated as CSJ income due to our sole tenancy of the building
Expenditure of £73,659 relating to the refuge was as follows -

	£
- Construction cost – Casa Rectoral	56,244
- Household, repairs, heat and light etc	7,550
- Working Party costs (3 visits)	6,417
- Goods for resale	1,073
- Presentation – opening	440
- Newsletters	989
- Sundries	946

12 Bulletin

The Bulletin is published quarterly and the costs include printing and distribution

13 Library

This item represents a grant to the unincorporated association, registered charity number 294461, for managing the Library

14 Speaker Meetings

Speaker Meetings are those held to further the charitable objects of the Confraternity

15. Other Charitable Costs

The costs directly attributable to charitable activities are		£
Personnel		34,641
Other Direct Costs		1,677
	Total	£36,318

Allocated -

General	29,492
Rabanal	1,365
Miraz	5,461

16 Governance Costs

		£
Personnel		10,771
Accommodation		7,122
Office Running Costs		6,581
Finance charges		513
Member Meetings & Sundry		2,984
	Total	£ 27,971

Personnel costs include a total of £1307 paid to 7 trustees for reimbursed personal travel expenses

17 Fixed Assets

	Works of Art	Office Equipment	Total
Costs	£	£	£
At 1 Oct 2010	4,790	8,180	12,970
Additions	-	2,436	2,436
At 30 Sep 2011	4,790	10,616	15,406
Depreciation			
At 1 Oct 2010	-	8,180	8,180
Charge for year	-	609	609
At 30 Sep 2011	-	8,789	8,789
Net Book Value			
At 1 Oct 2010	4,790	nil	4,790
At 30 Sep 2011	4,790	1827	6,617

Works of Art comprise a mediaeval oak carving of Saint James (valued at £3,400) and an embroidered banner (valued at £500), both in the assets of the General Fund, and an icon of Saint James (valued at its cost of £890, covered by donations in memory of Stephen Badger) in the Rabanal Fund

18. Debtors

	2011	2010
	£	£
Prepayments	2,155	2,193
Accrued Income and Other Debtors	4,066	5,232
	6,221	7,425

19. Creditors Amounts falling due within one year

	2011	2010
	£	£
Trade Creditors	11,466	5,935
Deposits and payments held for CSJ Visits after accounting date	925	2,090
Deferred Income - Subscriptions in advance	26,515	20,090
Sundry Creditors	-------	600
	38,906	28,715

20. Deferred Income

Subscriptions paid in advance total £26,515, £16,721 related to the year 2012, £8,999 to the year 2013 and £795 for later years These have been shown as falling due within 1 year as the actual subscription has been received

21. Related Parties

During the year, Mona Lowen Consultants Limited, a company in which the treasurer and company secretary Tony Ward has a material interest has carried out the bookkeeping function of the CSJ He is not a trustee of the organisation or a director of the company The amount provided for this service within the accounts is £1,500 This arrangement will cease at 31st December 2011

22. Stocks

Stocks have been valued at the lower of cost or net realisable value Dated stock has been assumed to be of negligible value

23. Donations

The major donation in the year related to a gift to the Parish Church at Miraz of €2,200 (£1,959) towards the cost of the renovation of the Altar Frontal

24 Net Movement in Funds

The levels of primary purpose trading income, subscriptions and donations mean that there are reasonable funds carried forward

25 Capital Commitments

The work undertaken at the Miraz refuge has now been completed and all invoices received in connection with the extension and related expenditure have been paid The only remaining costs outstanding are for the final account for the architect and his technical manager These are estimated to be in the region of a total € 7 000 Due to various small outstanding matters which need attention at Miraz, this liability cannot be properly quantified and consequently is not included (other than referred to in this note) within these accounts

Supplementary Report for Members & Supporters

The main report gives information required by the Charity Commission and by the Companies Acts This supplementary report is intended for all those supporters, past, present and future, who are interested in more detailed information on the CSJ's activities

Refugio Gaucelmo Review

Refugio Gaucelmo is situated in the village of Rabanal del Camino, between Astorga and Ponferrada in the Montes de León It is a refuge for pilgrims travelling to Santiago de Compostela and is owned by the Diocese of Astorga

