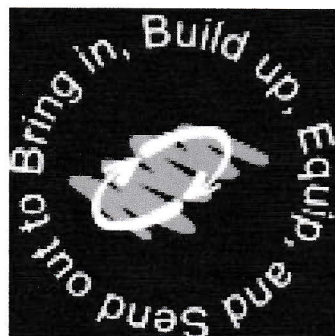


**The Parochial Church Council of the Ecclesiastical
Parish of St Philip and St James, Clifton, York**

(Charity Registration Number 1133857)

**Trustees Annual Report &
Financial Statements**

**for the year ended
31st December 2021**



www.cliftonparish.org.uk

Contents	Page
Annual Report of the Trustees	3
Independent Examiners Report	7
Statement of Financial Activities	8
Balance Sheet	9
Notes to the Accounts	10

Trustees' Annual Report

From 1st January 2021 to 31st December 2021

Reference and Administration details

Charity name:	The Parochial Church Council of the Ecclesiastical Parish of St Philip and St James, Clifton, York
Other names the charity is known by:	Clifton Parochial Church Council (Clifton PCC)
Registered Charity number:	1133857
Charity's principal address:	Vicarage Lodge Office Clifton York YO30 6BH

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year
Andrew Gready	Vicar, Chairman	
Kirsty Dennett	Curate	
John Hoyland	Curate	Joined 26 th June 2021
Stan Slade	Church Warden	
Julian Cripps	Church Warden	
Peter Wallace	Treasurer	
Julie McLeish		
Trevor Charlton		
Derek Paterson		
Garry Parkes		
Rosemary Swords		
Fiona Whittle		
Paul Dibley		
Jane Philpott		Joined 26 th April 2021
Jude Purton		Joined 26 th April 2021
Mark Endacott		Joined 26 th April 2021
Andy Goodwin	Church Warden	Resigned 26 th April 2021
Suzanne Barwick		Resigned 26 th April 2021
John Burnett		Resigned 26 th April 2021
Howard Landon		Resigned 1 st November 2021

Structure, governance and management

Description of the charity's trusts

Governing Document:	Canon Law for the Church of England
How the charity is constituted:	Parish of the Church of England
Trustee selection methods:	Clergy automatically trustees; others elected at the AGM.

Objectives and activities

Summary of the objects of the charity set out in its governing document

Promoting in the ecclesiastical parish the whole mission of the Church.

Summary of the main activities undertaken for the public benefit in relation to these objects

Services: 2-3 services are held every Sunday in the parish at two churches (Clifton Parish Church and St. Mark's Church, Rawcliffe), some are more child friendly which include classes for children, others are more reflective and include Holy Communion. There is also a mid-week Holy Communion service. We regularly hold Baptism, Funeral and Marriage services.

Youth work: Several youth groups meet both on Sunday and mid-week led by a paid Youth Work Leader. These are open to and attended by children from both church and non-church families. Young Christians are paired up with more mature ones for guidance and encouragement.

Work with children: A part-time paid Children's Worker is funded by a generous donation from a member of the Congregation. This has facilitated the continuation of work with a number of children, from both within and outside the church community.

Groups for toddlers and their carers, are run at both churches which bring a large number of families into contact with the churches.

Elderly: We attend two care homes in the parish, visiting regularly and conducting communion services. There is a "Young at Heart" group for the local community who meet each month in the local pub for lunch and short entertainment. In the summer coach trips are arranged for church members and members of the local community. Both of these are subsidised by grants from the Parish Council.

Other Events: Women's breakfasts are normally held periodically through the year.

Community: A group go out litter picking on several Saturday mornings in the Clifton area.

Overseas mission: We make gifts amounting to 10% of our giving income to overseas and local charities (split approximately 60:40 respectively).

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.

Additional details of objectives and activities

Our mission statement is: *"To know Jesus and make known His transforming power".*

Achievements and performance

Summary of the main achievements of the charity during 2021

Approximately 160 people attend Clifton Parish Church or St Mark's Church regularly. From the end of March 2020, Covid-19 lockdown restrictions limited the number of times the church buildings could be open – at other times some services were held outdoors or via live 'Zoom' video services. This mixed approach continued in 2021 reflecting the periods of Government driven restrictions.

Around 20 children aged between 3 and 16 years attend Sunday school classes in the two churches.

Young people have attended many events including youth café and Sunday evening groups. Groups for 4-7s and 7-11s were also continued during 2021.

