



St Paul's

PAROCHIAL CHURCH COUNCIL  
OF  
THE ECCLESIASTICAL PARISH OF ST PAUL, CAMBRIDGE

(Registered Charity No. 1132965)

**STATEMENT OF ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2023**

## Aims and Purposes

St Paul's Parish Church Council (PCC) has the responsibility of co-operating with the Incumbent, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social, and ecumenical. The Ely Diocesan vision is that:

We pray to be generous and visible people of Jesus Christ

We work to realise that vision by being committed and prayerful in these ways:

- To engage fully and courageously with the needs of our communities, locally and globally
- To grow God's church by finding disciples and nurturing leaders
- To deepen our commitment to God through word, worship, and prayer

The five *Anglican marks of mission* are:

1. To proclaim the Good News of the Kingdom
2. To teach, baptise and nurture new believers
3. To respond to human need by loving service
4. To seek to transform unjust structures of society, to challenge violence of every kind and to pursue peace and reconciliation
5. To strive to safeguard the integrity of creation and sustain and renew the life of the earth

## Objectives and Activities

The PCC is committed to enabling as many people as possible to make connections with themselves, with one another, with our local community and with God. The PCC maintains an overview of both the worship life of the church and its other activities, including the running of the community centre.

When planning our activities for the year, the incumbent and the PCC have considered the Commission's guidance on public benefit, and the specific guidance on charities for the advancement of religion. St Paul's exists to serve the people of the ecclesiastical parish in which we are set, through providing them with opportunities to engage with the Christian faith, connect with a Christian community and to live life to the full.

We also support people to live out their faith as part of our parish community through the additional three Anglican marks of mission (see above 3-5). This includes:

- Responding to human need through loving service: pastoral visiting, the lunch clubs, singing club, botanic garden walk, toddler group, and Monday night supper.
- Supporting charitable activities and fundraising in the church. There are a number of charities with which the church has a particularly close relationship and supports through its Mission Group. St Paul's also hosts Foodbank twice a week.
- The work of the Eco Group and the Inclusive Church Group, enabling care for the earth and the transformation of unjust structures in the church as well as in wider society.

To facilitate this work, it is essential that we maintain the fabric of the Church of St Paul's, Cambridge.

## Review of the Year and other Activities

### General overview

During the course of the year the Parochial Church Council (PCC) met for a Saturday Away Day at Queens' College and six other times to discuss the governance of St Paul's Church. The PCC agreed to structure the life of the church with the Heart Edge model initiated and run by St Martin-in-the-Fields Anglican Church. The Heart Edge four C's approach creates four headings for the life of the church: Congregation, Compassion, Commerce and Culture. Members of the PCC have all been allocated to sub-groups focusing on these four areas. This model fits the life of St Paul's well, as it already has a commitment to these four areas. Allocating trustees to an area will help ensure that each 'C' is given due attention and resources.

The PCC employed a Centre Manager during 2023 and appointed a Bookings and Marketing Manager to focus on our commercial lets. Sarah Collins began working for us in June 2023 and has made a significant contribution to the church, she has enabled our lettings income to increase in line with pre-Covid levels. Our freelance bookkeeper resigned in April and Giulia Kistruck was engaged as a bookkeeper to take over the work on our accounts. Supported by both David Farrer and Andrew Chaplin she has done excellent work for us. The PCC advertised for a Children and Family Worker and appointed Anna Pile in late December 2023 to begin work in 2024.

The PCC has been mindful of the challenges of running St Paul's due to the ambitious nature of its programme and activities. The PCC has sought to support the running of the church and centre through support of the Vicar and employing staff. Capacity building has been crucial during the course of the year. With appointment of two Church Wardens, two Assistant Wardens and a Treasurer, the PCC is encouraged that the right volunteers, staff, and office holders are being put in place to ensure the further success of St Paul's.

### Finance report

Andrew Chaplin took over as Treasurer from Peter Parsons in June 2023.

Attached to this note is a summary Statement of Financial Activities for the year, a full set of accounts and the Independent Examiner's Report on these accounts.

Parishioners should be encouraged to see that the Church's total funds have increased by over £41,000 in 2023. This is predominantly due to our two grants from The National Lottery Community Fund and Cambridge City Foodbank, as well as an unrestricted legacy in memory of Bruce Johnstone. I am also delighted that lettings income has increased 20% compared to 2022 (although the associated costs of running the Centre have also increased).

Our next challenge as a congregation is to increase our regular giving. Those that are able are invited to review their regular giving (such as by using the Parish Giving Scheme), and/or consider contributing more to the life of the church with their time. Such support will over the long run make our church less dependent on grant income, and more resilient in an inflationary economic environment.

St Paul's is indebted to the work of the whole finance team: Giulia Kistruck (bookkeeper), Keith Cowley (gift aid administrator) and David Farrer (advisor).

### Reserves

The Church of England recommends that a PCC should adopt a formal reserves policy in its accounts and a broad recommendation for most charities is that they have unrestricted funds available to meet three months' future expenditure. In the light of the financial performance of the Centre in recent years, St Paul's has always

maintained balances well in excess of any normal reserve requirement. Our current unrestricted funds balance continues to support this position.

