

Annual Report and Financial Statements

for the year ending 31st December 2024

**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

Report of the Parochial Church Council ('PCC')	3
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	5
Financial Review	5
Budgetary Policies	5
Grant-making Policy	5
Investment Policy	5
Risk Management	6
Key Management Personnel Remuneration	6
Safeguarding	6
Statement of the PCC's Responsibilities	6
Independent Examiner's Report to the PCC	7
Statement of Financial Activities	8
Balance Sheet	9
Statement of Cashflows	10
Notes to the Financial Statements	11

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 2024. 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 2024 there were 213 people on the Electoral Roll (2023: 210). The figure for average Sunday attendance during October 2024 was 87 adults and 22 children/young people (2023: 87 adults and 22 children/young people). In addition to those who attended in-person worship, there was an average of 75 views of live-streamed services (between the 13 November and 18 December) via the YouTube channel (2023: 98 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.

The Parish of St Andrew with St Etheldreda, Histon

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, 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 2024 is as follows:

*James Blandford-Baker (Vicar)	*Heather Taylor
*Nicholas Romans (Assistant Curate)	*Emily Ward
*Ben Barton (Assistant Curate)	*Ali Fisher
*Louise Vincent (Churchwarden and Deanery Synod)	*George Adam
*Ben Shin (Churchwarden)	Ruth Chamberlain (Assistant Curate)
*Nigel Evans (Deanery Synod)	Erin Dickens
*Paul Glass (Deanery Synod)	Lesley Guy
*Margaret Taylor (Secretary)	Stephen Tromans
*Elizabeth Crook (Treasurer)	
*Robert McKinley	

*Trustees as of 31.12.2024

Achievements and Performance

In 2024 the PCC has worked to establish a clear vision for the church as a way of ensuring that we fulfil our responsibilities as a charity and work together in line with our core purpose of living and proclaiming the gospel of Jesus Christ to those in our village and beyond. This threefold vision, which emerged from our APCM in 2024 and developed further by the PCC in the following months, is to be: (i) rooted in the Bible, (ii) open to the work of the Holy Spirit and (iii) deeply prayerful. These three key values were specifically articulated through the sense of a call to be a community of encouragement, utterly dependent on the Lord, working together (often in pairs), open to disruption in order to welcome newcomers, and seizing the moment according to the Holy Spirit's prompting.

Health and Safety as well as Safeguarding have continued to be areas for development by the PCC in 2024. 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 (new in 2024) the Safeguarding Hub. Between these two online systems we are able to monitor our Safeguarding performance and the individuals serving in the church by monitoring training, role descriptions and continuing support.

The PCC has considered the provision of our Sunday worship as a key priority in 2024 including thinking about our Mosaic service, what it might look like to worship together across the ages after the pause brought about by the pandemic and how we can ensure that every Sunday is a good day to be a visitor to St Andrew's or there for the first time. A pattern of worship was developed for implementation in 2025 to include all age and intergenerational

The Parish of St Andrew with St Etheldreda, Histon

worship, alternating between a Service of the Word and Holy Communion, and making use on occasion of the Saint Andrew's Centre.

In 2024 we said goodbye to one of our curates, welcomed a new curate in training and appointed a new Youth Minister. The Diocese of Ely remains in vacancy following an appointment process that was unable to agree on a suitable candidate. The process will run again in 2025.

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 2025 the PCC will focus on implementing the new pattern of worship on Sundays and continuing to develop our life together in line with our vision.

Financial Review

In 2024, the church was looking at a predicted deficit of about £70,000. A campaign of encouragement to consider prayerfully the amount given by individuals to the church, has resulted in an upwards trend of donations through the year, and particularly giving via the Parish Giving Scheme has increased. At the same time, of course, costs have increased for the church, but thanks to research and negotiations, new utility contracts with lower rates have helped reduce expenditure as well as many budgeted expenses being delayed or reduced. As a result the actual deficit for 2024 was half of the expected figure.

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 2024 expenditure was ~ £35,000 greater than income, but £27,000 of that was depreciation. The PCC has looked in detail at the budget for 2025 and agreed a budget which results in a deficit of £22,000 including depreciation.

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 2024, the cash available in the general fund was still over 20% of expenditure, so we will consider a proportion to be transferred to the capital maintenance budget/fund.

Policy 3: Establish a capital maintenance budget/fund. The PCC expects to spend substantial amounts of money on necessary capital maintenance of the church buildings and StAC in 2025, 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 2024.

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.

The Parish of St Andrew with St Etheldreda, Histon

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.

