

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

**Registered Charity Number: 1132918**

**Annual Report and Financial Statements**

**for the year ended**

**31st December 2020**

**Wenn Townsend**

**Chartered Accountants**

**Oxford**

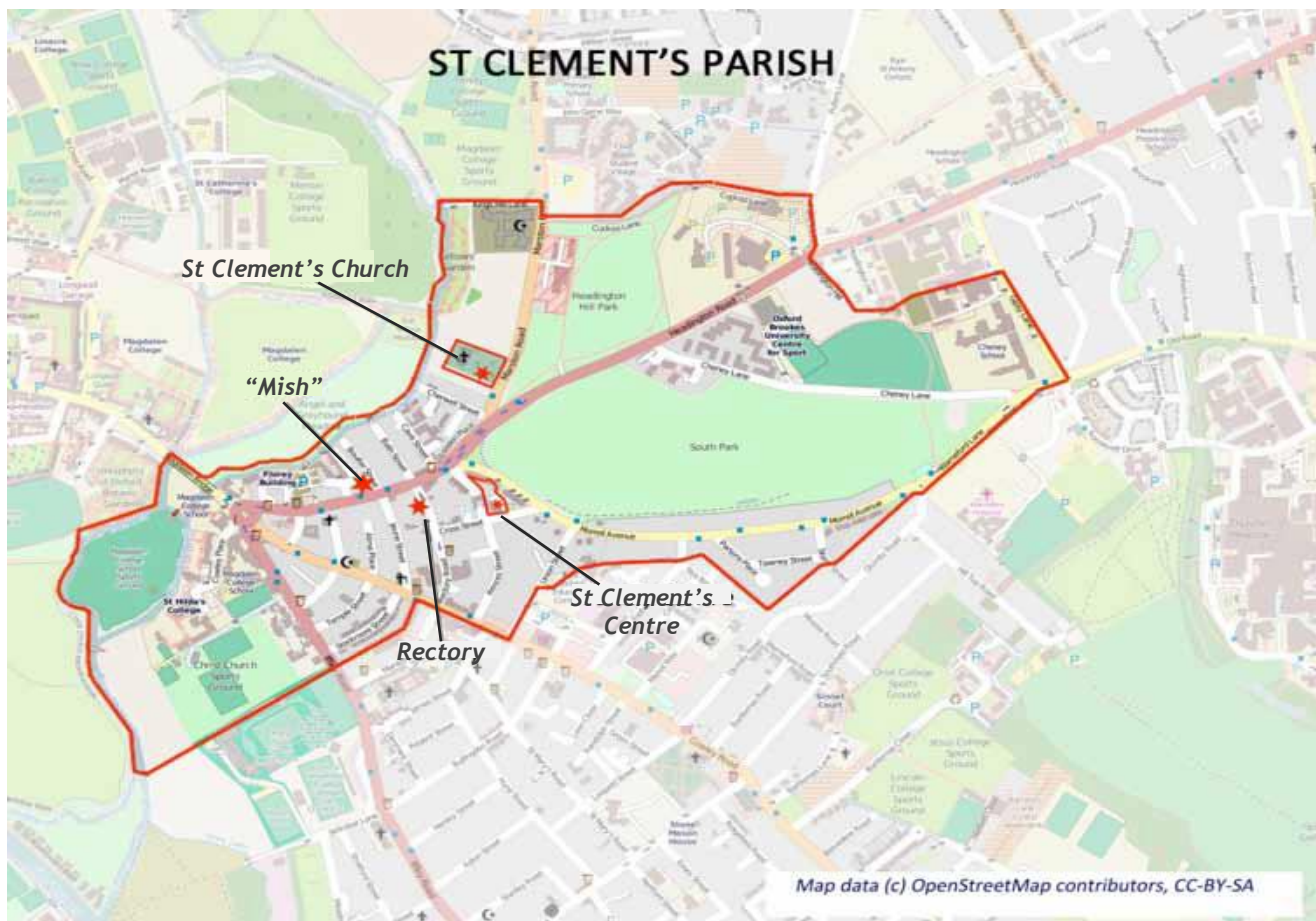
## Objectives and activities

The Parochial Church Council (PCC) is the group of people who, with the Rector, run St Clement's Church. We describe who we are, how we are elected and how we organise ourselves in this report. Our objectives derive from the Parochial Church Councils (Powers) Measure 1956. We are 'to cooperate with the minister [Rector] in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical'. We have the 'power jointly with the minister to determine the objects to which all moneys to be given or collected in church shall be allocated'. With the churchwardens, all members of the PCC are responsible for the maintenance of the church building.

The 2004 report 'Mission-shaped church' sets out the meaning of the 'whole mission of the church' as currently interpreted by the Church of England. Worship lies at its centre. It aims to transform people through faith in Jesus Christ and the power of the Holy Spirit; is welcoming; relates to local culture and is open to change when new members join.

St Clement's is an Anglican church serving a parish that is part of the Cowley Deanery within the Diocese of Oxford. Cowley Deanery covers the eastern half of the City of Oxford.

Our parish (shown below with the four buildings from which we operate) is itself varied and interesting. Much of it is green space, including South Park, but there are also two busy retail thoroughfares: St Clement's Street, where the Old Mission Hall ('Mish') sits, and the western end of the Cowley Road. Cheney School (a state secondary school) and part of Oxford Brookes University lie at the eastern end of the parish. Magdalen College School (a private school) and St Hilda's College (part of the University of Oxford) are at its western end. A major new Islamic Centre is at the north, while the Bangladeshi Community Centre and Mosque sit towards the south. The Cowley Road Methodist Church is near the western end. The homes of our parishioners form much of the rest of our parish.



## Objectives and activities (continued)

Our church building is set back off the Marston Road. It was completed in 1828 in a 'Norman revival' style, replacing an earlier building in a different part of the parish. Our nearest postcode is OX4 1FN.



Our overarching objective is that all who want to do so may come to know the love of God and experience the richness of His goodness towards us in every aspect of our lives. This is what motivates all our more specific objectives and activities described below. Our activities provide public benefit to the parish and the wider community, in line with guidance issued by the Charity Commission.

We describe our achievements and performance for each of these activities both pre and post Covid in more detail in the next section. Clearly many of the activities described below could not take place after the outbreak of Covid in early 2020.

Objectives	Activities
<b>1. Worship</b> – to give all our parishioners, as well as church members from outside the parish, the opportunity to participate in Christian worship. We want to experience God and the joy that comes from knowing Him.	We provide two services on most Sundays and an additional Communion Service once a month. Our styles, supported by our <b>music group</b> , are wide-ranging, to suit members of all ages. Our <b>hospitality group</b> provides welcoming tea, coffee and biscuits after our main morning service. Our <b>flower arranging group</b> makes the interior of the church more beautiful.
<b>2. Prayer and Bible study</b> – to deepen our knowledge of God and to follow Him more closely, both collectively and individually.	We aim to understand God's general purposes through Bible study and to discover what he wants for us individually through prayer. Many of us meet in <b>small groups</b> in members' homes to explore our walk with God in depth. We encourage all our church members to pray and study the Bible regularly as part of their personal devotions, and to pray together through weekly and monthly <b>prayer gatherings</b> .



