

COMPANY REGISTRATION NUMBER: 03785551
CHARITY REGISTRATION NUMBER: 1076519

The Institute for Orthodox Christian Studies
Company Limited by Guarantee
Financial Statements
Year Ended 31 August 2020

The Institute for Orthodox Christian Studies

Company Limited by Guarantee

Trustees' Annual Report (incorporating the Directors' Report)

Year ended 31 August 2020

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The Institute for Orthodox Christian Studies

Company Limited by Guarantee

Trustees' Annual Report (incorporating the Directors' Report)

Year ended 31 August 2020

Reference and administrative details

Directors and Trustees

H.E. Metropolitan Kallistos of Diokleia (Timothy Richard Ware) (President)
H.E. Silouan (Oner), Metropolitan of the British Isles and Ireland
V Revd Archpriest Stephen T R Platt (Chairman)
Dr John R Binns (Vice Chairman)
Dr Adrian Pabst
Simon Jennings (Treasurer)
Gladys K Bland
V Revd Archpriest Dr Samir T Gholam
Revd Dr Christopher Knight
Sebastian Koga
V Revd Archpriest Raphael Armour
V Revd Archpriest David Lowell
Revd Dr Demetrios Bathrellos
Dr Michael Basham
Dr Elizabeth Theokritoff
Leslie Jerome Benson
Revd Dr Anastasios Brandon Gallaher (resigned on 29 May 2020)

Secretary

Dr Razvan Porumb

Principal

Father Dragos Herescu

Representative of the Cambridge Theological Federation

Vacant

Company registered number
03785551

Charity registered number
1076519

Registered office
Wesley House
31 Jesus Lane
Cambridge
CB5 8BJ

Accountants

Bidwells LLP
Bidwell House
Trumpington Road
Cambridge CB2 9LD

Independent Examiner

Geoff Mann FCIE
Geoff Mann Limited, Dee House
Highworth Avenue, Cambridge
CB4 2BQ

The Institute for Orthodox Christian Studies

Company Limited by Guarantee

Trustees' Annual Report (incorporating the Directors' Report)

Year ended 31 August 2020

The Directors (who are also referred to as "Trustees") present their annual report together with the financial statements of The Institute for Orthodox Christian Studies ("the Charity", or "the Institute") for the year ended 31 August 2020. The comparatives show information for the year ended 31 August 2019.

Since the Charity qualifies as a small company under section 383, Companies Act 2006, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Directors Report) Regulations 2013 is not required.

STRUCTURE, GOVERNANCE AND MANAGEMENT

a. CONSTITUTION

The Charity is incorporated as a company limited by guarantee (Registered Number 03785551) whose Memorandum and Articles of Association were adopted on 2 March 1999, and have been amended subsequently, most recently on 3 July 2012.

The Charity is registered as a charity with the Charity Commission (Charity number 1076519).

The principal objects of the Charity are to advance religious and theological education, especially of members of the Orthodox Church.

b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES

The management of the Charity is the responsibility of the Board of Directors ("the Board"). The Directors are appointed at General Meetings of the Charity, except for the President, who is appointed by the Pan-Orthodox Episcopal Assembly for Great Britain and Ireland, and is a Director ex officio, and two representatives nominated by the Cambridge Theological Federation (CTF), who would be entitled to attend Board Meetings, but not to vote. At present, this office is vacant as the CTF has not nominated any new representative.

c. ORGANISATIONAL STRUCTURE AND DECISION MAKING

A Memorandum of Agreement adopted as part of the Articles of Association at an Annual General Meeting, held on 21 June 2008, provides for delegation of day-to-day management to the Principal, supported by an Executive Committee comprising the Chair, the Principal and the Treasurer. During the period covered by these Accounts, the Executive Committee has functioned efficiently, largely by keeping in touch by email and over the telephone, consulting each other and reaching decisions that way on an almost weekly basis.

