



Annual Report and Financial Statements

for the year ending 31st December 2023

**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

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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 2023. 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 Ben Shin
PCC Secretary:	Margaret Taylor
Treasurer:	Elizabeth Crook
Independent Examiners:	Ian Shipley, Prentis & Co LLP, 115c Milton Road, Cambridge, CB4 1XE
Banks:	Unity Trust Bank, Nine Brindley place, 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 2023 there were 210 people on the Electoral Roll (2022: 219). The figure for average Sunday attendance during October 2023 was 87 adults and 22 children/young people (2022: 93 adults and 31 children/young people). In addition to those who attended in-person worship, there was an average of 98 views of live-streamed services (between the 13 November and 18 December) via the YouTube channel (2022: 87 views for the equivalent period) within one week of livestreaming. This may not be representative of numbers of individuals, as some may have also been counted in church numbers, watched with other people, or watched more than once.

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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 (PCC Member), David Wilson (former Churchwarden), Tim Callington and Chris Cox 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 2023 is as follows:

*James Blandford-Baker (Vicar)	*Erin Dickens
*Ruth Chamberlain (Assistant Curate)	*Ali Fisher
*Nicholas Romans (Assistant Curate from July 2023)	*Paul Glass (Deanery Synod)
*Louise Vincent (Churchwarden and Deanery Synod from May 2023)	*Lesley Guy
*Ben Shin (Churchwarden)	*Robert John McKinley
*Margaret Taylor (Secretary)	*Heather Taylor
*Elizabeth Crook (Treasurer)	*Emily Ward
*Stephen Tromans (Deanery Synod until May 2023)	Colin Alexander
*Nigel Evans (Deanery Synod)	Rebecca Lent
*George Adam	*Trustees as of 31.12.2023

Achievements and Performance

In 2023 the PCC has sought to stabilise our Sunday worship pattern following the emergence from pandemic restrictions in 2022, re-establishing the important time spent sharing in fellowship and refreshments after the main Sunday morning service. Attendance in person at Sunday worship continues to be unpredictable and patchy but with a solid core of weekly attendees. Our livestreamed services continue to attract between 60 and 100 views a week though it is not clear who watches them from the existing and pre-pandemic congregations. Our young people continued to meet regularly in the Saint Andrew's Centre, occasionally joining the congregation of children and adults worshipping in the church building. In 2023 we spent considerable time looking at the current cultural environment in which the church engages in mission, making use of texts by John McGinley and Jill Duff, exploring the issues through a survey, in our small groups and in a Sunday sermon series during the autumn.

Health and Safety as well as Safeguarding have continued to be areas for development by the PCC in 2023. A review of both of these takes place at every meeting of the PCC with written reports and details of work currently being undertaken. The PCC continues to be encouraged by the number of congregation members who have completed training in this area. The PCC makes use of the centrally funded Safeguarding Dashboards and in 2023 also joined the Safeguarding Hub. Between these two online systems we are able to monitor our Safeguarding performance and continue to take steps to improve.

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The PCC continues to seek to live out the consequences of the Climate and Environmental Emergency Recognition of 2021 through work in the areas of: (i) energy sustainability and buildings, (ii) management of our churchyard and gardens and (iii) lifestyle and engagement. This has involved participation in the village 'Eco-Fest', weekly eco-tips in the Sunday emails, working towards the Silver Eco-Church Award and special evenings seeking to help us all understand environmental issues affecting the climate and our management of the earth's resources.

During 2023 the Shine and Little Stars groups have continued to fulfil our aim of providing services to the community with a strong faith element. Both groups have been immensely popular amongst villagers with young children and have grown the gifts of the team in evangelism, hospitality and pastoral care. Midweek groups for young people reduced following the departure of the Youth Minister midway through the year but the EDGE Café on Thursdays has continued to be popular among pupils in the early years of secondary school and there has been an encouraging growth in making this a place where faith in Jesus can be talked about and questions asked. There has been a more intentional approach from the leaders in forging relationships with the young people and this has been crucially helpful in making it a place where young people feel safe, valued and able to encounter Christians living out their faith.