Many members of the Church attend regular small Group meetings. Others meet in small groups to pray. Again, due to Covid-19 restrictions, some of these were done via remote 'Zoom' video meetings during 2021.

Church members look out for people moving into their neighbourhood and give them a leaflet with local information and an invitation to our services.

Both at Easter and Christmas time, several thousand cards were hand delivered around the parish community conveying Easter and Christmas wishes and providing church contact details.

The website for the churches was fully redesigned during 2020 and a large amount of new content developed – the new site went live at the start of 2021 and has actively been kept up to date since.

In September 2021, we welcomed a Syrian family as part of the Home Office Community Sponsorship Scheme. Many thanks are due to the volunteer team from the Parish who organised everything for their arrival, and who helped them settle in. We have a duty to house them for two years (they are renting the residential property which is owned by the charity) - we hope that in this time they build relationships, gain confidence in English, and get some idea of what they want to do now that they are settled here.

Financial Review

Reserves Policy

The Parish seeks to meet all its commitments to the Diocese and its ministry as they fall due. In addition, we have set up a reserve, in the "Rainy Day" fund, to cover unexpected future increases in expenditure or fall in income.

Funds materially in deficit

None.

Further financial review details

The majority of the Parish's income comes from regular giving by members of the congregation.

Trustee's responsibilities in relation to the financial statements

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

Signature



Full Name

Andrew Gready

Position

Vicar

Date

25/4/2022

Independent Examiner's Report to the Trustees

I report on the accounts of: **The Parochial Church Council of the Ecclesiastical Parish of St Philip and St James, Clifton, York**

For the year ended: **31st December 2021**, which are set out on pages 8 to 17.

Responsibilities and basis of report

As the charity trustees of the Trust, 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 2011 Act and in carrying out my examination I have followed 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 material 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 Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records
- (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 hence 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.



04/05/2022

Karen Wood (ACMA)

Outsource Independent Examination Service

The Hiscox Building

Peasholme Green

York

YO1 7PR

**The Parochial Church Council of the Ecclesiastical Parish of St Philip and St James,
Clifton, York**
(Charity Registration Number 1133857)

Statement of Financial Activities for the year ended:

31st December 2021

	Note	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2021 £	Total 2020 £
Income and endowments from:						
Donations and legacies	3.1	159,201	32,839	-	192,040	187,990
Charitable activities	3.2	3,932	-	-	3,932	930
Other trading activities	3.3	14,225	850	-	15,075	4,125
Investments	3.4	368	-	250	618	912
Total income	3	177,726	33,689	250	211,665	193,957
Expenditure on:						
Charitable activities	4.1	171,576	16,625	-	188,201	204,357
Other	4.2	3,602	7,589	-	11,191	8,348
Total expenditure	4	175,178	24,214	-	199,392	212,705
Net income/(expenditure)		2,548	9,475	250	12,273	(18,748)
Gross transfers between funds		-	-	-	-	-
Net movement in funds		2,548	9,475	250	12,273	(18,748)
Total funds brought forward		123,910	50,404	1,738	176,052	194,800
Total funds carried forward		126,458	59,879	1,988	188,325	176,052

**The Parochial Church Council of the Ecclesiastical Parish of St Philip and St James,
Clifton, York**

(Charity Registration Number 1133857)

Balance Sheet as at: 31st December 2021

	Note	2021 £	2020 £
Fixed Assets			
Tangible assets	7.1	117,291	118,326
Investments	7.2	1,988	1,738
Total Fixed Assets		119,279	120,064
Current Assets			
Cash at bank and in hand		85,013	67,952
Debtors & Prepayments	8	3,625	7,745
Stock Held		224	273
Total Current Assets		88,862	75,970
Current Liabilities: Amounts falling due within one year			
Creditors and accruals	9	(19,816)	(19,982)
Net Current Assets/(Liabilities)		69,046	55,988
Total Assets less Current Liabilities		188,325	176,052
Current Liabilities: Amounts falling due after more than one year			
Creditors and accruals		-	-
Net Assets/(Liabilities)		188,325	176,052
Funds of the Charity			
Unrestricted Funds (General)		2,167	-
Unrestricted Funds (Designated)		124,291	123,910
Restricted Funds		59,879	50,404
Endowment Funds		1,988	1,738
Total Funds Carried Forward	10	188,325	176,052

The financial statements were approved by the trustees on:

And signed on their behalf by:

Andrew Gready
Vicar

The Parochial Church Council of the Ecclesiastical Parish of St Philip and St James, Clifton, York

(Charity Registration Number 1133857)

Notes to the accounts for the year ended:

31st December 2021

1 Basis of preparation

1.1 Basis of accounting

The financial statements are prepared under the historical cost convention and in accordance with applicable accounting standards and the Church Accounting Regulations (2006).

