



## TRUSTEES' REPORT 2022

The Ecclesiastical Law Society is a Charitable Incorporated Organisation (registered charity no 1181002) whose registered office is at 1 The Sanctuary, London SW1P 3JT. The Trustees of the Charity for this reporting period were:

Elizabeth Wilson (Chair)  
The Rt Rev'd Martin Warner (Vice Chair)  
The Rev'd Paul Benfield (Treasurer)  
Chancellor Ruth Arlow  
The Ven Moira Astin  
Paul Barber  
The Rev'd Stephen Coleman  
Lee Coley  
Edward Dobson  
Frances Godden  
The Rev'd Sam Maginnis  
Anne-Marie Organ  
The Rev'd Neil Patterson  
The Rev'd Christopher Smith

The objects of the CIO as stated in our Constitution are:

The objects ("Objects") of the CIO are:

To promote education in ecclesiastical law for the benefit of the public including in particular but not exclusively:

- (a) the clergy and laity of the Church of England;
- (b) those who hold authority or judicial office in, or practise in the ecclesiastical courts of, the Church of England; and
- (c) students and teachers of ecclesiastical law.

The Trustees are pleased to report that during the calendar year 2022 these objects were furthered in all of the activities and meetings of the Society and the Trustees wish to record their thanks to all those, Officers, members and service providers for their work in maintaining the life and witness of the Society in 2022.

Like most organisations, the Society emerged from the pandemic period having learnt a variety of new ways of providing meetings of, and sustenance for, members during the rigours of lockdowns. Our experience in the provision of online lectures and seminars was enhanced when assembly in person

was limited and this learning is being carried forward to further enhance our work of education and training. However, we were delighted to hold this year's annual meeting in person rather than as in the previous two years, virtually. This AGM was held on 2<sup>nd</sup> April during the course of the Day Conference. We are grateful to the Vicar and Churchwardens of St Alban's Holborn for their hospitality. Over 60 members attended at some point during the day and there was significant discussion around the theme of Synodical governance: past, present and future. The trustees are grateful to the speakers who made major contributions to the day: The Rt Rev'd Pete Broadbent, The Rev'd Canon Professor Alison Milbank and Professor Norman Doe.

During the annual meeting The Rt Rev'd Martin Warner was elected Vice Chair; The Rev'd Paul Benfield was elected Treasurer and Chancellor Ruth Arlow, The Ven Moira Astin, Paul Barber, The Rev'd Stephen Coleman and Frances Godden were elected as Charity Trustees.

The meeting received the annual accounts of the Charity which had been independently examined and these, with the Treasurer's report are appended at the end of this report. The Society relies almost entirely on its members for its income. In the 2021/22 year we had sponsorship for The Principles of Canon Law publication but this only offset the costs incurred in 2022/23.

In the past the Journal has resulted in a royalty payment but this amount has diminished year on year as the commercial model of Cambridge University Press (CUP) combined with a changed market and increasing unit costs has made this a less significant stream of income. Going forward this will only reduce and the Trustees will need to review the costs of the Journal and the potential impact on membership rates.

Membership income was up in 2021/22 (£31k (£28k prior year)) in part due to a membership drive with new General Synod Members and with a more assertive renewals process.

In 2021/22 we engaged a third person to support the running of the charity. Trustees will keep under review the costs of support and the benefits gained from having an Executive Team. The full year cost of the Executive Team is £17k. For comparison in 2019/20 this cost was £24k.

Admin costs are kept to a minimum with the only notable increase being in the provision of the Canon Law lectures at Theological Educational Institutes. This has proved popular and Trustees may look at expanding this area of activity.

During the course of the annual meeting The Rt Rev'd Colin Buchanan, a member of the Society, asked that the Trustees consider the use of a system of single transferable voting for all our elections rather than the first past the post system currently employed. Bishop Colin gave his reasons why he made the request and was happy to accept the commitment of the Chair to take the matter to Trustees in connection with a proposed review of the Constitution. The Trustees will report the outcome of their deliberations to the meeting next year.