### **Congregation**

A variety of services have been held on Sundays through the year, with a Sunday Communion at 10.30am and the re-introduction of evening services at 6pm. A Sunday evening series was held on prayer with visiting speakers giving the addresses at the start of 2023. The inclusive church group and the eco church group have led Sunday morning services and we have held All-Age services. Sunday Club for under 11s was run during term-time by volunteers and a new Youth Group started for 11+ run by volunteers. They have met every other week in term time and there have also been some social events. Bible Study at 8.30am has been facilitated throughout most of the year, looking at a range of subjects, including the environment, hospitality, and forgiveness. Lay-led prayer services were held through the week, including Iona Prayers and the early morning Wednesday service. A Quiet Day was led by Contemplative Outreach organised by Kathleen Skilton.

We have had five students on placement during 2023- Mary Kilikidi, Jessica Soames, Becky Warner, Jane Gardiner, and Daniel Grayson. In full-time and part-time training, from the ordained pathway to lay ministry, they have all contributed richly to the life of the church in different ways. Students on placement with us preach, lead services, run courses, are active in our groups and support our community outreach.

A Church Weekend Away arranged by Steph Hoskin and others was held at High Leigh Conference Centre in Hertfordshire, with 47 residential guests and 5 day-visitors. The new venue was really enjoyed and lots of activities for all ages were provided. The Vicar led some workshops on understanding our different spiritual styles. Huge congratulations were expressed to Steph who has organised a huge number of weekends away and this was to be the last one that she was organising.

During Lent courses were led by two of our ordinands, in-person and online. On Palm Sunday we had a dramatic presentation of the Passion which was enjoyed by all. In Holy Week we had a range of services through the week, including the Maundy Supper Service and Watch, Good Friday Liturgy and Lighting of the New Fire and Easter Celebration on Easter Sunday. At Christmas we held our hugely successful Community Carol Service ably led by Helen Robbins, a Christingle Service, a Messy Church, a Blue Service, a Crib Service, and the Christmas Day celebration.

Two members of the congregation were confirmed at the Easter Vigil Service at Ely Cathedral and two infants were baptised in the year.

A number of our church went to Greenbelt (right) both those who camped, stayed nearby or day-visitors. In addition, members of the church attended the Big Green Weekend at the ecumenical Othona Community in Essex.



### **Pastoral Care**

Pastoral care continues to be one of our central concerns. While many in our congregation offer care for others in numerous ways, we also have a core team led by the Vicar, who meet to share news and try to ensure people in need feel known and supported. Our three weekly hospitality meals sustain pastoral care in a group setting; Tuesday Fellowship has been evolving as attendees' needs change, but members continue to provide pastoral care for each other alongside the fellowship at regular meetings. The pastoral connection to St George's Court care home is strengthened by fortnightly services and Christina's weekly visits. We were deeply saddened by the death of Jenny Cavallo and of Bruce Johnstone and large funeral services were held for them both at St Paul's. Love and care for those going through bereavement and illness is an essential part of how we live our

Christian values. Jane Gardiner ran a bereavement group in the spring which was well received. We were privileged to be asked to hold a Memorial Service for a local mother who had died young of cancer.

## Hospitality

Hospitality remains an integral part to the life of St Paul's. It brings people together, grows community, enables us to share our stories and to listen and support one another. This year we have continued to offer meals on a Monday, Thursday, and Friday. This ministry has been supported by a grant from the Community Organisations Cost of Living Fund during part of 2023, the rest is subsidised by the church, with some money coming from the small charge made for the meals.

Monday supper is at 6pm and is a one-course simple vegetarian meal, it is aimed at the homeless or the vulnerably housed. It follows from the Monday Foodbank session and guests are invited to stay on for the meal. There are an average of 15 guests at the meal and guests are invited to make a donation for the cost of the meal. It runs with a very dedicated team of mostly church volunteers. An evening service is held in the chapel after the service with candle-lighting. It is an important space to offer support to isolated people and provides a safe space.

The Thursday and Friday lunch time meals also continue with a team of volunteers, again mostly but not exclusively from the congregation. Many people at these meals have attended or helped for several years and this provides, apart from a great two course meal, an important community to be part of. Thursdays are generally aimed at vulnerable adults and the Friday lunch for the older generation. On Thursday there is a candle lighting service at which people pray together and on Friday a BCP communion service at 12.00 before the meal.

During Holy Week a Maundy Supper was provided, Fish and Chips on Good Friday along with an Easter morning breakfast and there were some Sunday lunch meals during the year. The Vicar had a Newcomers' Party in the vicarage garden in July. On Christmas Day a feast was provided for around 40 guests, thanks to Julia and Martin, Anthony, Jonathan, and Adrienne. In addition, a Seaside Trip to Felixstowe with a full coach was run by the Centre Manager in late August, along with a trip to the theatre in December. The monthly Botanic Garden visits continue as does the Thursday Singing Club led expertly by Victoria Royce, a volunteer. A very successful community Coronation Lunch was held with entertainment provided by the Thursday Singers for the King's Coronation. All these additional events are greatly appreciated by the community.

