

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended
31st December 2021

This report is prepared in accordance with Church Accounting Regulations 2006 and the requirements of the Charities Act 2011 and covers the activities of St Andrew's Parochial Church Council during the year ending 31st December 2021. In line with the provisions of the Charities Act the Parochial Parish Council is now registered as a charity (Charity Registration 1129280).

Administration Details

Incumbent	The Reverend Dan Heyward The Vicarage 46 Charlbury Road, Oxford OX2 6UX
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Bankers	Barclays Bank plc 211 – 213 Banbury Road Oxford OX2 7HH
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Auditors	Wenn Townsend 30 St Giles Oxford OX1 3LE
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Solicitors	Winckworth Sherwood 16 Beaumont Street Oxford OX1 2LZ
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Membership of the PCC/Trustees

Incumbent	The Reverend Dan Heyward
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Associate Vicar	The Reverend Paul White
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Curates	The Reverend James Dwyer (until September 2021) The Reverend Tom Murray The Reverend Judy Harvey (SSM) The Reverend Tom Howell (SSM) The Reverend Dr Elizabeth Pitkethly (SSM)
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Churchwardens	Miss Claire Lewis Mr Tim Cooper
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Annual Report and Financial Statements of the Parochial Church Council for the year ended
31st December 2021

Deanery Synod Representatives Mr Ian Barnetson (until April 2021)

Mrs Harriet Bayly
Ms Anna Bishop
Mr Stephen Pereira
Dr Mark Smith

Elected Members

Mr John Ashmore (until April 2021)
Mr Mathias Butler
Mr Charlie Cannell (from April 2021)
Mrs Fiona Crisp
Mr Michael Crofton Briggs
Mr Andrew Down (from December 2021)
Mr Conrad Dirckx
Mrs Rebecca Ekins
Ms Kate Faccini (until April 2021)
Mrs Sarah Gooding
Mrs Vanda Hodgkinson
Mrs Rachel Lane (until April 2021)
Mr Charles Olver
Mr Darrel Ross
Mr Steve Saunders (from April 2021)
Miss Sarah Smith (from April 2021)
Mrs Sarah Wilcock (until September 2021)

Structure, Governance and Management

St Andrew's Church is a single Church of England benefice in the Oxford Deanery of the Diocese of Oxford, and its PCC has the responsibility of co-operating with the Vicar in promoting in the parish the whole mission of the church: pastoral, evangelistic, social, and ecumenical.

The PCC comprises:

- . All ordained ministers beneficed or licensed to the parish.
- . Any deaconesses or lay workers licensed to the parish.
- . The Churchwardens, being actual communicants, whose names are on the electoral roll.
- . Readers as determined by the APCM (Annual Parochial Church Meeting).
- . Lay members of general, diocesan and deanery synods whose names are on the electoral roll.
- . Elected lay representatives
- . Co-opted members (at the PCC's discretion) not exceeding one fifth of the elected lay representatives.

The PCC operates through a number of different Working Groups which meet on a regular basis through the year and report monthly to the PCC.

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st December 2021

The Standing Committee is empowered to act on the PCC's behalf between meetings, planning PCC business, overseeing human resource issues and overseeing capital expenditure.

There are 5 working groups made up of PCC members and members of the church congregation to oversee the implementation of the strategy for the PCC.

These are:

- Children and Families
- Young People
- Whole Life Discipleship (currently in abeyance)
- World Mission Group
- Standing Committee

In addition, a Pastoral Care Committee was set up with the Associate Vicar as chair. This reports periodically to PCC.

The ministry and mission in Cutteslowe is now governed (since March 2020) by a Bishop's Mission Order. The PCC has representatives on the Cutteslowe Enabling Group – a forum through which governance for Cutteslowe is expressed alongside the other church partners (St. Michael's and All Angels, Summertown; St. Peter's, Wolvercote; and Summertown URC). The PCC also has a representative on the Elder's group for the Cutteslowe Community Church.

In 2021 a separate Eco Advisory project group was established. A race and justice project group has also met but has not been reported to the PCC.

The Chair of each of these working and project groups is a member of the PCC and the other members may also be from the PCC or from the church body who have skills and/or a special interest in the work of the group.

The day-to-day operations of the church's life are delegated to a staff team employed by the Council under the direction of The Revd Dan Heyward who holds the office of Vicar.

Appointment of lay representatives of the PCC

The elected lay representatives hold office for a three-year term, with one third of them retiring at the APCM each year. Churchwardens are elected annually. The APCM of St Andrew's has limited to six the number of years during which a lay representative may continuously hold office. A person qualified to be elected as a lay representative must be on the electoral roll of St Andrew's Church, be an actual communicant, be aged at least sixteen and have convinced the APCM of their willingness to serve.

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st December 2021

Introduction & Training of PCC members

On appointment, PCC members receive a document which outlines their legal responsibilities as trustees. Trustee members receive annually the Standing Orders, covering PCC and Working Group business, and major policy documents, such as the church's Safeguarding Policy. All PCC members are made aware of the issues facing council at its monthly business meeting and through the circulation of documents, discussion forums and the work of working & project groups. General information about the day-to-day ministry of the church is obtained through the Vicar's weekly email and regular fellowship with other church members. All PCC members are encouraged to get to know and support the employees of the church.

Responsibilities of the Parochial Church Council (PCC)

The PCC is responsible for preparing the Annual Report and Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, which applies to the Parochial Church Council, 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 incoming resources and application of resources of the PCC for that period. In preparing these financial statements the PCC is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the church will continue to operate.

The PCC is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the PCC and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts Reports) Regulations 2008, the Church Accounting Regulations 2006. It is 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.

The PCC is responsible for the maintenance and integrity of the Council and financial information included on the PCC's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Key Management Personnel

The church considers its key management personnel comprises of the Standing Committee plus the Operations Manager.

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st December 2021

The Standing Committee is made up of:

- The Vicar
- The Churchwardens, Treasurer, PCC Secretary, Lay Chair of the PCC and one/two other trustees from the PCC. They are all trustees.
- The Associate Vicar

The Associate Vicar and the Operations Manager are employed by the PCC.

The clergy are paid according to the stipend scale set by the Church of England.

A rolling programme of salary benchmarking for all non-clergy staff posts is in place. Every 5-6 years each post is compared to similar posts in the public, private and charity sector. All staff posts were reviewed in 2021.

