

St Philip's Church, Cambridge
Annual Report of the PCC during 2020 to the APCM

The PCC's routine business is delegated to the different sub-committees of the PCC as detailed in the following sections. So the majority of activities are managed via those sub-committees. Full PCC meetings discuss and give oversight to each committee's work and from reports from individual members.

Key decisions of St Philip's PCC

Lucy Sixsmith – Secretary to the PCC

The PCC began 2020 with a need to address a structural deficit in the church's finances, arising from reduced income since the departure of Papworth Trust. The church's vision and values and regular activities were reviewed, and different options considered to address the structural deficit. In February, the PCC made the difficult decision to seek a redundancy for the Community Worker. Following discussions with the HR group, notice was given at the end of May.

In March, as for the whole country, the church's activities were partly suspended by the first national lockdown due to Covid-19. As well as moving Sunday services and mid-week groups onto Zoom, the PCC assessed ways to keep in touch with individuals and continue pastoral care. The APCM planned for April 2020 was postponed.

Due to the closure of the Café and suspension of hiring, the church continued without a Centre Manager for most of 2020. The Café Manager, Children and Youth Worker, Centre Cleaner and Church Administrator were placed on furlough under the government's Job Retention Scheme, gradually returning to part-time work when this became possible.

During the first lockdown, the Centre Management and Café subcommittees combined to form a **Recovery Task Group**, devising safe and sensible plans for reopening the Café and Centre, and drawing on the Café Manager's expertise. Similarly, the Ministry and Mission committees combined to form a **Church Life Task Group**, overseeing Zoom services and a gradual return to face to face meetings, for example with small meetings by invitation in the church garden. The PCC received minutes from these subcommittees and met more frequently during this time in order to approve decisions and discuss areas of uncertainty in a timely way.

All this led to a successful autumn reopening of the Café and some face-to-face meetings for worship, for adults and for the children and youth. In September, the PCC also approved the hiring of Rosemary Barrett as Centre Operations Manager. The Task Groups reverted to their original names (Centre Management, and Ministry and Mission meeting together) and Rosemary joined the Centre Management committee. A further national lockdown followed for the month of November, which meant some continued financial uncertainty; rather than a single possible budget, the PCC worked with three scenarios proposed by the financial overseer for 2021.

The postponed APCM took place on October 19th. At this meeting, Jane Batten was elected as Warden, with the meeting noting that there is a quite urgent need to find another Warden to support Jane. Alan Syrop was thanked for his work as Warden. Jim Griffiths and Neil Summers were thanked for overseeing the church finances and it was agreed that Mick Lumsden would continue to be our Independent Reviewer. Roy Bradfield and Andrew Stannard were elected as Deanery

Synod reps. Chris Illingworth, Neil Summers, Jim Griffiths and Alan Syrop were re-elected to the PCC and the meeting resolved to appoint our LLM Michael Priestley to the PCC.

Towards the end of 2020, the PCC learned that the Vicar would need to retire in 2021, and they began planning for the Interregnum. A Strategy Morning in November provided a space to review the church's aims, strengths and weaknesses, and opportunities for community outreach, and provided material for continued discussion at subsequent meetings.

Each meeting included an update on Safeguarding; the PCC has committed itself and the church to follow the House of Bishops' guidance on safeguarding children and vulnerable adults.

Ministry and Mission Committee Report

Sophie Young - Chair

As a result of the Pandemic which took hold early in 2020, the decision was made to bring the Ministry and the Mission committees together so we could work better to serve our congregation and community. As you would expect, everything from Services and kids' groups, to Phil's people and Alpha were all dramatically affected by the pandemic, with some changing format and others having to stop altogether.

Our services went onto Zoom from Easter 2020, and the main service remained there for the duration of the year. Some smaller, intimate congregations gathered in the church when government guidance allowed. Whilst there is much to grieve from not being able to gather in church, the number of people joining the weekly Zoom service steadily grew as the year progressed. The weekly interview slot was a particularly popular element of the new service format. Zoë, our Children and Youth Co-ordinator, along with her assistant Storm (an intern from YFC), continued to make regular contact with families throughout the year. Zoë held Edge meetings for Youth over Zoom, provided children's resources to parents, and made physical deliveries of gifts at Christmas and Easter to all the young people.

The Phil's people groups sadly stopped for the duration of the year, but a covid-safe space was created from the summer onwards on Wednesday mornings, specifically for those who enjoyed being part of Phil's people community pre-pandemic. This group transitioned to become a Puzzling Questions course and became a valuable space for many, especially those living alone. Alpha was postponed until 2021.