There are many people to thank for volunteering their time and making sure these meals continue but a special thanks to Christina and Michael who organise the Friday service and generally host the meal and Tim Harling for taking many of the communion services; Marjan for organising the rotas and hosting the Thursday meal, along with Peter; Jane who keeps the kitchen running well alongside cooking on a regular basis; Gary, who many of you will not know but does so much of the preparation and clearing away work on Thursday and Friday without whom we would not survive; Frances who has helped us sort out our role descriptions and safeguarding procedures.

## Partnerships

The Vicar is an ex-officio governor at **St Paul's Primary School** and a trustee of the Church Schools of Cambridge (CSOC). The Vicar leads collective worship most weeks at the school and started a Worship Club on Tuesday lunch times. The club started with a small attendance, but now up to 20 children join for Christian based crafts and chat over their lunchtime. CSOC supports Church of England schools in the city and makes grants for other churches for work in schools. A member of their team regularly visits our school to take small groups using the Christian story-telling technique of Godly Play. The whole school visited St Paul's for their Christmas and Easter Service and Year 6 took part in a Labyrinth Spirituality in place of a formal Leavers' Service. Christingles were made in Reception in December.

**Cambridge City Foodbank** run two distribution sessions at St Paul's each week, entirely run by their volunteers. A member of the St Paul's team is on hand at each session to issue Foodbank vouchers and build relationships with the guests, especially telling them about our community activities and opportunities. Monday Foodbank occurs just before our Monday Supper and so there is a good opportunity to build a bridge between those two services.

St Paul's has joined the **Community Organising** network in Cambridge, Citizens UK and was part of the pre-founding assembly held at Long Road Sixth Form College. As a founding member St Paul's is helping to develop leaders in the city who can focus on listening to local need and forming powerful alliances across institutions. Two members of the PCC have completed their one-day training.

## **Safeguarding**

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Disciplines Measure 2016, to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. During 2023, the Parish Safeguarding Officer was Frances Harris.

Frances Harris reports:

The ongoing business of the parish safeguarding officer is to identify our possible safeguarding risks and to take steps to reduce such risk. We recruit volunteer safely; volunteers undergo safeguarding training and risk assessments are in place for our activities.

During the year, the PCC (Parochial Church Council) approved a policy for the recruitment of ex-offenders and reviewed our safeguarding policy and our procedures for raising concerns.

During 2023:

Number of concerns raised and investigated: 1

Number of new or renewal DBS (Disclosure and Barring Service) applications: 10

Number of volunteers doing the Basic level safeguarding training (for first time or as a refresher): 9

Number of volunteers doing the Foundation level safeguarding training (for first time or as a refresher): 14

I am indebted to the Vicar and PCC for their strong support for safeguarding and also to all the volunteers who comply with the recruitment processes, demonstrating our shared commitment to keeping everyone safe.

## **Fabric Report**

We want to record our immense debt of thanks to Peter Adlington who again gave huge amounts of time and expertise to helping maintain the fabric of the building. This included larger issues like the Quinquennial inspection follow-up and the Tower repair project and many hands-on tasks such as plumbing and other routine repairs and improvements.

The biggest maintenance challenge during the year was a serious problem with the floor in the church hall in October. Due to a combination of issues including original design features, underfloor heating and humidity, the boards rose up in several places, forcing temporary restrictions on the use of the church hall (and some loss of rental income). This had already happened in 2016. The boards were repaired, and ongoing maintenance, cleaning and humidity issues identified that will require improved ongoing management. Re-sanding is also required but was deferred until the arrival of warmer weather in 2024; timing will also be decided so as to minimise loss of rental income.

Work arising from the 2021 Quinquennial inspection continued, led on behalf of the PCC by Peter Adlington and David Farrer, and was largely completed by end of the year. PCC has until 2026 to ensure that all required work is fully completed. The Vicar made a successful application for a free energy audit by the diocese. Ongoing upkeep such as gutter cleaning, vermin control, door security, fire safety, Wi-Fi, AV and phone-line improvements, were attended to. The Inclusive Church Group brought forward various important matters relating to barriers to inclusion (such as installing a working lift), and these will need ongoing responses as resources and opportunities allow.

Towards the end of the year, a new Maintenance Committee was created in order to provide improved oversight, coordination, accountability, knowledge-sharing and compliance in all aspects of the fabric of the building. This is chaired by the churchwardens, who have legal responsibility for oversight of such matters (they are on a learning curve!). It is expected that the new Operations Manager will play a key role in handling many fabric-related operational issues, with the Maintenance Committee providing oversight and planning. Other members of the Committee at year end included the Vicar, Dawn Robinson, Sarah Collins, Peter Adlington, David Farrer, and Anthony Bullock. Issues already identified as requiring ongoing Committee attention include: maintaining the Operations Manual and Logbook; reviewing medium- and long-term maintenance schedules; reviewing lists of qualified contractors and relevant insurance obligations; reviewing ongoing service contracts; improving awareness of the legal status of the church as a (consecrated) ecclesiastical Listed Building owned by the diocese, and of appropriate diocesan permission and faculty requirements; heightening awareness of diocesan advice and resources; clarification of process for authorising expenditure and budgeting; identifying and archiving all relevant fabric-related documents; preparation for fabric-related matters falling within the Archdeacon's Visitation in 2025.