The Trustees met on four occasions in 2022: in person on 9 February (followed by a much delayed farewell and thank you dinner for the past Chairman, Mark Hill KC), and virtually on 27 April, 27 July and 12 October. The Trustees decided during the year that, with an effective Executive Team in place who meet monthly with the Chair via Zoom, the Standing Committee was no longer necessary. Dates of the team meetings are made available to Trustees who are able to join any meeting if they wish.

In our governance procedures, and in all activities referred to hereafter, the trustees confirm that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or other duties.

In addition to the day conference already referred to, a lecture programme was delivered, mostly virtually. These lectures, in the past limited to delivery in London and Leeds, were available to all members (and others) via Zoom. This greater accessibility has resulted in an informal group of members being set up in Australia and New Zealand. As well as this very welcome development, the International Lectures have been repeated this year and the Society has benefited from the wisdom and experience of practitioners around the globe.

The Trustees are grateful to the training sub-committee who delivered a very well attended seminar on parish governance. This was so well received that we have received requests that it should be repeated. Once again, many of our online lectures and seminars were recorded and have subsequently appeared on the Society's Youtube channel.

The revised edition of *The Principles of Canon Law Common to the Churches of the Anglican Communion* were duly published. The Trustees contributed to the publication and were represented at the launch held at the Lambeth Conference.

The Trustees wish to thank those who have contributed towards the development of our previously published curricula for the study of ecclesiastical law. The work reported in prospect in last year's annual report has been delivered most successfully and it is likely to grow in coming years. Members will be delighted to know that the Trustees paid for the initial development of a module for use in training institutions. It is particularly satisfying to report that some of our funds (from memberships fees) have been directed to this task which has been well received by those engaged in the theological formation of future ministers.

The Society's Newsletter, edited by Frances Godden, has been distributed regularly to members via email. Frances wishes to keep this publication fresh and accessible and, in order to do so, will be grateful to receive contributions and comments.

The Eric Kemp prize for 2022 was awarded to Erin Carus who is study at Oxford Brookes. The work she submitted addressed the question, "Should any beliefs be excluded from protection as religious beliefs because of their content?". We offer our congratulations to Erin.

The Trustees record their gratitude to all those whose time and talent have been employed in furthering the aims of the Society in the past year. We look forward to developing the scope of our work in the coming year.

**Elizabeth Wilson**

**Chairman**

**RECEIPTS AND PAYMENTS FOR THE YEAR ENDING 30 JUNE 2022**

**charity number 1181002**

<b>RECEIPTS</b>	<i>Notes</i>	<b>2021/22</b>	<b>2020/21</b>
			£
Members' subscriptions	3	31,120	28,783
CUP royalty payments	7	3,928	0
Conference Income		2,552	180
Sales: M. Hill <i>Ecclesiastical Law</i>			360
Sponsorship		1,163	
Other income		256	300
Interest received		60	9
<b>Total Receipts</b>		<b>39,079</b>	<b>29,632</b>
<b>PAYMENTS</b>			
Journal costs	4	9,000	9,000
Conference and events costs			
Conference		3,738	
Lectures		368	712
Grants Awards and Presentations			300
Education		1,798	
Administration costs:			
Website and other online costs		2,943	2,734
Administration	5	16,811	14,524
Trustee Expenses	6	447	
Independent examiner's fees		600	660
Bank and subscription collection charges		547	573
<b>Total Payments</b>		<b>36,252</b>	<b>28,503</b>
Surplus/(Deficit) of Receipts over Payments		2,827	1,129
Current assets at beginning of year		59,963	58,834
<b>Current assets at end of year</b>		<b>62,790</b>	<b>59,963</b>
Cash at Bankers: COIF Deposit		17,995	17,962
CAF Bank		44,795	42,001
<b>Total Current Assets</b>		<b>62,790</b>	<b>59,963</b>

**Notes to accounts for the year ending 30 June 2022:**

1. All the funds of the Society are unrestricted as defined by the Charities Act 2011.
2. These accounts cover the period from 1 July 2021 to 30 June 2022
3. Members' subscriptions are collected by Direct Debit, BACS and card payments via the Society's website, and recorded on a cash basis.
4. The Society pays honoraria to the Editor and the Consultant Editor of the Journal. In 2021/22 these totalled £9,000.
5. The administrative costs include the fees paid to three service providers – the Executive Secretary, the Finance Officer and the Communications Officer (the last of whom arrived during the year). Their fees totalled £15,613. Administration expenses totalled £1,798 representing travel and office costs.
6. Trustee Expenses are now shown separately for clarity.
7. These are 2020 Royalties received late in 2021/22; 2021 Journal Royalties were received after 30 June 2022 (£2,867)
8. Payments of £450 were made to a Trustee, Stephen Coleman, for his services as a trainer in Canon Law.

