

Annual Report and Financial Statements

for the year ending 31st December 2022

**The Parochial Church Council of
the Parish of St Andrew with St Etheldreda, Histon**

Charity Registration Number: 1129167

The Parish of St Andrew with St Etheldreda, Histon

Contents	Page
Report of the Parochial Church Council ('PCC')	
Aims of the PCC	3
Administrative Information	3
Charitable Status	3
Electoral Roll / Sunday Attendance	3
Structure, Governance and Management	4
Achievements and Performance	4
Plans for the Future	6
Financial Review	6
Budgetary Policies	6
Grant-making Policy	7
Investment Policy	7
Risk Management	7
Key Management Personnel Remuneration	7
Statement of the PCC's Responsibilities	7
Independent Examiner's Report	9
Statement of Financial Activities	10
Balance Sheet	11
Statement of Cashflows	12
Notes to the Financial Statements	13-30

The Parish of St Andrew with St Etheldreda, Histon

Report of the Parochial Church Council ('PCC')

The members of the PCC, who are the trustees of the charity for the purposes of the Charities Act 2011, present their Annual Report and the Financial Statements for the year ended 31 December 2022. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Aims of the PCC

The PCC is a body elected by those eligible to vote at the Annual Parochial Church Meeting. The PCC (Powers) Measure 1956 states that the PCC is to co-operate with the minister in promoting in the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. The PCC has taken regard of the Charity Commission's guidance related to public benefit and they believe the PCC's activities are in accordance with those guidelines.

The PCC is also responsible for the operation (room lettings and Café) of the Saint Andrew's Centre. The Café, within the Centre, is managed as an independent legal entity with its own board of directors—wholly owned and overseen by the PCC.

Administrative Information

Parochial Name:	St Andrew with St Etheldreda, Histon
Church Location:	Church Street, Histon, Cambridge CB24 9EP
Correspondence:	Church Office, Saint Andrew's Centre, School Hill, Histon, Cambridge CB24 9JE
Website:	http://www.standrewshiston.org
Email:	office@standrewshiston.org
Incumbent:	Canon James Blandford-Baker
Churchwardens:	Louise Vincent Stephen Tromans
PCC Secretary:	Rebecca Lent
Treasurer:	Erin Dickens
Accountants:	Ian Shipley, Prentis & Co LLP, 115c Milton Road, Cambridge CB4 1XE
Banks:	Unity Trust Bank, Nine Brindleyplace, Birmingham B1 2HB CCLA Investment Management Ltd (The CBF Church of England Funds), 80 Cheapside, London EC2V 6DZ

Charitable Status

Registered with the Charity Commission as The Parochial Church Council of the Ecclesiastical Parish of St Andrew with St Etheldreda, Histon. Registered Charity Number 1129167

Electoral Roll/Sunday Attendance

All are welcome to attend our regular services and at 31st December 2022 there were 219 people on the Electoral Roll (2021: 216). The figure for average Sunday attendance during October 2022 was 93 adults and 31 children/young people (2021: 73 adults and 29 children/young people). In addition to those who attended in-person worship, there was an average of 87 views of live-streamed services (between the 13 November and 18 December) via the YouTube channel (2021: 77 views for the equivalent period) within one week of livestreaming. This may not be representative of numbers of

The Parish of St Andrew with St Etheldreda, Histon

individuals, as some may have also been counted in church numbers, watched with other people, or watched more than once.

Structure, Governance and Management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The method of appointment of PCC members is set out in the Church Representation Rules 2022. Those who regularly attend our church services or are resident in the parish are eligible to register on the Electoral Roll and stand for election to the PCC which comprises elected lay members plus other co-opted and ex-officio members. PCC members are appointed for a 3-year term, which can be renewed for a further term. On appointment PCC members are provided with guidelines on being a Trustee and information about the purpose and responsibility of the PCC. This is clarified in the first PCC meeting of each year.

As required by law, the PCC has a Standing Committee which has power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

The PCC is the sole shareholder of Saint Andrew's Centre Café Limited and appoints its Directors. The Vicar, Erin Dickens (Treasurer), Andrew Glover (former Treasurer), David Wilson (former Churchwarden) and Chris Cox (PCC Member) currently serve as Directors. Financial reports of the Café are provided to the PCC on a quarterly basis and management reports bi-annually.