Although 2020 was not as any of us would have wanted or expected, God faithfully supported our efforts to adapt to the challenging circumstances. We give thanks for God's sustenance in this difficult year, and for all the new skills we have learned, and we look forward to 2021 with renewed excitement and expectation of what God will do through us in his Mission and Ministry here at St. Philip's.

Centre Management Committee

Martin Clark - Chair

What a stop-start year – a good start to January and February but rapid decline in March before

reopening for part of the summer (just when things tend to go quiet anyway), but a strong Sept-Oct before the November lockdown and just a few weeks of the Centre and Café open in December before the current long lockdown!

Hirers have come and gone according to the changing government restrictions. Community arts and education, support groups and exercise have been able to run most of the time we have not been locked down, but the counsellors have found that online delivery is effective in many cases so the amount of face to face work will probably reduce longer term. There have been hardly any of the dance groups or large events.

After several unsuccessful attempts to recruit a Centre Manager we had a gap of over a year after Karl Parkes left, during which Alan Syrop has heroically kept the Centre and hirers able to use the facilities through the various stages of Covid which meant closing for substantial periods. Rosemary Barrett started as Operations Manager with a slightly wider brief than the old role, working 2 days a week from end September and quickly got to grips with the priorities. One of these was to redevelop the church website which was about to shut down because of the hosting coming to an end. The new site was launched incredibly quickly with the help of a sympathetic designer, and is a nice clean fresh look which has also been designed to enable a clearer distinction between Church and Centre activities, and improve the ability of potential hirers to find out about the space.

Having started the year unable to set a budget and needing to make some very difficult decisions we ended almost at breakeven. Alan's voluntary work plus furlough payments have made a large contribution to this. It's an amazing outcome for which we give thanks to the Lord.

Despite the Covid challenges continuing into 2021 we hope we now have a more sustainable operating model for the future and can get the use of the Centre by a wide range of groups back up to more normal levels so that we are both serving the community and generating income. Melbourne House has continued with Jimmy's taking a third 3 year lease from May, supporting former homeless people with stepping stone accommodation. We thank David, Robin and Jean for their quietly dedicated support of the residents.

Jane Batten rejoined the committee and Alan has now stepped back though continues to train and support Rosemary in her role. We thank them and the other committee members Jim Griffiths, Robin Nelson, Bea Schlarb-Ridley, Andrew Stannard, Neil Summers and Tom Yates for their contribution and wisdom during this challenging year.

Centre Management

Alan Syrop

2020 has been especially different for our Church Centre. We started well in January and February and the Café was central to its life during each weekday. Many varied groups, church based and external have used our facilities and initially the numbers were growing well until the first lockdown, when we had to close our doors entirely for more than 3 months. We are yet to recover from this downturn in activity.

At the start of the year we had major groups of hirers, mostly counsellors, exercise and educational, together with less frequent dances and concerts. Apart from a limited number of

educational groups, all others have moved online even during the limited relaxation between July and December. Despite making necessary but simple changes to the Centre, which enabled Covid-19 security to be achieved during both church events and hirers' activities, very limited numbers of hirers chose to return. The Café reopened after the summer but sadly had to close again by Christmas. In the autumn, we picked up new groups of adult learners whose normal centre had closed, and retained a key organisation that educationally supports individual young people. However, overall we lost around four fifths of our hire income.

Existing staff were put on furlough, which has greatly limited the impact of the loss of income, but it naturally means that much good work was not done. However, the really significant staffing change has been the recruitment of Rosemary Barrett to the role of Operations Manager for the Centre, which has allowed Alan Syrop to hand back his responsibilities in keeping the Centre going since May 2019 when Karl Parkes left us. Rosemary comes with very substantial experience in running church centres, having been previously manager for the Michaelhouse Centre in Trinity St. We are blessed to have found someone who matches our needs and opportunities so well and I hope most members will soon have the chance to get to know Rosemary in person as restrictions lift. Even though there are uncertainties for now, we look forward to a purposeful fellowship and close working relationship with Rosemary as she leads the activities in the Centre in the months and years to come.

One significant building related event was its Quinquennial inspection by the Diocesan appointed architect. He was generally satisfied by the state of the structure, though naturally found a list of minor works to be done to fully maintain of the fabric of our Church Centre. These are expected to be fully completed in 2021. Most are external and will best be done in summer months. Another achievement is the installation of CCTV for the inside common areas – this is primarily to help ensure the safety of staff and visitors. A policy document for its use is in place.