Risk Management

The general finances of the church have received close attention and the financial position has been communicated at key points to enable church members to remain informed. The finances are discussed every other month by the PCC which has taken its responsibilities seriously.

COVID-19 has brought some disruption, but most staff have been able to work from home or office and church meetings have been held both online and in person. Risks were assessed and managed as conditions changed. Financial projections are reviewed and adjusted regularly and there is not expected to be a material impact in the medium-term.

Objectives and Activities for the Public Benefit

Aims of the Church

St Andrew's is an evangelical church family in North Oxford which draws a wide range of people from a wide range of places. Our desire is to glorify God by gathering people of all ages into His family, growing up in our faith and going out into Oxford and beyond to make a difference for Christ. To this end we are a seven-day-a-week church running a vibrant programme of events and ministries designed to help people of every age and stage in their Christian life grow in their relationship with God and each other.

Our vision is "To see lives transformed by Jesus" and we have three priority areas to help us shape our activity to achieve the vision.

- 1) **Transforming communities:** There are two key strands to this work. One is to encourage and promote Christian wisdom through discipleship, and courses that enable the church to connect with society in areas where there is a hunger for help. These include courses such as parenting courses, social media and internet awareness courses, marriage and marriage preparation courses, and consideration of how to deal with issues of ageing such as dementia and continued spiritual growth in the older years.

- 5 -

Registered Charity Number 1129280

St Andrew's Church, Linton Road, Oxford OX2 6UG
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Annual Report and Financial Statements of the Parochial Church Council for the year ended
31st December 2021

The second strand, encompasses the work we do within certain communities to see transformation on the ground. Church planned and organised activities primarily relate to North Oxford and Cutteslowe where we invest time and attention to encourage change within those communities. For North Oxford, we note the amount of loneliness – exacerbated in COVID lockdown, the quest to succeed academically and materially, and the consumer culture. For Cutteslowe, the challenges we note are particularly around disaffected young people, economic hardship, and relationship challenges. Questions of identity, and mental wellbeing span both communities. Church members are also involved in giving their time and energies to transforming their local communities in their neighbourhood and schools, workplaces, and through being part of charitable projects such as: Street Pastors; Oxford Winter Night Shelter; the Gatehouse; the Porch; Asylum Welcome; Oxford Pastorate, Oxford Schools Chaplaincy to name but a few. The church also supports, through its mission partners and through other mission agencies, transformation of lives and communities in other parts of the world.

Ultimately, we believe that true transformation comes through a knowledge and faith in Christ and so transforming communities includes our work of evangelism expressed mainly through one to one discussion and Alpha courses.

- 2) **Developing godly leaders:** our work in this area is less developed, although we have a history of being the place of worship, discipleship, and in some cases, training, for many godly leaders in both the secular and spiritual spheres. We are keen to ensure that our emphasis is on all the people of God whilst recognising that many in our number are appointed to positions of leadership, have a gift of leadership or are potential future leaders. Many of our mission partners invest particularly in training leaders, and St Andrew's is a place of training for those exploring ordained ministry. In 2021, we have welcomed 6 ordinands undertaking placements from local theological colleges, and we are training and benefitting from the ministry of 4 curates.
- 3) **Growing churches:** We understand that St Andrew's is a gathered community, and where possible, we would like to be able to support and resource other churches in the areas in which we live. Many people contribute to their local church alongside their commitment to St Andrew's. We are committed to seeing St Andrew's grow in depth as a church, and we would like to see our number grow as well.

We see ourselves as a church that grows other churches. That is through the deployment of godly leaders, but also through new initiatives to grow churches in existing and potentially new areas. The Cutteslowe Church has continued to flourish under the leadership of Rev Tom Murray, and under the auspices of the Bishop's Mission Order.

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended
31st December 2021

The values of St Andrew's are meant to mark out what we celebrate and value in St Andrew's rather than provide a prescriptive list of what any church does. We aspire to grow in these values as we grow in the fruits of the Spirit.

- a. Audacious Generosity – We are generous with one another and with the communities in which we live and serve. To see lives transformed by Jesus will mean that we see lives of audacious generosity in the church.
- b. Courageous Vulnerability - We are undefended, honest and vulnerable before God and before one another in order that we might help one another on the journey of faith, and so that the work of God's grace in our lives might be clearly shown. We expect to help others on their journey with God by seeing how He has helped us.
- c. Determined Service - We are called to serve, and we do so to one another without respect for status. We recognise that persistence in service is the call of Christ on His people – we are here to serve until Christ comes again or calls us home – and we are just one part of a long legacy of God's people in this place.

The activities employed to address our vision have been curtailed and often adapted due to the pandemic, but they include:

- Encouraging and facilitating prayer through monthly and weekly prayer meetings and regular teaching on prayer.
- The provision of four different styles of church services most Sundays, encouraging a wide range of people to be involved in wholehearted worship, including a range of activities for children and young people.
- Provision of small informal groups, notably house groups, but also more targeted groups such as Monday Mums, groups for 20-30 year olds, for older and retired folk, and discussion forums to explore Bible teaching on specific issues and its guidance and application to daily life.
- Running courses for the church and local community like parenting, marriage and marriage preparation.
- Voluntary opportunities to serve and care, through hospital visiting, welcoming visitors and providing meals.
- Provision of mid-week baby and toddler groups which are available to parents in the church and the local community.
- Provision of youth groups that meet on Sundays and during the week.
- Informal and formal youth work in Cutteslowe.
- Leading Cutteslowe Connected, a church in a local community, and facilitating the Cutteslowe Church Partnership.
- Provision of the church to outside bookings for meetings and concerts – and particularly through the provision of space for Oxford Schools Chaplaincy and Discovering Prayer.
- Opportunities for any church members to volunteer their time, talent and financial resources to support the ongoing work of the church.
- Support for different mission partners and organisations in the UK and abroad.
- Partnering with churches across Oxford and the Diocese in the gospel.

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st December 2021

The above strategies illustrate some of the ways in which the members of the PCC, as trustees, have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties.

Long-term Strategies and Yearly Objectives

The PCC understands that St Andrew's exists to see lives transformed by Jesus. This has been considered and discussed in various PCC meetings and church vision days and has been preached on repeatedly and communicated to the APCM as we have thought about our three key priorities in this context – developing godly leaders, growing churches and transforming communities.