The full list of PCC members having served in 2022 is as follows:

- *James Blandford-Baker (Vicar)
- *Ruth Chamberlain (Assistant Curate)
- *Stephen Tromans (Churchwarden and Deanery Synod)
- *Louise Vincent (Churchwarden)
- *Erin Dickens (Treasurer)
- *Rebecca Lent (Secretary)
- *Colin Alexander (Deanery Synod)
- *Nigel Evans (Deanery Synod)
- *George Adam
- Julius Arinaitwe (to 25.5.2022)
- *Ali Fisher
- *Paul Glass
- *Lesley Guy
- *Robert John McKinley
- Joanna Morciniec-Tomczak (to 25.5.2022)
- Anastasia Sanders (to 25.5.2022)
- *Ben Shin (from 4.7.2022)
- *Margaret Taylor (from 4.7.2022)
- *Heather Taylor (from 25.5.2022)
- *Emily Ward (from 25.5.2022)

*Trustees as of 31.12.2022

Achievements and Performance

In 2022 the PCC sought to enable and encourage the church to emerge from the restrictions and disruption of the COVID-19 pandemic. As in-person worship resumed it became clear that the pandemic had brought about some changes that meant a return to life pre-pandemic was

The Parish of St Andrew with St Etheldreda, Histon

unrealistic, at least in the medium-term. A significant number of Sunday worshippers have not returned though many may well be worshipping with us via our YouTube services; our young people now meet regularly in the Saint Andrew's Centre on a Sunday morning and only occasionally join the adult worshippers in the church; the number of children present on Sundays is smaller following the pandemic. Aware of the challenges of these changes (and others) for all in the congregation, the PCC engaged in a listening process which involved the churchwardens creating opportunities for everyone to speak about their own perceptions and experience. The key theme that emerged was the need to focus on who we are rather than what we do. This was understood in relation to the quality of relationships, prayerfulness, a culture of perfectionism, an attitude of gratitude and encouragement, a shortage of joy and the pain of some personal interactions. The PCC's response to these issues is outlined under 'Plans for the Future' below.

Against the backdrop of changes in Sunday patterns, the PCC has supported the development of mid-week opportunities for outreach among children and young people. The PCC has funded the employment of two part-time workers to serve and lead the SHINE activities (alongside a dedicated team of volunteers) in the Saint Andrew's Centre. These have continued to prove popular with parents and children in Histon and Impington as well as drawing in some from further afield. Central to these activities has been the opportunity to witness to faith in Jesus Christ in word and action with warm hospitality and a clear Christian 'Thought for the Day' being vital elements.

Our work with young people has continued to develop via the EDGE brand. The PCC has supported the development of the EDGE Café, an after school meeting point in the Saint Andrew's Café (and supported by the Café Manager and volunteers) for those in Years 7 and 8. This has proved immensely popular attracting a large number of young people. It has been a good opportunity to meet with both Christian and non-Christian young people in a friendly, caring and fun environment. The wider work with young people has continued to be supported by a dedicated team of volunteers, working alongside the paid Youth Team Leader. A notable feature of the work in 2022 has been the development of ad hoc groups to meet specific needs of cohorts and age groups in order to provide opportunities for them to grow in faith.

Prayer has continued to be understood by the PCC to be a priority. Our weekly prayer meeting, Prayer Central, has been attended by a faithful group of intercessors who bring the ministry of St Andrew's before the Lord regularly. Following input from an open meeting and the pre-Lent prayer course we are moving towards meeting twice per month in person and twice on Zoom, with a view to making specific time to seek the face of God in these meetings. In 2022 meetings were held in-person (monthly) and via Zoom (other weeks).

Following the Climate and Environmental Emergency Recognition statement agreed by the PCC in 2021, three groups have taken forward work in the areas of (i) energy sustainability and buildings, (ii) management of our churchyard and gardens and (iii) lifestyle and engagement. We held an eco-justice service in July 2022 to think theologically and practically about our response to the climate crisis and we have developed links with others in the local community who share our concerns. We achieved the Eco-Church Bronze Award in 2022 and are now working towards the Silver Award.

Health and Safety as well as Safeguarding have been priority areas for development by the PCC in 2022. A review of both of these takes place at every meeting of the PCC with written reports and details of work currently being undertaken. Safeguarding Sunday was held in November 2022 where the theology of safeguarding as being at the heart of the good news of Jesus Christ was clearly articulated. The service helped in encouraging a large proportion of the congregation undertaking safeguarding training to C0 level.

The Parish of St Andrew with St Etheldreda, Histon

The Quinquennial inspection of the church buildings was undertaken in early 2022 and the priority issues addressed immediately. Work on the accommodation for our Youth Team Leader was completed to make it fit for purpose both internally and concerning garden boundaries.