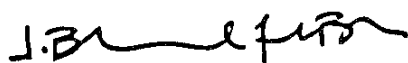
In preparing those accounts, the PCC is required to:

- 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



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 2024 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

25th Jan 2025

Statement of Financial Activities

For the year ending 31 December 2024

	Notes	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
		2024	2024	2024	2023	2023	2023
		£	£	£	£	£	£
Income							
Donations and legacies	2a	182,350	-	182,350	182,190	-	182,190
Charitable activities	2b	29,120	-	29,120	29,386	13	29,399
Trading activities	2c	219,696	-	219,696	202,459	-	202,459
Investments	2d	1,411	-	1,411	236	-	236
Other income	2e	753	-	753	-	-	-
Total income		433,330	-	433,330	414,271	13	414,284
Expenditure							
Charitable activities	3a	257,958	19,833	277,668	220,466	22,648	243,114
Trading activities	3b	179,155	-	179,155	169,342	-	169,342
Total expenditure		437,113	19,833	456,823	389,808	22,648	412,456
Net income/(expenditure) and net movement in funds		(3,783)	(19,833)	(23,493)	24,463	(22,635)	1,828
Reconciliation of funds	9						
Total funds brought forward		670,184	1,102,231	1,772,415	645,721	1,124,866	1,770,587
Total funds carried forward		666,401	1,082,398	1,748,922	670,184	1,102,231	1,772,415

The notes on pages 11 to 23 form part of these financial statements.

Balance Sheet

31 December 2024

		Consolidated		Parent	
		2024	2023	2024	2023
		£	£	£	£
<u>Fixed assets</u>					
Tangible fixed assets	5	1,606,200	1,629,694	1,537,318	1,561,970
Investments		-	-	90,000	90,000
Total Fixed assets		1,606,200	1,629,694	1,627,318	1,651,970
<u>Current assets</u>					
Stock		3,000	1,500	-	-
Debtors	7	20,496	22,216	60,094	61,814
Cash at bank and in hand		171,840	176,990	156,459	166,206
Total Current assets		195,336	200,706	216,553	228,020
<u>Liabilities</u>					
Creditors - due in one year	8	21,221	21,361	13,049	13,649
Net Current assets		174,115	179,345	203,504	214,371
Total assets less current liabilities		1,780,315	1,809,039	1,830,822	1,866,341
Creditors - due after one year	8	31,393	36,624	31,393	36,624
Total Net Assets		1,748,922	1,772,415	1,799,429	1,829,717
<u>Funds of the charity</u>					
Restricted income funds	9	1,082,398	1,102,231	1,082,398	1,102,231
Unrestricted income funds - general		353,484	348,648	403,991	406,130
Unrestricted income funds - designated		313,040	321,536	313,040	321,356
Total Charity Funds		1,748,922	1,772,415	1,799,429	1,829,717

The notes on pages 11 to 23 form part of these accounts.

Approved by the Parochial Church Council on 6 May 2025 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	
		2024	2023	2024	2023
	Note	£	£	£	£
Cash provided by (used in) operating activities	11	1,768	24,494	(11,158)	18,732
<u>Cash flows from investing activities</u>					
Interest income		1,411	236	1,411	236
Purchase of tangible fixed assets		(3,381)	(1,358)	-	(1,358)
Cash provided by investing activities		(202)	23,372	(9,747)	17,610
<u>Cash flows from financing activities</u>					
Interest Paid		(4,948)	(4,852)	-	-
Cash used in financing activities		(4,948)	(4,852)	-	-
Cash at beginning of year		176,990	158,470	166,206	148,596
Increase in cash in the year		(5,150)	18,520	(9,747)	17,610
Cash at end of year		171,840	176,990	156,459	166,206

The notes on pages 11 to 23 form part of these accounts.

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements for the year ended 31 December 2024

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 2024

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 to ten years, depending on the assets expected useful life. Individual items of equipment with a purchase price of £1,000 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.

Notes to the Financial Statements for the year ended 31 December 2024

2. Incoming Resources

		Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
		2024	2024	2024	2023	2023	2023
		£	£	£	£	£	£
2(a) Donations and legacies							
Gift Aid receivable		137,881	-	137,881	150,496	-	150,496
Tax recoverable		33,547	-	33,547	11,730	-	11,730
Sunday collection		1,521	-	1,521	662	-	662
Other Gift Aid donations		4,383	-	4,383	9,021	-	9,021
Non-Gift Aid donations		5,018	-	5,018	10,281	-	10,281
		182,350	-	182,350	182,190	-	182,190
2(b) Charitable activities							
Donations for Church Property		3,450	-	3,450	1,071	-	1,071
Sundry		1,811	-	1,811	1,344	13	1,357
Fees		8,932	-	8,932	12,531	-	12,531
Recovered costs		7,159	-	7,159	8,593	-	8,593
Network magazine and yearbook		7,768	-	7,768	5,847	-	5,847
		29,120	-	29,120	29,386	13	29,399
2(c) Trading activities							
Saint Andrew's Centre	12	73,824	-	73,824	69,870	-	69,870
Saint Andrew's Centre Café	13	136,872	-	136,872	127,651	-	127,651
31 Narrow Lane		9,000	-	9,000	4,938	-	4,938
		219,696	-	219,696	202,459	-	202,459
2(d) Investments							
Bank interest		1,411	-	1,411	236	-	236
2(e) Other income							
Sundry		753	-	753	-	-	-