The key long-term initiative has been to grow church in Cutteslowe within the Anglican framework of a Bishop's Mission Order. This was approved on 9th March 2020.

The PCC will work with clergy and the working groups to establish the strategies and objectives which will deliver the church's vision and mission. This process of objective setting will become part of the annual planning process of the PCC.

Grant Making Policies

Part of St Andrew's PCC commitment to be a resourcing church is evidenced in its financial commitment to individuals and organisations working throughout the world. The World Mission Working Group meets regularly to review circumstances and make recommendations to the PCC regarding the allocation of funds. The grants are normally set for each mission partner for the year ahead and the mission partner is informed.

There is also a Cutteslowe Community Fund which is used to respond to needs of people in Cutteslowe with small grants.

Use of Volunteers

Volunteers are involved in many different aspects of the work of the church.

All volunteers who are involved with children, young people and vulnerable adults are subject to DBS checks in line with St Andrew's Safeguarding Policy.

Safeguarding training is required in line with Diocesan and Church of England guidelines.

In respect of Safeguarding, the Parish Safeguarding Officer has been active in meeting with clergy, staff and ministry leads (in St Andrew's and Cutteslowe) and ensuring that the growth of a culture of safeguarding remains a priority with volunteers, staff and PCC. The PSO has a standing item on every PCC and SC agenda and makes a separate annual report to both PCC and APCM, reflecting on

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st December 2021

key trends, issues of note, audit and objectives. Important to note in 2021 are the following key initiatives:

- Implementation of new parish safeguarding dashboard to monitor progress
- Review and updating key policy documents (transport, domestic abuse, recruitment of ex-offenders and room hire)
- Further refinement of training requirements with new national framework
- A stronger approach to recruitment and supervision of staff and volunteers (Safer Recruitment and People Management Guidance 2021)

Achievements and Performance

Church Attendance

	2021	2020	2019	2018
Electoral Roll at the APCM	392	387	350	468
Attendance – 16 years plus week Second Sunday in October	282 (in person)	N/A	320	385
Attendance – under 16 years week Second Sunday in October	107 (in person)	N/A	101	123

Although attendance in person at services increased through the year as restrictions were eased all services were still live streamed with an estimated online view of 233 for the Second Sunday in October.

General Review of the Year

We outlined 6 key areas of focus for the year in 2021:

Continued emphasis on the centrality of prayer

Prayer has been at the heart of the activity of the church in 2021 – with prayer meetings online and in person, prayer ministry in services and intercessory prayer interwoven through services. Prayer meetings include the monthly Prayer and Praise meeting, as well as weekly Anglican morning prayer, the “Seek First” prayer meeting and church Friday morning prayer each week. A regular rhythm of prayer for Cutteslowe has also emerged with a weekly and a monthly prayer meeting.

We have been delighted to ensure that four distinct services can take place on a Sunday through 2021 – each with their own particular style, yet coming together under a common vision, and a focus on prayer. The 9.30am service has continued to transition in terms of style and content – until September 2021 it was an all-age service every week with congregation seated around tables - highly accessible worship for all ages. From September, we were delighted that children and youth work

Annual Report and Financial Statements of the Parochial Church Council for the year ended
31st December 2021

could start up again during the 9.30am service and we continue to work through appropriate intergenerational worship for this new season.

House groups have continued to be a core part of our midweek prayerful worship, and a place of prayerful support and now have a regular timetable with a mix of centrally run initiatives (such as the Lent course), centrally provided programmes for home group study and locally provided programmes. Many small groups have found that they have been fundamental to providing pastoral care and engagement during the pandemic.

Embedding the vision, priorities and values into ministries across the church

The presentation at the (delayed) APCM in 2020, together with the launch of the new logo, website and brand identity was well received and gave impetus to a set of communication activities across the church to apply vision, priorities and values across all our ministries. This continues, and the vision, priorities and values are now consistently referred to in communications and will be a feature of communication going forward. A key step in embedding these priorities and values into the lifeblood of the church will be seeking to align the work of PCC working groups and priorities for specific ministries with the church strategy.

Continued emphasis on youth ministry and integration & emphasis on 20s/30s in St Andrew's – particularly with the 6pm service

The place of children, young people and young adults in the corporate life of worship in St Andrew's is crucial.

The Youth strategy (approved by PCC in 2021) focuses on growth and investment in small groups and integration of youth into the wider body of the church. This strategy is seeing the young people well connected in small groups and a growing body of young people at the 6pm service in particular (although not exclusively). Young people actively participate in the overall worship and service of the church particularly in music and helping with technology (sound desk, cameras, projection) – but particularly at the "All in" services where there are no children/youth meetings during the service, and families are encouraged to attend together.

Growth in the 20s/30s age group continues to be slow and challenging. There are two small groups that are predominantly 20s/30s or post-graduate groups, but this is a highly mobile population and we have struggled to grow community here.

The 6pm service has grown considerably as we have exited the pandemic and is helped by the large number of children and young people attending. We hope to reinstate community cohesive activities such as food together in the coming months.

Annual Report and Financial Statements of the Parochial Church Council for the year ended
31st December 2021

Continued investment in Cutteslowe and support of the leadership under the new Bishop's Mission Order for the Cutteslowe Church

A Bishop's Mission Order was agreed and signed for the Cutteslowe Church on 9th March 2020. Revd Tom Murray is the named leader of the Cutteslowe Church and has the support of St Michael's Summertown and St Peter's Wolvercote in developing mission and ministry in that area of Oxford.

Governance of the BMO sits with the Cutteslowe Enabling Group on which Vanda Hodgkinson, Tom Murray and Dan Heyward sit alongside colleagues from the St Peter's, St Michael's and the Summertown URC.

The freedom and permissions given by the new BMO, alongside the opportunity presented by the pandemic have allowed for significant flourishing of the ministry in Cutteslowe.