In 1989 the CSJ entered into an agreement with the Diocese of Astorga and the Asociación de Amigos del Camino de Santiago de El Bierzo, whereby for a peppercorn rent, we would together develop the tumble-down priest's house and orchard, to make it available for the overnight accommodation of pilgrims Pilgrims are welcomed by a relay of hospitalero/as, recruited and supported by Julie Davis, while an autumn working party looks after the maintenance and refurbishment of the building We are currently (December 2011) looking for someone to take on the responsibility of premises management and are most grateful to Graham Scholes and Brendan Nolan for all the hard work they previously put into this role

The partnership between the two associations and the Diocese has continued strongly In 2006 a new contract was signed between all three parties, which sets out the terms of the co-operation between us and in which the Diocese grants a further 25-year lease In the light of economic circumstances however, it has become increasingly difficult to give 10% of our donativos to our partner organisation, the Amigos de El Bierzo and we are in discussion with them about this informal agreement

Thanks to changes in European regulations, we are hoping to establish our own bank account in Spain which will mean we no longer need to operate under the auspice of the CSJ de Ponferrada but could manage our own bank account in Spain Our aim with these two changes must be to improve our own efficiency while maintaining the good relationships which have been built up over many years

Since 1991 we have welcomed over 124,000 pilgrims, 4,621 of them in 2011 They came from 64 countries with Germany (650), Spain (633), Italy (468), Holland (468), France (324) Denmark (288) and GB (235) topping the list Two new countries appeared in 2011, Cape Verde Islands and Zimbabwe Most pilgrims arrived on foot (4396), although some came by bicycle (224), on horseback (1) and 2 donkeys appeared with a French family along with 4 children! (the paddock in the orchard comes into its own every now and then!))

Various improvements were carried out during 2011 the most significant of which were the installation of beautiful new wooden shutters facing the church and the installation on the roof facing the huerta of four solar panels which are linked to a new 500 litre water tank and should significantly reduce gas bills for many years to come

Prospective hospitaleros are invited to a training day in January, during which they are given some historical background to Refugio Gaucelmo as well as instruction in the administration of the refuge during their two-week stay On completion of their 'tour of duty' they are invited to a meeting and lunch so that the CSJ can both thank them for their work and also learn how we can improve for the following year

We are most grateful to the members of the Gaucelmo sub-committee for giving their time so generously and to all those who support Gaucelmo's work in any way In particular we must pay tribute to the dedication and tireless good humour of Roger Davies whose insight into the running of Gaucelmo and the warmth he showed to all who met him, played a vital part in making Gaucelmo such a welcoming stop on the road for so many pilgrims

Dick Crean

Miraz Review

The achievement of establishing a refugio on the Camino del Norte that is so welcome to pilgrims is a credit to our Confraternity We could not have done this without the support of all those members who donated funds and an opportune grant from the Xacobeo Colin Jones, now Chair of the Confraternity, led a group of members in the funding and commissioning of the building contract The new premises were blessed by the Bishop of Lugo this year on 6th June We thank them all gratefully A challenge however lies ahead in sustaining our facilities and developing our service This demand may be underestimated while the enthusiasm of new premises blurs our vision

Since its reopening over 3,000 pilgrims have stayed with us in Miraz This number is down due to the late opening caused by building delays On a comparable basis, pilgrims are actually down by 7% but this is somewhat balanced by an increase in the income per pilgrim Our costs of running day to day operations are met from pilgrim donations with a small surplus available to deal with minor works and unforeseen events

27 hospitaleros served pilgrims at Miraz this year On behalf of the CSJ and the grateful pilgrims, we thank them for they all have given in 2011 Alan Cutbush deserves a special mention for his co-ordination in a difficult year

The building now functions well with 26 beds, a new kitchen/ common room, a solar powered heating system and full domestic services Unfortunately, the garden has suffered from the extraordinary Galician drought this summer The herbs, roses and apples in the *huerta* have enhanced pilgrim stays this year.

Pilar, Ana, Luis and Rafa have helped us in many ways this year. Panics, emergencies, and illness can all be coped with in this remote situation so long as we can call upon these friends in the parish.