Plans for the Future

When planning activities for the year, the Vicar and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In 2023 the PCC will focus on reaching out in mission, continuing to develop our buildings, managing significant changes in key personnel, responding to the listening process. This latter work includes teaching on prayer, exploring the character of God in Sunday sermons and small group work, encouraging prayer by keeping the church building open for periods during the day, and by developing opportunities for the church to come together to reconnect and enjoy each other's company.

Financial Review

In 2022, the financial performance of the church started to recover from the impact of COVID-19. The furlough payments and grants ended in 2021, and our regular activities have started to fill the gaps.

Philanthropic income reduced this year. Giving by Direct Debit via the Parish Giving Scheme dropped early in the year and now provides a regular income of £6,900 per month, (2021: over £7,000). Most other types of philanthropic income also reduced this year, resulting in about £1000 less per month overall. However, we were fortunate to receive a substantial legacy, which helped offset some of these reductions.

There has been substantially more use of the Stable Room this year, resulting in a greater income allocated to that resource. Lettings income from the Saint Andrew's Centre has similarly increased, generating income approaching 2019 levels.

Budgetary Policies

In 2017, the PCC established a new set of budgetary policies to enable the church to focus on missional development and ensure good maintenance of the church buildings.

Policy 1 – The General Fund should, at least, break even every year. *[i.e. everyday running costs should be covered by normal income.]*

- In 2022, church expenditure was very slightly higher than income.

Policy 2 – Aim to hold 20% of general expenditure costs in reserve. *[It is the policy of the PCC not to maintain reserves other than sums necessary to meet identified future requirements.]*

- As at 31 December 2022 cash available in the general fund was above the 20% target. The 2023 budget increased the planned contributions to the funds in policies 3 and 4, to balance the actual contributions in 2021 which were under budget.

Policy 3 – Establish a capital maintenance budget/fund.

- The PCC are likely to have to spend on extensive capital maintenance of church buildings in the medium term, especially following the Quinquennial Inspection. £6,000 has been set aside in the annual budget for this purpose in 2023.

Policy 4 – Establish a missional development fund.

- £6,000 has been set aside in the annual budget for this purpose in 2023.

The Parish of St Andrew with St Etheldreda, Histon

Grant-making Policy

Each year the Council donates unrestricted income to a variety of charities whose work coincides with the charitable aims of the PCC.

Investment Policy

The PCC does not intend to make long term investments out of incoming funds. Surplus funds are kept in deposit accounts. The ownership of Narrow Lane is seen as an operating resource to be used principally for the housing of staff workers rather than for the generation of rental income.

Risk Management

The major risks to which the PCC is exposed have been reviewed and systems and procedures designed to manage those risk have been established.

Key Management Personnel Remuneration

All current members of the PCC are trustees and give of their time freely and no trustee remuneration was paid in the year. The clergy are also trustees and those who are stipendiary are funded centrally by the Church of England and not directly by the charity. Details of trustee expenses and related party transactions are disclosed in note 10 to the accounts.

Trustees are required to disclose all relevant interests and register them with the PCC secretary and in accordance with the PCC's policy withdraw from decisions where a conflict of interest arises.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults.

Statement of the PCC's Responsibilities

Charity law requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the PCC and of the surplus or deficit of the PCC for that year.

In preparing those accounts, the PCC is required to:

- i. Select suitable accounting policies and apply them consistently.
- ii. Make judgements and estimates that are reasonable and prudent.
- iii. Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the PCC will continue operating.
- iv. State whether the policies adopted are in accordance with the Charities Act 2011 and with applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements.
- v. Observe the methods and principles of the Charities SORP.

The PCC is responsible for keeping proper accounting records which disclose with reasonable accuracy, at any time, the financial position of the PCC and to enable them to ensure that the financial statements comply with the Charities Act 2011.

They are also responsible for safeguarding the assets of the PCC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

By order of the PCC

The Parish of St Andrew with St Etheldreda, Histon



Canon James Blandford-Baker, PCC Chair

The Parish of St Andrew with St Etheldreda, Histon

Independent Examiner's Report to the PCC

This report on the financial statements of the PCC for the year ended 31st December 2022 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the Act').