Overall, we ended 2020 with minimal activities and a serious reduction in income. The coming year is hoped will see a progressive rebuilding of the work and use of the Centre along with following up on whatever new opportunities we have from the changes forced on us all and which God may send.

Cornerstone Café Group

Barry Ginger

2020 was an interesting year for the Café. The first couple of months of the year started off well with average weekly takings where we were aiming to be. Since March the opening of the Café has been fragmented due to the pandemic. We reopened in mid-September with lots of measures in place to make us Covid-19 secure, such as hand sanitiser stations around, screens between tables, and using the lounge as an extension to the Café to allow for socially distanced seating.

There was some apprehension round how busy we would be, but with the vast majority of customers happy to abide by the new guidelines we were busier from the start of the reopening than I was expecting, though averaging lower than the weekly target. We were closed for the half term week at the of October due to staff holidays. Unfortunately, due to another lockdown we were only able to then open for 3 days before being forced to close for a month, but those days were back on target.

After the November lockdown we reopened with yet more restrictions of how many people could meet indoors, and again the majority of customers took the new rules well and were happy to comply. The daily takings exceeded my expectations with the restrictions in place, but it was very unpredictable, it was either very quiet with very few customers and then others when we had every table full. We even had one of our busiest days ever on 17th December! Since reopening in September, we have picked up some new customers and have had many builders and workmen coming in regularly.

The volunteers had been brilliant, coping with all the changes and more demands of them which pushed some outside their comfort zone (asking people for their details and checking who they were sitting with). We picked up a few new volunteers after the first lockdown as people who were still furloughed wanted something to do.

With the way the customers returned after each lockdown I am confident that once we can reopen in 2021, we will get the customers back and hopefully as restrictions get eased income will increase back towards pre pandemic levels.

Financial Affairs and Activities

Neil Summers

As mirrors much of the life of the church over the past year, in financial terms, 2020 was something of a mixed bag with a number of areas of challenge caused by the COVID-19 situation, however we have also seen some real blessings and reasons for encouragement.

Members Giving

The level of Members Giving in 2019 totalled £97k, which was a significant improvement on the 2019 figure of £76k. Whilst there was an understandable drop-off in church collections due to the reduced number of in-person services, other areas of members giving including regular giving (both gift-aided and non-gift aided) showed an encouraging growth which likely relates in part to a positive response to the challenge put to the church membership at the start of the year. Another major part of the increase in giving above 2019 levels was a greater number and value of 'one-off' donations, reaching £19k in 2020. Many thanks again to all who make financial contributions to the work of the church, and particularly to those members who are willing to Gift Aid which allowed us to recover almost £15k of Income Tax in 2020.

Mission and Good Causes

Our mission support continued with 10% of undesignated income being given from PCC funds to a variety of home and overseas mission partners, amounting to over £7k. In addition to the PCC giving noted above, through very generous giving from members, over £2k was directed to our partner mission organisations and other good causes.

Job Retention Scheme

Since the first lockdown in March 2020 and the impact on the Centre and Café operations, we have taken advantage of the Government Job Retention (Furlough) Scheme to allow us to continue paying staff salaries whilst safeguarding our finances. In 2020 we claimed a total of £29k under this scheme.

Rent and Hire of Buildings

The levels of general hire income in 2020 were obviously impacted by the various lockdowns and restrictions imposed. General room hire for the Church Centre generated only £19k, compared with a figure of £42k in 2019. Adding the rental income from our two properties, one of which is leased to Jimmy's Cambridge, our total income from rents and hire of buildings (excluding café income) was around £37k.

Café

Again, the Café was significantly impacted by COVID-19 and was closed for much of the year. In 2020 the Café generated an income of £18k against an expenditure of £34k, resulting in a cost to operate the Café of £16k, although this cost is effectively reduced to £7k when the Furlough claims are taken into account.

Summary

This past year has seen significant periods when the Centre and Café were closed and income from these sources has understandably been impacted. Due to generous regular and one-off giving from members and income from the Furlough scheme, however, the General Fund in 2020 achieved a break-even position, which is a significantly improved position than the £45k deficit budgeted for at the start of the year. On a personal note, I'd like to thank the numerous people behind the scenes helping with the finances who, through their diligence, make my job as Treasurer much easier. Overall, I am pleased to record that we have a healthy balance sheet and that the finances of the church are in both good order and well managed.