The Parish adopted the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (FRRSE) (effective 1 January 2015), and the Church Accounting Regulations (2006).

The Parish meets the definition of a public benefit entity under FRS102.

2 Accounting policies

Income and endowments

Recognition of income

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are sufficiently certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Incoming resources with related expenditure

Where incoming resources have related expenditure, the incoming resources and related expenditure are reported gross in the SoFA.

Grants and donations

Grants and donations are only included in the SoFA when the charity has evidence of entitlement to the resources, receipt is probable and receipt is probable.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Expenditure and Liabilities

Expenditure

Raising funds

Cost of raising funds comprise those costs associated with attracting voluntary income.

Charitable activities

Charitable activities expenditure comprises those costs incurred by the charity in the delivery of its activities and services. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Loans

The PCC received a loan from a Church member for £3,000 some years ago. This loan was converted into a gift during 2019.

A further loan for £10,000 was received in 2018. This loan was also converted into a gift during 2019.

Assets

Tangible fixed assets for use by the charity

These are capitalised if they can be used for more than one year and cost at least £1000. They are valued at cost or, if gifted, at the value to the charity on receipt, less depreciation. Depreciation is provided at rates to write off the cost of the asset over a four year period (25% straight line basis), with the asset being written off at the end of this period.

No value is placed on the Churches or the moveable church furnishings within them. These are consecrated property, and no value should be placed on them, in accordance with the Charities Act.

Property

The property (2 Doe Park) owned by the Church is retained in the balance sheet at its original purchase price. The trustees do not deem it appropriate to depreciate this item as the asset has a long remaining useful life and the currently estimated resale value is higher than the book value.

The vicarage is owned by the Diocese, and so do not feature in these accounts.

Fund accounting

Unrestricted funds are funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

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

The Parochial Church Council of the Ecclesiastical Parish of St Philip and St James, Clifton, York

(Charity Registration Number 1133857)

Notes to the accounts for the year ended:

31st December 2021

3 Income and endowments

3.1 Donations and legacies

Planned giving:

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2020 £
Gift aided	110,646	240	-	110,886	105,573	50	-	105,623
Non-gift aided	9,311	-	-	9,311	14,913	-	-	14,913
One-off gifts	5,040	21,000	-	26,040	19,870	-	-	19,870
Gift aid recoverable	27,826	5,239	-	33,065	30,720	350	-	31,070
Sunday cash collections	1,364	-	-	1,364	1,472	-	-	1,472
Donations	793	5,760	-	6,553	962	2,911	-	3,873
Coffee donations - Sundays	27	-	-	27	27	-	-	27
Clifton Moor contributions	4,000	-	-	4,000	6,013	-	-	6,013
Grants	-	-	-	-	420	514	-	934
Legacies	-	600	-	600	200	-	-	200
Sundry income	194	-	-	194	3,995	-	-	3,995
	159,201	32,839	-	192,040	184,165	3,825	-	187,990

3.2 Charitable activities

Wedding & funeral fees

	3,932	-	-	3,932	930	-	-	930
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3.3 Other trading activities

Rental income - Churches

Rental income - 2 Doe Park

Christmas fayre

Youth events & tuck shop

Parish/women's weekend

Outside printing

	3,839	-	-	3,839	2,249	-	-	2,249
	10,386	-	-	10,386	1,800	-	-	1,800
	-	-	-	-	-	-	-	-
	-	850	-	850	-	66	-	66
	-	-	-	-	-	-	-	-
	-	-	-	-	10	-	-	10
	14,225	850	-	15,075	4,059	66	-	4,125

3.4 Investments

Gain/Loss on value of shares

Interest & dividends

	-	-	250	250	-	-	112	112
	368	-	-	368	800	-	-	800
	368	-	250	618	800	-	112	912

Total income

	177,726	33,689	250	211,665	189,954	3,891	112	193,957
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4 Expenditure