Respective responsibilities of the trustees and the examiner:

As the members of the PCC you are responsible for the preparation of the financial statements. The PCC consider that an audit is not required for this year under the Regulations and section 144(2) of the Act, and that an independent examination is needed. The gross income of the PCC has exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

It is my responsibility to:

- examine the financial statements under section 145 of the Act;
- examine the financial statements in accordance with the Church Accounting Regulations 2006;
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Act); and
- 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 and to be found in the Church Guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. An examination includes a review of the accounting records kept by the PCC and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from you as PCC members concerning 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 financial statements 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

(1) which gives me reasonable cause to believe that in any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Act; and
- to prepare financial statements which accord with the accounting records and to comply with the requirements of the Act, as also contained in the Church Accounting Regulations 2006 have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Ian W Shipley FCCA, Independent Examiner,
For and on behalf of,
Prentis & Co LLP,
115c Milton Road,
Cambridge CB4 1XE

Statement of Financial Activities

For the year ending 31 December 2022

	Notes	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
		2022	2022	2022	2021	2021	2021
		£	£	£	£	£	£
Income	2						
Donations and legacies		191,684	-	191,684	203,792	110	203,902
Charitable activities		42,056	-	42,056	46,295	-	46,295
Trading activities		157,805	-	157,805	107,198	-	107,198
Investments		-	-	-	46	-	46
Other income		3,847	-	3,847	1,067	-	1,067
Total income		395,392	-	395,392	358,398	110	358,508
Expenditure	3						
Charitable activities		239,293	23,282	262,575	216,226	25,858	242,084
Trading activities		162,355	-	162,355	129,561	-	129,561
Total expenditure		401,648	23,282	424,930	345,787	25,858	371,645
Net income/(expenditure) and net movement in funds		(6,256)	(23,282)	(29,538)	12,611	(25,748)	(13,137)
Reconciliation of funds							
Total funds brought forward		651,977	1,148,148	1,800,125	639,366	1,173,896	1,813,262
Total funds carried forward	9	645,721	1,124,866	1,770,587	651,977	1,148,148	1,800,125

The notes on pages 13 to 30 form part of these financial statements

Balance Sheet

31 December 2022

		Consolidated		Parent	
		2022	2021	2022	2021
		£	£	£	£
Fixed assets					
Tangible fixed assets	5	1,658,206	1,689,012	1,588,202	1,616,728
Investments		-	-	90,000	90,000
Total Fixed assets		1,658,206	1,689,012	1,678,202	1,706,728
Current assets					
Stock		1,500	1,500	-	-
Debtors	7	18,060	19,329	57,527	58,596
Cash at bank and in hand		158,470	153,575	148,596	133,795
Total Current assets		178,030	174,404	206,123	192,391
Liabilities					
Creditors - due in one year	8	23,910	16,477	14,978	12,494
Net Current assets		154,120	157,927	191,145	179,897
Total assets less current liabilities		1,812,326	1,846,939	1,869,347	1,886,625
Creditors - due after one year	8	41,739	46,814	41,739	46,814
Total Net Assets		1,770,587	1,800,125	1,827,608	1,839,811
Funds of the charity					
Restricted income funds	9	1,124,866	1,148,148	1,124,866	1,148,148
Unrestricted income funds - general		317,406	330,833	402,089	386,069
Unrestricted income funds - designated		328,315	321,144	300,653	305,594
Total Charity Funds		1,770,587	1,800,125	1,827,608	1,839,811

The notes on pages 13 to 30 form part of these accounts.

Approved by the Parochial Church Council on 2 May 2023 and signed on its behalf by Canon James Blandford-Baker (PCC Chair).



The Parish of St Andrew with St Etheldreda, Histon

Statement of Cashflows

For the year ending 31 December 2022

		Consolidated		Parent	
		2022	2021	2022	2021
		£	£	£	£
Cash provided by (used in) operating activities	11	9,072	14,480	14,801	13,949
Cash flows from investing activities					
Interest income		-	46	-	46
Rental income		-	-	-	-
Purchase of tangible fixed assets		-	-	-	-
Cash provided by investing activities		-	46	-	46
Cash flows from financing activities					
Interest Paid		-4,177	-2,644	-	-477
Repayment of borrowing		-	-	-	-
Cash used in financing activities		-4,177	-2,644	-	-477
Cash at beginning of year		153,575	141,693	133,795	120,277
Increase in cash in the year		4,895	11,882	14,801	13,518
Cash at end of year		158,470	153,575	148,596	133,795

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2022

1. Accounting Policies

Basis of preparation and assessment of going concern

The financial statements have been prepared under the historical cost convention with items recognized at cost of transaction values unless otherwise stated in the relevant notes to these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting of Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and the Charities Act 2011. The financial statements have also been prepared in accordance with the Church Accounting Regulations 2006 and modified as necessary.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

The Parish of St Andrew with St Etheldreda, Histon constitutes as a public benefit entity as defined by FRS 102.