### **Diocesan Synod 2023**

Synod met three times in 2023, attended by 40-50. Finances were in decent shape with a small and manageable operational deficit but no structural deficit. The Ministry share (what parishes give to the diocese to cover the cost of clergy) was to increase by 4%. A few parishes are already struggling to meet this, but St Paul's has always done so. A new purpose-built diocesan headquarters was being built (not drawing on the Ministry share) and is due to open in 2024. The diocese is making good progress to meet its performance targets on Safeguarding and to promote a culture of good practice across every parish. The Diocesan Environmental Task Group continues to work towards the Church of England's Net Zero Carbon target of 2030. It is encouraging more parishes to become eco-churches so that the diocese itself can be registered as an eco-diocese. At the June synod, Revd Imogen Nay was commissioned as diocesan Climate Adviser. There were regular reports on Deanery Development Planning, the process whereby the number and allocation of stipendiary clergy posts across the diocese are decided. No cuts in the number of full-time posts were foreseen. The REACH Ely programme, a new measure of mission going beyond maintaining buildings and embracing congregational vitality and community engagement, continues to unfold. Bishop Stephen Conway was appointed Bishop of Lincoln, and Bishop Dagmar Winter (Huntingdon) currently serves as acting Bishop of Ely. The vacancy-in-see committee hopes to nominate a successor by the end of 2024. Living in Love and Faith, and its outcome in Prayers of Love and Faith (PLF) that were announced in January 2023, was a regular, and at times contentious, item of discussion. The October diocesan synod received a motion passed by Cambridge North Deanery synod opposing the introduction of PLF. Bishop Dagmar expressed her support for parishes wishing to embrace PLF, and her commitment to protecting the freedom of conscience of those opposed to them.

## STATEMENT OF FINANCIAL ACTIVITIES

		Unrestricted Funds		Restricted Funds		Total	Unrestricted Funds		Restricted Funds		Total
	Notes	Congregation	Centre	Congregation	Centre	Funds	Congregation	Centre	Congregation	Centre	Funds
		2023	2023	2023	2023	2023	2022	2022	2022	2022	2022
		£	£	£	£	£	£	£	£	£	£
<b>Income from</b>											
Donations	2a	97,765	16,897	5,492	13,620	133,774	72,550	3,121	157,525	834	234,030
Charitable activities	2b	1,034	9,049	6,415	-	16,498	644	7,590	6,888	-	15,122
Other activities	2c	-	120,031	-	-	120,031	-	102,557	-	-	102,557
Investments	2d	-	287	-	-	287	169	35	-	-	204
Other	2e	789	-	-	-	789	1,477	550	-	-	2,027
<b>Total Income</b>		<b>99,588</b>	<b>146,264</b>	<b>11,907</b>	<b>13,620</b>	<b>271,379</b>	<b>74,840</b>	<b>113,853</b>	<b>164,413</b>	<b>834</b>	<b>353,940</b>
<b>Expenditure on</b>											
Raising funds	3a	-	162	-	-	162	216	-	-	-	216
Charitable activities	3b	63,225	140,011	26,375	-	229,611	78,717	110,441	243,100	1,500	433,758
<b>Total Expenditure</b>		<b>63,225</b>	<b>140,173</b>	<b>26,375</b>	<b>-</b>	<b>229,773</b>	<b>78,933</b>	<b>110,441</b>	<b>243,100</b>	<b>1,500</b>	<b>433,974</b>
<b>Net Income/(Expenditure)</b>		<b>36,363</b>	<b>6,091</b>	<b>(14,468)</b>	<b>13,620</b>	<b>41,606</b>	<b>(4,093)</b>	<b>3,412</b>	<b>(78,687)</b>	<b>(666)</b>	<b>(80,034)</b>
<b>Transfers between funds</b>	10	(20,749)	(4,218)	31,148	(6,181)	-	(55,000)	(550)	55,364	186	-
<b>Net movement in funds</b>		<b>15,614</b>	<b>1,873</b>	<b>16,680</b>	<b>7,439</b>	<b>41,606</b>	<b>(59,093)</b>	<b>2,862</b>	<b>(23,323)</b>	<b>(480)</b>	<b>(80,034)</b>
<b>Balances at 1 January</b>		<b>111,345</b>	<b>25,629</b>	<b>5,476</b>	<b>6,181</b>	<b>148,631</b>	<b>170,438</b>	<b>22,767</b>	<b>28,799</b>	<b>6,661</b>	<b>228,665</b>
<b>Balances at 31 December</b>		<b>126,959</b>	<b>27,502</b>	<b>22,156</b>	<b>13,620</b>	<b>190,237</b>	<b>111,345</b>	<b>25,629</b>	<b>5,476</b>	<b>6,181</b>	<b>148,631</b>

All amounts relate to continuing activities. There were no recognised gains or losses other than those included above.

