

THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF
ST ALDATES, OXFORD

Annual Report &
Financial Statements
for the year ended
31 December 2020

Registered Charity 1131154

St Aldates PCC, Oxford – Annual Report & Financial Statements 2020

Miss Helen Downey, Mrs Lorna Holland, Mrs Jo Mitchell, Mrs Jenny Muscat and Mrs Anne Ramsden also served as Trustees/PCC members up to the 2020 Annual Parochial Church Meeting.

Other senior staff or office holders:

Mrs Anita Cleverly	Senior Staff	Staff Pastor [retired Sept 2020]
Mrs Jenny Corps	Senior Staff	Director of Operations
Rev Simon Ponsonby	Senior Staff	Pastor of Theology
Miss Chloe Pattison	Employee	PA to the Rector and Secretary to the PCC

Bankers:	HSBC, 65 Cornmarket Street, Oxford, OX1 3HY
Auditors:	Wenn Townsend, Chartered Accountants, 30 St Giles', Oxford, OX1 3LE
Solicitors:	Winkworth Sherwood, 16 Beaumont Street, Oxford, OX1 2LZ

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and Induction of Trustees

Most Trustees (members of the PCC) are either ex officio, or are elected by the Annual Parochial Church Meeting (APCM) in accordance with the governing document (Church Representation Rules). Some others are co-opted for particular purposes. As a result of the Covid-19 pandemic and the consequent restrictions on gathering, the Bishop of Oxford signed an instrument allowing Parishes to defer their APCM until later in the year. The APCM and elections of PCC members took place on 23rd September 2020.

New Trustees receive an induction on their role and responsibilities from the Secretary of the PCC and any relevant documents and guidelines, in addition to a general induction from the Chairman during the first meeting of the year following each APCM. The induction process was reviewed in 2020 and new introductory material prepared for the new Trustees.

Responsibilities of the Parochial Church Council (The Trustees)

The Trustees are responsible for preparing the Trustees' Report and the 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 & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are 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 and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees oversee and support the Leadership Team, the staff and the members of St Aldates Church in their various areas of ministry and are responsible for ensuring that a representative (usually the Chairman) reports back to the Church members annually at the APCM along with other ministry leaders. This meeting also includes election of new Trustees and is open to all to attend, but only those named on the Electoral Roll or living in the Parish may vote in this matter. A detailed report of ministry activities for the previous twelve months is made available at this meeting, along with copies of the Annual Report and Financial Review.

Public benefit

The 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. Examples of this public benefit can be found in the other parts of this Report.

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

Principal risks and uncertainties

The PCC is exposed to risks associated with finance, safeguarding, legislative compliance, buildings and infrastructure, and pastoral oversight. Each area has been reviewed by the Trustees during the year and plans put in place to manage the risks.

- The retirement of the Rector after 18 years of service was a major event and discontinuity facing the Trustees. Plans to minimize the interregnum had to change when all recruitment in the Diocese of Oxford was suspended in the early part of the year. Risks were minimized through excellent succession planning which meant that the church was well-served by the Acting Rector, Revd Mark Brickman, church wardens and staff team throughout the vacancy.
- The annual budget for the next financial year is approved by the PCC at the November meeting. Performance against budget is reviewed at each meeting of the PCC and Standing Committee. The pandemic caused significant changes to financial plans and the Trustees used the Government's Job Retention scheme (furlough), grant applications and deferred recruitment to mitigate some significant losses of income. The majority of our income comes, under God, from regular financial donations from members of the congregation.
- The PCC has a Safeguarding Policy and the Trustees appoint a Safeguarding Officer who acts as a focal point for concerns. All key staff and volunteers working with children and vulnerable adults are recruited using Safer Recruitment principles and are checked with the Disclosure Barring Service. Clergy receive regular Safeguarding training through the Diocese of Oxford and other staff, volunteers and Trustees also undertook the required Diocesan Safeguarding training. In 2020 this training was extended to include leaders of Small Groups. The Trustees receive an annual report on Safeguarding and review the Safeguarding Policy. The Trustees have complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).
- The PCC is committed to fully meeting its responsibilities relating to all pertinent legislation. The pandemic led to the preparation of new Covid risk assessments which were updated as the legislation and guidance changed. During the year the Health & Safety Policy, Data Protection Policy and Privacy Policies were reviewed and updated. In addition to the sector knowledge of the Operations Team, the Trustees embody a wide range of professional experience to steer the activities of the church.
- Our buildings are insured and are inspected under a quinquennial regime. The church building was inspected in 2017 and the Parish Centre in 2016. The PCC employs a Facilities Manager who prepares an annual maintenance plan and is responsible for its implementation. Under the Church Representation Rules, a report on the fabric of the buildings is prepared for the Trustees and included in the Annual Report to the church members.
- Pastoral care is provided by clergy and lay members of the church. Volunteers are carefully selected for key roles such as prayer ministry or leading Small Groups. Training is provided for these volunteers and they are supported and accountable to senior clergy. Pastoral encounters are recorded in a manner that protects confidentiality whilst giving protection for those working in pastoral roles. Our insurance includes pastoral care indemnity cover for clergy and employees.