The Council Members consider that there are no material uncertainties about the Parochial Church Council's ability to continue as a going concern.

Consolidation

The financial statements of the PCC and its wholly owned trading subsidiary, Saint Andrew's Centre Café Limited, are consolidated on a line-by-line basis, eliminating all interim group transactions and balances, to produce the Group financial statements.

Funds

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

Income

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Interest is accrued. Rental income from letting of church premises is recognized when the rental is due. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

Expenditure

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. All other expenditure is generally recognized when it is incurred and is accounted for gross.

All expenditure incurred on consecrated and benefice buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities.

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2022

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 2011.

Land and buildings used by the Council in undertaking its activities are included at a reasonable current value in use less depreciation.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Equipment, fixtures and fittings used within the church premises and for the Café are depreciated on a straight-line basis over three years. Individual items of equipment with a purchase price of £300 or less are written off when the asset is acquired. Property is depreciated on a straight-line basis over 50 (or, in the case of the Saint Andrew's Centre, 80) years.

Debtors

Amounts owing to the PCC at 31 December in respect of fees, rents and other income are shown as debtors less provision for amounts that may prove uncollectable. The PCC does not consider that there is any risk of bad debts at present.

Creditors

Amounts owed, or outstanding, by the PCC at 31 December are shown as liabilities. The PCC aims to pay all trade creditors on terms requested.

Stock

The Café holds an amount of stock for catering purposes. This is assessed twice a year and treated as a balance sheet item rather than as a cost of goods at the time of purchase.

Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme which is administered by NEST. The charity contributes 3% of eligible earnings and there were no outstanding contributions at the year end. There are no support or governance costs required for the scheme.

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2022

2. Incoming Resources		Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
		2022	2022	2022	2021	2021	2021
		£	£	£	£	£	£
2(a) Donations and legacies							
Gift Aid via bank		157,824	-	157,824	171,307	110	171,417
Tax recoverable		11,104	-	11,104	15,797	-	15,797
Sunday collection		257	-	257	335	-	335
Other Gift Aid donations		9,921	-	9,921	9,424	-	9,424
Non-Gift Aid donations		12,578	-	12,578	6,929	-	6,929
		191,684	-	191,684	203,792	110	203,902
2(b) Charitable activities							
Donations for Church Property		3,080	-	3,080	720	-	720
Sundry		1,253	-	1,253	365	-	365
Fees		11,191	-	11,191	6,812	-	6,812
Recovered costs		19,191	-	7,552	7,049	-	7,049
Network magazine and yearbook		7,341	-	7,341	6,724	-	6,724
Grants		-	-	-	24,625	-	24,625
		42,056	-	42,056	46,295	-	46,295
2(c) Trading activities							
Saint Andrew's Centre	12	49,062	-	49,062	19,272	-	19,272
Saint Andrew's Centre Café	13	108,743	-	108,743	87,265	-	87,265
Stepping Stones	15	-	-	-	661	-	661
		157,805	-	157,805	107,198	-	107,198
2(d) Investments							

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2022

Bank interest	-	-	-	46	-	46
2(e) Other income						
Parish share rebate	3,847	-	3,847	1,067	-	1,067

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2022

3. Resources Expended	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
3(a) Charitable activities						
Church running and maintenance	20,706	-	20,706	16,212	-	16,212
Stable rooms	12,688	-	12,688	2,053	-	2,053
Church Supplies	1,888	-	1,888	4,858	-	4,858
Diocesan Parish Share	81,094	-	81,094	79,866	-	79,866
Clergy expenses	2,609	96	2,705	2,125	35	2,160
Mission giving	5,760	-	5,760	3,642	210	3,852
Staff costs	60,653	-	60,653	57,685	-	57,685
Youth work	1,431	-	1,431	2,095	-	2,095
Children's work	3,265	-	3,265	2,091	-	2,091
Music	50	-	50	110	-	110
Community outreach	980	-	980	549	-	549
Training	1,881	-	1,881	1,383	-	1,383
Church magazine	7,333	-	7,333	7,320	-	7,320
Fees	4,140	-	4,140	5,720	-	5,720
Depreciation	5,341	23,186	28,527	5,779	25,613	31,392
Professional services	886	-	886	761	-	761
Independent examiner fees	3,440	-	3,440	1,332	-	1,332
Church office staff costs	20,217	-	20,217	19,228	-	19,228
Church office expenses	4,931	-	4,931	3,417	-	3,417