## Objectives and activities (continued)

<p><b>3. Pastoral care</b> – to support each other in the routine pressures of daily living and through times of crisis.</p>	<p>Individual friendships, including in our small groups, form the focus of our care for each other. More <b>structured pastoral care</b> supports those in specific need. <b>Volunteer drivers</b> enable less mobile members to stay connected to church activities. We have a fund to help church members facing short-term financial emergencies. We hold a <b>memorial service</b> every year open to all but particularly to people who have lost a relative or close friend in recent years.</p>
<p><b>4. Young people and children</b> – to give our younger members the opportunity to explore the Christian faith in ways they find meaningful.</p>	<p>Our <b>youth work</b> provides a wide range of activities for those of secondary school age. These include meetings on Saturday evenings and on Sunday mornings. Our <b>children's work</b>, for those of primary school age, is focused on Sunday mornings. On the first Sunday of each month, our young people and children join our main church service.</p>
<p><b>5. Community and social concern</b> – to express the love of God in practical ways to the local community of our parish.</p>	<p>Our work in the community covers the young, the old and those in financial need.</p> <p>We run a <b>toddler group</b> for children of pre-school age, along with their carers, on Thursdays. We have begun an <b>after school club</b> on Wednesdays, working in partnership with the Parish Property Trust, East Oxford Primary School and a local charity, Doorsteps. This provides a simple meal, activities and community for parents and children.</p> <p>Our Shared Space (formerly <b>Café Church</b>) provides activities and refreshments for all ages on the first Saturday morning of most months. Our <b>Cafe Club</b> provides social activities and refreshments once a month for older members of the Church family and local community.</p> <p>We are core participants in the <b>Oxford Churches Debt Centre</b>, set up in partnership with the national organisation Christians Against Poverty (CAP) UK to help anyone with problem debt. We run CAP <b>money management courses</b> to help people learn to budget and manage their money better. We also participate in a range of <b>community activities</b>.</p>
<p><b>6. Outreach</b> – to present the gospel to those around us in our parish, our deanery and the wider world, fulfilling our evangelistic and ecumenical objectives.</p>	<p>Many beyond our regular members attend our services at <b>major Christian festivals</b> and use our services for <b>baptisms, weddings and funerals</b>. We run regular <b>enquirers' courses</b> for those wanting to explore the Christian faith. We join with all the Church of England churches in <b>Cowley Deanery</b> in pooling most of our congregational giving; this helps those parishes in the Deanery in most need. We participate with other churches <b>across the denominations</b> in activities like the Good Friday walk along the Cowley Road. We look <b>beyond Oxford</b> in our annual Mission Gift Fund to support other organisations in the UK and abroad with which we have links.</p>
<p><b>7. Future generations</b> – to preserve and enhance for future generations the built and natural heritage of which we are the current guardians.</p>	<p>We want our church to be a continuing centre of Christian worship for generations to come, as it has been for the last two centuries. We have continued to restore the church fabric and <b>improve our beautiful churchyard</b> so that it is a pleasure for visitors and a good home for a range of plant and animal species.</p>

## **Achievements and performance**

The objectives and activities in this section follow the same sequence as the table in the previous section. What we offer is available to all, mostly without charge. Where we charge fees or seek donations, it is only to help defray costs.

The Rector and St Clement's PCC are immensely grateful to the many willing volunteers who have enabled so much throughout 2020, particularly given the difficulties presented by Covid. We could not have done all we have without our dedicated staff, to whom we also express our deep thanks.

There were 87 on the Electoral Roll at the date of the Annual Parochial Church Meeting on 22 October 2020. Average Sunday attendances in October 2020 comprised 63 adults and 10 children under 16 (lower than in previous years because of social distancing requirements). Additional church family members attended online.

### **1. Worship**

**Music group:** The group, including adults and young people, contributed to the musical part of our worship at about 70 services across the course of the year. These included both services in church and online.

**Hospitality group:** Teams of church members offered refreshments after morning services and at special church events as part of our continual building of a welcoming church. This hospitality sadly ceased during Covid.

**Flower arranging group:** The group arranged flowers for our services, as part of our valuing of God's creation and our welcome and worship of God.

### **2. Prayer and Bible study**

**Home groups:** 7 Home groups, each with its own distinctive style, involving roughly 65 church members meet during the week to grow together in friendship and support, in knowledge and understanding of Scripture and in service to the community, especially the vulnerable. Unfortunately, Covid prevented the Home Groups coming together for a Lent course as in previous years.

Our monthly Theology Book Club continued to meet in 2020, in person and online, enabling participants to explore and discuss theological subjects in greater depth.

### **3. Pastoral care**

**Structured pastoral care:** The Rector, with Curate, Licensed Lay Minister and a small number of volunteers, offer pastoral care for those facing particular challenges and difficulties, as well as provision of home communions. This pastoral care was particularly necessary during Covid with a substantial effort undertaken to keep in touch with church family members on a regular basis by telephone.

**Volunteer drivers:** Volunteers from the church provide lifts to services for the more frail members of our congregation as needed.

**Hardship Fund:** The Rector has a small discretionary fund to give, with the Wardens' agreement, modest donations to people facing immediate financial hardship. This Fund was used during Covid to give help to those who suffered loss of employment and income.

**Memorial service:** Our memorial service happens every Autumn. We invite all who have used our funeral, cremation or burial services in the past two years, but the service is open to all and is advertised locally. In 2020, 25 people attended.

## **Achievements and performance (continued)**

### **4. Young people and children**

**Youth work:** Overflow Youth meet regularly to worship, pray, wrestle with real life issues, and spend time in community and fellowship with one another. The group has between 15 and 20 11-17 year olds on its books, with around 5-10 attending regularly. They have been meeting weekly on Saturday nights for teaching, worship and socialising and some Sunday mornings for time to gather as youth church. Additional activities include Space (a social after school drop-in, attended by around 7-10 young people every week), residential camps, trips to other churches, social and family get-togethers, one-to-one mentoring and community outreach. Clearly most of this activity was curtailed by Covid but online meetings continued as much as possible.

**Children's work:** Our Junior Church (for children 5-11 years old) enables children to worship, pray, learn and have fun in a welcoming mixed-age group, taking place 3 Sundays out of 4 in term-time. During 2020 the average attendance at Junior Church has been around 8-10 children. A separate crèche has catered for the active under-5's with an average of 3 children attending. During Covid, Junior Church met online most Sundays.

### **5. Community and social concern**

**Toddler group:** Our Toddler Group serves the local community during school term-time. Volunteers provide activities for a 2 hour drop-in session once a week, including light refreshments. Around 25 toddlers and 20 carers attend each time. Sadly, Toddlers had to be cancelled once Covid struck.

**Welcome on Wednesdays:** At the end of 2019, we started an after-school club for primary aged children called Welcome on Wednesdays (WOW). It is a collaboration between St Clement's Church, the St Clement's Parish Property Trust, a charity (Doorsteps) and East Oxford Primary School (the nearest to the Parish). Food is donated by the Oxford Foodbank. It is a free afternoon drop-in where children can come with their parents and carers, have a hot meal, play and have fun. Adults can chat, relax and develop friendships. It has been a great success, with the number of children now attending between 20 and 30 each session. Sadly, WOW had to end once Covid restrictions came into force.