It is proposed that the organisational and management structure be revised, and that this be done in conjunction with a change of legal form from that of a company limited by guarantee to a Charitable Incorporated Organisation. This will be put to Members for approval at a future General Meeting, subject to the consent of the Charity Commissioners.

The Institute for Orthodox Christian Studies

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Trustees' Annual Report (incorporating the Directors' Report)

Year ended 31 August 2020

OBJECTIVES AND ACTIVITIES

a. POLICIES AND OBJECTIVES

The principal object of the Charity is to advance religious and theological education, especially of members of the Orthodox Church.

The Directors confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities.

ACHIEVEMENTS AND PERFORMANCE

FINANCIAL ASPECTS

Two important amounts this year improved the financial situation of the Institute: a donation of £100,000 that came as a legacy from one of the Institute's former students (Mr Charles Jury) and a (forthcoming) remainder of £62,881.75 still due from Jeanne Harper's legacy (adding to the initial 400,000 that had already been received the previous year). The annual contribution that IOCS pays to the Cambridge Theological Federation has decreased, due to a reshuffling of priorities within the Federation.

One of the major expenses - staff salaries – remained unchanged due to budget constraints. The Board of Directors remains aware that the Institute continues to run at a deficit, therefore maintaining the need to raise something in the region of £100,000 per year to keep the Institute going on a regular basis. Therefore, fundraising remains a priority despite the very positive proceeds from major donations.

The Institute had been approved for a grant of £20,000 each year for three years from Gerald Palmer Eling Trust. This grant was made on the basis that it would be applied to funding about half of the staffing costs of an Administrator who would assist with administrative tasks and with managing and improving the Institute's fundraising and development efforts. The Institute now has to raise a matching sum in order to finance the administrative post. The Institute has deferred doing anything with that grant as long as staff remains in temporary accommodation – while their offices on Jesus Lane are being renovated – and consequently without the appropriate office space to accommodate an extra member of staff. Raising an additional £20,000 on top of the amount necessary to cover the existing deficit would require the Institute to raise a total of around £120,000 per year, which is a considerable challenge, of which the Directors are aware.

Otherwise, the Institute has agreed the terms of the Lease with Wesley House, at a cost for the Institute of £350,000 which is a lump sum down-payment on a 15 -year lease, with provisions for break clauses which would give the Institute something back – a reduced proportion – if IOCS were forced to terminate early. (If Wesley House needed to terminate early, IOCS would receive a full-proportion share back from them). The Lease was agreed on the basis of an expected grant made by the Laing Trust of £180,000, to which IOCS will add £170,000 to complete the full amount of the lease. £350,000 represents the amount required by Wesley House for the renovation of the building to be occupied by the Institute at 31 Jesus Lane.

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REVIEW OF ACTIVITIES

CHARITABLE ACTIVITY

The Charity operates for the purposes of promoting theological education and knowledge of the doctrines, history and practices of the Orthodox Church at all levels, from pre university training, through Bachelors' and Master of Arts degrees, up to doctoral qualifications. Through its Distance Learning programmes it makes its teaching resources available in English to students world-wide, who undertake two-year courses taught via a web-based learning platform. It encourages its staff and visiting lecturers to allow material to be broadcast through the American internet Orthodox broadcaster, Ancient Faith Radio. It promotes its activities through membership of the Cambridge Theological Federation and offers public lectures entitled Conversation Days, free of charge, as well as an annual international conference available to participants for a nominal, not-for-profit fee. Through its own website the Institute makes available worldwide, and without charge, videos of lectures on topics of general interest given by major Orthodox speakers at its conference and at study days throughout the year. The catechetical course which it has produced, THE WAY, is widely used by churches in the English-speaking world, has been adopted for adult catechesis throughout the Patriarchate of Romania, and is currently being translated under episcopal sponsorship for use in Greece.