The PCC has seen considerable changes in the employment of staff in 2023 including recruiting a new Office Administrator and PA for the Vicar, the departure of the Youth Minister for a new post and the appointment of an interim, part-time, Youth Minister and changes to the working hours of the office staff to improve their working patterns and the function of the office in support of the PCCs wider aims. We were able to secure an extension from the Diocese of Ely for the Curate to allow her to remain in post until the end of April 2024. The Bishop of Ely resigned in July 2023 and the recruitment process is underway to appoint his replacement.

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. A PCC Away Day in November 2023 gave time to responding to the challenges of mission in our current cultural context and what we had learned from the time spent in the autumn in discussion with one another. The PCC identified the need to grow in corporate prayer and waiting on the Holy Spirit, to develop sustainable activities that are accountable to the church leadership, and to put new wine into new wineskins in this post-pandemic era. In all these areas the PCC sees the key as living the truth that 'Jesus is Lord' at the centre of our personal and corporate life and being directed by his Holy Spirit in all that we do. In 2024 the PCC will focus on reaching out in evangelism and mission (especially to make worship accessible to families and enable new Christians to grow as disciples), continuing to develop our buildings and managing significant changes in key personnel.

Financial Review

In 2023, the financial situation of the church is looking less healthy than in previous years. After several years of gradual decline, philanthropic giving has reduced further this year. Giving by direct debit via the Parish Giving Scheme increased by a total of about £5,000, (with approximately the same number of donors), but overall, giving to the church in 2023 was nearly £10,000 less than in 2022. At the same time, of course, costs have increased for the church, as for everyone else personally, for example, the cost of utilities have increased by £7500 in comparison to 2022. Although there has been very little use of the Stable Room this year, on a very positive note, Saint Andrew's Centre (StAC) lettings have increased even further than their previous high (in 2022) and the lettable rooms are getting close to capacity. This is a wonderful situation to be in 10 years after StAC was first opened, and the vision of providing a modern, inviting resource in the village began.

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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 2023 income was £1,828 greater than expenditure.

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.] In 2023 the cash available in the general fund was above the 20% target. The 2024 budget expects this figure to be much lower next year, so no adjustment has been made at this point.

Policy 3: Establish a capital maintenance budget/fund. The PCC is expecting to need to spend substantial amounts of money on necessary capital maintenance of the church buildings and StAC in 2024, and will be using the capital maintenance fund to finance most of this.

Policy 4: Establish a missional development fund. No additions have been made to this fund in 2023.

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 was originally seen as an operating resource to be used principally for the housing of staff workers rather than for the generation of rental income. However, when no staff are using the accommodation, a rent sufficient to offset the maintenance and mortgage costs is charged.

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.

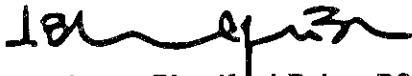
The Parish of St Andrew with St Etheldreda, Histon

- 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



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 2023 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.

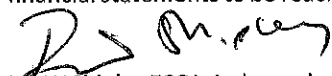
Independent Examiner's statement:

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

4th June 2024

The Parish of St Andrew with St Etheldreda, Histon

Statement of Financial Activities

For the year ending 31 December 2023

	Notes	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
		2023	2023	2023	2022	2022	2022
		£	£	£	£	£	£
Income	2						
Donations and legacies		182,190	-	182,190	191,684	-	191,684
Charitable activities		29,386	13	29,399	42,056	-	42,056
Trading activities		202,459	-	202,459	157,805	-	157,805
Investments		236	-	236	-	-	-
Other income		-	-	-	3,847	-	3,847
Total income		414,271	13	414,284	395,392	-	395,392
Expenditure	3						
Charitable activities		220,466	22,648	243,114	239,293	23,282	262,575
Trading activities		169,342	-	169,342	162,355	-	162,355
Total expenditure		389,808	22,648	412,456	401,648	23,282	424,930
Net income/(expenditure) and net movement in funds		24,463	(22,635)	1,828	(6,256)	(23,282)	(29,538)
Reconciliation of funds							
Total funds brought forward		645,721	1,124,866	1,770,587	651,977	1,148,148	1,800,125
Total funds carried forward	9	670,184	1,102,231	1,772,415	645,721	1,124,866	1,770,587

