

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST MARTIN, CAMBRIDGE**

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

Registered Charity Number 1131522

ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

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VICAR Rev'd Johannes Roth

OFFICE ADDRESS Suez Road
Cambridge
CB1 3QD

CHARITY REGISTRATION NUMBER 1131522

INDEPENDENT EXAMINER Geoff Mann FCIE
Geoff Mann Limited
Dee House
Highworth Avenue
Cambridge
CB4 2BQ

BANKERS The Co-operative Bank
PO Box 101
1 Balloon Street
Manchester
M60 4EP

ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

REPORT OF THE TRUSTEES

The trustees present their report and the accounts of the charity for the year ended 31 December 2022.

The accounts comply with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) effective 1 January 2019.

The St Martin's Parochial Church Council (PCC) is responsible for co-operating with the Vicar in proclaiming and pastoring faith in Jesus Christ throughout the parish. Attention during the year has been paid to the pastoral, evangelistic, social and ecumenical life of the congregation as well as overseeing the maintenance of the church buildings of St Martin's and St Thomas's. The PCC was responsible, through the Management Committee, for St Martin's Day Centre for older people. It is represented on the trustees of Romsey Mill.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is part of the Church of England which is constituted by Act of Parliament and is an unincorporated charity.

Organisational structure

Membership of the PCC:

Ex officio: Johannes Roth (vicar, PCC chair); Chrissy Cole (curate); David Lanham (churchwarden, PCC deputy chair); Dave Baker (churchwarden); Smart Mathole (deanery synod representative).

Elected: Elizabeth Baker; Judy Brunton (treasurer); Wil Leiwe; Margy Lewis; Hazel Trocian; Liz Wells.

Invited (non-voting): Fiona Stern (office manager)

Co-opted: Geraldine Millar (Day Centre Management Committee) until May 2022

The PCC met 14 times in the year with good attendance. Members are elected (for a period of three years) in general meetings, and choose a sub-committee to be a member of. Members may also be co-opted onto the PCC during the course of the year.

The PCC was served by a number of committees/teams which reported to PCC. These included:

- Standing Committee (met between PCC meetings and had delegated power to transact business expenditure under £400)
- Building Project.
- Day Centre Management Committee (until April 2022). Whilst overall decisions rested with the PCC, this committee ensured the smooth running of the Day Centre and managed the relationship with Social Services and Cambs County Council.
- Fabric
- Mission Giving Committee.
- Pastoral, Discipleship and Training
- Safeguarding
- Vision and Ministry

ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

REPORT OF THE TRUSTEES

Wider network

The charity was registered with the Charity Commission on 7th September 2009 registered number 1131522. All the members of the PCC are trustees whilst in post.

The PCC lists one further registered charity with the Charity Commission. The St Martin's Care Trust, registration number 1006344. Trustees are drawn from the fellowships of St Martin's and St Thomas's and elsewhere. The aims are to assist people from Cambridgeshire with needs arising from illness, disability or age using the income from an expendable endowment. The Annual Report and Accounts are available on request from the Secretary, Cordelia Myers.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. During the year the PCC also considered risk management related to Covid and to Lone Working.

OBJECTIVES AND ACTIVITIES

Objectives and aims

Our mission is:

Inspired by the Holy Spirit we will:

Devote ourselves wholeheartedly to God;

Care for those in need and for God's world;

Widely share Christ's teaching;

Lovingly support each other.

Heart and soul, mind and strength for God - Mark 12 v 30

ACHIEVEMENT AND PERFORMANCE

Statutory Functions

The PCC supported the Church wardens in the care and improvement of the church property, approving and funding various works. The PCC continued to oversee the Management of St Martin's Day Centre through the Day Centre manager until he ceased employment on 31st March 2022. The Day Centre Management Committee met four times from Jan to April 2022 to consider final decisions to close the accounts of the Centre.

ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

REPORT OF THE TRUSTEES

Ministry and mission

All the church groups fit into a single structure of pastoral support and teaching as Discipleship Groups. Monthly meetings of the leaders were suspended during Covid and did not restart during 2022.

The Ministry Partners Team recommends to PCC the wise allocation of 10% of our income from regular donations to a portfolio of ministry and mission partners: a range of societies and longstanding missionary support commitments.