The Institute was formed in 1999 and formally recognised and blessed in May 2012 by the Pan-Orthodox Episcopal Assembly Bishops for Great Britain and Ireland, who appointed the Institute's first President, Metropolitan Kallistos of Diokleia, to liaise between the Bishops and the Institute. The Charity aims to offer opportunities to all who are interested in the history, doctrine and culture of the Orthodox Church.

MAJOR DEVELOPMENTS AND CHALLENGES

- i. *Breakout of pandemic.* Just like for other educational institutions, the pandemic came as a shock to IOCS staff and students, and caused some disruption as the members of staff – as well as many students – had to make arrangements to work or study from home. However, the Institute has continued to operate largely unaffected as all of its study programmes were already offered online, or had an online component. None of the full-time Cambridge-based staff, tutors, or students have reported contracting COVID 19, which has been a blessing and a relief. The three full-time members of the staff have continued to work full-time, mostly from home, either engaged in teaching, administration or the organisation of online-events.
- ii. *Safeguarding policy.* Up to 2020, the Institute had been following (and adhered to) the Safeguarding Policy of the Cambridge Theological Federation (CTF). The safeguarding officers in the current scheme are the IOCS Principal, Fr Dragos Herescu, plus Alastair Oatey on behalf of the Federation. Mr Oatey could act as an 'external' Safeguarding officer, should the activity of the Principal need to be investigated. The Directors carefully studied the scheme in question studied and subsequently adopted the CTF policy formally.
- iii. *Refurbishment of 31 Jesus Lane and temporary relocation of IOCS.* The Institute was expected to move back to the Jesus Lane headquarters when renovation works are complete. This work is expected to last between 6 – 9 months. The move back was not expected to cause a disruption to the work of the staff when it happens, either at the end of the calendar year 2020 or in the beginning of 2021.

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- iv. *Fundraising.* The Board of Directors is aware that IOCS must continue its efforts of liaising with the major Orthodox dioceses in the UK, the Russian and the Greek, but also all other active jurisdictions. Also, there is an awareness that there needs to be a focused approach of pulling all resources, in terms of Board Members, contacts and friends, whereby all people involved with IOCS would constantly research and propose potential sponsors. It would be a great help if directors and members would utilise their clout and experience in approaching potential benefactors and donors, some of whom they may know personally or through their circle of friends. This is an approach that would have to continue until such a time when the Institute can afford to employ a fundraising officer.
- Since fundraising had been a difficult issue for over a decade, the Directors decided to establish a committee made up of five people who would meet regularly with the explicit purpose of discussing a fundraising strategy. The Institute needs to have a clear picture of *who* and *what* it itself is, so as to be able to communicate that clearly and efficiently whenever approaching potential benefactors. Such potential sponsors should be invited to share and invest in this vision of the Institute as a unique place of learning in Cambridge. The institute had held such fundraising meetings before, prior to organising the fundraising event of 2017 entitled 'Standing at the Crossroads: Challenges and Opportunities for Orthodoxy in the West'. The Fundraising Committee was established comprising the following members: Fr Dragos Herescu (as Principal), Father Stephen Platt (as Chairman), Simon Jennings (as Treasurer), Michael Basham and Jerry Benson (as US Directors) and Razvan Porumb. This Committee is to function under Fr Dragos Herescu's Chairmanship, and is expected to meet via Zoom at least every two months, if not more frequently. He or another designated person would report on the activity of the Fundraising Committee to the Board during Meetings of Directors.
- v. *Cooperation between IOCS and the University of St Katherine.* Efforts continued to further the cooperation between IOCS and The University of St Katherine, San Marcos, California, USA, (USK) following the signing of a Memorandum of Agreement for Academic Cooperation between the two Institutions. (Saint Katherine is a nationally recognized US-University that provides a balanced education in the liberal arts and sciences, founded and rooted in the life of the Orthodox Christian Tradition). There has been progress in outlining a future MA programme in Orthodox Studies to be taught jointly by the two organisations.
- vi. *Post of Administrator.* The addition of an Administrative post is an essential development and was recognised as such by the Board of Directors. The Board together with the Principal is to devise carefully a realistic description of the post, which would have to focus on office communication and administration, and fundraising. The post is to be advertised as soon as the staff move back into the Jesus Lane headquarters.