**Café Club and Café Yes:** Our Café Club providing refreshments, social engagement and activities for the older members of the Church family and local community once a month has continued to flourish. Those attending Café Club have enjoyed the activities and fellowship offered. We are grateful to the volunteers who have helped in the organisation of the Club and to our speakers. Towards the end of 2019 church volunteers began Café Yes, a monthly meeting for the older members of the church family offering prayer and fellowship. Unfortunately, Covid meant that Café Club and Café Yes could not meet.

**Shared Space (formerly Café Church)** is held on the first Saturday of most months, providing varied activities and brunch for all ages, both the young and the young at heart. It is popular and has attracted around 50 people each month. Unlike Café Church, which was held in the afternoon, Shared Space is a brunch time event. It aims to build stronger links with our surrounding community and offer a space for conversation, friendship, games, crafts, gardening and other joyful activities. We are grateful to the enthusiastic volunteers who have contributed to its success. Covid restrictions unfortunately meant that Shared Space could not meet.

**Oxford Churches Debt Centre and CAP Money Management Courses:** The Oxford Churches Debt Centre is a charitable incorporated organisation registered with the Charity Commission (number 1155834) and run in partnership with Christians Against Poverty (CAP) UK. St Clement's is one of six full partner churches. A number of our church family are involved in different ways, and St Clement's is committed both to pray and to give financially for the work of the Centre. This includes assisting in provision of CAP Money Management Courses. Inevitably, CAP's work was hindered by Covid.

**Community activities:** St Clement's church family members are involved in a number of activities led by others in our local community. These include the Oxford Winter Night Shelter, an initiative of Oxford churches to provide shelter for the homeless in the winter month; a local food bank supported through weekly and Harvest Service food donations; and OXCLEAN, which is an annual event to tidy up our local area (which did take place in 2020).

## Achievements and performance (continued)

### 6. Outreach

**Major Christian festivals:** Easter and Christmas are the festivals when most visitors attend our services but Covid meant all Easter services (Maundy Thursday, Good Friday and Easter Sunday) were held online in 2020 and our Christmas Day service in the church attracted lower numbers (50 adults and children) because of social distancing. All online Easter services were well attended and our online Christmas Carol service – Carols by Zoomlight – had large and enthusiastic participation. We were also able to run 2 socially distanced Christingle services in the church with 60 adults and children attending, with more involved online. Sadly, the Good Friday Walk of Witness with other local churches was cancelled but the Christmas Tree outside the St Clements Centre in Cross Street provided light to our local community throughout the Christmas period as in previous years.

**Baptisms, weddings and funerals:** As a parish church, we offer the 'occasional offices' of baptisms, weddings and funerals to residents of the parish. We also offer this ministry to those living beyond the parish who worship with us or have a strong connection with us. In 2020, we conducted 2 weddings, 1 funeral and 1 ashes interment in the churchyard.

**Fabric:** 2020 saw further improvements in our church and churchyard and much preparation for further work in 2021. All our historic windows have now been replaced, repaired or cleaned with the north (liturgical east) window being completely re-lead and restored before installation in 2020. 2020 also saw the removal of our pipe organ (in poor condition and unused) as well as the start of major internal reordering and improvements intended to improve our welcome as well as restore the organ space. These will be continued in 2021. Major repairs to crumbling masonry on our roof and walls have had to be delayed because of the uncertainty to Parish finances caused by Covid.

We have continued to improve our churchyard. We undertook a tree survey in 2020 which recommended the felling of some unsafe trees which has now taken place after permission was received from the Diocese and local authority. Other trees and shrubs have been regularly pruned to improve welcome, visibility and safety. Work to improve the safety and appearance of some of the railings in the churchyard was begun in 2020 and will continue in 2021.

**Cowley Deanery:** We are part of the Cowley Deanery, which brings together the thirteen parishes in the eastern half of Oxford. The Rector, Curate and three church members are members of the Cowley Deanery Synod.

**Across the denominations:** We maintained links with other local churches although these were made more difficult by Covid.

**Beyond Oxford:** We continue to support and pray for several mission partners with links to our church. Church members raised a total of £8,500 (including Gift Aid) for our Lent Mission Gift Fund, which we distributed to our mission partners and other mission agencies.

**Future generations:** We want our church to be a continuing centre of Christian worship for generations to come. Our aim is to make the church as welcoming and useable for worship and hospitality as possible, while respecting and valuing its historic features. The planned improvements to our fabric in 2021 seek to strike this balance.

The same considerations apply to further work planned in our churchyard. We want to keep it well maintained, so visitors can easily find and see the graves of their loved ones and the church can be as visible as possible to those interested in a historic place of Christian worship. At the same time, we try to value the many trees and plants which are good for the environment and wildlife.

## Financial review

### Principal funding sources

Giving from the congregation is our main income source. In 2020 regular giving increased while giving from collections at services declined because of Covid. Overall giving increased for the fifth consecutive year, which is a remarkable achievement in such a difficult time.

An annual grant from the Charity of Thomas Dawson is our main external funding source. The generosity of Thomas Dawson, who set up his charity in 1521, enables us to operate on a scale that would be otherwise impossible. The grant of £57,793 for 2020 was a major contribution to the Church's finances, for which we are hugely appreciative.

### Principal risks and uncertainties

**Volunteer shortages and fatigue** remain our greatest risk. Although members of the Church family give generously of their time, the church has a largely working age congregation with work and family responsibilities. There is still much needed fabric repair and improvement to undertake and the church is also trying to grow its faith and mission in line with its Mission Action Plan. All this activity has been very demanding of volunteer time and the clergy team are hugely appreciative of those who do volunteer so generously.

Our main financial risk is the need to **repair our church** fabric. However, we have adequate reserves to fund the work planned and the repairs so far undertaken have been achieved within budget.

Our reliance on just **a few main funding sources** clearly presents risks. We anticipate that Covid is likely to adversely affect the cash flow of the Dawson Trust and the donations received by the church will reflect this for a number of years. However, our reserves remain strong thanks to careful financial management.

Like all small organisations run by volunteers, we face the general risk of **getting things wrong**. Our principal risks in this respect lie in the areas of finance, data protection, safeguarding, health and safety and employment practice. Wenn Townsend Chartered Accountants support us in financial matters and we receive help from experienced volunteers and consultants in health and safety and employment matters. The Diocese also provides help in a number of areas.

We welcome **children and vulnerable adult** and our designated Parish Safeguarding Officer oversees all work with them. She was formerly our Children's Worker and ensures that all those who work with children and young people or vulnerable adults are safely recruited, including being appropriately checked, as well as subsequently trained. We have due regard to all guidance on safeguarding issued by the House of Bishops.

Finally, there is the risk that the PCC cannot deal adequately with all the growing requirements of Government legislation and guidance from the Church of England. We undertake risk assessments, make other regular checks and organise training for staff and volunteers to try to ensure compliance. Most of our staff and activities are based in the St Clements Centre and 'Mish', belonging to St Clement's Parish Property Trust, so the Church works closely with that charity's General Manager and Trustees.