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2024

		Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
		2024	2024	2024	2023	2023	2023
		£	£	£	£	£	£
3. Resources Expended							
3(a) Charitable activities							
Church running and maintenance		25,542	-	25,542	21,085	-	21,085
Stable rooms		6,773	-	6,773	6,001	-	6,001
Church Supplies		2,852	-	2,852	1,824	-	1,824
Diocesan Parish Share		87,890	-	87,890	84,388	-	84,388
Clergy expenses		3,109	-	3,109	2,362	-	2,362
Mission giving		6,275	123	6,398	6,164	-	6,164
Staff costs		68,219	-	68,219	50,479	-	50,479
Youth work		2,039	-	2,039	841	-	841
Children's work		2,295	-	2,295	2,810	-	2,810
Community outreach		1,824	-	1,824	236	-	236
Training		3,652	-	3,652	1,454	-	1,454
Church magazine		7,157	-	7,157	6,978	-	6,978
Fees		3,755	-	3,755	7,419	-	7,419
Depreciation		4,942	19,710	24,652	4,942	22,648	27,590
Professional services		740	-	740	726	-	726
Independent examiner fees		2,365	-	2,365	2,220	-	2,220
Church office staff costs		22,740	-	22,740	16,826	-	16,826
Church office expenses		5,666	-	5,666	3,711	-	3,711
		257,958	19,833	277,668	220,466	22,648	243,114
3(b) Trading activities							
Saint Andrew's Centre	12	45,316	-	45,316	37,627	-	37,627
Saint Andrew's Centre Café	13	130,078	-	130,078	127,932	-	127,932
31 Narrow Lane		3,761	-	3,761	3,783	-	3,783
		179,155	-	179,155	169,342	-	169,342

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2024

3.1 Staff costs

Current year	Unrestricted funds	Restricted funds	Total funds
	2024	2024	2024
	£	£	£
Wages and salaries	159,491	-	159,491
National Insurance	7,301	-	7,301
Pension contributions	4,442	-	4,442
	171,234	-	171,234

Prior-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
	142,436	-	142,436

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 (2023: 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	
	-	

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2024

5a. Tangible Fixed Assets—Consolidated (2024)

	Freehold land and buildings	Fixtures and fittings	Computer equipment	Total
Cost:				
As at 1 January 2024	1,901,594	58,628	10,119	1,970,341
Additions	-	3,381	-	3,381
As at 31 December 2024	1,901,594	62,009	10,119	1,973,722
Depreciation				
As at 1 January 2024	274,141	56,387	10,119	340,647
Charges	25,318	1,557	-	26,875
As at 31 December 2024	299,459	57,944	10,119	367,522
Net book value				
As at 31 December 2024	1,602,135	4,065	-	1,606,200

Tangible Fixed Assets—Parent (2024)

	Freehold land and buildings	Fixtures and fittings	Computer equipment	Total
Cost:				
As at 1 January 2024	1,819,184	37,993	8,682	1,865,859
Additions	-	-	-	-
As at 31 December 2024	1,819,184	37,993	8,682	1,865,859
Depreciation				
As at 1 January 2024	259,348	35,859	8,682	303,889
Charges	23,670	982	-	24,652
As at 31 December 2024	283,018	36,841	8,682	328,541
Net book value				
As at 31 December 2024	1,536,166	1,152	-	1,537,318

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2024

5b. 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	1,901,594	58,628	10,119	1,970,341
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	274,141	56,387	10,119	340,647
Net book value				
As at 31 December 2023	1,627,453	2,241	-	1,629,694

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	1,819,184	37,993	8,682	1,865,859
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	259,348	35,859	8,682	303,889
Net book value				
As at 31 December 2023	1,559,836	2,134	-	1,561,970

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2024

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	
	2024	2023	2024	2023
	£	£	£	£
Tax on gift aid receivable	10,719	11,726	10,719	11,726
Other prepayments and accrued income	9,777	10,490	9,777	10,490
Loan to (café) subsidiary	-	-	39,598	39,598
	20,496	22,216	60,094	61,814