Highlights in 2021 have included:

- With "in person" church possible in 2021, the Cutteslowe Connected Church moved to meeting in the school to allow for more people in one place. Provision of groups for u-11s has been a significant step forward.
- Sacramental ministry has developed in Cutteslowe Connected Church in 2021, with baptism and thanksgiving services, but particularly with the introduction of Holy Communion at the church. Care has been taken to teach into the importance and meaning of sacraments and liturgy has been adapted to take into account context and intergenerational worship.
- Continuation of the Cutteslowe Community Larder – a partnership with SOFEA. This is a paid membership set up which not only addresses food insecurity but also increases community and addresses issues of food wastage. This presents a number of opportunities for wrap around services and support for the community such as benefits provision and debt advice.
- Continued chairing of the Cutteslowe Community Partnership – a partnership venture of key community agencies looking to establish and reinforce community relationships in the area. Fruit from this venture includes the Cutteslowe Light Trail with the Oxford North Wall and the possibility of a "Love Cutteslowe" venture in the future.
- Christmas Dinner provided for 140 people in partnership with St Edward's School provided through the Larder – with associated invitations to services.
- There are now three "Connect" groups – regular smaller group gatherings – which help discipleship, pastoral care and accountability in the church. In addition, a weekly youth group now occurs to encourage faith in teenagers.

Annual Report and Financial Statements of the Parochial Church Council for the year ended
31st December 2021

Establishing an Eco Advisory Group to help the church respond to key themes going into and coming out of COP26

The St Andrew's Retirement Network ran a fabulous zoom workshop in January 2021 on Creation Care. Speakers included Dave Bookless (A Rocha) and Margot and Martin Hodson (John Ray Initiative and Diocese of Oxford). Following this, an Eco Advisory Group was established by the PCC in April 2021 in order to continue the focus on Creation Care throughout the church.

That group worked with clergy and youth pastor to ensure that there was a focus on creation care as a discipleship theme in the light of COP26 – and this was central in preaching, services and prayer meetings before, during and post COP26.

The Eco Advisory Group have also reviewed the Eco Church audit and Energy Audit and given suggestions to the PCC and the Operations team to take this forward.

Building team and a common purpose across the church – within staff team and beyond

With four curates in training at St Andrew's we recognise our responsibilities in developing godly leaders, and in supporting endeavours beyond our own parish. We were sad to say farewell to James Dwyer and family in August 2021 as James completed his curacy and was appointed as incumbent of Flackwell Heath. We are tremendously grateful to James and Cheryl for their ministry at St Andrew's.

We added Kristen Ranker to complete the Operations team, as she took up the part time role of Administrator in June 2021, with a focus on Buildings and Contract Management.

We also participated in the government's "Kickstarter" programme, and as part of our desire to develop leaders, were able to employ under this scheme a communication administrator from November 2021. This scheme seeks to find placement and work for young people seeking first time employment.

In addition to this, the following should be noted:

We continue to be a church that seeks to make disciples. Men's and women's ministry groups continued to meet online and in person when possible at key moments in the year – primarily in breakfast meetings or evening events (such as advent craft evenings). There were numerous events which sought to build community in 2021 where that was possible – including picnics in the park, coffee mornings and walks, and an open vicarage garden for tea and scones weekly in the Summer.

Care of the elderly happened through the regular calls and ministry of the pastoral visiting team and by clergy.

Parenting courses, championed by Vicky Lavy who has become a Care for the Family co-ordinator, have been well received. The marriage preparation course was expertly run by Andy and Andrea West.

Annual Report and Financial Statements of the Parochial Church Council for the year ended
31st December 2021

For our children, Lesley Dentry, our Children and Families worker, continues to ensure that there is a varied and meaningful provision of opportunities for young people to grow in their journey of faith – through Sunday groups, midweek social events, and baby and toddler groups. Reviewing the intergenerational worship journey of the church is a key next step.

We continue to support our mission partners overseas and in the UK. In 2021, many of our mission partners were in the UK due to the pandemic, sickness or in-country conflict. We were able to continue to support our mission partners, and to accept two new partners – Judy and Tim Rous who intend on going to the DRC.

Behind the scenes, ChurchSuite continues to be developed as our key communication platform. New expense management and financial systems have much improved back office administration and reporting, and all our IT is now cloud-based.

The building continues to be actively used with the local community. Monday Mums and Baby and Toddler Groups were well attended. External users included ballet classes, Pilates classes, distance learning tuition and choirs. We continue to offer office space to Oxford Schools Chaplaincy (OSC) and Discovering Prayer.

Financial Review

Total income for the year amounted to £712,519 (2020: £745,640) and total expenditure came to £651,772 (2020: £663,301) giving a surplus of £60,747 (2020: £82,339) which continued the encouraging pattern from 2020, particularly in the light of the difficulties caused by the COVID-19 pandemic.

The main source of income is donations from church members to the unrestricted Mission and Ministry Fund which decreased to £592,235 (the 2020 figure of £610,776 included a substantial one-off donation). These are supplemented by two gift days for World Mission and the work in Cutteslowe.

Unrestricted expenditure was £574,260 (2020: £565,594). Most of our expenditure goes to supporting our own directly employed staff, including those working in Cutteslowe, our mission partners, and our contribution to the Diocese (the parish share) which indirectly provides for the Vicar and one curate. Although activities were carried out online rather than in person for a substantial part of the year, this has little impact on expenditure, which remained at a similar level to the previous year.

Grants totalling £55,961 (2020: £58,979) were made during the year, principally to mission partners.

Cash Flow

The cash flow analysis for 2021 shows an increase in the cash position during the year.

Annual Report and Financial Statements of the Parochial Church Council for the year ended
31st December 2021

Reserves policy

The PCC strives to ensure that sufficient reserves are held to maintain its ministry and honour its obligations to the Diocese, its staff and those it supports from its funds. Part of this obligation is to ensure that the buildings are maintained in good condition so that they can provide for this and future generations of members.

The target range is between £75,000 and £125,000 which represents approximately 1.5 to 2.5 months of Mission and Ministry Fund expenditure.

At the end of 2020 the balance in the unrestricted Mission and Ministry Fund was £286,037. By the end of 2021 this figure had increased to £333,201. Taking off the fixed assets, this represents a freely available reserve of £207,437, compared with the equivalent figure of £154,127 at the end of 2020.

The PCC has set a budget for 2021 assuming a deficit for the year of around £60,000. Allowing for the possibility of continuing impacts from the COVID-19 pandemic, the budget includes only a small increase in giving, and a number of expenditure items can, if necessary, be deferred (though not indefinitely).