The notes on pages 4 to 14 form part of these financial statements



## BALANCE SHEET

	Notes	Total Funds 2023 £	Total Funds 2022 £
<b>Fixed Assets</b>			
Tangible Fixed Assets	5	10,533	8,935
<b>Current Assets</b>			
Debtors	6	10,138	24,881
Cash at bank & in hand	7	183,429	158,074
		193,567	182,955
<b>Creditors: amounts falling due within one year</b>	8	(13,863)	(43,259)
<b>Net Current Assets</b>		179,704	139,696
<b>Total Net Assets</b>		<b>190,237</b>	<b>148,631</b>
<b>Parish Funds</b>			
General Reserve	10	57,412	20,968
Designated Funds	10	97,049	116,006
Total Unrestricted Funds		154,461	136,974
Restricted Funds	10	35,776	11,657
<b>Total Funds</b>		<b>190,237</b>	<b>148,631</b>

Approved by the Parochial Church Council and signed on its behalf

Andrew Chaplin  
Treasurer

4 April 2024

The notes on pages 4 to 14 form part of these financial statements

## **NOTES TO THE FINANCIAL ACCOUNTS**

### **NOTE 1 ACCOUNTING POLICIES**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the financial statements are as follows.

#### **Basis of Accounting**

The financial statements have been prepared under the Charities Act 2011, Church Accounting Regulations 2016 and in accordance with the October 2019 second edition of the Charities Statement of Recommended Practice (the Charities SORP) and Financial Reporting Standard 102 (FRS 102) effective from 1 January 2019. The financial statements are drawn on the historical cost basis of accounting with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to the accounts.

The financial statements include all transaction, assets and liabilities for which the PCC is responsible in law. They do include the accounts of the church groups that owe affiliation to another body or those that are informal gatherings of church members. The PCC meets the definition of a public benefit entity under FRS 102.

#### **Going Concern**

There are no material uncertainties about the charity's ability to continue and accordingly accounts have been drawn up on a going concern basis.

#### **Financial Instruments**

The PCC has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction values and subsequently measured at their settlement value.

## **Income**

Donations are included gross in the SOFA when the Charity is entitled to the income and has actually received the cash into its bank account and the value is thus measured reliably. Donations are treated as unrestricted unless specifically restricted by the donor. Income from grants is recognised gross when notification of approval is received and treated as unrestricted unless specifically restricted by the donor.

## **Expenditure**

Expenditure is accrued as soon as a liability is considered probable and the amount of the obligation can be measured reliably. As the PCC is not registered for VAT, expenditure includes VAT where appropriate.

## **Tangible Fixed Assets**

Consecrated and benefice property is not included in the accounts in accordance with S10 (2) (a) of the Charities Act 2011. This includes Church Silverware and historic furnishing. No value is placed on movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are considered inalienable property.

Other fixtures and fittings: furniture and equipment costing more than £1,000, used within the church premises is depreciated on a straight-line basis over the estimated useful life of 10 years. Individual items costing less than £1,000 are written off when acquired.

## **Funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the objects of the charity. Designated funds are unrestricted funds earmarked by the trustees for particular purposes. Restricted funds are subject to restrictions on their spending, imposed by the donor.

**NOTE 2. INCOME**

	Unrestricted Funds		Restricted Funds		Total	Unrestricted Funds		Restricted Funds		Total
	Congregation	Centre	Congregation	Centre	Funds	Congregation	Centre	Congregation	Centre	Funds
	2023	2023	2023	2023	2023	2022	2022	2022	2022	2022
	£	£	£	£	£	£	£	£	£	£
<b>2a Donations &amp; Legacies</b>										
Tax efficient planned giving	37,986	-	5,492	-	43,478	43,162	-	30,051	-	73,213
Other planned giving	12,538	-	-	-	12,538	14,450	-	1,600	-	16,050
Collections	2,959	-	-	-	2,959	2,382	-	-	-	2,382
Gift days	8,271	-	-	-	8,271	-	-	59,725	-	59,725
Grants	2,264	16,897	-	13,620	32,781	-	3,100	41,970	834	45,904
Donations, appeals etc	3,475	-	-	-	3,475	1,108	21	7,353	-	8,482
Legacies	20,000	-	-	-	20,000	-	-	-	-	-
Gift aid recovered	10,272	-	-	-	10,272	11,448	-	16,826	-	28,278
	97,765	16,897	5,492	13,620	133,774	72,550	3,121	157,525	834	234,030
<b>2b Charitable activities</b>										
Statutory fees	1,034	-	-	-	1,034	644	-	-	-	644
Parish Weekend	-	-	6,415	-	6,415	-	-	6,888	-	6,888
Hospitality lunches	-	8,943	-	-	8,943	-	7,590	-	-	7,590
Other events	-	106	-	-	106	-	-	-	-	-
	1,034	9,049	6,415	-	16,498	644	7,590	6,888	-	15,122
<b>2c Other activities</b>										
Room lettings	-	120,031	-	-	120,031	-	102,548	-	-	102,548
Other	-	-	-	-	-	-	9	-	-	9
	-	120,031	-	-	120,031	-	102,548	-	-	102,557
<b>2d Investments</b>										
Bank interest	-	287	-	-	287	169	35	-	-	204
	-	287	-	-	287	169	35	-	-	204
<b>2e Other</b>										
Feed-in Tariff payments	789	-	-	-	789	1,477	-	-	-	1,477
Insurance claims	-	-	-	-	-	-	550	-	-	550
	789	-	-	-	789	1,477	550	-	-	2,027
<b>Total</b>	99,588	146,264	11,907	13,620	271,379	74,840	113,853	164,413	834	353,940