The notes on pages 12 to 25 form part of these financial statements

The Parish of St Andrew with St Etheldreda, Histon

Balance Sheet

31 December 2023

		Consolidated		Parent	
		2023	2022	2023	2022
		£	£	£	£
Fixed assets					
Tangible fixed assets	5	1,629,694	1,658,206	1,561,970	1,588,202
Investments		-	-	90,000	90,000
Total Fixed assets		1,629,694	1,658,206	1,651,970	1,678,202
Current assets					
Stock		1,500	1,500	-	-
Debtors	7	22,216	18,060	61,814	57,527
Cash at bank and in hand		176,990	158,470	166,206	148,596
Total Current assets		200,706	178,030	228,020	206,123
Liabilities					
Creditors - due in one year	8	21,361	23,910	13,649	14,978
Net Current assets		179,345	154,120	214,371	191,145
Total assets less current liabilities		1,809,039	1,812,326	1,866,341	1,869,347
Creditors - due after one year	8	36,624	41,739	36,624	41,739
Total Net Assets		1,772,415	1,770,587	1,829,717	1,827,608
Funds of the charity					
Restricted income funds	9	1,102,231	1,124,866	1,102,231	1,124,866
Unrestricted income funds - general		348,648	317,406	406,130	402,089
Unrestricted income funds - designated		321,536	328,315	321,356	300,653
Total Charity Funds		1,772,415	1,770,587	1,829,717	1,827,608

The notes on pages 12 to 24 form part of these accounts.

Approved by the Parochial Church Council on 7th May 2024 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 2023

		Consolidated		Parent	
		2023	2022	2023	2022
		£	£	£	£
Cash provided by (used in) operating activities	11	24,494	9,072	18,732	14,801
Cash flows from investing activities					
Interest income		236	-	236	-
Rental income		-	-	-	-
Purchase of tangible fixed assets		(1,358)	(1,358)	-	-
Cash provided by investing activities		23,372	-	17,610	-
Cash flows from financing activities					
Interest Paid		(4,852)	(4,177)	-	-
Repayment of borrowing		-	-	-	-
Cash used in financing activities		(4,852)	(4,177)	-	-
Cash at beginning of year		158,470	153,575	148,596	133,795
Increase in cash in the year		18,520	4,895	17,610	14,801
Cash at end of year		176,990	158,470	166,206	148,596

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements for the year ended 31 December 2023

Notes to the Financial Statements

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.

The presentation currency of the financial statements is the pound sterling (£).

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.

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements for the year ended 31 December 2023

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.

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.

Parish of St Andrew with St Etheldreda, Histon

2. Incoming Resources		Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
		2023	2023	2023	2022	2022	2022
		£	£	£	£	£	£
2(a) Donations and legacies							
Gift Aid via bank		150,496	-	150,496	157,824	-	157,824
Tax recoverable		11,730	-	11,730	11,104	-	11,104
Sunday collection		662	-	662	257	-	257
Other Gift Aid donations		9,021	-	9,021	9,921	-	9,921
Non-Gift Aid donations		10,281	-	10,281	12,578	-	12,578
		182,190	-	182,190	191,684	-	191,684
2(b) Charitable activities							
Donations for Church Property		1,071	-	1,071	3,080	-	3,080
Sundry		1,344	13	1,357	1,253	-	1,253
Fees		12,531	-	12,531	11,191	-	11,191
Recovered costs		8,593	-	8,593	19,191	-	7,552
Network magazine and yearbook		5,847	-	5,847	7,341	-	7,341
		29,386	13	29,399	42,056	-	42,056
2(c) Trading activities							
Saint Andrew's Centre	12	69,870	-	69,870	49,062	-	49,062
Saint Andrew's Centre Café	13	127,651	-	127,651	108,743	-	108,743
31 Narrow Lane		4,938	-	4,938	-	-	-
		202,459	-	202,459	157,805	-	157,805
2(d) Investments							
Bank interest		236	-	236	-	-	-
2(e) Other income							
Parish share rebate		-	-	-	3,847	-	3,847