Community Support: A number of community groups use our premises, most contributing financially as appropriate. The PCC took on responsibility for the Coleridge Food Hub and were awarded 2 Warm Spaces initiative grants from Cambridge City Council.

Several churches use our premises for worship, including the Cambridge Bethesda Tamil Church, and The Cambridge Indian Pentacostal Church regularly and others from time to time. We are committed to maintaining long-term relationships with other worship groups in Cambridge, and support them in their own ministry.

The church takes part in the South Cambridge Deanery and have a partnership with St Philip's Church. The Church is an active founder members of the Romsey Town Churches. The church supports the work of Romsey Mill Youth and Community Centre in various ways. The church is associated with One-Two-Eight and 130 Suez Road which are assisted living centres for people with learning disabilities, originally set up by the PCC and now managed by Voyage Care.

Worship

We maintained a regular pattern of Sunday worship and weekday services including in person and on Zoom. A new monthly Praise and Prayer meeting (an informal time of worship using modern songs and including time for discussion and questions) started during 2022. We have welcomed a number of new members to the church, and continually thank God for his provision for us.

ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

REPORT OF THE TRUSTEES

FINANCIAL REVIEW

Overall the financial position of St Martin's PCC, showed an increase in net assets over the year in unrestricted funds of £70,771 from £145,936 to £217,023

Key points relating to the main components of these consolidated accounts are as follows.

St Martin's Church and St Thomas' Hall

- The PCC agreed at the end of 2021 that the unrestricted funds of St Thomas and St Martins should be combined since the two churches were now administered as one.
- Funds from the Friends of the Day Centre group (now closed) amounting to £14,283 are now in the PCC bank and are designated for future use towards projects in keeping with the purposes of the Day Centre.
- Total funds designated for the restoration of the church building and the replacement of the pews with chairs amounted to £130,801 leaving £71,939 in Unrestricted Reserves

From these Unrestricted Reserves the PCC will be expected to support the building work to its completion. This could require a further £40,000 in 2023 if no further grants are obtained. (Note 8)

- Restricted reserves decreased by £2,789. Details can be seen in Note 9. This was mainly due to the closure of the Day Centre when several unused grants needed to be returned to the local authority.

St Martin's Day Centre

- After the official closure of the Day Centre on 31st Dec 2021 the accounts were finally closed on the 15th August 2022 when the final balance of Net Assets of £15,871 was transferred to the PCC. That figure is included in the reserves carried forward as mentioned above.

Reserves policy

It is the policy of the charity that the unrestricted funds not committed or invested in tangible fixed assets or held as long term investment generating income or capital growth, that is the free reserves, should equate to three months of the unrestricted expenditure. The trustees are confident that this level of reserves is sufficient.

The Trustees accepted that the reserves were at risk of falling below this level but with the approved grant for the work on the church ceiling of over £86,000 from AMEY COMMUNITY FUND expect the reserves to return well above the stated operating level.

Approved by order of the board of trustees on 18th April 2023 and signed on its behalf by

Judy Brunton
Treasurer

ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

INDEPENDENT EXAMINER'S REPORT

**TO THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARTIN,
CAMBRIDGE**

I report to the trustees on my examination of the accounts of the Church for the year ended 31 December 2022.

RESPONSIBILITIES AND BASIS OF REPORT

As the members of the PCC you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Church's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

INDEPENDENT EXAMINERS' STATEMENT

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me any cause to believe that in any material respect.

- accounting records were not kept in respect of the Church as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Geoff Mann FCIE
Geoff Mann Limited
Dee House
Highworth Avenue
Cambridge
CB4 2BQ