Investment policy

The PCC has the power to invest unused funds and to generate income from investments. To achieve this, they have opted to keep funds liquid during the year and generate cash returns whilst doing so.

Risk Analysis

As part of its responsibilities the PCC maintains an overview of the various activities of the church to ensure that the best current practice is followed. Policies are in place for particular areas of the work of the church.

Plans for the Future

Looking ahead, specific goals for 2022 include:

- Continued emphasis on the centrality of prayer and worship;
- Support and rebuild staff team and give confidence to returning congregations, providing opportunities to build community and celebrate – invest in small groups;
- Embedding the vision, priorities and values into ministries across the church – specifically through development of a community café, developing a ministry trainee scheme, and engaging with community needs as they arise
- Continued investment in Cutteslowe to see the Cutteslowe Connected Church flourish, and incorporation of strategy for new estates emerging;

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended
31st December 2021

- Clarity of strategy on intergenerational church developing youth and children's ministry in the church and our "all age" times together
- Continued emphasis on Creation care in all our decision making

This Annual Report was approved by the members of the PCC at their meeting on the 11th April 2022 and signed on their behalf by:

Claire Lewis (Churchwarden) Date

Andrew Down (Treasurer) Date

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended
31st December 2021

**Independent Auditor's Report to the Trustees of The Parochial Church Council of the Ecclesiastical
Parish of St Andrew's, Oxford**

Opinion

We have audited the financial statements of The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford (the 'charity') for the year ended 31st December 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31st December 2021, and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Annual Report and Financial Statements of the Parochial Church Council for the year ended
31st December 2021

**Independent Auditor's Report to the Trustees of The Parochial Church Council of the Ecclesiastical
Parish of St Andrew's, Oxford (continued)**

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt about the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Annual Report and Financial Statements of the Parochial Church Council for the year ended
31st December 2021

**Independent Auditor's Report to the Trustees of The Parochial Church Council of the Ecclesiastical
Parish of St Andrew's, Oxford (continued)**

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on pages 3 and 4, the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- Enquiry of management, those charged with governance around actual and potential litigation and claims;
- Enquiry of entity staff in tax and compliance functions to identify any instances of non-compliance with laws and regulations;
- Reviewing minutes of meetings of those charged with governance;
- Reviewing internal audit reports;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for bias.

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended
31st December 2021

**Independent Auditor's Report to the Trustees of The Parochial Church Council of the Ecclesiastical
Parish of St Andrew's, Oxford (continued)**

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Wenn Townsend, Statutory Auditor
30 St Giles
Oxford
OX1 3LE

.....2022

Wenn Townsend is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended
31st December 2021

Statement of Financial Activities

			2021	2021	2021	2020	2020	2020
		Note	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
			£	£	£	£	£	£
Income								
	Donations and legacies	4	592,235	87,028	679,263	610,776	92,224	703,000
	Charitable activities	5	16,578	165	16,743	23,835	191	24,026
	Investments	6	196	0	196	107	0	107
	Other	7	11,971	4,346	16,317	13,971	4,536	18,507
Total Income			620,980	91,539	712,519	648,689	96,951	745,640
Expenditure								
	Church Ministry	9	539,535	56,276	595,811	535,607	68,715	604,322
	Outside Giving	10	34,725	21,236	55,961	29,987	28,992	58,979
Total Expenditure			574,260	77,512	651,772	565,594	97,707	663,301
Net incoming/(outgoing) resources before transfers			46,720	14,027	60,747	83,095	-756	82,339
Gross Transfers between funds		16,17	9,756	-9,756	0	3,501	-3,501	0
Net movements of funds			56,476	4,271	60,747	86,596	-4,257	82,339
Balances brought forward at 1 January			555,643	59,984	615,627	469,047	64,241	533,288
Balances carried forward at 31 December			612,119	64,255	676,374	555,643	59,984	615,627

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended
31st December 2021

Balance Sheet

		Note	2021 £	2020 £
Tangible Fixed Assets				
	Property		449,321	449,321
	Other fixed assets		117,750	125,965
		11	567,071	575,286
Current Assets				
	Debtors	12	69,369	65,647
	Cash at bank and in hand		230,318	178,777
			299,687	244,424
Creditors: amounts falling due within one year				
	Creditors and accruals	13	-19,981	-24,368
	Bank borrowing repayable within one year	14	-8,580	-8,580
			-28,561	-32,948
Net Current Assets			271,126	211,476
Total Assets less Current Liabilities			838,197	786,762
Creditors: amounts falling due after more than one year				
	Bank borrowing repayable after more than one year	14	-161,823	-171,135
Total Net Assets		15	676,374	615,627
Unrestricted Income Funds				
	Mission & Ministry Fund		333,201	286,037
	Capital Asset Fund		278,918	269,606
		16	612,119	555,643
Restricted Income Funds		17	64,255	59,984
Total Accumulated Funds			676,374	615,627

These accounts were approved by the members of the PCC at their meeting on the 11th April 2022 and signed on their behalf by:

Claire Lewis (Churchwarden) Date

Andrew Down (Treasurer) Date

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st
December 2021

Statement of Cash Flow

			2021	2020
			£	£
Cash flows from operating activities:		Note		
	Net cash provided by operating activities		78,447	69,111
Cash flows from investing activities:				
	Dividends, interest and rents from investments	6	196	107
	Purchase of property, plant and equipment	11	-17,790	-67,383
	Net cash used in operating activities		-17,594	-67,276
Cash flows from financing activities:				
	Repayment of borrowing	14	-9,312	-8,911
	Net cash used in financing activities		-9,312	-8,911
Change in cash and cash equivalents in the year			51,541	-7,076
	Cash and cash equivalents at the beginning of the year		178,777	185,853
	Cash and cash equivalents at the end of the year		230,318	178,777

Reconciliation of net income to net cash flow from operating activities

		2021	2020
		£	£
Net income for the year as per the Statement of Financial Activities	Note	60,747	82,339
Adjustments for:			
	Depreciation charges	11	26,005
	Dividends, interest and rents from investments	6	-196
	Decrease (+) / Increase (-) in debtors	12	-3,722
	Increase (+) / Decrease (-) in creditors	13	-4,387
Net cash provided by operating activities		78,447	69,111