### Investment policy

We do not have funds to invest over the medium-term or long-term. Our general unrestricted reserves are a support for our normal annual expenditure. Our designated and restricted funds are for work that we hope to complete over the next 1-3 years. The need to invest over the short-term arises when there is a delay between receiving funds and being able to use them. This happens mainly when the Dawson Trust makes large grants. In such circumstances we can find ourselves with funds to invest for more than 12 months. Our policy for short-term investment is to balance security, liquidity and return, while striving to invest ethically. Overall, this means using a combination of interest-paying bank accounts.



## **Financial review (continued)**

### **Reserves**

Our reserves policy is to achieve a position on our general fund where we hold an amount to match our annual reliance on the Dawson grant, which is never guaranteed, and to provide an additional amount equal to 3 months' normal expenditure paid out of the general fund and Dawson Trust grant. We held £ 302,177 in the general fund at the end of 2020, so we achieved our policy intention. We assign £50,000 to the Dawson cashflow fund to ensure we start the year with enough cash to last us until the Dawson Trust grant arrives in late summer. The Dawson Trust Fund is effectively our fabric fund.

We have three types of restricted funds.

The **Dawson Trust** fund is by far our largest. It holds amounts received from the Charity of Thomas Dawson as a 'contribution towards the upkeep and repair of the fabric of the Parish Church of St Clement's, and the maintenance of the services and furniture therein and subject thereto in furtherance of the religious and other charitable work of the Church of England, in the said ecclesiastical parish as the Parochial Church Council think fit'. Our policy is to spend it in line with these conditions as quickly as is consistent with good financial management. It held £48,220 at the end of 2020.

Our Toddlers Group held a reserve of £1,346 at the end of 2020 which is adequate to cope with any unusual expenditure.

All our other restricted funds hold **gifts and donations** for specific purposes. The Mission Gift Fund, the Oxford Churches Debt Centre Fund and our various special collections in church are for missional giving. Our policy is to donate them within the year, or as soon as possible afterwards in the case of collections around Christmas.

Other funds, such as the Welcome Fund and the Children's Fund, have been donated for specific uses within St Clement's Church. We aim to spend them in line with the conditions attached as quickly as is consistent with good financial management.

### **Plans for the future**

The Revd Rachel Gibson took up post as Rector of St Clement's in July 2015 and has been grateful to all at St Clement's who have helped her to sustain and grow the life of the church as explained in the report above. Priorities for 2021 include continued development of the church's worship and phased return of missional activities in our local community, as we hope Covid restrictions will gradually ease through the year. We expect to benefit from the increased flexibility of the church's internal space, following internal reordering. We will also work on continued embedding of a new structure of Sub Groups of the PCC to enable more delegated decision-making, as well as further use and developments of our new IT system for our staff and volunteers. Finally, we hope to install broadband in our church in 2021.

## **Structure governance and management**

The **PCC** is a corporate body established by the Church of England. Our objectives derive from the Parochial Church Councils (Powers) Measure 1956. It is elected by church members recorded on the Electoral Roll, in accordance with the Church Representation Rules 2011. It is charged with consulting together on matters of general concern and importance to the parish, including co-operating with the incumbent in promoting in the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. It met 6 times in 2020.

The PCC has created a structure of Sub Groups to help it take a strategic view of church policy and expenditure, whilst also ensuring that its responsibilities receive the detailed attention they need. All report to the PCC with recommendations, action plans and, where relevant, budgets and then assist with implementing decisions made. In addition, certain volunteers and staff members have delegated spending authority up to defined limits, but must report their spending to the PCC through the Treasurer.

**The Parochial Church Council of the Ecclesiastical Parish of St Clement's, Oxford**  
**Annual Report for the year ending 31st December 2020 (continued)**

The **Standing Committee** deals with issues between PCC meetings. It helps to set the agenda for PCC meetings and retains responsibility for confidential matters relating to staff such as salaries. It also receives reports on risk management from the Risk Management Coordinator. It may act on its own initiative, but must report to the next PCC. It met 3 times in 2020.

## **PCC Sub- Groups**

**The Fabric and Churchyard Group** is responsible for assessing the need for repair, maintenance and improvement of the fabric of St Clement's Church, including having regard to the Architect's Quinquennial Report. It also takes a lead on matters relating to the use and care of the churchyard. .

**The Finance and Stewardship Group** is responsible for encouraging generosity and using financial resources well. It oversees financial strategy and the church's approach to the stewardship of money.

**The Mission Group** is responsible for determining and overseeing the balance of mission within the parish and beyond and for developing teaching and activities to support mission. This includes reviewing the partners and organisations supported by our Mission Gift Fund and proposes the amount of support to be allocated to each.

**The Faith and Worship Group** is responsible for helping grow the church family in faith, through welcome, discipleship, worship, pastoral care and social activities. It works closely with the Rector in doing this.

**The Staff and Volunteer Support Group** is responsible for overseeing arrangements for staff and volunteers and for matching people's gifts to areas of ministry and service. All aspects of Human Resources, including recruitment, training, safeguarding and data protection form part of this Group's remit.

**The Communications Group** is responsible for internal and external communications, including the strategy guiding the church's communications and the implementation of the practical means to achieve these. Specifically, it oversees development of the church website and the provision of IT support.

## **Other Groups**

In addition, a number of other groups come together, namely:

**The Staff Team** comprising the paid staff, the Rector and the Licensed Lay Minister;

**The Worship Team** comprising service leaders, musicians and preachers;

**The Ministry Team** comprising those most concerned with pastoral care;

**The Home Group Leaders** comprising those with oversight of Home Groups.

## **Training**

The PCC Secretary, Risk Management Co-ordinator and Treasurer, assisted by our professional advisers, arrange for regulatory changes, Diocesan guidelines and other advice in areas such as health and safety to be brought to the PCC's attention as appropriate.

## **Other charities chaired by the Rector**

The Rector chairs the following three charities, in addition to the PCC, as a consequence of being the Rector:

- St Clement's Parochial Charities (Registered Charity 201989)
- St Clement's Parish Property (Registered Charity 220051)
- The Charity of Thomas Dawson (Registered Charity 203258)

**The Parochial Church Council of the Ecclesiastical Parish of St Clement's, Oxford**  
**Annual Report for the year ending 31st December 2020 (continued)**

## **Reference and administrative details**

Our full name is 'The Parochial Church Council of the Ecclesiastical Parish of St Clement's, Oxford'. We are also known as 'St Clement's Parochial Church Council', 'St Clement's PCC' and 'St Clement's Church'. The Diocese of Oxford calls us 'St Clement Oxford'. Our Charity Commission registration number is 1132918.