### NOTE 3. EXPENDITURE

	Unrestricted Funds		Restricted Funds		Total Funds	Unrestricted Funds		Restricted Funds		Total Funds
	Congregation	Centre	Congregation	Centre		Congregation	Centre	Congregation	Centre	
	2023	2023	2023	2023		2022	2022	2022	2022	
	£	£	£	£	£	£	£	£	£	£
<b>3a Raising Funds</b>										
Just giving fees & publicity	-	162	-	-	162	216	-	-	-	216
	-	162	-	-	162	216	-	-	-	216
<b>3b Charitable Activities</b>										
<b>Church Activities</b>										
Mission giving & donations	544	-	12,100	-	12,644	356	-	12,671	-	13,027
Parish Share	57,234	19,078	-	-	76,312	72,619	-	-	-	72,619
Staff costs	-	48,674	-	-	48,674	3,890	49,785	(471)	300	53,504
Clergy Expenses	948	-	-	-	948	353	-	-	-	353
Parish weekend	-	-	8,094	-	8,094	-	-	7,096	-	7,096
Programme	414	-	-	-	414	-	1,285	364	1,200	2,849
<b>Church expenses</b>										
Building maintenance	-	9,898	-	-	9,898	-	11,511	-	-	11,151
Cleaning and Caretaking	-	19,001	-	-	19,001	-	15,069	-	-	15,069
Insurance	-	5,668	-	-	5,668	-	5,256	702	-	5,958
Office/administration	757	8,091	-	-	8,848	-	8,126	305	-	8,431
Bank charges	-	785	-	-	785	154	126	-	-	280
Children's activities	323	-	171	-	494	55	-	635	-	690
Upkeep of service	1,918	-	-	-	1,918	1,290	-	-	-	1,290
Music	697	-	286	-	983	-	-	-	-	-
Equipment	-	2,006	-	-	2,006	-	-	-	-	-
Other running costs	(425)	535	-	-	110	-	(1,004)	-	-	(1,004)
Depreciation	-	2,013	-	-	2,013	-	1,651	-	-	1,651
Church utility bills	-	18,981	-	-	18,981	-	12,508	-	-	12,508
Hospitality	815	4,781	-	-	5,596	-	4,932	-	-	4,932
<b>Major Capital Costs</b>										
Major repairs to Church	-	-	5,724	-	5,724	-	-	221,798	-	221,798
<b>PCC Governance Costs</b>										
	-	500	-	-	500	-	1,196	-	-	1,196
	63,225	140,011	26,375	-	229,611	78,717	110,441	243,100	1,500	433,758
<b>Total</b>	63,225	140,173	26,375	-	229,773	78,933	110,441	243,100	1,500	433,974

#### NOTE 4. STAFF COSTS & REMUNERATION OF KEY MANAGEMENT PERSONNEL

	2023	2022
	£	£
Staff Costs		
Wages & Salaries	48,194	52,913
Employer's Pension Contribution	480	591
	<b>48,674</b>	<b>53,504</b>

The PCC consider its key management personnel comprise the Centre Manager and Trustees.

The number of employees was 2 in 2023 and 2 in 2022. This number does not include Trustees who are not allowed to receive remuneration for their duties.

No employee received benefits from employment (excluding employer pension contributions) of more than £60,000.

#### NOTE 5. TANGIBLE FIXED ASSETS

	Fixtures & Fittings	
	2023	2022
	£	£
Costs		
As at 1 January	61,317	60,001
Additions for year	3,612	1,316
As at 31 December	<b>64,929</b>	<b>61,317</b>
Depreciation		
As at 1 January	52,382	50,731
Charge for year	2,013	1,651
As at 31 December	<b>54,395</b>	<b>52,382</b>
Net Book Value As at 31 December	<b>10,534</b>	<b>8,935</b>

## NOTE 6. DEBTORS

	2023	2022
	£	£
Gift Aid Recoverable	5,087	7,722
Other Debtors	4,270	14,990
Prepayments	780	2,168
	<u>10,137</u>	<u>24,881</u>

## NOTE 7. CASH and CASH EQUIVALENTS

Cash at Bank and in hand consisted entirely of no-notice bank deposits at the bank listed in Note 14.