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st
December 2021

Notes on the financial statements

1. Explanatory notes to the financial statements

Basis of preparation and assessment of going concern

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (2019) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011. The accounts are presented in a format compatible with the Church Accounting Regulations 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

2. Accounting policies

a) Income

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

Voluntary Income:

- **Collections** are recognised when received by and on behalf of the PCC.
- **Planned giving** is recognised when received, except for gifts in advance of the period for which they are pledged, which are included in deferred income. Where a donor specifies that a gift is to be spent over a future period beyond the end of the financial period covered by the SOFA then the gift is shown as a liability in the balance sheet at the year end and will be recognised as income in future financial periods in accordance with the donor's wishes.
- **Income tax recoverable** on gift aid donations is recognised when the donation is received.
- **Legacies:** entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

b) Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

- **Grants and donations** are accounted for when paid, or when awarded if that creates a binding obligation for the PCC.
- **The Diocesan Parish Share** is accounted for when due for payment.
- **Irrecoverable VAT** is charged against the expenditure heading for which it was incurred.

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st
December 2021

c) Fund accounting

- **General Funds (unrestricted)** are referred to by the PCC, and therefore in these financial statements, as the 'Mission and Ministry Fund'. This represents the funds of the PCC that are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC as set out in the Church's Vision Statement.
- **Designated Funds** are that part of the unrestricted funds earmarked by the PCC for a particular purpose.
- **Restricted Funds** represent those funds to be used for specific purposes as requested by the donor.

The PCC does not usually invest for each fund separately and interest is attributed to the Mission and Ministry Fund.

d) Fixed assets and depreciation

Fixed Assets are stated at cost less accumulated depreciation and accelerated write offs.

Consecrated and benefice property is excluded from the accounts by section 10(2) of the Charities Act 2011.

In line with this policy all costs associated with the construction of the permanent annexe along the south side of the church, referred to as the Jubilee Project, were written off as incurred.

Moveable church furnishings held by the churchwardens on special trust for the PCC and which will require a faculty for disposal since the PCC considers this to be inalienable property, are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case, the item is not capitalised, but all items are included in the church's inventory.

Tangible fixed assets costing over £1,000, with a useful life of over one year, are capitalised and depreciated on a straight-line basis over the length of their expected useful life as follows.

Property Fittings	5-15 years life	7-20% annual depreciation rate
Furniture and Av equipment	3-10 years life	10-33% depreciation rate

The value of the house purchased during 2011 and occupied by the Associate Vicar is accounted for at purchase value plus the cost of capital improvements. The house is not being depreciated on the basis that annual expenditure on repairs and upkeep maintains the property to a high standard, and as such, its useful life is extended into the foreseeable future and any depreciation would be immaterial.

e) Other cash accounts under church control

Certain church groups are responsible for their own petty cash accounts which are partly funded by the church and the balances on these accounts at the year-end have been included in incoming resources from church activities. Both the income and expenditure for the office petty cash account have been recorded in these accounts and the cash in hand balance carried forward.

f) Current assets

Amounts owing to the PCC at the year-end date in respect of fees, gift aid recoverable or other income are shown as debtors less provision for amounts that may prove uncollectible.

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st
December 2021

g) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

h) Creditors

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

i) Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC

j) Pensions

Contributions to the St Andrew's Church defined contribution scheme are included in the accounts where payable.

k) Going Concern

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements, including expectations for the potential impact of COVID-19 on the charity. They have concluded that the budgeted income and expenditure is sufficient with the level of reserves held for the charity to be able to continue as a going concern.

3. Related Party Transactions

Grant payments

From time to time the PCC authorises grant payments from the Mission and Ministry Fund and from restricted funds to individuals and organisations who have connections to Trustees of the charity serving on the PCC. The details of such payments during the year are as follows

			2021	2020
			£	£
Grant Recipient	Trustee	Relationship		
Innovista International - Jason Lane	Rachel Lane	Wife of Jason Lane	6,500	6,480
Jason Lane	Rachel Lane	Wife of Jason Lane	50	50
Oxford Pastorate (OP)	Mark Smith	Husband of Jane Smith, OP employee (to April 2020)		
	Sarah Wilcock	Wife of Colin Wilcock, OP Finance Manager (to Sept 2020)	750	750
Oxford Schools Chaplaincy (OSC)	Andrew Down	Husband of Frances Down, OSC trustee		
	Dan Heyward	OSC trustee	750	750
Church Mission Society (CMS)	Rachel Lane	Daughter of Charles Clayton, CMS trustee	10,500	11,530

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st
December 2021

Donations

The aggregate value of donations made to the church by Trustees who served as PCC members during the year was £46,731 to the Mission and Ministry fund (2020: £65,226), and £8,036 to restricted funds (2020: £4,612). This does not include tax reclaimed under the Gift Aid scheme on these donations.

4. Donations and legacies

	2021	2021	2021	2020	2020	2020
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
Planned - supported by Gift Aid	293,913	17,100	311,013	287,722	19,430	307,152
Planned - other	146,136	9,340	155,476	143,814	11,635	155,449
Freewill collections	20	0	20	2,963	15	2,978
One-off donations - supported by Gift Aid	2,789	17,333	20,122	41,555	25,856	67,411
One-off donations - other	44,726	29,462	74,188	52,403	22,422	74,825
Grants received	1,000	5,000	6,000	0	0	0
Gift Aid	73,651	8,793	82,444	82,182	12,866	95,048
Legacies	30,000	0	30,000	137	0	137
Total Donations and Legacies	592,235	87,028	679,263	610,776	92,224	703,000
Special Collections included in figures above						
World Mission Week	0	12,253	12,253	0	18,800	18,800
Harvest	0	31,218	31,218	0	20,571	20,571
	0	43,471	43,471	0	39,371	39,371

5. Income from Charitable Activities

Income from church ministry activities is generated when a contribution is made by participants towards the costs of the activity e.g. lunch club.