Proceedings of the Deanery Synod

Roy Bradfield and Andrew Stannard

St Philip's C of E Church falls under the remit of the Cambridge South Deanery, one of 14 Deaneries under the auspices of the Diocese of Ely. Each Deanery has a Deanery Synod, consisting of both Clergy and Lay representatives and is jointly chaired by the Rural Dean and the Lay Chair. Cambridge South Deanery Synod consists of representatives from all of the 15 parishes within the Cambridge South area.

Every three years Annual Parochial Church (APCM) meetings elect their Lay representatives to Deanery Synods who then become ex-officio members of the PCC. Your representatives are currently Roy Bradfield and Andrew Stannard.

Deanery Synods are formal meetings, which are mainly for information and discussion about mission and ministry in the area. Occasionally they are asked to consider matters referred to it from the Diocesan Synod and General Synod and to take formal decisions by means of a vote. It is through this structure that the Rural Dean is able to provide a vital link between the parishes and the other hierarchies within the Church.

Pre- COVID, there would normally have been three meetings each year, but in 2020 only one was held (via Zoom, in November). Matters arising included:

- Finance - the Deanery had managed to make full payment (to the Ely Diocese) of its Parish Share in 2019 with the hope that it would be in a similar position to do so for 2020, despite COVID- 19. It was noted that the Parish Share for 2021 has been frozen.
- The Deanery Plan - setting out a way forward to grow parishes, both in numbers and discipleship - was approved and would be passed onto the Archdeacon.
- The Election of Lay members to the positions of Secretary, Treasurer and Chair were

approved.

- Eco Church initiatives - a request from St Mark's to 'network' with other churches to look at ways of making churches 'carbon zero' by 2030, a date agreed by the General Synod.
- Cambridge Churches Homeless Project (CCHP) - reported that, due to COVID restrictions, it would not be running as a 'night shelter' this Winter. Instead, it was working with other homeless charities to support rough sleepers in other ways, including providing a hot meals service. Accordingly, any further support from volunteers and/or funding from P.C.C.s would be greatly appreciated.

In summary, a short year but none the less an interesting variety of topics. If you would like to know more, then please do not hesitate to contact us.

Wardens Report

Jane Batten

At the start of 2020, there were two Wardens, Alan Syrop (who sat on the Centre Management Committee) and Jane Batten (who sat on the Mission Committee). Following the arrival of the COVID-19 pandemic and the first lockdown, focus was on taking care of the St Philip's building whilst it remained unoccupied and then on the safe reopening. Alan particularly made sure that all COVID-19 operating restrictions were being met when we reopened whilst covering for the vacant Centre Manager post, and Jane focused primarily on HR issues.

Alan and Rosemary Barrett (Operations Manager) checked the Church Inventory in October 2020 and were happy with the outcome. Rosemary was present at the Quinquennial inspection during November 2020 which went well and there were no major issues found. The five-year fixed wiring and lightning conductor inspections are overdue and there were some small issues on the roof and external decoration, the building was sound and the surveyor wished other churches looked after them as well as we have done.

Alan stepped down as Warden at the delayed APCM in October 2020 and Jane re-joined the Centre Management Committee. We are currently seeking a new Warden to work alongside Jane during the Interregnum period. We thank Alan for his continued support and service during a difficult year.

Stewart Taylor's last report for the APCM 2021:

'You are Muted!' the new catch phrase that may describe church life this last year? Our Festival occasions such as Easter and Christmas have all been muted affairs... sad! The Phil's People groups came to halt in February, as did hosting the Cambridge Churches Homeless Project and the Lent Course. We stopped our Sunday Services, the Café was closed down and the centre started to empty, we felt muted.

All of us went happily on mute in that first two weeks as we had what felt like a holiday at home. Then reality began to hit, we did not like being muted and we could not stay muted. **We then discovered Zoom!** It had a mute button that we could unmute! We had our first Zoom service on Good Friday and then every Sunday since ... and it has been great. We learnt quickly that to make Zoom work for larger numbers, everyone had to mute for much of the time.

We have had a year of great services, with music from our bands mainly recorded from home, and fascinating interviews with lots of people. Breakout groups were a new experience! Surprisingly, many have become less muted as new conversations with different people have opened up and people – new people – have been drawn in. We have got to know some people far better! We discovered that the church was not to be muted, we learnt a new way of communicating. We have interviewed new people each week and heard their stories. Many have voiced that they have found a new confident voice in their faith. Praise God. Pray that we stay unmuted!