EDUCATIONAL DEVELOPMENTS

MA courses. At the beginning of the Lent term 2020, we admitted two new students to our Anglia Ruskin postgraduate degrees (MA in Contemporary Faith and Belief and MA in Spirituality). Two postgraduate students completed their MA dissertations in September 2019, and five were continuing their studies. In total, 7 students were enrolled for the Anglia Ruskin MAs.

IOCS has withdrawn from the MA in Theology, Ministry and Mission accredited by Durham University. For this reason, we did not recruit any new students for the academic year 2019/20. Two students still need to complete their studies and will graduate at the end of the academic year 2019/20.

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Apart from IOCS core staff, Revd Dr Christopher Knight and Dr Elizabeth Theokritoff were also to contribute to the teaching for the ARU MAs.

PhD/MPhil courses

IOCS has two doctoral students: one from Ethiopia and one from the US.

IOCS Certificate/Diploma Distance Learning Programme

In May 2020, 27 students were enrolled in the IOCS Certificate in Orthodox Christian Studies by Distance Learning. The numbers of students dropped abruptly following the breakout of the pandemic, but were expected to go back up within a year.

Visiting Scholars

The Institute received two new visiting scholars: Julia Seen (Switzerland), 28th January – 31st March 2020, Dr Ciprian Apintiliese (Romania), 8th November 2019 – 28th February 2020 and Marius Babiuc (Romania), 14th February – 17th April 2020.

Sabbatical Scholarship. IOCS were able to advertise for the first time a Sabbatical Scholarship through the generosity of one of its students and supporters, Mrs Kathleen Eden. The IOCS Sabbatical Scholarship is addressed to postgraduate, doctoral or post-doctoral researchers tackling themes of relevance to Orthodox theology today. Contemporary topics and interdisciplinary interests were encouraged. We are pleased to announce that the first scholarship was awarded to Dr. Sotiris Mitralaxis (University of Athens), who is planning to stay with IOCS from 8th February – 18th April 2021. (His coming to Cambridge was subsequently delayed, following the pandemic).

OUTREACH EVENTS

EVENTS

Online Conversation Days

5 June 2020: 'Intersections between science-fiction & theology'. The two featured speakers and their explored themes for the day are: Prof Rowland Wymer (Anglia Ruskin University) – 'Science Fiction and Religion' and Dr Razvan Porumb (Vice-Principal IOCS) – 'Being human: theological insights in *Blade Runner*'.

19 June 2020: Sister Vassa Larin (from the popular series of podcasts *Coffee with Sister Vassa*) spoke on Clint Eastwood's *Gran Torino*.

3 July 2020: 'Beauty, Love and Sacrifice. The Cinematic Mediation of Transcendence in Tarkovsky's Films'. The two speakers were: Revd Dr Colin Heber-Percy (Author, Screenwriter) – 'Faith and Folly in Tarkovsky's *Stalker*' and Dr Christoph Schneider (Academic Director IOCS) – 'Sacramental Science and Conjugal Love in Tarkovsky's *Solaris*'.

International Conference

'P.A. Florensky for the Twenty-First Century', 16–18 September 2020, Wesley House, Cambridge. Organised in collaboration with Prof. Bruce V. Foltz (Eckerd College, FL). The Conference had to be cancelled eventually, due to the unavailability of several key speakers, following disruptions due to the pandemic.