### **Correspondence address**

St Clement's Parish Office, St Clement's Centre  
Cross Street, Oxford OX4 1DA  
T: 01865 246674  
E: [parish.office@stclements.org.uk](mailto:parish.office@stclements.org.uk)  
W: [www.stclements.org.uk](http://www.stclements.org.uk)

### **PCC members (trustees) during the year**

Incumbent (Rector)	The Rev Rachel Gibson (from 09/07/2015) (Chair)
Assistant Curate	The Revd Dr Philip Lockley (from 01/07/2017)
Churchwardens	Mr Andrew Munday (from 30/04/2018 to the APCM in October 2020) Mrs Merry Patel (from 30/04/18 to the APCM in 2021) (Vice Chair) Mr Peter Heim (from 22/10/2020 to the APCM in 2021)
Deanery Synod Reps	Mrs Bethan Willis (from 30/04/2017 until the APCM in 2023) Ms Mirjam Schilling (from 14/04/2019 to the APCM in 2023) Mr Colin Price (from 22/10/2020 to the APCM in 2023)
Elected Members	Miss Sue Cleave (Hon Secretary) (from 30/04/2018 to the APCM in 2022) Mr John Deans (from 24/04/2016 to the APCM in 2022) Mr Colin Dobson (from 30/04/2018 to the APCM in 2021) Dr Claire Gilroy (from 30/04/2017 to the APCM in 2023) Mrs Fiona Livingstone (from 22/04/2018 to the APCM in 2021) Mr Steve Rumford (from 22/11/2017 until the APCM in 2023) Dr Jeremy Spearman (from 22/04/2018 to the APCM in 2021) Ms Helen Ward (from 30/04/2017 to the APCM in 2020). Ms Ward was then co-opted to serve until the APCM in 2021 2 vacancies are carried forward, one for the residue of three years and one for the residue of two years from the 2020 APCM

### **Advisors and bankers to the PCC**

Accountants	Wenn Townsend, 30 St. Giles, Oxford, OX1 3LE
Architect	Mr John Radice, Old Post Office, Berrick Salome, Wallingford, Oxon, OX10 6JN
Bankers	Barclays Bank, 4 Pound Way, Cowley, OX4 3XT Cambridge and Counties Bank, 42 Castle Street, Cambridge, CB3 0AJ Julian Hodge Bank Limited, 29 Windsor Place, Cardiff, CF10 3BZ Market Harborough Building Society, Welland House, Leicestershire, LE16 7PD Shawbrook Bank, The Drive, Brentwood, CM13 3BE United Trust Bank, 80 Haymarket, London, SW1Y 4TE Virgin Money, 129 High Street, Oxford, OX1 4DF
Employment Law Adviser	Miss Pippa Greenslade, contact through St Clement's Parish Office (details above)
Health and Safety Adviser	Mr Geoffrey Roberts, contact through St Clement's Parish Office (details above)
Independent Examiner	Graham Cole BA FCA, Wenn Townsend, 30 St. Giles, Oxford, OX1 3LE

### **Signed on behalf of the PCC**

.....  
**Rachel Gibson (Chair)**

..... **2021**

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

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31st December 2020 which are set out on pages 12 to 26.

**Responsibilities and basis of report**

As the charity's trustees 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 charity'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 examiner's statement**

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. 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.

**Graham Cole BA FCA  
Wenn Townsend Chartered Accountants  
30 St Giles'  
Oxford  
OX1 3LE**

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

**Statement of Financial Activities  
for the year ended 31st December 2020**

	Note	Unrestricted Funds				Unrestricted Funds			
		General	Designated	Restricted funds	Totals 2020	General	Designated	Restricted funds	Totals 2019
		£	£	£	£	£	£	£	£
<b>Income</b>									
Donations and legacies	3a	94,240	625	80,435	175,300	86,301	-	110,532	196,833
Income from church activities	3b	1,368	-	126	1,494	2,356	-	568	2,924
Income from investments	3c	2,539	-	-	2,539	4,152	-	-	4,152
<b>Total income and endowments</b>		<b>98,147</b>	<b>625</b>	<b>80,561</b>	<b>179,333</b>	<b>92,809</b>	<b>-</b>	<b>111,100</b>	<b>203,909</b>
<b>Expenditure</b>									
Expenditure on church activities	4a/b	47,867	625	179,639	228,131	44,226	39,322	96,613	180,161
<b>Total expenditure</b>		<b>47,867</b>	<b>625</b>	<b>179,639</b>	<b>228,131</b>	<b>44,226</b>	<b>39,322</b>	<b>96,613</b>	<b>180,161</b>
<b>Net income/(expenditure)</b>		<b>50,280</b>	<b>-</b>	<b>(99,078)</b>	<b>(48,798)</b>	<b>48,583</b>	<b>(39,322)</b>	<b>14,487</b>	<b>23,748</b>
<b>Transfers between funds</b>	8	<b>(2,472)</b>	<b>-</b>	<b>2,472</b>	<b>-</b>	<b>(1,852)</b>	<b>6,095</b>	<b>(4,243)</b>	<b>-</b>
<b>Net movement in funds</b>		<b>47,808</b>	<b>-</b>	<b>(96,606)</b>	<b>(48,798)</b>	<b>46,731</b>	<b>(33,227)</b>	<b>10,244</b>	<b>23,748</b>
<b>Reconciliation of funds</b>									
Balance brought forward at 1st January 2020		254,369	50,000	147,682	452,051	207,638	83,227	137,438	428,303
<b>Balance carried forward at 31st December 2020</b>		<b>302,177</b>	<b>50,000</b>	<b>51,076</b>	<b>403,253</b>	<b>254,369</b>	<b>50,000</b>	<b>147,682</b>	<b>452,051</b>

The notes on pages 15 to 26 form an integral part of these accounts.

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

**Balance Sheet  
at 31st December 2020**

	Note	2020		2019	
		£	£	£	£
<b>Fixed assets</b>					
Tangible fixed assets	5		-		-
<b>Current assets</b>					
Debtors	6	21,155		6,465	
Cash at bank and in hand		398,303		447,361	
		<u>419,458</u>		<u>453,826</u>	
<b>Liabilities: amounts falling due within one year</b>	7	<u>(16,205)</u>		<u>(1,775)</u>	
<b>Net current assets</b>			403,253		452,051
<b>Net assets</b>			<u>403,253</u>		<u>452,051</u>
<b>Funds</b>					
Unrestricted - general	8		302,177		254,369
Unrestricted - designated	8		50,000		50,000
Restricted	8		51,076		147,682
			<u>403,253</u>		<u>452,051</u>

Approved by the Parochial Church Council on ..... 2021 and signed on its behalf by:

.....

**Rachel Gibson - Chairperson**

The notes on pages 15 to 26 form an integral part of these accounts.



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

**Statement of Cash Flows  
for the year ended 31st December 2020**

**Reconciliation of increase in funds to net cash flow from operating activities**

	<b>Note</b>	<b>2020</b> <b>£</b>	<b>2019</b> <b>£</b>
(Deficit)/surplus for the year		(48,798)	23,748
(Increase)/decrease in debtors		(14,690)	1,949
(Decrease)/increase in creditors		14,430	(10,093)
Interest received		(2,539)	(4,152)
Net cash flow from operating activities		<u>(51,597)</u>	<u>11,452</u>

**Cash flow statement**

	<b>2020</b> <b>£</b>	<b>2019</b> <b>£</b>
Net cash flow from operating activities	(51,597)	11,452
<b>Returns on investments and servicing finance</b>		
Interest received	2,539	4,152
Net cash flow before management of liquid resources and financing	<u>(49,058)</u>	<u>15,604</u>
<b>(Decrease)/increase in cash</b>	<u>(49,058)</u>	<u>15,604</u>
Movement in cash	(49,058)	15,604
Net cash at 1st January 2020	447,361	431,757
Net cash at 31st December 2020	<u>398,303</u>	<u>447,361</u>

**The notes on pages 15 to 26 form an integral part of these accounts.**

# **The Parochial Church Council of the Ecclesiastical Parish of St Clement's, Oxford**

## **Notes to the Financial Statements for the year ended 31st December 2020**

### **1. Explanatory notes on the Financial Statements:**

The accounts for 2020 are presented in a format compatible with the Church Accounting Regulations 2006 and the Charities Act 2011.