We never expected the pandemic, and we never anticipated how long it would go on for. It has taken up our energies in ways we would have preferred not to have; yet we have all learnt much! Church life has been very different and we have had to learn to adapt.

- ❖ Some have suffered more than others. Thankfully we have only had a small number who have been physically badly affected by Covid 19, some have been hit with work and finances; while the damaging mental effects of the lack of social gatherings and touch are still being exposed.
- ❖ Some things have been good for us. We have learnt new skills and learnt to value new ways of approach. Zoom services and meetings have been a revelation. We have communicated more by mail and phone – even the more extensive weekly letter that reaches so many more people has been appreciated.
- ❖ We have been thrown onto the Lord in our frustrations and weakness.
- ❖ We have had to lay aside so much of our normal church life as we have with so much of our all life. Everyone has had to lay down things they used to do in our services, groups, Children's work, community work, café etc. Some of us have picked up new tasks. We have rediscovered that people make the church, not buildings.
- ❖ Phil's People and its sub groups have been missed where meeting in person is so important. We did manage to have some meets up in the back of the church garden – Summer Wednesdays, we did get wet once!
- ❖ **Thanks** to so many who have risen to the challenges and stepped up. Thanks to our musicians: **Martin and Bekki, Molly and Grace, Neil and Kat Summers, Pete and Emily Tidball, Jane Emmanuel**. Thanks to those who have participated in the Zoom services with preaching, leading, reading, praying, being

interviewed, drama, technical support and those who have served on our Committees to get things done. Thanks to our staff coping with the chopping and changes.

- ❖ It is going to be a challenge for us all to move back into the Church Centre and face the unknown future.

Retirement. – I get muted at the end of September 2021

I have been confronted with my retirement and having to leave St Philips after 30 years. This is something I am still working on. The church has been confronted with my leaving and the PCC has begun to work on a plan towards the interregnum. This will be a journey of faith as this coming year progresses and into 2022. There will be new challenges for us all to face. I hope we will get back physically together for some nostalgic celebrations before this October! I have so much to be grateful for, even as I begin to feel the loss. God is good!

St Philip's is facing an Interregnum

I will do all I can to help set things in a good place. The PCC has begun to set a timetable of things to do and prepare for when I am not here. They will have the challenge of leading the church through this next year. The Church Patrons are CPAS who will help the church look for a new vicar. Our Archdeacon Alex Hughes will also keep a slightly distant eye on things here. I pray that everyone will seek to do their part in making the interregnum a positive and growing time, as we trust in the Lord of the church.

The PCC was facing great financial challenges last year

We made one staff post redundant – sadly our Community Worker, **Lindsey Stanton**, who has worked faithfully over the last 9 years in setting up and sustaining our community mission in our church centre. We miss her and pray God's blessing upon her.

We furloughed our staff due to the Covid restrictions that reduced our ministry yet also had the effect of reducing our outgoings to make us in a better financial position than we had anticipated. The PCC agreed to be generous and pay the staff the full 100%, over and above the government grant.

Thanks to **Jim and Neil** for looking after our finances, and to all who contribute. Pray for someone to take over the Treasurer role from Neil!

Our support for Mission work both locally and world wide continues – see the church accounts. Thanks to **Mike and Barbara Priestley** for overseeing this.

PCC (Parochial Church Council) their work is covered elsewhere. I want to express my thanks to all who serve on our various committees. Without their commitment and diligent work behind the scenes little would happen, the clergy work hand in hand with them and many others who serve the Lord. Thanks to **Martin and Sophie** who have chaired these committees.

Thanks to **Jane Batten** for being our sole Church Warden since the last APCM in October and pray she will have all the support required in the next stage of the church.

This great PCC team will be taking responsibility after my departure until a new incumbent is found. This process will take some time. Pray the Lord will guide.

We are fortunate to have staff to do some of our work.

They enable things to happen and release volunteers. We will continue to look at how we can carry on with the work of the various roles knowing this will require further

income and the energy and skills to support and line manage them. Thanks to those who give much time to support our staff.

We are thankful to **Alan Syrop** for filling in the Centre Mangers role for much of the last year and for the appointment of **Rosemary Barrett** at the end of the year. With the Church Centre pretty much closed, she still had much to catch up with and is now beginning to seek to get back in old and new hirers. Rosemary has helped to set up our new Webpage. Take a look: www.stphilipchurch.org.uk

Michael Brown, Cleaner: some cleaning has still been necessary with an unused centre.