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2023

3. Resources Expended

	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
3(a) Charitable activities						
Church running and maintenance	21,085	-	21,085	20,706	-	20,706
Stable rooms	6,001	-	6,001	12,688	-	12,688
Church Supplies	1,824	-	1,824	1,888	-	1,888
Diocesan Parish Share	84,388	-	84,388	81,094	-	81,094
Clergy expenses	2,362	-	2,362	2,609	96	2,705
Mission giving	6,164	-	6,164	5,760	-	5,760
Staff costs	50,479	-	50,479	60,653	-	60,653
Youth work	841	-	841	1,431	-	1,431
Children's work	2,810	-	2,810	3,265	-	3,265
Music	-	-	-	50	-	50
Community outreach	236	-	236	980	-	980
Training	1,454	-	1,454	1,881	-	1,881
Church magazine	6,978	-	6,978	7,333	-	7,333
Fees	7,419	-	7,419	4,140	-	4,140
Depreciation	4,942	22,648	27,590	5,341	23,186	28,527
Professional services	726	-	726	886	-	886
Independent examiner fees	2,220	-	2,220	3,440	-	3,440
Church office staff costs	16,826	-	16,826	20,217	-	20,217
Church office expenses	3,711	-	3,711	4,931	-	4,931
	220,466	22,648	243,114	239,293	23,282	262,575
3(b) Trading activities						
Saint Andrew's Centre	12 37,627	-	37,627	31,064	-	31,064
Saint Andrew's Centre Café	13 127,932	-	127,932	126,080	-	126,080
31 Narrow Lane	3,783	-	3,783	5,211	-	5,211
	169,342	-	169,342	162,355	-	162,355

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2023

3.1 Staff costs

Current year	Unrestricted funds	Restricted funds	Total funds
	2023	2023	2023
	£	£	£
Wages and salaries	138,298	-	138,298
National Insurance	365	-	365
Pension contributions	3,773	-	3,773
	<u>142,436</u>	<u>-</u>	<u>142,436</u>
Prior-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
	<u>159,836</u>	<u>-</u>	<u>159,836</u>

During the year, the PCC employed a Youth Minister, an Interim Youth Minister (part-time), a Children's Minister, 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 (2022: 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)	-4,942	Depreciation charges on building assets
To: Unrestricted General funds	4,942	
	<u>-</u>	

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2023

5a. Tangible Fixed Assets—Consolidated (2023)

	Freehold land and buildings	Fixtures and fittings	Computer equipment	Total
Cost:				
As at 1 January 2023	1,901,594	57,270	10,119	1,968,983
Additions	-	1,358	-	1,358
As at 31 December 2023	<u>1,901,594</u>	<u>58,628</u>	<u>10,119</u>	<u>1,970,341</u>
Depreciation				
As at 1 January 2023	248,823	51,835	10,119	310,777
Charges	25,318	4,552	-	29,870
As at 31 December 2023	<u>274,141</u>	<u>56,387</u>	<u>10,119</u>	<u>340,647</u>
Net book value				
As at 31 December 2023	<u>1,627,453</u>	<u>2,241</u>	<u>-</u>	<u>1,629,694</u>

Tangible Fixed Assets—Parent (2023)

	Freehold land and buildings	Fixtures and fittings	Computer equipment	Total
Cost:				
As at 1 January 2023	1,819,184	36,635	8,682	1,864,501
Additions	-	1,358	-	1,358
As at 31 December 2023	<u>1,819,184</u>	<u>37,993</u>	<u>8,682</u>	<u>1,865,859</u>
Depreciation				
As at 1 January 2023	235,678	31,939	8,682	276,299
Charges	23,670	3,920	-	27,590
As at 31 December 2023	<u>259,348</u>	<u>35,859</u>	<u>8,682</u>	<u>303,889</u>
Net book value				
As at 31 December 2023	<u>1,559,836</u>	<u>2,134</u>	<u>-</u>	<u>1,561,970</u>

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2023

5b. 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 2023

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	
	2023	2022	2023	2022
	£	£		
Tax on gift aid receivable	11,726	11,091	11,726	11,091
Other prepayments and accrued income	10,490	6,969	10,490	6,838
Loan to (café) subsidiary	-	-	39,598	39,598
	22,216	18,060	61,814	57,527

8. Liabilities

	Consolidated		Parent	
	2023	2022	2023	2022
	£	£		
Amounts falling due in one year				
Tax and national insurance	2,375	1,093	1,499	470
VAT Liability	5,010	4,812	-	-
31 Narrow Lane mortgage	7,216	6,374	7,216	6,374
Credit Cards	570	755	255	340
Accruals & deferred income	2,240	2,240	2,240	2,240
Trade creditors	3,914	8,611	2,403	5,529
Advance receipts	36	25	36	25
	21,361	23,910	13,649	14,978