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Year ended 31 August 2020

Lockdown Conversations at IOCS

During these difficult times, that staff of the Institute felt that one way of helping its audience cope with the pandemic would be to create a space for reflection, conversation, and dialogue that would address this unusual context. This has led to the introduction of a novel series of online events entitled 'Lockdown conversations at IOCS', aimed at dealing with the effects of COVID-19 on Orthodox faith communities in the UK and abroad. By having a panel of clergy and lecturers approach relevant themes in dialogue with each other and with the participants, these events brought an exploration of theological aspects related to liturgical practice or to faith in the public and private space. Throughout the three episodes organised in 2020, participants have included distinguished names like: Revd Dr John Jillions (Founding Principal of IOCS), Prof Marcus Plested (Marquette University, US), Revd Dr Demetrios Bathrellos (Visiting Professor IOCS), Dr Elizabeth Theokritoff (Associate Lecturer IOCS), Revd Dr Anastasios Brandon Gallaher (Senior Lecturer, University of Exeter) – to name but a few.

STAFF ACTIVITIES

All three staff members continue to be involved in both teaching and administration activities for IOCS as well as in the CTF (teaching at both graduate and postgraduate level).

TRUSTEES' POLICIES & RESPONSIBILITIES

a. RESERVES POLICY

The Institute estimates that IOCS needs to raise over £100,000 a year through voluntary donations, and grants, if it is to preserve the resources derived from the sale of 'Palamas House' and the legacies from Jeanne Harper and Charles Jury. This will prove a challenge, but the Trustees are determined to maintain prudent reserves to cover at least one year's anticipated needs, and to devote energy to securing a regular base of supporters and donors.

b RISK ASSESSMENT

The Trustees' carry out regular assessments of risk, both financial and social. They have reviewed their policies towards safeguarding and vulnerable students and believe that processes are adequate to protect those with whom the Institute comes into contact.

The Institute for Orthodox Christian Studies

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Trustees' Annual Report (incorporating the Directors' Report)

Year ended 31 August 2020

TRUSTEES' RESPONSIBILITIES STATEMENT

The Directors (who are also Trustees of Charity for the purposes of charity law) are responsible for preparing the Directors' 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 Directors to prepare financial statements for each financial year. They must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Directors 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.

In preparing this report, the Directors have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Directors on and signed on their behalf by:



Simon Paul Jennings

Treasurer

The Institute for Orthodox Christian Studies

Company Limited by Guarantee

Independent Examiner's Report

Year ended 31 August 2020

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 2020.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

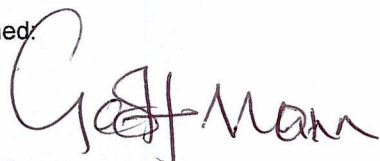
Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Charity Independent Examiners, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

Signed:



Geoff Mann FCIE
Geoff Mann Limited, Dee House
Highworth Avenue, Cambridge
Cambridge CB4 2BQ

26 June 2021

The notes on pages 13 to 20 form part of these financial statements.

The Institute for Orthodox Christian Studies

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31 August 2020

			2020		2019
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Income and endowments					
Donations and legacies	5	198,764	—	198,764	439,374
Charitable activities		106,830	—	106,830	102,144
Investment income	6	32	—	32	64
Total income		<u>305,626</u>	<u>—</u>	<u>305,626</u>	<u>541,582</u>
Expenditure					
Expenditure on charitable activities	7	226,022	795	226,817	241,639
Total expenditure		<u>226,022</u>	<u>795</u>	<u>226,817</u>	<u>241,639</u>
Net income		<u>79,604</u>	<u>(795)</u>	<u>78,809</u>	<u>299,943</u>
Transfers between funds	16	12,156	(12,156)	—	—
Net movement in funds		<u>91,760</u>	<u>(12,951)</u>	<u>78,809</u>	<u>299,943</u>
Reconciliation of funds					
Total funds brought forward		460,252	12,951	473,203	173,260
Total funds carried forward		<u>552,012</u>	<u>—</u>	<u>552,012</u>	<u>473,203</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The Institute for Orthodox Christian Studies