4.1 Charitable activities

Staff costs

	Unrestricted funds	Restricted funds	Endowment funds	Total 2021	Unrestricted funds	Restricted funds	Endowment funds	Total 2020
				£				£
Youth worker	26,162	-	-	26,162	22,252	-	-	22,252
Parish admin assistant	5,575	-	-	5,575	7,710	-	-	7,710
Children's worker	-	10,930	-	10,930	-	7,147	-	7,147
Cleaner - CPC	-	-	-	-	1,464	-	-	1,464
Cleaner - St Mark's	-	-	-	-	1,432	-	-	1,432
Honorarium	69	-	-	69	-	-	-	-
Diocesan freewill offering	100,000	-	-	100,000	117,025	-	-	117,025
Clergy expenses & housing	2,601	-	-	2,601	3,834	-	-	3,834
CPC Expenses	10,046	856	-	10,902	7,833	673	-	8,506
St Mark's Church expenses	4,129	957	-	5,086	3,374	1,741	-	5,115
Major repairs - Church	-	1,018	-	1,018	-	5,493	-	5,493
Office admin expenses	2,679	-	-	2,679	1,942	-	-	1,942
Youth and Children's work expenses	-	2,577	-	2,577	177	608	-	785
Outreach	1,313	150	-	1,463	345	-	-	345
Women's weekend	-	-	-	-	-	-	-	-
Young at heart expenses	-	137	-	137	-	1,010	-	1,010
Wider mission giving	17,525	-	-	17,525	17,245	-	-	17,245
Other misc costs	442	-	-	442	908	-	-	908
Depreciation	1,035	-	-	1,035	2,144	-	-	2,144
	171,576	16,625	-	188,201	187,685	16,672	-	204,357

4.2 Other

Independent Examiner's fee	400	-	-	400	400	-	-	400
Maintenance costs - 2 Doe Park	3,182	7,589	-	10,771	7,948	-	-	7,948
Other PCC costs	20	-	-	20	-	-	-	-
	3,602	7,589	-	11,191	8,348	-	-	8,348
Total expenditure	175,178	24,214	-	199,392	196,033	16,672	-	212,705

5 Expenses & fees

No trustees received a remuneration for services rendered during the year, nor were any trustees' out of pocket expenses reimbursed.

5.1 Fees for examination of the accounts

	2021 £	2020 £
Independent Examiner's fees for reporting on the accounts	400	400

6 Staff costs and emoluments

	2021 £	2020 £
Gross salaries	38,985	36,820
Employers National Insurance	1,962	1,635
Pension Contributions	1,720	1,550
	42,667	40,005
Average number of employees (full time equivalent)	2	2

The vicar and curate are employed by the Diocese, and not by the Parish
No employee received remuneration in excess of £60,000 (2020: Nil)

7 Fixed assets

7.1 Tangible fixed assets

Cost or valuation

	Equipment £	Property £	Total £
At 1st January 2021	9,619	116,541	126,160
Additions in year	-	-	-
Written off in year	-	-	-
At 31st December 2021	9,619	116,541	126,160

Depreciation

	£	£	£
At 1st January 2021	7,834	-	7,834
Charge for the year	1,035	-	1,035
Prior depreciation on write-off	-	-	-
At 31st December 2021	8,869	-	8,869

Net Book Value

	£	£	£
At 31st December 2021	750	116,541	117,291
At 31st December 2020	1,785	116,541	118,326

7.2 Investment assets

CBF Shares at market value

	2021 £	2020 £
Value at start of year	1,738	1,626
Net gain/(loss) on revaluation in Year	250	112
Value at end of year	1,988	1,738

8 Debtors and prepayments

	2021	2020
	£	£
Debtors and prepayments		
Gift Aid Claims Outstanding	3,287	7,745
Other Debtors & Prepayments	338	-
	<u>3,625</u>	<u>7,745</u>

9 Creditors and accruals

	2021	2020
	£	£
Analysis of creditors falling due within one year		
Outstanding loans	-	-
Wider mission giving	17,525	17,525
Other creditors & receipts in advance	2,291	2,457
	<u>19,816</u>	<u>19,982</u>