## NOTE 8. CREDITORS – Amounts falling due within one year

	2023	2022
	£	£
Trade Creditors	(12,655)	(27,528)
Accruals & Sundry Creditors	(1,208)	(15,731)
	<u>(13,863)</u>	<u>(43,259)</u>

## NOTE 9. ANALYSIS OF NET ASSETS BETWEEN FUNDS

		<b>Tangible Fixed Assets</b>	<b>Debtors</b>	<b>Cash at Bank</b>	<b>Creditors within year</b>	<b>2023 Total</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted Funds</b>						
	General Congregation	-	5,752	35,899	1,208	40,443
	General Centre	-	4,050	25,574	12,655	16,969
<b>Designated Funds</b>						
	Legacies	-	-	86,515	-	86,515
	Ministry	-	-	-	-	-
	Electricity Feed in Tariff	-	-	-	-	-
	Fixed assets	10,534	-	-	-	10,534
		10,534	9,802	147,988	13,863	154,461
<b>Restricted Funds</b>						
				-		
	Arts Festival	-	-	-	-	-
	Child Empowerment Uganda	-	114	156	-	270
	Divine Hope Foundation	-	37	59	-	96
	Mission	-	23	(23)	-	-
	Children and Youth	-	4	6,335	-	6,339
	Organ	-	22	4,751	-	4,773
	Parish weekend	-	-	-	-	-
	Refurbishment	-	45	2,601	-	2,646
	Intern	-	75	6,065	-	6,140
	Vicar's Discretionary	-	15	1,877	-	1,892
	Duke of Edinburgh Awards	-	-	-	-	-
	Clergy Support	-	-	-	-	-
	St Paul's Award	-	-	-	-	-
	Foodbank	-	-	11,250	-	11,250
	Community Organisations					
	Cost of Living	-	-	2,370	-	2,370
		-	335	35,441	-	35,776
		10,534	10,137	183,429	13,863	190,237



## NOTE 10. FUNDS

	Balance at 1 January 2023	opening adjustment	Incoming Resources	Resources Expended	Write off	Transfers	Balance at 31 December 2023
	£	£	£	£	£	£	£
<b>Unrestricted Funds</b>							
General Congregation	4,275	-	98,798	(82,304)	-	19,674	40,443
General Centre	16,693	-	146,265	(119,081)	-	(26,908)	16,969
	20,968	-	245,063	(201,385)	-	(7,234)	57,412
<b>Designated Funds</b>							
Legacies	86,515	-	-	-	-	-	86,515
Ministry	2,739	-	-	-	-	(2,739)	-
Electricity Feed in Tariff	17,817	-	789	-	-	(18,606)	-
Fixed assets	8,935	-	-	(2,013)	-	3,612	10,534
	116,006	-	789	(2,013)	-	(17,733)	97,049
<b>Restricted Funds</b>							
Arts Festival	-	-	-	-	-	-	-
Child Empowerment Uganda	380	-	1,140	(1,250)	-	-	270
Divine Hope Foundation	121	-	375	(400)	-	-	96
Mission	178	-	1,526	(6,950)	-	5,246	-
Children and Youth	-	-	329	(171)	-	6,181	6,339
Organ	4,835	-	224	(286)	-	-	4,773
Parish weekend	564	-	6,415	(8,094)	-	1,115	-
Refurbishment	(11,086)	-	850	(5,724)	-	18,606	2,646
Intern	5,390	-	750	-	-	-	6,140
Vicar's Discretionary	1,594	-	298	-	-	-	1,892
Duke of Edinburgh Awards	3,255	-	-	-	-	(3,255)	-
Clergy Support	3,500	-	-	(3,500)	-	-	-
St. Pauls Award	2,926	-	-	-	-	(2,926)	-
Foodbank	-	-	11,250	-	-	-	11,250
Community Organisations	-	-	-	-	-	-	-
Cost of Living	-	-	2,370	-	-	-	2,370
	11,657	-	25,527	(26,375)	-	24,967	35,776
<b>TOTAL RESERVES</b>	<b>148,631</b>	<b>-</b>	<b>271,379</b>	<b>(229,773)</b>	<b>-</b>	<b>-</b>	<b>190,237</b>

1. The PCC decided to transfer the surplus of the Centre Hospitality programme from General Centre to General Congregation Fund. In 2023 this was £4,218.

2. The sum of £3,612 was transferred from General Centre to Fixed Assets.

3. The PCC decided that 25% of the parish share is transferred from General Congregation to General Centre Fund. In 2023 this was £19,078.

4. All other transfers are mentioned in the following funds list

#### DESIGNATED FUNDS

**LEGACY:** Legacy donations are designated by the PCC for purposes to be decided.

**MINISTRY:** These funds were designated to support projects by Church members at the discretion of the PCC. In 2023 the PCC decided to transfer the balance of £2,739 to General Congregation Fund and close the Ministry Fund.

**ELECTRICITY FIT:** This fund records income from the Church's solar electricity feed-in-tariff. In 2023 the PCC decided to transfer the balance of £18,606 to the Refurbishment Fund.

**FIXED ASSETS:** This designated fund is set to match the value of fixed assets.

#### RESTRICTED FUNDS

**ARTS FESTIVAL:** This fund supports arts events at the Church. Nothing occurred in 2023 and the balance is £0.

**CHILD EMPOWERMENT UGANDA (CHEM U):** Through donations to the Kate Farrer Foundation, this fund supports a small charity educating and supporting orphans in Uganda.

**DIVINE HOPE:** Through donations to the Kate Farrer Foundation, this fund supports a small charity supporting health clinics and education in Uganda

**MISSION:** This fund is used by St Paul's for mission & charitable giving. In 2023 a transfer of £5,246 was made from General Congregation Fund to support Mission giving.