Remuneration of Senior Managers

In addition to the Rector and Anita Cleverly (Staff Pastor), the Senior Leadership Team includes senior staff members who are employed directly by the PCC – the Pastor of Theology, the Associate Minister and the Operations Director. Remuneration of clergy and pastors is set to match clergy stipends and allowances as recommended by the Diocese of Oxford. Remuneration of the Operations Director was bench-marked at recruitment against corresponding roles in churches of a similar size and nature.

ACHIEVEMENTS AND PERFORMANCE

Church Membership and Attendance

In March 2020, the Electoral Roll was updated and then updated again in September following the postponement of the Annual Parochial Church Meeting. The number on the updated Roll was 432 [2019: 332]. The increase is typical following the large reduction in 2019 when the new Roll was formed.

Before the Covid-19 restrictions on gathering, attendance at the three main services was typically around 1,000 people:

10:30am	350 adults plus 120 children
6pm	400
8:15pm	150

The revised arrangement of seating to comply with social distancing measures provides only 110 seats for the congregation at each service although wider congregations are now being reached through online platforms.

The Ministry of St Aldates

The goal and dream of our Church is to welcome and reach out to all ages and stages of people in our city, and enable people to find and experience the healing love of God. Oxford is a crossroads for the nations and so this includes people from all over the world. It is in the light of this that we call ourselves a 'House of Prayer for all Nations at the heart of Oxford'.

Charlie and Anita Cleverly introduced this vision and have gone on to lead St Aldates for over 18 years. They have been inspirational leaders, respected and loved. They encouraged the church in considering the "Ancient Future" – learning from centuries-old traditions of the early church in seeking God in worship, the word and prayer; faithful to the traditions of St Aldates in evangelism and mission to the City of Oxford and the world; and continually searching for new culturally-relevant ways to proclaim the gospel of Jesus, the Hope of the Nations. We were saddened that Covid robbed so many of the opportunity to say farewell in meaningful ways, but we were able to send them into their next phase of ministry with thanks, love and blessing.

At the start of 2020, St Aldates continued to hold three services most Sundays and a mid-week Communion service. In early February, we were host to BBC Radio 4's live broadcast of Sunday worship.

As the nation entered lockdown in March, our services moved on-line – some broadcast from home and later from within the church. Good use was made of pre-recorded worship, prayers and interviews. These formats worked well and enabled a wide cross-section of people to be involved in each service. The broadcast services were accessed not only by our own congregation, but also by many others across the UK and world-wide. If attendance can be measured by YouTube views, then our services of public worship were reaching more than double the number of people that are normally able to attend on a Sunday. Zoom provided an alternative, more interactive and informal format for the 6pm service, enabling the morning and evening services to retain their distinctive styles and serve different elements of our congregation.

Broadcasting continued even after restrictions eased and we were able to hold services in person but with reduced numbers due to social distancing. We were grateful to be able to resume in-person services, even with reduced seating capacity. Conscious that families had been missing the input from Children's Church, we introduced in-person Family Services on Sunday afternoons.

After another short suspension of in-person services in November, we were able to resume public worship and in December we were able to hold our annual Carol Services. As social distancing reduced the number of people attending, we ran four Carol Services.

Preaching in Sunday services included expositions of the gospels of John and Mark, on 2 Corinthians, 2 Peter, 1 Thessalonians, Colossians and Acts as well as thematic series looking at Jesus – the One.

We celebrated 2 adult baptisms, 7 weddings and 1 funeral in the church over the course of the year.

members are encouraged to make additional, one-off gifts to support the work of the church. A key principle of Biblical teaching is that giving should be in proportion to means. This is emphasised in the teaching and donations are handled with confidentiality. Together, these measures help to ensure that no-one feels under pressure to give nor to give more than they can afford. An offertory is taken in all services for the work of St Aldates and its mission partners. There are occasional special collections for special events e.g. student mission, natural disasters or mission partners.