Year Ended 31st Dec 2022

STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Unrestricted Funds £	Restricted Funds £	2022 Total Funds £	Unrestricted Funds £	Restricted Funds £	2021 Total Funds £
INCOMING RESOURCES	2						
Incoming resources from generated funds							
Voluntary income	(a)	158,859	17,781	176,640	232,054	7,759	239,813
Investment income	(b)	14,593	0	14,593	13,765	0	13,765
Incoming resources from charitable activities							
Charitable and ancillary trading	(c)	30,780	0	30,780	15,516	0	15,516
Total incoming resources		204,232	17,781	222,013	261,335	7,759	269,094
RESOURCES EXPENDED	3						
Costs of generating funds							
Charitable and ancillary trading	(a)	213	0	213	36,115	0	36,115
Charitable activities							
Charitable activities	(b)	66,145	20,570	86,715	109,299	3,926	113,225
Support costs	(c)	65,556	0	65,556	20,440	0	20,440
Major Capital expenditure	(d)						
Professional Fees re repairs to church buildin		15,477	0	15,477	15,116	0	15,116
Total resources expended		133,461	20,570	154,031	180,970	3,926	184,896
NET INCOMING RESOURCES		70,771	(2,789)	67,982	80,365	3,833	84,198
TRANSFERS BETWEEN FUNDS	8 and 9	316	(316)	0	372	(372)	0
NET MOVEMENT IN FUNDS		71,087	(3,105)	67,982	80,737	3,461	84,198
RESERVES BROUGHT FORWARD		145,936	11,316	157,252	65,199	7,855	73,054
RESERVES CARRIED FORWARD		217,023	8,211	225,234	145,936	11,316	157,252

STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

There were no recognised gains or losses for 2022 or 2021 other than those included in the Statement of Financial Activities.

Year Ended 31st Dec 2022

BALANCE SHEET

	Notes	2022		2021	
		£	£	£	£
FIXED ASSETS					
Tangible assets	5		10245		7312
CURRENT ASSETS					
Debtors	6	11,435		12,564	
Cash at bank		211,118		164,526	
		-----		-----	
		222,553		177,090	
CREDITORS: amounts falling due within one year	7	6,938		25,586	
		-----		-----	
NET CURRENT ASSETS			215615		151504
LONG TERM LIABILITIES					
Amounts falling due after one year	7		626		1564
			-----		-----
NET ASSETS			225234		157252
			-----		-----
FUNDS					
Unrestricted Funds	8		217023		145936
Restricted Funds	9		8211		11316
			-----		-----
ACCUMULATED FUNDS			225234		157252
			-----		-----

The financial statements were approved by the board of trustees on 18th April 2023 and signed on its behalf by

Judy Brunton (Treasurer)
Trustee

Year Ended 31st Dec 2022

NOTES TO THE ACCOUNTS

1 ACCOUNTING POLICIES

(a) Basis of preparation of the financial statements

The financial statements have been prepared under the historical cost convention and in accordance with the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102), the Charities Act 2011 and the Church Accounting Regulations 2006. They do not include the financial statements of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.

St Martin's PCC meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in relevant accounting policy note(s).

The trustees consider that there are no material uncertainties about the church's ability to continue as a going concern.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

(b) Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Collections are recognised when made and amounts due under deeds of covenant are recognised only when honoured by the covenantor. Tax refunds due on sums received are accrued and matched to income.

(c) Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a consistent basis with the use of resources.

The Diocesan Parish Share is accounted for when due and payable. Although it is understood that this may not always apply, any arrears of Parish Share from previous years have not, with the agreement of Ely Diocese, been accrued as liabilities at the end of the preceding financial year.

Grants and donations paid are accounted for when payment is due. Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Year Ended 31st Dec 2022

NOTES TO THE ACCOUNTS

(d) Taxation

The charity is exempt from tax on its charitable activities.

(e) Tangible fixed assets

Consecrated land and buildings and moveable church furnishings

Consecrated and beneficed property is excluded from the accounts in accordance with the Charities Act.

Moveable church furnishings held by the Vicar and Church Wardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 2001 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2001 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life on a straight line basis.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,000 or on the repair of moveable church furnishings acquired before 1 January 2001 is written off.

Fixtures, fittings and office equipment

Depreciation is provided at the following annual rates in order to write off each of these assets over their estimated useful life.

St Martin's Church	5 years straight line
St Martin's Centre	5 years straight line

(f) Debtors

Trade debtors and other debtors are recognised at their settlement amount due after any discounts. Prepayments are valued at the amount prepaid net of any trade discount due.