The Statement of Financial Activities (SOFA) gives an overall summary of the church finances for the year and the movement on the reserves, which are divided for reporting purposes between Unrestricted and Restricted Funds.

The aim of the SOFA is to summarise the church income and expenditure according to activity. The notes to the accounts divide the summarised figures in a variety of ways, which provide additional breakdown of the income and expenditure.

The balance sheet represents the assets and liabilities of the PCC at the end of December 2020. However, it does not include the church itself or the rectory, as well as some other church assets purchased in past years.

- The general fund comprises the regular income and the regular and predictable expenditure relating to core church activities.
- Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes.
- Restricted funds are detailed in note 8 to the accounts and have been received for specific purposes.

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

### **2. Accounting policies**

#### **2a Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with Church Accounting Regulations 2006 together with applicable accounting standards. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 1A) (effective 1 October 2019).

#### **2b Funds**

General funds represent 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. Funds designated for a particular purpose by the PCC are also unrestricted.

Restricted funds are to be used for specific purposes as specified by the donor.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

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

**Notes to the Financial Statements  
for the year ended 31st December 2020**

..... continued

**2. Accounting policies (continued)**

**2c Incoming resources**

**Voluntary income and capital sources**

Collections are recognised when received by or on behalf of the PCC, as is planned giving.

Income tax recoverable on Gift Aid donations is recognised in the year the donation is received.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

**2d Resources used**

**i) Grants**

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

**ii) Activities directly relating to the work of the Church**

The diocesan quota is accounted for when payable on an accruals basis.

**iii) Governance costs**

These include those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examination fees and costs linked to the strategic management of the charity.

**2e Fixed assets**

**Office equipment**

Office equipment with an initial cost exceeding £1,000 is capitalised and included within fixed assets. Items below this de minimis threshold are written off as expenditure in the SOFA. Depreciation is provided on office equipment so as to write off the cost or valuation, less any estimated residual value, over the expected useful economic life on a straight line basis at 25% a year.

**Consecrated property and movable church furnishings**

Consecrated and beneficed property of any kind is excluded from the accounts by section 10(2) of the Charities Act 2011. The value of such fixed assets is not included in the balance sheet. All expenditure incurred in the year on consecrated or beneficed buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

**2f Current assets and liabilities**

Amounts owing to the PCC at 31st December 2020 in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable. Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to expenditure; it is probable that a settlement will be required and the amount of the obligation can be measured reliably.

**Notes to the Financial Statements  
for the year ended 31st December 2020**

..... continued

**3. Income**

**3a Voluntary income - 2020**

	<b>Unrestricted funds</b>			<b>Total funds</b>
	<b>General</b>	<b>Designated</b>	<b>Restricted funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General giving:				
Regular	71,316	-	1,840	73,156
Church services	1,882	-	-	1,882
Special collections	253	-	239	492
Mission Gift Fund	-	-	6,807	6,807
Other donations - PCC	5,517	500	9,955	15,972
Gift Aid recoverable	15,272	125	3,801	19,198
Dawson Trust - PCC	-	-	57,793	57,793
	<b>94,240</b>	<b>625</b>	<b>80,435</b>	<b>175,300</b>

**Voluntary income - 2019**

	<b>Unrestricted funds</b>			<b>Total funds</b>
	<b>General</b>	<b>Designated</b>	<b>Restricted funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General giving:				
Regular	64,504	-	728	65,232
Church services	5,953	-	2,406	8,359
Special collections	-	-	-	-
Mission Gift Fund	-	-	6,202	6,202
Other donations - PCC	412	-	18,009	18,421
Gift Aid recoverable	15,432	-	1,973	17,405
Dawson Trust - PCC	-	-	81,214	81,214
	<b>86,301</b>	<b>-</b>	<b>110,532</b>	<b>196,833</b>

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

**Notes to the Financial Statements  
for the year ended 31st December 2020**

..... continued

**3b Income from church activities – 2020**

	<b>Unrestricted funds</b>		<b>Restricted funds</b>	<b>Total funds</b>
	<b>General</b>	<b>Designated</b>		
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fees – PCC	1,298	-	-	1,298
Fees – Toddler Group	-	-	126	126
Café Club	70	-	-	70
	<u>1,368</u>	<u>-</u>	<u>126</u>	<u>1,494</u>

**Income from church activities – 2019**

	<b>Unrestricted funds</b>		<b>Restricted funds</b>	<b>Total funds</b>
	<b>General</b>	<b>Designated</b>		
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fees – PCC	2,044	-	-	2,044
Fees – Toddler Group	-	-	568	568
Café Club	312	-	-	312
	<u>2,356</u>	<u>-</u>	<u>568</u>	<u>2,924</u>

**3c Income from investments - 2020**

Interest received	<u>2,539</u>	<u>-</u>	<u>-</u>	<u>2,539</u>
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**Income from investments – 2019**

Interest received	<u>4,152</u>	<u>-</u>	<u>-</u>	<u>4,152</u>
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**The Parochial Church Council of the Ecclesiastical Parish of St Clement's, Oxford**

**Notes to the Financial Statements  
for the year ended 31st December 2020**

..... continued

**4. Expenditure**

**4a Missionary and charitable giving - 2020**

	<b>Unrestricted funds</b>			<b>Total funds</b>
	<b>General</b>	<b>Designated</b>	<b>Restricted funds</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
A Rocha UK	-	-	400	400
Centre for Muslim Christian Studies	-	-	200	200
Children's Society	-	-	155	155
Church Mission Society (N & C Drayson)	-	-	1,025	1,025
Mahabba	-	-	200	200
Open Doors UK	-	-	400	400
Operation Mobilisation (S & S Davies)	-	-	1,025	1,025
Oxford Churches Debt Centre	-	-	2,000	2,000
Oxford Pastorate	-	-	400	400
Prison Fellowship	-	-	400	400
The Gatehouse	-	-	72	72
The Porch Steppin' Stone Centre	-	-	72	72
Transform	-	-	1,025	1,025
Viva Doorsteps	-	-	400	400
Wycliffe Bible Translators (J & F Livingstone)	-	-	1,025	1,025
Recipients of Rector's Fund			600	600
<b>Total Missionary and charitable giving</b>	<b>-</b>	<b>-</b>	<b>9,399</b>	<b>9,399</b>