Amounts falling due after one year

31 Narrow Lane mortgage	36,624	41,739	36,624	41,739
	36,624	41,739	36,624	41,739

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2023

9. Funds

	Balances as at 1 January 2023 £	Incoming resources £	Resources expended £	Transfers £	Balances as at 31 December 2023 £
Unrestricted General Funds					
General Fund	317,406	412,797	(386,497)	4,942	348,648
Unrestricted Designated Funds					
Buildings Fund	300,653	-	-	(4,942)	295,711
Children and Young People	12,789	1,474	(3,311)	-	10,952
Weekend Away Fund	14,873	-	-	-	14,873
Restricted Funds					
St Andrew's Centre Fund	1,114,356	-	(22,648)	-	1,091,708
Vicar Discretionary Fund	510	13	-	-	523
Chancel Repair Fund	10,000	-	-	-	10,000
Total funds	1,770,587	414,284	(412,456)	-	1,772,415
	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

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2023

Restricted funds:

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

The Building 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 (2022: £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 (2022: no contribution).

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2023

11. Net movement in Funds

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

	Consolidated		Parent	
	2023	2022	2023	2022
	£	£	£	£
Net movement in Funds	1,828	(29,538)	2,109	(12,201)
Add back depreciation charge	29,870	30,808	27,590	28,527
Deduct interest income shown in investing activities	(236)	-	(236)	-
Add back interest paid shown in financing activities	4,852	4,177	-	-
Change in debtors	(4,156)	1,268	(4,287)	1,068
Change in creditors	(7,664)	2,357	(6,444)	(2,591)
Net cash provided by (used in) operating activities	24,494	9,072	18,732	14,801

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.

	2023	2022
Income		
Net Lettings	66,870	46,058
Service charges	3,000	3,004
	<u>69,870</u>	<u>49,062</u>
Expenditure		
Cleaning	4,791	3,794
Utilities	14,600	8,139
Staffing	12,000	12,000
Repairs, Maintenance	6,236	7,131
	<u>37,627</u>	<u>31,064</u>
Finance charges	-	-
Profit	<u>32,243</u>	<u>17,998</u>

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2023

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.

	2023	2022
Income	£	£
Turnover		
Cafe catering	126,172	106,954
Charity Items	223	551
Goods & Other	1,256	1,238
	<u>127,651</u>	<u>108,743</u>
Cost of Goods		
Catering	38,549	33,979
Charity Items	-	3
Non-food purchases	1,767	1,652
Plant Hire	409	730
	<u>40,725</u>	<u>36,364</u>
Gross Margin	<u>86,926</u>	<u>72,379</u>
Expenses		
Bank Charges	4,852	4,117
Catering equipment	79	224
Cleaning services	9,897	8,811
Operational Depreciation	632	633
IT & Telephony	1,137	1,365
Insurance	1,848	1,723
Marketing & Advertising	125	282
Office Supplies	831	857
Payroll Cost	63,197	67,374
Maintenance	2,725	2,450
Utilities	236	224
Travel	-	8
	<u>85,559</u>	<u>88,068</u>
Operating Profit/(Loss)	<u>1,367</u>	<u>(15,689)</u>
Capital Depreciation	<u>1,648</u>	<u>1,648</u>
Total Profit/(Loss)	<u>(281)</u>	<u>(17,337)</u>

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2023

14. Saint Andrew's Centre Café—Balance Sheet

	2023 £	2022 £
Assets		
Fixed Assets - Tangibles		
Commercial Buildings	67,619	69,267
Computer Equipment	-	-
Fixtures & Fittings	106	738
Plant & Machinery	-	-
	67,725	70,005
Current Assets		
Stock	1,500	1,500
Bank accounts	10,330	9,313
Undeposited Funds	454	561
Credit card processors	-	131
	12,284	11,505
Total Assets	80,009	81,510
Liabilities		
Accounts Payable		
Accounts Payable	1,511	3,082
Liability - Current		
Payroll Liabilities	876	623
VAT Control	5,010	4,812
Café Credit Card	315	415
Liability - Long term		
St Andrew's PCC Loan	39,598	39,598
Total Liabilities	47,310	48,530
Net Assets - Liabilities	32,699	32,980
Shareholder Funds		
Called Up Share Capital (incl. premium)	90,000	90,000
Retained P&L	(57,020)	(39,683)
Profit & Loss	(281)	(17,337)
Total Shareholder Funds	32,699	32,980