8. Liabilities

	Consolidated		Parent	
	2024	2023	2024	2023
	£	£	£	£
Amounts falling due in one year				
Tax and national insurance	3,341	2,375	2,512	1,499
VAT Liability	5,827	5,010	-	-
31 Narrow Lane mortgage	7,600	7,216	7,600	7,216
Credit Cards	831	570	394	255
Accruals & deferred income	2,240	2,240	2,240	2,240
Trade creditors	998	3,914	(81)	2,403
Advance receipts	384	36	384	36
	21,221	21,361	13,049	13,649

Amounts falling due after one year

31 Narrow Lane mortgage	31,393	36,624	31,393	36,624
	31,393	36,624	31,393	36,624

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2024

9. Funds

	Balances as at 1 January 2024 £	Incoming resources £	Resources expended £	Transfers £	Balances as at 31 December 2024 £
Unrestricted General Funds					
General Fund	348,648	432,041	(432,147)	4,942	353,484
Unrestricted Designated Funds					
Buildings Fund	295,711	-	-	(4,942)	290,769
Children and Young People	10,952	1,289	(3,993)	-	8,248
Weekend Away Fund	14,873	-	(850)	-	14,023
Restricted Funds					
St Andrew's Centre Fund	1,091,708	-	(19,710)	-	1,071,998
Vicar Discretionary Fund	523	-	(123)	-	400
Chancel Repair Fund	10,000	-	-	-	10,000
Total funds	1,772,415	433,330	(456,823)	-	1,748,922

	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

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2024

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.

These funds have not yet been spent, but there are plans for major repairs to be undertaken in the next few years.

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 (2023: £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 a dividend.

The Vicar and Churchwardens' Trust made no contribution during the year (2023: no contribution).

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2024

11. Net movement in Funds

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

	Consolidated		Parent	
	2024	2023	2024	2023
	£	£	£	£
Net movement in Funds	(23,493)	1,828	(30,288)	2,109
Add back depreciation charge	26,875	29,870	24,652	27,590
Deduct interest income shown in investing activities	(1,411)	(236)	(1,411)	(236)
Add back interest paid shown in financing activities	4,948	4,852	-	-
Change in debtors	1,720	(4,156)	1,720	(4,287)
Change in creditors	(5,371)	(7,664)	(5,831)	(6,444)
Change in stock	(1,500)	-	-	-
Net cash provided by (used in) operating activities	1,768	24,494	(11,158)	18,732

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.

	2024	2023
Income		
Net Lettings	70,824	66,870
Service charges	3,000	3,000
Expenditure		
Cleaning	4,342	4,791
Utilities	24,483	14,600
Staffing	12,000	12,000
Repairs and maintenance	4,491	6,236
Profit	28,508	32,243

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2024

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.

	2024	2023
Income	£	£
Turnover		
Cafe catering	135,319	126,172
Charity Items	50	223
Goods & Other	<u>1,503</u>	<u>1,256</u>
	136,872	127,651
Cost of Goods		
Catering	35,513	38,549
Non-food purchases	1,771	1,767
Plant Hire	250	409
	37,534	40,725
Gross Margin	99,338	86,926
Expenses		
Bank Charges	4,948	4,852
Catering equipment	617	79
Cleaning services	10,385	9,897
Operational Depreciation	576	632
IT & Telephony	1,125	1,137
Insurance	1,624	1,848
Marketing & Advertising	91	125
Office Supplies	1,136	831
Payroll Cost	68,276	63,197
Maintenance	1,970	2,725
Utilities	148	236
	90,896	85,559
Operating Profit/(Loss)	8,442	1,367
Capital Depreciation	<u>1,648</u>	<u>1,648</u>
Total Profit/(Loss)	6,794	(281)

The Parish of St Andrew with St Etheldreda, Histon

Notes to the Financial Statements

For the year ended 31 December 2024

14. Saint Andrew's Centre Café—Balance Sheet

	2024 £	2023 £
Assets		
Fixed Assets - Tangibles		
Commercial Buildings	65,971	67,619
Computer Equipment	-	-
Fixtures & Fittings	-	106
Plant & Machinery	2,911	-
	68,882	67,725
Current Assets		
Stock	3,000	1,500
Bank accounts	14,294	10,330
Undeposited Funds	1,087	454
	18,381	12,284
Total Assets	87,263	80,009
Liabilities		
Accounts Payable		
Accounts Payable	1,079	1,511
Liability - Current		
Payroll Liabilities	829	876
VAT Control	5,827	5,010
Café Credit Card	437	315
Liability - Long term		
St Andrew's PCC Loan	39,598	39,598
Total Liabilities	47,770	47,310
Net Assets - Liabilities	39,493	32,699
Shareholder Funds		
Called Up Share Capital (incl. premium)	90,000	90,000
Retained P&L	(57,301)	(57,020)
Profit & Loss	6,794	(281)
Total Shareholder Funds	39,493	32,699