	2021	2021	2021	2020	2020	2020
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
Church ministry activities	16,578	165	16,743	23,835	191	24,026
Total Income from Charitable Activities	16,578	165	16,743	23,835	191	24,026

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st
December 2021

6. Income from Investments

	2021	2021	2021	2020	2020	2020
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
Bank Interest	196	0	196	107	0	107
Total Income from Investments	196	0	196	107	0	107

7. Other Income

	2021	2021	2021	2020	2020	2020
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
Hire of church	4,255	0	4,255	4,272	0	4,272
Feed in tariff	1,197	0	1,197	1,523	0	1,523
Income under Job Retention Scheme & Kickstart	5,963	0	5,963	8,136	4,244	12,380
Other	556	4,346	4,902	40	292	332
Total other Income	11,971	4,346	16,317	13,971	4,536	18,507

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st
December 2021

8. Staff Costs & Trustee Remuneration

	2021	2020
	£	£
Wages & salaries	247,554	246,017
Social security costs	15,331	16,309
Pension costs	39,546	38,448
Total staff costs	302,431	300,774

Equivalent full time staff	9.7	7.0
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A stakeholder pension scheme is in operation and, where appropriate, St Andrew's PCC contributes 10% of gross salary for each employee. Outstanding contributions owing to the pension scheme at 31st December 2021 were £1,344.46 (2020 - £1,128).

The church considers its key management personnel to comprise the Standing Committee plus the Operations Support Manager.

The Standing Committee is made up of:

- The Vicar and Associate Vicar
- The churchwardens, PCC secretary, treasurer, lay chair of the PCC and one or two other members of the PCC. These are all Trustees. No remuneration was paid to any lay members of the PCC during the current or preceding year, including those on the Standing Committee.

The clergy are paid according to the stipend scale set by the Church of England. The Vicar is paid by the Diocese of Oxford. The Associate Vicar and the Operations Support Manager are employed by the PCC and paid by the Church.

The total key management personnel remuneration for the year was £86,741 including housing and pension costs (2020: £86,065). No employee received £60,000 or more during the current or preceding year. No expenses were reimbursed to any members of the PCC in respect of their role as Trustees during the current or preceding year.

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st
December 2021

9. Expenditure - Church Ministry	2021	2021	2021	2020	2020	2020
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
Staff – direct ministry	141,733	45,485	187,218	132,274	58,545	190,819
Staff – support	115,213	0	115,213	109,955	0	109,955
Training	2,437	39	2,476	2,385	0	2,385
Staff housing costs	36,706	0	36,706	43,394	0	43,394
Misc. staff costs including travel & subsistence	5,343	522	5,865	4,194	292	4,486
Sub-total staff costs	301,432	46,046	347,478	292,202	58,837	351,039
Diocesan parish share	114,734	0	114,734	114,734	0	114,734
Audio Visual systems depreciation & maintenance	12,322	1,826	14,148	8,176	7,305	15,481
Church Activities	22,748	7,898	30,646	32,566	1,847	34,413
Sub - total other ministry	149,804	9,724	159,528	155,476	9,152	164,628
Insurance, light, heat, water	17,422	0	17,422	18,486	0	18,486
Major repairs	2,668	0	2,668	8,500	0	8,500
Minor repairs & cleaning	7,995	0	7,995	6,933	0	6,933
Minor equipment	14,740	0	14,740	11,077	0	11,077
Sub-total Property costs	42,825	0	42,825	44,996	0	44,996
Telephone, postage, stationery, photocopying	6,995	0	6,995	7,545	0	7,545
Fixtures & fittings depreciation & maintenance	11,046	243	11,289	9,950	244	10,194
IT equipment depreciation & maintenance	19,697	0	19,697	15,402	0	15,402
Bookkeeping fees & system	1,800	0	1,800	4,098	0	4,098
Fees, subs & legal	2,336	263	2,599	2,518	482	3,000
Sub-total Other Overheads	41,874	506	42,380	39,513	726	40,239
Audit costs	3,600	0	3,600	3,420	0	3,420
PCC costs	0	0	0	0	0	0
Sub-total Governance	3,600	0	3,600	3,420	0	3,420
Total expenditure Church Ministry	539,535	56,276	595,811	535,607	68,715	604,322

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st
December 2021

10. Expenditure - Outside Giving

	2021	2020
	£	£
Grants from Mission and Ministry Fund		
European Christian Mission - Chris & Sarah Downing	0	5,320
CMS - Tim Curtis	8,000	7,840
Innovista International - Jason Lane	6,500	6,480
Pioneers UK - Lindsey Capper	4,500	4,360
SIM International - Jill Ireland	5,500	5,600
Serving in Mission - Sarah Dorman	5,000	5,000
Dayspring - Margaret & Jonathan Lamb	0	2,280
CMS - Berdine van den Toren	2,500	3,690
Wycliffe Bible Translators - Nim & Tim Kempton	3,000	3,500
OCMS student - Elisama Daniel	5,000	0
Friends International	750	750
Love Sierra Leone	750	750
Oxford Pastorate	750	750
Oxford Schools Chaplaincy	3,750	750
NOOC	500	500
Amounts included above in total grants to mission partners which were funded from restricted giving	-12,225	-19,512
Small grants to individuals	450	1,929
Sub-total Grants from the Mission and Ministry Fund	34,725	29,987

Grants from Restricted Funds		
Various Mission Partners partly funded through restricted giving	12,225	19,512
Homeless charities - Christmas collections*	3,644	4,480
Elisama Daniel OCMS student	0	5,000
Small grant to organisations	3,323	0
Small grants to individuals	2,044	0
Sub -total Grants from Restricted Funds	21,236	28,992

Total Expenditure - Outside Giving	55,961	58,979
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The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st
December 2021

11. Fixed Assets

	Freehold Property	Property Fittings incl Solar Panels	Jubilee Project Furniture & AV equipment	Computer & Sound Equipment	Total
Cost	£	£	£	£	£
At 1 January 2021	449,321	106,387	42,935	79,309	677,952
Additions	0	12,052	0	5,738	17,790
Disposals	0	-788	0	-5,579	-6,367
At 31 December 2021	449,321	117,651	42,935	79,468	689,375

Depreciation					
At 1 January 2021	0	17,746	40,299	44,621	102,666
Charge for the year	0	11,046	2,069	12,890	26,005
Disposals	0	-788	0	-5,579	-6,367
At 31 December 2021	0	28,004	42,368	51,932	122,304

Net Book Value					
At 31 December 2021	449,321	89,647	567	27,536	567,071

At 31 December 2020	449,321	88,641	2,636	34,688	575,286
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The freehold property above is a house purchased for the Associate Vicar in 2011. The cost represents the purchase price of the property (£360,000) plus the cost of improvements, including an extension (£89,321). The PCC are of the opinion that the present value of the house is not less than £449,321.