The PCC does not use professional fundraisers or involve commercial participators and no complaints were received about fundraising this year.

PLANS FOR THE FUTURE

2020 has taught us many things: it has reminded us of the things that really matter; it has reminded us to lean on God, to focus on Jesus, to be highly adaptable in the way that we deliver the ministry that God has called us to in Oxford. Vaccines can offer us a hope for a way out of lockdown, but Jesus is the Hope of the World.

Regathering and rebuilding community will be key priorities for the year ahead. We also anticipate that pastoral support will take on a new level of importance as a multiplicity of issues that have been hidden during the crisis phase of the pandemic start to emerge. Our structures and activities must adapt to reflect these new priorities. Last year saw a particular emergence of consciousness about race, faith and justice and simply living. The discussions of last year now need to become part of the mainstream of who are as a church.

Our new Rector, Revd Stephen Foster, was licenced on 11th April 2021 by the Bishop of Oxford. He joins a long line of Rectors shepherding a church with a 1,000-year history. It will be a new season in the life of St Aldates and we welcome him, his wife Beth and their family.

On the threshold of a period of significant change for St Aldates, we remember that our aim is to live out our lives as a contemporary community with an ancient Rule of Life expressed as:

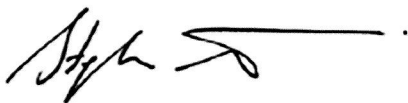
“Be True to Christ

Be Kind to People

Take the gospel to the nations”

We seek to make all that we do flow from these three goals.

Approved by the Trustees on Thursday 6 May 2021



Revd Stephen Foster (Chairman of the Trustees)

Signed on behalf of the Trustees

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

Opinion

We have audited the financial statements of the Parochial Church Council of the Ecclesiastical Parish of St Aldates (the 'charity') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and 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 31 December 2020, 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.

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 on the charitable company'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.

Balance Sheet as at 31 December 2020

[Note](#)

	2020	2019
	£	£
Fixed assets		
Tangible assets: Land and buildings	835,140	837,096
Other tangible assets	28,825	38,369
4	863,965	875,465
Current assets		
Stock	6,733	7,432
Debtors	122,643	129,269
Cash at bank and in hand	590,908	440,514
Total current assets	720,284	577,215
Creditors: amounts due within one year	6 (91,262)	(97,978)
Net current assets	629,022	479,237
Total assets less current liabilities	1,492,987	1,354,702
Provisions for liabilities	8 (7,000)	(13,000)
Net assets	9 1,485,987	1,341,702
Funds		
Unrestricted		
General	10 261,049	228,586
Designated	10 198,002	138,957
	459,051	367,543
Restricted	10 1,026,936	974,159
	1,485,987	1,341,702

Approved by the Parochial Church Council on Thursday 6 May 2021 and signed on its behalf by:

Mr Richard Hunter (Treasurer)



Mr Mark Withers (Church Warden)



Mr Chris Gillies (Church Warden)



Statement of Cash Flows for the year ended 31 December 2020

	Total funds	2019 funds
	£	£
Cash flows from operating activities:		
Net cash provided by (used in) operating activities	164,649	71,871
Cash flows from investing activities:		
Dividends, interest and rents from investments	725	1,220
Purchase of property, plant and equipment	(14,980)	(8,413)
Net cash provided by (used in) investing activities	(14,255)	(7,193)
Change in cash and cash equivalents in the reporting period	150,394	64,678
Cash and cash equivalents at the beginning of the reporting period	440,514	375,836
Cash and cash equivalents at the end of the reporting period	590,908	440,514

Notes to the financial statements for the year ended 31 December 2020 (14)

14a Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2020	2019
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	144,285	136,699
Adjustments for:		
Depreciation charges	26,480	25,409
Dividends, interest and rents from investments	(725)	(1,220)
(Increase)/decrease in stocks	699	(2,452)
(Increase)/decrease in debtors	6,626	(5,957)
Increase/(decrease) in creditors	(12,716)	(80,608)
Net cash provided by (used in) operating activities	164,649	71,871

14b Analysis of cash and cash equivalents

	2020	2019
	£	£
Cash in hand	66,207	76,625
Notice deposits (less than 3 months)	524,701	363,889
Total cash and cash equivalents	590,908	440,514