Company Limited by Guarantee

Balance Sheet

Year ended 31 August 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible fixed assets	12	275,000	—
Current assets			
Debtors	13	154,814	5,052
Cash at bank and in hand		369,267	524,290
		<u>524,081</u>	<u>529,342</u>
Creditors: amounts falling due within one year	14	64,568	56,139
Net current assets		<u>459,513</u>	<u>473,203</u>
Total assets less current liabilities		734,513	473,203
Creditors: amounts falling due after more than one year	15	182,501	—
Net assets		<u>552,012</u>	<u>473,203</u>
Funds of the charity			
Restricted funds		—	12,951
Unrestricted funds		552,012	460,252
Total charity funds	17	<u>552,012</u>	<u>473,203</u>

For the year ended 31 August 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The statement of financial position
continues on the following page.

The notes on pages 13 to 20 form part of these financial statements.

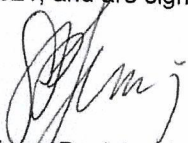
The Institute for Orthodox Christian Studies

Company Limited by Guarantee

Balance Sheet *(continued)*

Year ended 31 August 2020

These financial statements were approved by the board of trustees and authorised for issue on 20 May 2021, and are signed on behalf of the board by:



Simon Paul Jennings
Treasurer

The notes on pages 13 to 20 form part of these financial statements.

The Institute for Orthodox Christian Studies

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 August 2020

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 31-32 Jesus Lane, Cambridge, Cambridgeshire, CB5 8BJ, England.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

It is recognised that, in common with many charities, the charity's ability to continue as a going concern in the medium term is dependent on fund raising. In the immediate term, the directors believe there are sufficient funds available to continue as a going concern.

Disclosure exemptions

The Charity has taken advantage of the following disclosure exemptions in preparing these financial statements as permitted by FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland":

(a) No cash flow statement has been presented for the company.

Judgements and key sources of estimation uncertainty

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

The Institute for Orthodox Christian Studies

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 August 2020

3. Accounting policies *(continued)*

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Incoming resources

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donated services or facilities are recognised when the Charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the Charity of the item is probable and that economic benefit can be measured reliably.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the Charity which is the amount the Charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

It would normally be the policy to recognise Gift Aid recoverable on donations at the time such donations are made. However, due to claims being compiled, the decision had been taken to recognise Gift Aid recoverable, when the claims are finalised and submitted.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

The Institute for Orthodox Christian Studies

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 August 2020

3. Accounting policies *(continued)*

Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Debtors

Trade debtors and other debtors are recognised at their settlement amount due after any discounts. Prepayments are valued at the amount prepaid net of any trade discount due.

Creditors and Provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Defined contribution pension plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Limited by guarantee

The Charity is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity.

5. Donations and legacies

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Donations				
Donations received	198,683	198,683	439,267	439,267
Royalties	81	81	107	107
	<u>198,764</u>	<u>198,764</u>	<u>439,374</u>	<u>439,374</u>

The Institute for Orthodox Christian Studies

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Notes to the Financial Statements *(continued)*

Year ended 31 August 2020

6. Investment income

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Bank interest receivable	32	32	64	64

7. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total funds 2020 £	Total fund 2019 £
Theological education	226,207	—	226,207	239,951
Governance costs	—	610	610	1,688
	<u>226,207</u>	<u>610</u>	<u>226,817</u>	<u>241,639</u>

8. Net income

Net income is stated after charging/(crediting):

	2020 £	2019 £
Depreciation of tangible fixed assets	—	275

9. Independent examination fees

	2020 £	2019 £
Fees payable to the independent examiner for: Independent examination of the financial statements	610	1,691

10. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2020 £	2019 £
Wages and salaries	109,126	108,700
Social security costs	11,460	11,478
Employer contributions to pension plans	5,829	4,429
	<u>126,415</u>	<u>124,607</u>

The average head count of employees during the year was 3 (2019: 3). The average number of full-time equivalent employees during the year is analysed as follows:

	2020 No.	2019 No.
Number of staff	3	3

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Notes to the Financial Statements *(continued)*

Year ended 31 August 2020

10. Staff costs *(continued)*

No employee received employee benefits of more than £60,000 during the year (2019: Nil).