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2022

		239,293	23,282	262,575	216,226	25,858	242,084
3(b) Trading activities							
Saint Andrew's Centre	12	31,064	-	31,064	29,375	-	29,375
Saint Andrew's Centre Café	13	126,080	-	126,080	87,521	-	87,521
Stepping Stones	14	-	-	-	10,921	-	10,921
31 Narrow Lane		5,211	-	5,211	1,744	-	1,744
		162,355	-	162,355	129,561	-	129,561

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2022

3.1 Staff costs

Current year	Unrestricted funds	Restricted funds	Total funds
	2022	2022	2022
	£	£	£
Wages and salaries	155,088	-	155,088
National Insurance	953	-	953
Pension contributions	3,795	-	3,795
	159,836	-	159,836

Prior-year	Unrestricted funds	Restricted funds	Total funds
	2021	2021	2021
	£	£	£
Wages and salaries	130,636	-	130,636
National Insurance	951	-	951
Pension contributions	3,410	-	3,410
	134,997	-	134,997

During the year the PCC employed a Youth Minister, a Children's Minister, two part-time Under 5s workers, a Church Manager; a Church Administrator and a Vicar's PA. The Café employed a Café Manager, a part-time Deputy Manager, a part-time Chef and 4 part-time Assistants on an ad-hoc basis. No employee had employee benefits in excess of £60,000 (2021: none).

A small portion of the expenses paid to the vicar and curates may have related to their services as chair and members of the PCC respectively.

Key personnel are the Churchwardens and Treasurer, who are trustees who do not get paid, and the Vicar who is not paid directly by the Charity.

4. Transfers between funds

Transfers of funds during the year were as follows:

From: Unrestricted Designated (building)	-4,941	Depreciation charges on building assets
To: Unrestricted General funds	4,941	
	-	

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2022

5a. Tangible Fixed Assets—Consolidated (2022)

	Freehold land and buildings	Fixtures and fittings	Computer equipment	Total
Cost:				
As at 1 January 2022	1,901,594	57,270	10,119	1,968,983
Additions	-	-	-	-
As at 31 December 2022	1,901,594	57,270	10,119	1,968,983
Depreciation				
As at 1 January 2022	223,505	46,746	9,719	279,970
Charges	25,318	5,089	400	30,807
As at 31 December 2022	248,823	51,835	10,119	310,777
Net book value				
As at 31 December 2022	1,652,771	5,435	-	1,658,206

Tangible Fixed Assets—Parent (2022)

	Freehold land and buildings	Fixtures and fittings	Computer equipment	Total
Cost:				
As at 1 January 2022	1,819,184	36,635	8,682	1,864,501
Additions	-	-	-	-
As at 31 December 2022	1,819,184	36,635	8,682	1,864,501
Depreciation				
As at 1 January 2022	212,008	27,482	8,282	247,773
Charges	23,670	4,457	400	28,527
As at 31 December 2022	235,678	31,939	8,682	276,299
Net book value				
As at 31 December 2022	1,583,506	4,696	-	1,588,202

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2022

5b. Tangible Fixed Assets—Consolidated (2021)

	Freehold land and buildings	Fixtures and fittings	Computer equipment	Total
Cost:				
As at 1 January 2021	1,901,594	57,270	10,119	1,968,983
Additions	-	-	-	-
As at 31 December 2021	1,901,594	57,270	10,119	1,968,983
Depreciation				
As at 1 January 2021	198,186	39,228	8,882	246,297
Additions	25,319	7,517	838	33,674
As at 31 December 2021	223,505	46,745	9,720	279,971
Net book value				
As at 31 December 2021	1,678,089	10,525	399	1,689,012

Tangible Fixed Assets—Parent (2021)

	Freehold land and buildings	Fixtures and fittings	Computer equipment	Total
Cost:				
As at 1 January 2021	1,819,184	36,635	8,682	1,864,501
Additions	-	-	-	-
As at 31 December 2021	1,819,184	36,635	8,682	1,864,501
Depreciation				
As at 1 January 2021	188,338	20,598	7,444	216,381
Additions	23,670	6,884	838	31,392
As at 31 December 2021	212,008	27,482	8,282	247,773
Net book value				
As at 31 December 2021	1,607,176	9,153	400	1,616,728

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2022

6. Investments

The PCC holds one £1 ordinary share in its wholly owned subsidiary company Saint Andrew's Centre Café Limited (with a share premium of £89,999). The results of the subsidiary are summarised in Notes 13 & 14.