Year Ended 31st Dec 2022

NOTES TO THE ACCOUNTS

(g) Creditors and Provisions

Creditors and provisions are recognised where 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 and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(h) Fund accounting

Unrestricted funds can be used in accordance with the charitable activities at the discretion of the trustees. These also include funds designated for a particular purpose by the PCC.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Year Ended 31st Dec 2022

NOTES TO THE ACCOUNTS

	St Martin's Church £	St Martin's Centre £	2022 Total Funds £	St Martin's Church £	St Martin's Centre £	2021 Total Funds £
2 INCOMING RESOURCES						
(a) Voluntary income						
Offerings and donations	117,640	19,058	136,698	145,987	0	145,987
Gift aid tax	21,207	0	21,207	21,799	0	21,799
Fundraising Events	1,993	0	1,993	2,223	0	2,223
Legacies	500	0	500	0	0	0
Grants and contracts	18,950	(6,035)	12,915	847	66,700	67,547
Income for group activities	3,327	0	3,327	2,257	0	2,257
	163,617	13,023	176,640	173,113	66,700	239,813
(b) Investment income						
Dividends, Interest & Inc from property	14,593	0	14,593	13,765	0	13,765
(c) Charitable and ancillary trading	18,736	12,044	30,780	8,642	6,874	15,516
Total incoming resources	196,946	25,067	222,013	195,520	73,574	269,094
3 RESOURCES EXPENDED						
(a) Charitable and ancillary trading	213	0	213	987	35,128	36,115
(b) Charitable activities						
Mission Giving & Donations	7,889	0	7,889	7,584	0	7,584
Diocesan parish Share	56,000	0	56,000	51,008	0	51,008
Mission & Evangelism Costs	4,463	0	4,463	3,815	0	3,815
Centre Activities		1,250	1,250		26,121	26,121
Church Running Exps	17,113	0	17,113	11,199	13,498	24,697
	85,465	1,250	86,715	73,606	39,619	113,225
(c) Support costs						
Salaries Wages & Honoraria	19,154	33,115	52,269	13,853	1,560	15,413
Clergy & Staff Expenses	4,406	3,350	7,756	1,772	0	1,772
Church Utility Bills	5,531	0	5,531	3,255	0	3,255
	29,091	36,465	65,556	18,880	1,560	20,440
Major Capital expenditure						
(d) Professional Fees re repairs to church building	1,547	0	1,547	15,116	0	15,116
Total resources expended	116,316	37,715	154,031	108,589	76,307	184,896

Year Ended 31st Dec 2022

NOTES TO THE ACCOUNTS

4 STAFF COSTS

No remuneration was paid to any of the trustees in the year ended 31 Dec 2021, nor were any expenses reimbursed to them. In the year ended 31 Dec 2022, with permission of the Charity Commission, one of the trustees became employed by the PCC to assist in the administration of the church. The gross salary paid to this trustee in 2022 was £1,191 and contributions were made to the NEST pension fund of 6% of basic salary. No expenses were reimbursed.

The staff costs were:

	2022 £	2021 £
Wages and salaries	31,856	69,993
Social Security costs	0	2,670
Other pension costs	1,200	1,966
Redundancy	19,213	0
	-----	-----
	52,268	74,629
	-----	-----

No member of staff received remuneration of more than £60,000

The average weekly number of staff employed during the year was 0.9 (2021 - 3)
(full time equivalent)

5 FIXED ASSETS

	St Martin's Church £	St Martins' Centre £	Total £
Cost or Valuation			
Balance at 1 January 2022	28,864	105,436	134,300
Additions	5,830	0	5,830
Disposals	800	105,436	106,236
	-----	-----	-----
Balance at 31 December 2022	33,895	0	33,895
	-----	-----	-----
Depreciation			
Balance at 1 January 2022	22,802	104,186	126,988
Charge for the year	1,647		1,647
Disposals	800	104,186	104,986
	-----	-----	-----
Balance at 31 December 2022	23,650	0	23,650
	-----	-----	-----
Net Book Value			
At 31 December 2022	10,245	0	10,245
	-----	-----	-----
At 1 January 2022	6,062	1,250	7,312
	-----	-----	-----