## **Treasurer's Report**

I have pleasure in presenting the accounts for the year to 30 June 2022.

I should say at the outset that most of the work on them and all financial matters has been done by Stephen Hogg, our Finance Officer, who deals with matters promptly and accurately and answers queries from me and other trustees clearly and fully. I thank him for all his work.

ELS accounts on a Receipts and Payments basis and the timing of the clearing of a payment can have a significant impact as we do not accrue for items due. This results in some swings between years.

The financial year end falls at the same time as the annual renewals and something as simple as the day of the week on which the year ends can have an impact on Subscriptions income as payments may fall into the 'wrong' year.

Having said that, subscriptions were higher than the prior year in part due to promotions with General Synod members and in part due to a more focused renewals process with more effort put in to chasing late payers. A last-minute push resulted in a number of renewals of membership that would otherwise have lapsed.

Cambridge University Press (CUP) paid the royalties for 2020 late and so these appeared not in the 2021 accounts but in 2022. They again paid late for 2021 and so the figure in this year's accounts is the delayed 2020 payment. The Finance Officer has been in discussion with CUP about this and in 2022/23 we have received both 2021 and 2022. CUP have undertaken to bring forward their dates and to apply extra pressure on their finance team to avoid this happening again.

We received sponsorship for the Principles of Canon Law publication – the costs of this will appear in the 2022/23 account due to timings.

Our first Day Conference for some time made a loss of £1,186, slightly above our budgeted cost.

We launched a series of training days at Theological Education Institutions within our Education programme. These have been trialled as an outreach with no charge to the Institutions. Trustees will review this activity and assess whether it is to continue in this form.

We now have a team of three part-time freelancers supporting the trustees in the Administration of the charity. 2021/22's increased costs reflect the addition of the third member – focused on communications and IT – for part of the year. This team carries out the significant amount of work required to run a membership organisation and CIO. It is worth noting that our administration costs are now less than they were in 2019 and 2020.

The Reserves held by the charity of £63k are at a prudent level. They allow for the running costs of a typical year and for the increased exposure in a year in which a Residential Conference is planned.

The Society must keep its finances under review. A new contract with CUP will reflect the increasing costs of print production and the reduced income from academic publication. Trustees will be addressing the subscription rates in the light of this, and it is likely that there will need to be an increase in the near future.

**Paul Benfield**  
**Treasurer**



# Forrest Burlinson

CHARTERED ACCOUNTANTS  
& REGISTERED AUDITORS

## INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE ECCLESIASTICAL LAW SOCIETY

I report to the charity trustees on my examination of the accounts of the Charitable Incorporated Organisation (CIO) for the year ended 30 June 2022.

### Responsibilities and basis of report

As the charity trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

### Independent examiner's statement

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

- 1) accounting records were not kept in respect of the CIO as required by section 130 of the Act; or
- 2) the accounts do not accord with the accounting records

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

### Use of our report

This report is made solely to the charity trustees, as a body. My work has been undertaken so that I might state to the charity trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity trustees as a body, for my work, for this report, for the statements I have made, or for the opinions I have stated.

Dated 19 January 2023

### Darren Broadbent

Member of the Institute of Chartered Accountants in England and Wales  
for and on behalf of **Forrest Burlinson Chartered Accountants**

**Partners:** Simon Sheard | Ebrahim Suleman  
**Associate:** Darren Broadbent FCA, CTA, ATT (Fellow)  
Diploma in Charity Accounting  
**Tax Manager:** Adam Carney ACCA

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