**CHILDREN AND YOUTH:** This fund supports children and youth work including a Children and Family Worker. £3,255 was transferred from Duke of Edinburgh Fund and £2,296 from St Paul's Award Fund.

**ORGAN:** This fund holds donations towards maintenance on the Church organ/piano when required.

**PARISH WEEKEND:** This fund holds contributions towards the cost of Church weekends away. In 2023 £1,115 was transferred from General Congregation Fund.

**REFURBISHMENT:** Retained as a fund towards major works when required. In 2023 the PCC decided to transfer £18,606 from the Electricity Feed-in tariff designated fund.

**INTERN:** To fund an opportunity for an individual to contribute to the life of St Paul's as an Intern

**VICAR'S DISCRETIONARY FUND (VDF):** This fund support donations to charitable causes at the Vicar's discretion. The Friday Holy Communion donation is given for this purpose in addition to other donations to the fund.

**DUKE OF EDINBURGH (DOE):** This fund supports DOE projects. In 2023 the donor asked the PCC to transfer the balance of £3,255 to the Children and Youth Fund. The DOE Fund has now closed.

**CLERGY SUPPORT FUND:** This fund is to help alleviate personal hardship. In 2023 the balance of £3,500 was used accordingly and the fund has now been closed.

**ST PAUL'S AWARD:** This fund supports adventure activities for disadvantaged people. In 2023 the donor asked the PCC to transfer the balance of £2,926 to the Children and Youth Fund. The St Paul's Award Fund has now closed.

**FOODBANK GRANT:** In 2023 St Paul's received a grant of £15,000 from Cambridge City Foodbank towards the running of Foodbank at St Paul's. £3,750 was used in 2023 and the balance of £11,250 is to be used in 2024.

**COMMUNITY ORGANISATIONS COST OF LIVING:** In 2023 St Paul's was awarded a grant of £21,454 from the National Lottery Community Fund. £14,517 was received in 2023 and £12,147 used towards the project. £2,370 has been carried forward and St Paul's is due to receive the outstanding balance of £6,927 in 2024.

#### UNRESTRICTED FUNDS INCLUDE

**CAMBRIDGE CITY COUNCIL:** In 2023 St Paul's received £1,000 for providing a warm space for vulnerable people.

**CHURCH SCHOOLS OF CAMBRIDGE:** In 2023 St Paul's received £2,264 for a church Labyrinth.

### NOTE 11. Trustee Remuneration & Expenses

No Trustee received remuneration or trustee expenses.

### NOTE 12. Related Party Transactions

No donations from Trustees or Related Parties were provided with conditions which would, or might, require the charity to alter significantly the nature of its existing activities.

### NOTE 13. Independent Examination Fees

In the year to 31 December 2023, £500 was accrued for the Independent Examination of the 2023 accounts by Geoff Mann Ltd & £480 was paid for work done in 2022. No other assurance, tax advisory or financial services were provided and consequently, no other fees were paid.

## NOTE 14. ADMINSTRATIVE INFORMATION

Charity Registration Number:	1132965
Registered Address:	St Paul's, Hills Road, Cambridge CB2 1JP
Banker	CAF Bank, West Malling, Sussex, ME19 4JQ
Independent Examiner:	Geoff Mann Ltd, Dee House, Cambridge CB4 2BQ
Trustees:	Rev Imogen Nay (Chair) Christina Barry Anthony Bullock – resigned February 2024 Andrew Chaplin - appointed June 2023 (Treasurer) Dr Jonathan Chaplin (Warden) Lucia Chaplin - appointed May 2023 Liz Diamond (Warden) Professor Mark Elliot - appointed May 2023 Julia Evans Helen Flynn - appointed May 2023 Frances Harris – resigned April 2024 Professor Jenny Mander - appointed May 2023 Professor Robert McCorquodale Vice-Chair Elizabeth von Rabenau Helen Robbins Bryony Trill Joanne Wroe

*Approved by the PCC on the 13<sup>th</sup> April 2024*  
*Signed: The Rev'd Imogen Nay*

INDEPENDENT EXAMINERS REPORT FOR THE YEAR ENDED 31 DECEMBER 2023  
TO THE PCC OF THE ECCLESIASTIC CHURCH OF ST PAUL, CAMBRIDGE

This report on the accounts of the PCC for the year ended 31 December 2023, which are set out on pages 2 to 17, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2016 (the Regulations) and section 145 of the Charities Act 2011 (the Act).

RESPECTIVE RESPONSIBILITIES OF THE PCC AND THE EXAMINER

As members of the PCC you are responsible for the preparation of the Accounts; you consider that the Audit requirement of the Regulations and section 144 (2) of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of the Regulations.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commissioners under section 145 (5) (b) of the Act and to be found in the Church Guidance, 2016 edition. The examination includes a review of the financial records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts, and seeking explanations from you as members of the PCC concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently, I do not express an audit opinion on the view given in these accounts.

INDEPENDENT EXAMINER'S REPORT

In connection with my examination no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respects the requirements
  - to keep accounting records in accordance with section 130 of the Act: and
  - to prepare accounts which compare with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn 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

4 April 2024