There were a number of new laptops and a desktop purchased in 2021 which account for the additions to the computer and sound equipment. A new dishwasher, access system and external noticeboards were additions to the property fittings including solar panels.

12. Debtors

	2021	2020
	£	£
Tax recoverable (Gift Aid)	45,384	59,725
Prepayments and accrued income	19,650	3,754
Other debtors	4,335	2168
Total debtors	69,369	65,647

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st
December 2021

13. Creditors & Accruals

	2021	2020
	£	£
Accruals	7,867	11,993
Deferred revenue	1,230	2,412
Creditors for other goods & services	10,884	9,963
Total creditors < one year	19,981	24,368

14. Bank Borrowing

	Handelsbanken		2021	2020
	Loan 1	Loan 2	Total	Total
	£	£	£	£
Balance outstanding at 31 December			170,403	179,715
Repayable within one year			8,580	8,580
Repayable after more > one year	0	0	161,823	171,135

The two loans above, totalling £170,403 at the year-end, were entered into by the PCC in order to fund the purchase of the Associate Vicar's house. These were used to supplement the designated "Capital Asset Fund" set aside for this purpose by the PCC from general funds.

Both loans are repayable over a period of 25 years commencing in 2011 and are secured on the Associate Vicar's house. Interest is payable at 2.0% above Handelsbanken base rate (at 31 December 2021 the base rate was 1.0% and interest was payable at 3.0%).

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st
December 2021

15. Analysis of Net Assets by Fund

	Unrestricted Funds		Restricted Funds		Total
	Capital Asset	Mission & Ministry	Jubilee Project	Other restricted	
	£	£	£	£	£
Tangible Fixed Assets	278,918	287,586	567	0	567,071
Current Assets	0	235,999	0	63,688	299,687
Current Liabilities	0	-28,561	0	0	-28,561
Long Term Liabilities	0	-161,823	0	0	-161,823
At 31 December 2021	278,918	333,201	567	63,688	676,374
Tangible Fixed Assets	269,606	303,044	2,636	0	575,286
Current Assets	0	187,075	0	57,348	244,423
Current Liabilities	0	-32,948	0	0	-32,948
Long Term Liabilities	0	-171,135	0	0	-171,135
At 31 December 2020	269,606	286,036	2,636	57,348	615,626

16. Unrestricted Income Funds

	Balances brought forward	Income	Expenditure	Surplus for year	Transfers from/ (to) funds	Balances carried forward
	£	£	£	£	£	£
Mission & Ministry Fund	286,037	620,980	574,260	46,720	444	333,201
Capital Asset Fund	269,606	0	0	0	9,312	278,918
Totals 2021	555,643	620,980	574,260	46,720	9,756	612,119
Mission & Ministry Fund	271,726	648,689	565,594	83,095	-68,784	286,037
Capital Asset Fund	197,321	0	0	0	72,285	269,606
Totals 2020	469,047	648,689	565,594	83,095	3,501	555,643

The Capital Asset Fund represents the monies invested in the Associate Vicar's house, made up of the initial investment in 2011 and the subsequent loan repayments.

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st
December 2021

17. Restricted Income Funds

	Balances brought forward	Income	Expenditure	Surplus/ (deficit) for year	Transfers from/(to) unrestricted	Balances carried forward
	£	£	£	£	£	£
Jubilee Project	12,458	8,250	2,153	6,097	-9,756	8,799
Cotteslowe (incl Harvest)	17,143	57,670	48,798	8,872	0	26,015
Cotteslowe Community Fund	7,574	7,164	6,860	304	0	7,878
World Mission	10,722	12,254	12,253	1	40	10,763
Mission Partners (personal)	290	0	250	-250	-40	0
Science & Faith	1,643	0	0	0	0	1,643
Christmas Collections	2,422	3,590	3,685	-95	0	2,327
COVID-19 Fund	4,381	400	400	0	0	4,381
Other specified gifts	3,351	2,211	3,113	-902	0	2,449
Totals 2021	59,984	91,539	77,512	14,027	-9,756	64,255
Totals 2020	64,241	96,951	97,707	-756	-3,501	59,984

The Jubilee Project refers to the construction of a new permanent building south of the Church and the reconfiguration and improvement of the existing "wrap-around" extension. The building project completed on 25 March 2015 and all costs relating to the construction of the building have been written off as incurred against the restricted Jubilee Project Fund. All costs of the original building project have been met and the remaining funds will be spent over time on maintaining, furnishing and equipping the Jubilee building. During 2021 restricted Jubilee Project funds were used to purchase a dishwasher and external noticeboards worth £9,756. The value of these items funded from the restricted funds was transferred on purchase to the unrestricted Mission and Ministry Fund.

The Cotteslowe Fund represents collections made during Harvest as well as other regular giving specifically for the work supported by the Church in Cotteslowe. The work in Cotteslowe is also supplemented by funds made available from the Mission and Ministry Fund.

The Cotteslowe Community Fund represents donations made for work in the Cotteslowe Community including the Cotteslowe Larder.

World Mission represents collections made during World Mission Week and other gifts restricted to mission. It is used to support mission partners and other specific projects.

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's, Oxford

Annual Report and Financial Statements of the Parochial Church Council for the year ended 31st
December 2021

Other restricted funds represent donations made to the Church to support specific projects or activities. The year-end balance includes Christmas 2021 donations for projects working with asylum seekers and the homeless.

18. Cutteslowe

	Cutteslowe Restricted	Harvest & One-off Restricted	Mission & Ministry Grant	Total
	£	£	£	£
Donations	21,455	29,096	14,173	64,724
Gift Aid	2,697	2,122	0	4,819
Charitable Activities	0	0	0	0
Other Income	2,300	0	0	2,300
Total - Income	26,452	31,218	14,173	71,843
Staff	23,764	22,282	26	46,072
Staff Housing	0	0	12,685	12,685
Charitable Activities	2,688	0	1,462	4,150
Bank Charges	0	64	0	64
Total - Expenditure	26,452	22,346	14,173	62,971

Balance of 2020 Harvest Collection at 31st December 2020	0	17,143	0	
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Balance of 2021 Harvest Collection at 31st December 2021	0	26,015	0	
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