**Missionary and charitable giving - 2019**

	<b>Unrestricted funds</b>			<b>Total funds</b>
	<b>General</b>	<b>Designated</b>	<b>Restricted funds</b>	<b>2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
A Rocha UK	-	-	500	500
Bishop's Outreach Fund	-	-	100	100
Centre for Muslim Christian Studies	-	-	300	300
Children's Society	-	-	139	139
Church Mission Society (N & C Drayson)	-	-	1,100	1,100
Mahabba	-	-	300	300
Open Doors UK	-	-	500	500
Operation Mobilisation (S & L Davies)	-	-	1,100	1,100
Oxford Churches Debt Centre	-	-	2,000	2,000
Oxford Pastorate	-	-	500	500
Oxford Winter Night Shelter	-	-	509	509
Prison Fellowship	-	-	500	500
The Porch Steppin' Stone Centre	-	-	264	264
Viva Doorsteps	-	-	500	500
Wycliffe Bible Translators (J Livingstone)	-	-	1,100	1,100
<b>Total Missionary and charitable giving</b>	<b>-</b>	<b>-</b>	<b>9,412</b>	<b>9,412</b>



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

**Notes to the Financial Statements  
for the year ended 31st December 2020**

..... continued

**4b Activities directly relating to the work of the church – 2020**

	<b>Unrestricted funds</b>		<b>Restricted funds</b>	<b>Total funds</b>
	<b>General</b>	<b>Designated</b>		
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Wages and salaries - other	-	-	35,370	35,370
Parish share of diocesan quota	47,184	-	-	47,184
Family Centre rent - Toddlers	-	-	500	500
- other	-	-	5,500	5,500
Gas, electricity and water	-	-	2,577	2,577
Church and churchyard maintenance	-	625	102,613	103,238
Insurance and security - other	-	-	4,688	4,688
Church activities	422	-	9,801	10,223
Toddler Group - other costs	-	-	40	40
Café Club - other costs	8	-	-	8
Rector expenses	-	-	815	815
Allocated from support costs (see note 4d)				
- other	253	-	8,336	8,589
	<hr/> 47,867	<hr/> 625	<hr/> 170,240	<hr/> 218,732
Grants paid (see note 4a)	-	-	9,399	9,399
<b>Church activities</b>	<hr/> 47,867	<hr/> 625	<hr/> 179,639	<hr/> 228,131

**Activities directly relating to the work of the church - 2019**

	<b>Unrestricted funds</b>		<b>Restricted funds</b>	<b>Total funds</b>
	<b>General</b>	<b>Designated</b>		
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Wages and salaries	-	-	37,419	37,419
Parish share of diocesan quota	43,217	-	-	43,217
Family Centre rent - Toddlers	-	-	500	500
- other	-	-	5,500	5,500
Gas, electricity and water	-	-	3,210	3,210
Church and churchyard maintenance	-	39,322	8,024	47,346
Insurance and security	-	-	4,876	4,876
Church activities	784	-	17,650	18,434
Toddler Group - other costs	-	-	628	628
Café Club - other costs	225	-	-	225
Rector expenses	-	-	1,074	1,074
Diocesan fees	-	-	155	155
Allocated from support costs (see note 4d)				
- other	-	-	8,164	8,164
	<hr/> 44,226	<hr/> 39,322	<hr/> 87,200	<hr/> 170,748
Grants paid (see note 4a)	-	-	9,412	9,412
<b>Church activities</b>	<hr/> 44,226	<hr/> 39,322	<hr/> 96,612	<hr/> 180,161

**Notes to the Financial Statements  
for the year ended 31st December 2020**

..... continued

**4c Staff**

	<b>2020 £</b>	<b>2019 £</b>
Salaries	34,476	35,836
Employer's national insurance	-	790
Pension costs	894	793
	<u>35,370</u>	<u>37,419</u>

No trustees were employed during the year (2019: £nil). No remuneration was paid to trustees during the year (2019: £nil). No expenses were reimbursed to trustees during the year (2019: £nil).

Payments to related parties of the Trustees are outlined in note 10.

No employee received £60,000 or more during the current or preceding year.

The Rector is not included in the total for salaries. This is because the Rector's stipend is met under Church of England arrangements and not by the PCC.

The average number of staff employed during the year was:

	<b>2020</b>	<b>2019</b>
Administration	1	1
Cleaning	1	1
Youth work	1	1
Children's work	1	1
	<u>4</u>	<u>4</u>

**4d Analysis of support costs - 2020**

	<b>Unrestricted Funds</b>		<b>Restricted</b>	<b>Total Funds</b>
	<b>General £</b>	<b>Designated £</b>	<b>£</b>	<b>£</b>
Support on H&S and employment law	-	-	37	37
Website design costs	-	-	446	446
General administration	253	-	1,853	2,106
Independent examiner's fees	-	-	384	384
Accountancy fees	-	-	5,616	5,616
	<u>253</u>	<u>-</u>	<u>8,336</u>	<u>8,589</u>

**Analysis of support costs - 2019**

Support on H&S and employment law	-	-	459	459
Website design costs	-	-	96	96
General administration	-	-	1,609	1,609
Independent examiner's fees	-	-	384	384
Accountancy fees	-	-	5,616	5,616
	<u>-</u>	<u>-</u>	<u>8,164</u>	<u>8,164</u>

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

**Notes to the Financial Statements  
for the year ended 31st December 2020**

..... continued

**5. Tangible fixed assets**

	<b>Office equipment £</b>	<b>Total £</b>
<b>Cost</b>		
As at 1st January 2020	2,942	2,942
As at 31st December 2020	2,942	2,942
<b>Depreciation</b>		
As at 1st January 2020	2,942	2,942
As at 31st December 2020	2,942	2,942
<b>Net book value</b>		
As at 31st December 2020	-	-
As at 31st December 2019	-	-

**6. Debtors**

	<b>2020 £</b>	<b>2019 £</b>
Gift Aid recoverable	8,567	4,523
VAT recoverable	11,990	-
Other debtors	598	1,942
	21,155	6,465

**7. Liabilities: amounts falling due within one year**

	<b>2020 £</b>	<b>2019 £</b>
Trade creditors	14,471	-
Accruals and deferred income	-	1,775
Taxation and social security	862	-
Other creditors	872	-
	16,205	1,775

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

**Notes to the Financial Statements  
for the year ended 31st December 2020**

..... continued

**8. Fund details - 2020**

	<b>Balance at 1st January 2020 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>Balance at 31st December 2020 £</b>
<b><i>Unrestricted</i></b>					
General	254,369	98,147	(47,867)	(2,472)	302,177
Designated: Dawson cashflow	50,000	-	-	-	50,000
Windows	-	625	(625)	-	-
<b><i>Restricted</i></b>					
Asylum Welcome	63	-	-	-	63
The Children's Fund	1,510	8,355	(12,238)	2,472	99
The Children's Society	-	155	(155)	-	-
Crèche Room	180	-	-	-	180
Dawson Trust	127,823	57,793	(137,396)	-	48,220
Mission Gift Fund	272	8,371	(8,500)	-	143
Porch Steppin' Stone Centre	-	72	(72)	-	-
Rector's Discretionary Fund	494	200	(600)	-	94
Roof Alarm	364	-	-	-	364
Shared Space	660	-	(446)	-	214
Student Fund	352	-	-	-	352
Toddler Group	1,460	126	(240)	-	1,346
The Gatehouse	-	72	(72)	-	-
Welcome/Light	14,504	5,417	(19,920)	-	1
	<b>452,051</b>	<b>179,333</b>	<b>(228,131)</b>	<b>-</b>	<b>403,253</b>