10 Movement of funds

10.1 Movement of major funds

2021

Fund Name	Balance b/fwd	Incoming resources	Outgoing resources	Transfers	Balance c/fwd
Unrestricted Funds (General)					
General Unrestricted funds	-	176,310	174,143	-	2,167
	-	176,310	174,143	-	<u>2,167</u>
Unrestricted Funds (Designated)					
Fixed assets	118,326	-	1,035	-	117,291
Rainy day	5,584	1,416	-	-	7,000
Legacies	-	-	-	-	-
	<u>123,910</u>	<u>1,416</u>	<u>1,035</u>	<u>0</u>	<u>124,291</u>
Total Unrestricted Funds	<u>123,910</u>	<u>177,726</u>	<u>175,178</u>	<u>-</u>	<u>126,458</u>
Restricted Funds					
CPC Renovation & Innovation	14,442	-	1,106	-	13,336
Carol Mason Memorial Youth Work	773	850	1,488	-	135
Childrens Work	19,633	25,000	12,019	-	32,614
St Marks Legacy	5,103	600	1,725	-	3,978
Young at Heart	533	700	137	-	1,096
Refugee	9,920	6,539	7,739	-	8,720
	<u>50,404</u>	<u>33,689</u>	<u>24,214</u>	<u>-</u>	<u>59,879</u>
Endowment Funds					
Endowment fund	1,738	250	-	-	1,988
	<u>1,738</u>	<u>250</u>	<u>-</u>	<u>-</u>	<u>1,988</u>
Total Funds	<u>176,052</u>	<u>211,665</u>	<u>199,392</u>	<u>-</u>	<u>188,325</u>

2020

Fund name	Balance b/fwd	Incoming resources	Outgoing resources	Transfers	Balance c/fwd
Unrestricted funds (General)					
General unrestricted funds	2,517	189,954	193,889	1,418	-
	<u>2,517</u>	<u>189,954</u>	<u>193,889</u>	<u>1,418</u>	<u>-</u>
Unrestricted funds (Designated)					
Fixed assets	120,470	-	2,144	-	118,326
Rainy Day	7,002	-	-	(1,418)	5,584
	<u>127,472</u>	<u>-</u>	<u>2,144</u>	<u>- 1,418</u>	<u>123,910</u>
Total Unrestricted Funds	<u>129,989</u>	<u>189,954</u>	<u>196,033</u>	<u>-</u>	<u>123,910</u>
Restricted Funds					
CPC Renovation & Innovation	20,384	188	6,130	-	14,442
Carol Mason Memorial Youth Work	945	269	441	-	773
Children's Work	26,917	66	7,350	-	19,633
St Marks Legacy	6,844	-	1,741	-	5,103
Young at Heart	529	1,014	1,010	-	533
Refugee	7,566	2,354	-	-	9,920
	<u>63,185</u>	<u>3,891</u>	<u>16,672</u>	<u>-</u>	<u>50,404</u>
Endowment Funds					
Endowment Fund	1,626	112	-	-	1,738
	<u>1,626</u>	<u>112</u>	<u>-</u>	<u>-</u>	<u>1,738</u>
Total Funds	<u>194,800</u>	<u>193,957</u>	<u>212,705</u>	<u>-</u>	<u>176,052</u>

10.2 Details of Funds Held**Unrestricted Funds (General)**

The General fund is unrestricted and available for the general purposes of the Parish.

The PCC agreed that the deficit in this fund will be cleared by a transfer from the Rainy Day fund.

Unrestricted Funds (Designated)

The Designated Funds are also unrestricted and available for the general purposes of the Parish. However, the PCC has designated these funds as follows:

Fixed Assets

An amount representing the book value of the Fixed Assets held in the Parish, which is not immediately available to cover current expenditure.

Rainy Day

A provision against unexpected future expenditure or drop in income.

Restricted Funds

The restricted funds are only available for the purposes specified for each fund, which are:

CPC Renovation & Innovation

Major projects to repair and improve the fabric of Clifton Parish Church.

Carol Mason Memorial Youth Work

Funding for youth work within the Parish.

Children's Work

Funding for children's work within the Parish.

St Marks Legacy

Legacies and donations received for work on the fabric at St Mark's Church.

Young at Heart

Funding to support a luncheon club for older people.

Refugee

Funding towards providing for a Syrian refugee family.

Endowment Funds

The Endowment fund represents the value of our holding of CBF shares. The Income only on this investment is available for the general purpose of the Parish, while the Capital must be retained, under the terms of the original donation.

11 Net assets between funds

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2021
Balances at 31st December 2021	£	£	£	£
Fixed assets	117,291	-	1,988	119,279
Current assets	28,384	60,478	-	88,862
Current liabilities	(19,217)	(599)	-	(19,816)
	126,458	59,879	1,988	188,325

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2020
Balances at 31st December 2020	£	£	£	£
Fixed assets	118,326	-	1,738	120,064
Current assets	24,417	51,553	-	75,970
Current liabilities	(18,833)	(1,149)	-	(19,982)
	123,910	50,404	1,738	176,052

12 Transactions with connected parties

During the course of the year the following payments were made to parties connected with members of the PCC:

Marion Gready (vicar's wife) was paid £50 as funeral / wedding organist.