11. Trustee remuneration and expenses

During the year, no Trustees received any remuneration (2019 - £Nil). During the year, one Trustees received reimbursement of expenses of £49 for refreshments relating to a Friends of IOCS reception (2019 - £Nil).

12. Tangible fixed assets

	Short leasehold property £	Fixtures and fittings £	Total £
Cost			
At 1 September 2019	—	16,456	16,456
Additions	275,000	—	275,000
At 31 August 2020	<u>275,000</u>	<u>16,456</u>	<u>291,456</u>
Depreciation			
At 1 September 2019 and 31 August 2020	—	16,456	16,456
Carrying amount			
At 31 August 2020	<u>275,000</u>	<u>—</u>	<u>275,000</u>
At 31 August 2019	<u>—</u>	<u>—</u>	<u>—</u>

13. Debtors

	2020 £	2019 £
Trade debtors	6,705	2,585
Prepayments and accrued income	550	2,467
Gift aid tax recoverable	9,677	—
Advance lease payments	75,000	—
Other debtors	62,882	—
	<u>154,814</u>	<u>5,052</u>

Included in advance lease payments is the sum of £75,000 relating to the payment made to Wesley House, Cambridge for the service charges of a 15 year lease commencing 1st September 2020. £5,000 relating to the first year and £70,000 for the remaining years of the lease.

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Notes to the Financial Statements *(continued)*

Year ended 31 August 2020

14. Creditors: amounts falling due within one year

	2020	2019
	£	£
Trade creditors	637	15,932
Accruals and deferred income	31,044	7,308
Social security and other taxes	2,887	2,899
Other loans	30,000	30,000
	<u>64,568</u>	<u>56,139</u>

15. Creditors: amounts falling due after more than one year

	2020	2019
	£	£
Deferred income - The Laing Charitable Trust	<u>182,501</u>	<u>—</u>

A conditional grant advanced by The Maurice & Hilda Laing Charitable Trust towards the refurbishment of 31 Jesus Lane.

16. Pensions and other post-retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £5,829 (2019: £4,429).

17. Analysis of charitable funds

Unrestricted funds

	At 1 September 2019	Income £	Expenditure £	Transfers £	At 31 August 2020
General funds	<u>460,252</u>	<u>305,626</u>	<u>(226,022)</u>	<u>12,156</u>	<u>552,012</u>

	At 1 September 2018	Income £	Expenditure £	Transfers £	At 31 August 2019
General funds	<u>160,309</u>	<u>541,582</u>	<u>(241,639)</u>	<u>—</u>	<u>460,252</u>

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Notes to the Financial Statements *(continued)*

Year ended 31 August 2018

Restricted funds

	At 1 September 2019 £	Income £	Expenditure £	Transfers £	At 31 August 2020 £
Michael Marks Trust	700	—	—	(700)	—
The Way	11,456	—	—	(11,456)	—
Library Fund	795	—	(795)	—	—
	<u>12,951</u>	<u>—</u>	<u>(795)</u>	<u>(12,156)</u>	<u>—</u>

	At 1 September 2018 £	Income £	Expenditure £	Transfers £	At 31 August 2019 £
Michael Marks Trust	700	—	—	—	700
The Way	11,456	—	—	—	11,456
Library Fund	795	—	—	—	795
	<u>12,951</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>12,951</u>

Michael Marks Trust

The fund was for the publication of the proceedings of a conference on Orthodoxy in Europe. Regrettably, too much time has elapsed for the proceedings to be published, so the Board agree that the fund value should be transferred in to unrestricted funds.

The Way

The Board, having investigated the background of the fund, have concluded that this was not a restricted fund, but an account to enable expenditure on the Way to be incurred within the limits of the resources approved by the Board. As the development of this programme has been accomplished there is no further need for this fund as a specific item.

18. Related parties

There are no related party transactions in the year that required disclosure.