**Fund details - 2019**

	<b>Balance at 1st January 2019 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>Balance at 31st December 2019 £</b>
<b><i>Unrestricted</i></b>					
General	207,638	92,809	(44,226)	(1,852)	254,369
Designated: Dawson cashflow	50,000	-	-	-	50,000
Windows	33,227	-	(39,322)	6,095	-
<b><i>Restricted</i></b>					
Asylum Welcome	63	-	-	-	63
Bishop's Outreach Fund	-	-	(100)	100	-
The Children's Fund	510	5,881	(4,881)	-	1,510
The Children's Society	-	139	(139)	-	-
Church Weekend	-	520	(932)	412	-
Crèche Room	180	-	-	-	180
Dawson Trust	129,914	81,215	(76,800)	(6,506)	127,823
Mission Gift Fund	7	8,665	(8,400)	-	272
Oxford Winter Night Shelter	-	509	(509)	-	-
Porch Steppin' Stone Centre	-	264	(264)	-	-
Rector's Discretionary Fund	508	-	(14)	-	494
Roof Alarm	60	-	304	-	364
Shared Space	-	800	(140)	-	660
Soul Survivor	18	1,497	(3,266)	1,751	-
Student Fund	352	-	-	-	352
Toddler Group	1,720	568	(828)	-	1,460
Welcome/Light	4,106	11,042	(644)	-	14,504
	<b>428,303</b>	<b>203,909</b>	<b>(180,161)</b>	<b>-</b>	<b>452,051</b>

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

### Notes to the Financial Statements for the year ended 31st December 2020

..... continued

#### 8. Fund details – (continued)

The designated fund: Dawson cashflow comprises funds set aside at the start of each year to ensure there is enough cash to last until the Dawson Trust grant arrives in late summer. The £50,000 assigned to the fund was determined on the basis of past experience.

The designated fund: Windows comprises an unrestricted legacy received in 2017 and 2018 and other donations, set aside for substantial repair work to the church windows.

The restricted fund: Dawson Trust represents amounts received from the Charity of Thomas Dawson as a 'contribution towards the upkeep and repair of the fabric of the Parish Church of St Clement's, and the maintenance of the services and furniture therein and subject thereto in furtherance of the religious and other charitable work of the Church of England, in the said ecclesiastical parish as the Parochial Church Council think fit'.

The restricted fund: Mission Gift Fund comprised gifts received during the 2020 Lent appeal to help support the mission partners of St Clement's and mission agencies (Open Doors UK,, A Rocha UK, Prison Fellowship, Mahabba, Centre for Muslim Christian Studies, Viva Doorsteps and the Oxford Pastorate)

The restricted funds: The Children's Society represents special collections at Christmas for this purpose and was fully expended in 2020.

The restricted fund: Porch Steppin' Stone Centre represents special collections at Christmas for this purpose. It was fully expended in 2020.

The restricted funds: The Gatehouse represents special collections at Christmas for this purpose and was fully expended in 2020.

The restricted fund: Church Welcome/Light comprises donations and regular giving specifically towards providing a more hospitable welcome to visitors to St Clement's Church.

The restricted fund: Crèche Room comprises a special donation received in 2015 specifically for furniture to make the refurbished Crèche Room a more friendly and useful place for young children. Amounts unspent by the end of 2020 will be used for similar purposes as needs arise.

The restricted fund: Soul Survivor comprises donations to enable our youth members to participate in the Soul Survivor summer camp in 2019. No camp took place in 2020.

The restricted fund: Toddler Group comprises surpluses built up over past years from Toddler Group activities and subsidies from the PCC. It is held to ensure the continued viability of the Toddler Group through peaks and troughs of income. It is to be used solely for Toddler Group purposes unless the PCC decides to close the Toddler Group, in which case any remaining money would revert to the general unrestricted fund.

The restricted fund: Rectors' Discretionary Fund exists to enable the Rector to respond in a loving and appropriate way to cases of urgent and extreme hardship where a short term small financial provision will make a significant difference to the well-being of the church member, or someone in our wider community.

The restricted fund: Children's Fund comprises donations to enable the church to employ a Children's worker.

The restricted fund: Church Weekend comprises donations received to enable the church to have a weekend of prayer and reflection in 2019.

The restricted fund: Shared Spare is a grant received from the Diocese of Oxford to enable this mission-based activity to take place.

The restricted fund: Student Fund is a grant received from the Diocese of Oxford to enable mission inspired work with students by St Clements.

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

**Notes to the Financial Statements  
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**8. Fund details (continued)**

The restricted fund: Roof Alarm comprises donations received to fund a roof alarm for St Clement's church.

The restricted fund: Asylum Welcome comprises donations received to give to the charity Asylum Welcome which helps refugees to the United Kingdom.

The restricted fund: Bishops Outreach comprised donations made during a service by the Bishop of Oxford at the St Clements. It was fully expended in 2019.

**9. Analysis of net assets by fund**

<b>2020</b>	<b>General unrestricted funds £</b>	<b>Designated unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total funds 2020 £</b>
Current assets	302,177	50,000	67,281	419,459
Current liabilities	-	-	(16,205)	(16,205)
	<u>302,177</u>	<u>50,000</u>	<u>51,076</u>	<u>403,181</u>
 <b>2019</b>				
	<b>General unrestricted funds £</b>	<b>Designated unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total funds 2019 £</b>
Current assets	254,369	50,000	149,457	453,826
Current liabilities	-	-	(1,775)	(1,775)
	<u>254,369</u>	<u>50,000</u>	<u>147,682</u>	<u>452,051</u>



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

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**10. Related party transactions**

The Charity of Thomas Dawson (registered charity 203258), The Parochial Charities of St Clement, Oxford (registered charity 201989) and St Clement's Parish Property (registered charity 220051) are deemed related parties of the PCC as they are chaired by the PCC's Rector.

During the year the PCC received a donation of £57,793 (2019: £81,214) from the Charity of Thomas Dawson as a 'contribution towards the upkeep and repair of the fabric of the Parish Church of St Clement's, and the maintenance of the services and furniture therein and subject thereto in furtherance of the religious and other charitable work of the Church of England, in the said ecclesiastical parish as the Parochial Church Council think fit'.

During the year the PCC paid £6,000 (2019: £6,000) to St Clement's Parish Property in rent for the charity's office and the use of rooms for various activities

During the year, gifts of £1,025 (2019: £1,100) were paid to John Livingstone, the spouse of a Trustee as a full mission partner. The same amount was paid to the other mission partners of PCC.

During the year, gifts of £1,025 (2019: £nil) were paid to Transform, a UK charity supporting development projects in Uganda. Dr Jeremy Spearman, a Trustee of St Clements, is also a Trustee of Transform.

During the year, gifts of £400 (2019: £500) were paid to The Oxford Pastorate. Mrs Bethan Willis is an employee of the Pastorate and also a member of PCC.

During the year, a donation of £200 (2019: £nil) was paid to Mr C Dobson, a member of PCC, from the Rector's Discretionary Fund. The member played no part in the decision to award the donation.