Now a challenging future lies ahead for this Refugio *de Peregrinos*. We have a larger facility to maintain with modern systems and requirements Inevitably snags and deficiencies have emerged in commissioning. So we need to review the final state of the building, contract risks and revised insurance. It appears therefore that we will have to return to fund raising again in 2012. Stocking the garden, new kitchen storage and a cooker hood are priorities.

We closed at the end of November and will reopen in Holy Week next year. Already the Miraz Committee is planning a spring clean next March. It will require resources and investment to keep Miraz " *gentile et propre"* as a French pilgrim nicely put it in the Golden Book

In common with all those involved with the Confraternity, the Miraz Committee is active in its service to pilgrims and looks forward to the challenges resulting from a modern refuge.

Number of pilgrims from 17th May to 8th November 2011 **3006**
Average per day . **17**
Cumulative from opening in 2005: **15498**
Nationalities Spanish 47%, German 19%, French 6%, Italian 6%, and Polish 5% and numerous other nations.

Richard Jefferies

Secretary's Review for 2010 -2011

In the last few years there has been an explosion in the availability and use of internet resources and Guides for those considering pilgrimage to Santiago The CSJ has until now been in the vanguard of advising pilgrims and we now find our advantage lies in offering a more personal service This is appreciated by many and we also provide practical opportunities for 'giving back' Continuing the review begun last year the Trustees set up a Strategy Group to discuss ways of addressing the main issue of both maintaining and increasing Membership which is an important income stream The website and CSJ Publications were also reviewed

The main proposals made were to develop more regional groups with local meetings and opportunities to share the pilgrim experience Clare Taylor has worked on a pilot project for the NE which has had encouraging results A second regional grouping is emerging in the Bristol area

The website was agreed to be reliable and informative but would benefit from a more lively and user-friendly style CSJ Publications are mostly well regarded but need to be produced in a more professional style

The 2011 programme included regular features such as Practical Pilgrim, Saturday Office Open Days, the Storrs Lecture and Returned Pilgrims Retreat The St James Weekend was held in Reading with a performance of a new musical 'Pilgrimage Cantata' and with the loan of the possible relic of the Hand of St James from St Peter's Marlow Special for this year were a June visit to Rabanal and Miraz to celebrate the 20th anniversary and the Blessing of the new building by the Bishop of Lugo respectively and a September 2 week pilgrimage along the Camino del Norte from Luarca to Santiago via Miraz In the autumn, the CSJ was represented at conferences in Reims, Valencia and Utrecht, allowing us to meet officers from different European and other Associations Trustees agreed to a pilot project in Santiago, in partnership with the Irish Society of Friends of Santiago, to start in May 2012, to use volunteers to improve the way in which English-speaking pilgrims to Santiago are welcomed at the Pilgrim office and cathedral

The Secretary thanks everyone who supported her before and after her recent hip replacement operation In particular we are very grateful to Alison Thorp and Christine Pleasants for coping with the increased load of work during my recovery and to the Office volunteers William Bossert, Robin Dorkings, Wendy Beecher and Henriette van Zaelen who looked after the office and pilgrims magnificently

Finally, Trustees note with sadness the untimely death of, Roger Davies (Trustee and Rabanal Hospitalero Co-ordinator) in August 2011

Marion Marples

Membership Statistics

Membership at 30 September 2011 stood at 1,588 paying members (1,648 at 30 September 2010) plus 264 (244) honorary and honoured (aged over 70 with 10 years' paid-up membership) and 42 exchange subscriptions with kindred organisations The paying members were split as follows (2010 numbers are shown in brackets) -

	Individual		Joint		Institutional	
UK	829	(868)	433	(422)	18	(15)
Europe	62	(70)	23	(22)	4	(4)
Rest of World	147	(160)	71	(85)	1	(2)
Total	1,038	(1,098)	527	(529)	23	(21)

Analysis of Other Charitable & Support costs

Governance costs are those covering an irreducible minimum of administrative costs that cannot be assigned to any directly charitable purpose, e g the costs of the Annual General Meeting, processing subscriptions, balancing the books, and just keeping the organisation ticking over

Other charitable costs are directly attributable to supporting the charitable activities of the Confraternity e g providing information about the Camino de Santiago, supporting pilgrims and refuges, lobbying for protection of the routes, selling relevant books and publications and fostering European networking