Year Ended 31st Dec 2022

NOTES TO THE ACCOUNTS

6	DEBTORS			2022	2021		
				£	£		
	Other debtors and prepayments			2,014	5,154		
	Tax recoverable			9,422	7,410		
				-----	-----		
				11,435	12,564		
				-----	-----		
7	CREDITORS: amounts falling due within one year			2022	2021		
				£	£		
	Deferred income			825	66		
	Other creditors and accruals			6,113	25,520		
				-----	-----		
				6,938	25,586		
				-----	-----		
	CREDITORS: amounts falling due in more than one year						
	Payable re Ancaster Way Boiler			626	1,564		
				-----	-----		
		Incoming Resources	Resources Expended	Movement	Brought Forward	Transfers	Carried Forward
		£	£	£	£	£	£
8	UNRESTRICTED FUNDS 2022						
	General Funds						
	Other Groups	3,327	2,905	422	1,238	-	1,660
	St Martin's Centre						-
	General	12,102	17,252	(5,150)	20,705	316	-
						(15,871)	
	Minibus Asset	-	1,250	(1,250)	1,250	-	-
	St Martin's Church						
	General	118,078	102,618	15,460	177	50,975	66,612
	Missionary Support	538	7,889	(7,351)	922	7,300	871
	St Thomas's Hall						
	Building Reserve	-	-	-	2,796	-	2,796
	General	-	-	-	38,369	(38,369)	0
		-----	-----	-----	-----	-----	-----
		134,045	131,914	2,131	65,457	4,351	71,939
		-----	-----	-----	-----	-----	-----
	Designated Funds						
	* Building Fund	36,579	1,547	35,032	80,479	-	115,511
	* Chair Fund	19,325	-	19,325	-	(4,035)	15,290
	Former Day Centre Funds	14,283	-	14,283	-	-	14,283
		-----	-----	-----	-----	-----	-----
		70,187	1,547	68,640	80,479	(4,035)	145,084
		-----	-----	-----	-----	-----	-----
	Total Unrestricted Funds	204,232	133,461	70,771	145,936	316	217,023
		-----	-----	-----	-----	-----	-----

*Both the Building Fund and the Chair Fund represent money raised for the purpose of restoring the church ceiling after the collapse in 2020, and replacing the pews with chairs as described in the proposals for St Martin's for All - Reimagining Together

These funds are designated for the purposes stated but not restricted. Whilst fund raising efforts continue, it is anticipated that the PCC will need to transfer up to £40,000 from the General Fund to the Building Fund during 2023 if no further grants are obtained

Year Ended 31st Dec 2022

NOTES TO THE ACCOUNTS

	Incoming Resources £	Resources Expended £	Movement £	Brought Forward £	Transfers £	Carried Forward £
8 UNRESTRICTED FUNDS 2021						
Other Groups	2,257	1,962	295	2,153	(1,210)	1,238
St Martin's Centre						
General	67,539	73,230	(5,691)	16,091	10,305	20,705
Minibus Asset	-	1,000	(1,000)	2,250	-	1,250
Minibus Fund	-	-	-	9,733	(9,733)	-
St Martin's Church						
General	89,354	78,610	10,744	(4,577)	(5,990)	177
Missionary Support	699	7,584	(6,885)	807	7,000	922
Building Fund	95,748	15,269	80,479	-	-	80,479
St Thomas's Hall						
Building Reserve	-	-	-	4,296	(1,500)	2,796
General	5,738	3,315	2,423	34,446	1,500	38,369
	261,335	180,970	80,365	65,199	372	145,936
9 RESTRICTED FUNDS 2022						
Foodhub	1,858	172	1,686	197	-	1,883
Restricted Funds (CCC funded)	2,708	1,098	1,610	-	-	1,610
Mums and toddlers	-	-	-	859	-	859
St Martin's Centre Various Funds	12,965	19,213	(6,248)	6,564	(316)	-
St Martin's and St Philip's Projects	-	-	-	2,579	-	2,579
Youth Work and Sunday Classes	250	87	163	1,117	-	1,280
	17,781	20,570	(2,789)	11,316	(316)	8,211
RESTRICTED FUNDS 2021						
Foodhub	877	800	77	120		197
Community Street Party (CCC fund)	647	647	-	-		-
Mums and toddlers			-	859		859
St Martin's Centre Various Funds	6,035	2,077	3,958	3,178	(572)	6,564
St Martin's and St Philip's Projects Fund			-	2,579		2,579
St Martin's Various Funds		132	(132)	132		-
Youth Work and Sunday Classes	200	270	(70)	987	200	1,117
	7,759	3,926	3,833	7,855	(372)	11,316