7. Debtors

	Consolidated		Parent	
	2022	2021	2022	2021
	£	£		
Tax on gift aid receivable	11,091	15,797	11,091	15,797
Other prepayments and accrued income	6,969	3,532	6,838	3,201
Loan to (café) subsidiary	-	-	39,598	39,598
	18,060	19,329	57,527	58,596

8. Liabilities

	Consolidated		Parent	
	2022	2021	2022	2021
	£	£		
Amounts falling due in one year				
Tax and national insurance	1,093	-	470	-
VAT Liability	4,812	2,082	-	-
31 Narrow Lane mortgage	6,374	6,374	6,374	6,374
Credit Cards	755	806	340	448
Accruals & deferred income	2,240	840	2,240	840
Trade creditors	8,611	2,831	5,529	1,288
Advance receipts	25	3,544	25	3,544
	23,910	16,477	14,978	12,494

Amounts falling due after one year

31 Narrow Lane mortgage	41,739	46,814	41,739	46,814
	41,739	46,814	41,739	46,814

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2022

9. Funds

	Balances as at 1 January 2022	Incoming resources	Resources expended	Transfers	Balances as at 31 December 2022
	£	£	£	£	£
Unrestricted General Funds					
General Fund	330,833	381,038	399,406	4,941	317,406
Unrestricted Designated Funds					
Buildings Fund	305,594	-	-	(4,941)	300,653
Children and Young People	12,037	2,994	2,242	-	12,789
Weekend Away Fund	3,513	11,360	-	-	14,873
Restricted Funds					
St Andrew's Centre Fund	1,137,542	-	(23,186)	-	1,114,356
Vicar Discretionary Fund	606	-	(96)	-	510
Chancel Repair Fund	10,000	-	-	-	10,000
Total funds	1,800,125	395,392	424,930	-	1,770,587

	Balances as at 1 January 2021	Incoming resources	Resources expended	Transfers	Balances as at 31 December 2021
	£	£	£	£	£
Unrestricted General Funds					
General Fund	304,747	353,099	-331,954	4,941	330,833
Unrestricted Designated Funds					
Buildings Fund	310,535	-	-	-4,941	305,594
Stepping Stones	10,260	661	-10,921	-	-
Children and Young People	10,636	4,313	-2,912	-	12,037
Weekend Away Fund	3,188	325	-	-	3,513
Restricted Funds					
St Andrew's Centre Fund	1,163,155	-	-25,613	-	1,137,542
Vicar Discretionary Fund	741	110	-245	-	606
Chancel Repair Fund	10,000	-	-	-	10,000
Total funds	1,813,262	358,508	371,645	-	1,800,125

Restricted funds:

St Andrew's Centre Fund—this fund was set up to redevelop and renew the Church Hall's site.

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2022

Chancel Repair Fund – this fund was established in 2020 following a legacy request for this purpose.

Vicar's Discretionary Fund – this fund was established in 2020 to allow the Vicar to make small grants at his/her own discretion.

Designated funds:

This fund holds the value of the Stable Rooms and Narrow Lane properties. The funds can be used for general purposes. A designated fund was established in 2020 as part of our work in prioritising Children and Young People.

Weekend Away Fund—this fund was set up to receive donations towards the cost of the weekend away.

Vicar and Churchwardens' Trust:

This is a special trust of the PCC which is held by the incumbent and churchwardens for the express purpose of assisting the PCC in the maintenance of the church and churchyard. It is vested in the Diocesan Board of Finance (DBF) as custodian trustee. A copy of the financial statements is available on request.

10. Transactions with related parties

There are transactions between the parent (Church) and subsidiary (Café). These are included in notes 13 & 14 but excluded from the main consolidated accounts. The cross charges are £250pm from the Centre to Café for service charges, and £250pm from Café to Centre for cleaning. There is also a loan account for the Café which was originally used to assist with the setup, stocking and first years operational cost. This will be repaid over time from profits and currently stands at £39,598 (2021: £39,598).

A lease agreement exists between the Café and PCC for an initial 5-year term, with a monthly rental of £1,000. This has been waived by the Landlord (PCC) until such time as the Café is making a sustainable operational profit. This waiver is reviewed on an annual basis. A proportion of any profits from the Café will be paid to the PCC as dividend.

The Vicar and Churchwardens' Trust made no contribution during the year (2021: no contribution).