Salaries & NI - The company employs a secretary, a finance manager and an office administrator, all on a part-time basis The small increase in salaries from £43,301 from £41,551 is due to salary reviews and extra hours worked to cover sickness etc

Travel & Subsistence - trustees are generally required to attend 6 meetings per annum The majority of trustees now live out of London resulting in travel and subsistence costs for all committee members of £2 110

Member Meetings - This represents the net cost of various members' meetings including the AGM and the Reading event Income this year was £1 267 and expenditure £3 892 compared to £7 295 & £9 772 respectively for 2010

Other Charitable and Governance Costs

		Other Charitable Costs	Governance Costs	2011 Total	2010 Total
Personnel Costs		£	£	£	£
	Salaries & NI	34,641	8,660	43,301	41,551
	Travel & Subsistence	182	2 111	2,293	1,932
		34,823	10,771	45,594	43,483
Accommodation					
	Rent	-	7,672	7,672	7,358
	Insurance	-	926	926	876
	Depreciation	-	609	609	-
	Office Maintenance	-	101	101	267
	Office Equipment < £500	-	275	275	-
	Less Library Recharge	-	-2,461	-2,461	-2,337
		-	7,122	7 122	6,164
Office	Telephone	-	954	954	890
	Post	-	75	75	120
	Printing & Stationery	-	2,119	2,119	2,196
	Computer Support & Consumables	-	1,933	1,933	1,103
	Book-keeping	-	1,500	1,500	1,500
		-	6,581	6 581	5,809
Other	Legal & Professional	-	50	50	50
	Bank Charges	-	74	74	61
	Credit Card Charges	1,495	439	1,934	1,738
	Member Meetings	-	2,625	2,625	2,478
	Sundry	-	309	309	489
		1,495	3,497	4,992	4,816
	TOTALS	**36,318**	**27,971**	**64,289**	**60,272**

Analysis of membership

	Honorary	Honoured	Individual	Joint	Group	Exchange	Total
UK							
E Anglia	1	16	47	25	1	1	91
Home Counties - N	1	29	81	42	-	1	154
Home Counties - S	1	27	101	63	3	1	196
London	3	16	138	61	4	3	225
Midlands E	-	13	29	22	-	-	64
Midlands W	1	23	64	34	2	-	124
N Ireland	-	3	5	4	1	-	13
NE	-	13	57	34	-	1	105
NW	-	10	55	16	2	-	83
Scotland	-	6	89	38	1	-	134
Southern	-	29	58	36	2	-	125
SW	2	20	76	43	1	1	143
Wales	-	1	27	12	1	-	41
Channel Islands	-	-	2	3	-	-	5
	9	206	829	433	18	8	1,503
EUROPE							
Belgium	-	6	1	-	-	1	8
Czech Republic	-	-	-	1	-	-	1
Denmark	-	-	-	2	-	-	2
Finland	-	-	4	2	-	-	6
France	1	4	7	2	-	4	18
Germany	-	5	7	1	1	1	15
Gibraltar	-	-	1	-	-	-	1
Italy	-	-	1	-	-	2	3
Luxembourg	-	-	3	-	1	-	4
Malta	-	-	-	1	-	-	1
Netherlands	-	-	2	-	-	1	3
Norway	-	-	1	1	-	1	3
Poland	-	-	1	-	-	-	1
Portugal	-	1	1	-	-	-	2
Rep of Ireland	1	4	14	4	2	1	26
Spain	5	4	15	4	-	19	47
Sweden	-	1	4	3		-	8
Switzerland	-	-	-	2	-	1	3
	7	25	62	23	4	31	152
REST OF THE WORLD							
Africa	-	-	2	1	-	1	4
Asia	-	-	2	-	-	-	2
Australia	-	5	82	50	-	-	137
Canada	-	2	13	8	-	1	24
N America	-	-	1	1	-	-	2
New Zealand	-	1	6	5	-	-	12
S America	-	1	1	-	-	-	2
U S A	-	8	40	6	1	-	55
	0	17	147	71	1	2	238
TOTAL	16	248	1,038	527	23	41	1,893