11. Net movement in Funds

Reconciliation of the net movement in funds to net cash flow from operating activities

Consolidated

Parent

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2022

	2022	2021	2022	2021
	£	£	£	£
Net movement in Funds	(29,538)	(13,137)	(12,201)	(2,231)
Add back depreciation charge	30,808	33,674	28,527	31,392
Deduct interest income shown in investing activities	-	(46)	-	(46)
Deduct rental income shown in investing activities	-	-	-	-
Add back interest paid shown in financing activities	4,177	2,644	-	477
Change in debtors	1,268	4,460	1,068	(10,227)
Change in creditors	2,357	(13,115)	(2,591)	(5,416)
Net cash provided by (used in) operating activities	9,072	14,480	14,801	13,949

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2022

12. Saint Andrew's Centre

The cross-charge transactions between the Centre and Café are included in the service charge and utilities figures in order to show the true operating costs of the Centre.

	2022	2021
Income		
Net Lettings	46,058	16,272
Service charges	3,004	3,000
	49,062	19,272
Expenditure		
Cleaning	3,794	3,263
Utilities	8,139	8,535
Staffing	12,000	12,000
Repairs, Maintenance	7,131	5,577
	31,064	29,375
Finance charges	-	-
Profit	17,998	-10,103

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2022

13. Saint Andrew's Centre Café—Profit & Loss

The cross-charge transactions between the Centre and Café are included in the cleaning and utilities figures in order to show the true operating costs of the Café.

	2022 £	2021 £
Income		
Turnover		
Cafe catering	106,954	67,207
Charity Items	551	365
Goods & Other	1,238	19,693
	108,743	87,265
Cost of Goods		
Catering	33,979	21,144
Charity Items	3	426
Non-food purchases	1,652	1,108
Plant Hire	730	907
	36,364	23,585
Gross Margin	72,379	63,680
Expenses		
Bank Charges	4,117	2,167
Catering equipment	224	1,249
Cleaning services	8,811	5,272
Operational Depreciation	633	632
IT & Telephony	1,365	1,573
Insurance	1,723	1,613
Marketing & Advertising	282	348
Office Supplies	857	1,256
Payroll Cost	67,374	45,450
Maintenance	2,450	2,622
Utilities	224	98
Travel	8	8
	88,068	62,288
Operating Profit/(Loss)	(15,689)	1,392
Capital Depreciation	1,648	1,648
Total Profit/(Loss)	(17,337)	(256)

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2022

14. Saint Andrew's Centre Café—Balance Sheet

	2022 £	2021 £
Assets		
Fixed Assets - Tangibles		
Commercial Buildings	69,267	70,915
Computer Equipment	-	-
Fixtures & Fittings	738	1,371
Plant & Machinery	-	-
	70,005	72,286
Current Assets		
Stock	1,500	1,500
Bank accounts	9,313	18,874
Undeposited Funds	561	906
Credit card processors	131	331
	11,505	21,611
Total Assets	81,510	93,897
Liabilities		
Accounts Payable		
Accounts Payable	3,082	1,542
Liability - Current		
Payroll Liabilities	623	-
VAT Control	4,812	2,082
Café Credit Card	415	358
Liability - Long term		
St Andrew's PCC Loan	39,598	39,598
Total Liabilities	48,530	43,580
Net Assets - Liabilities	32,980	50,317
Shareholder Funds		
Called Up Share Capital	90,000	90,000
Retained P&L	(39,683)	(39,427)
Profit & Loss	(17,337)	(256)
Total Shareholder Funds	32,980	50,317

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2022

15. Saint Andrew's Stepping Stones—Profit & Loss

	2022	2021
	£	£
Income		
Fees		
Baby Club	-	10
Toddlers	-	76
Playgroup	-	5
Total Fees	-	91
Grants	-	570
Total Income	-	661
Expenses		
Operational Costs		
Software	-	280
Total Operational Costs	-	280
Admin & Management	-	117
Payroll Cost	-	645
Donations to Parent	-	9,879
Total Expenses	-	10,921
Surplus/Deficit	-	-10,260

16. Saint Andrew's Stepping Stones—Balance Sheet

	2022	2021
	£	£
Assets		
Debtors	-	-
	-	-
Liabilities		
Creditors	-	-
	-	-
Net Assets - Liabilities	-	-
Funds		
Retained P&L	-	10,260
Surplus (Deficit) for year	-	-10,260
Balance c/f	-	-

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2022

Stepping Stones ceased trading in the 2021 financial year, with any remaining cash balances and funds transferred to the Parent Charity.