Barry Ginger: With the Café having to be closed for much of the year our Chef has had a mixed year of being like a cricketer... in, out, in, out, and now waiting to get back in again.

Caroline Muncey, Church Secretary; has been furloughed for much of the year.

Zoë Cheng; partially furloughed for most of the year. We are thankful that she has been able to keep in touch with families and the older Edge group.

We have valued **Storm Hargreaves** joining us for the year as a CYFC volunteer, who has been a great gift to us. May the Lord bless her future studies and ministry.

We appreciate our Anglican Ordinands for what they contribute to our church life. We said our farewells to **David Roberts**, **Matt Hodder**, **Ben Rogers** and **Ruth Chamberlain** last summer. They will be priested this summer. We welcomed **Emily Tidball**, **Andy Ruffhead** and **Calum Burke** last summer who have made their mark; we pray for them as they are ordained deacon this summer and begin their curacies; along with **Ben** and **Ruth Holmes** who is in her last year at Wycliffe Hall, Oxford.

Sophie Young was ordained priest last summer (with Covid restrictions). Privilege to be able to lay on hands and pray for her ministry. We all so much value her warm and resourceful ministry among us, and thankful for her family's production line with producing packages delivered to around 150 homes for everyone this last year. Her three years' curacy will be completed in 2022.

Do pray for her as she faces the challenges of this next year, with taking over as Bishop's Officer for Homelessness, from Jon Canessa who many of you will know from CCHP (Cambridge Churches Homeless Project). Sophie will be starting in this role from 1st July, and will do it alongside her training at St. Philip's until the end of her curacy which will be Easter next year. After that she will move fully into the homelessness ministry. We look forward to finding out more about this news in Sunday's service

Stepping up

In this next couple of years, with people moving on, it will require our church members stepping up to take on ministry that they may not have done before. Look to the Lord to equip you in the new challenges ahead. There are a number of our activities such as Phil's People, Tots Time and the Café that will require new blood.

Lookout is a unique communication that goes to all homes in the parish that speaks of Jesus and our church life. In the last 30 years it has been a major means of communication with every home in the parish for three times a year, though less this last year. I have seen this as a vital link and committed myself to coordinating it over the years. Keith Sands does a great job with the layout, but it requires new people with some journalistic skills to work with Keith on searching out possible articles, taking photos and writing up. The bundling and delivery to homes is the last important task to make happen - thankfully many

help though more hands would be appreciated.

There have been no wider church events or festivals or conferences in 2020.

We cancelled the Christian Family Holiday, as well the Church Weekend away that we had planned for this coming October 2021, realising it was a bad time with my departure. We look forward to the time when these bigger events will be able to happen again. Sarah and I are planning a CFH for 4-11th August this year for any who want to get away.

St Philip's Primary School

School life has not been normal! Access to the school building has been restricted due to the pandemic. My contribution to Collective Worship has been limited to making some videos.

Open the Book, GenR8 and not even Governors were able to get into the school. All meetings have been done on Zoom. Pray for the Senior leadership team and the Governors under **Ven Alex Hughes** and the foundation Governors - especially **Andrew MacLellan and Alan Syrop**. The Vicar is exofficio, so this will be my last few months as a Governor.

I am thankful for the years of access into the school to get to know children, teaching and non teaching staff and parents. I hope I have been of some encouragement. I have enjoyed being involved in the various services and collective worship. I will miss, although I am not sure the children will miss, singing along to the songs with my guitar and the various stories and trying to act them out. Over the years, the creative warm Christian ethos of the school has had a positive effect on children and adults whether they profess faith or not.

Church Schools of Cambridge continues to have some responsibility for the four church schools and seeks to serve and provide financial support for them. It has been a year of adapting to the challenges presented. This will be my last season with them after 30 years, Thanks to **Andy MacLellan** who has been a Trustee long before me, for all he contributes.

Romsey Mill Trust

When I was looking at the parish over 30 years ago the presence of Romsey Mill was a factor that made me think that I could offer something here. I had been a volunteer with the Salmon Centre in Bermondsey in South London in the early 70's when it was known as CUM - Cambridge University Mission. Little did I know then that I would one day live in Cambridge or link up with a youth work that had some similarities. I have sought to express a pastoral role for the chiefs ... Tim Montgomery, Andy Persson, Chris Rose and latterly Neil Perry. Until the pandemic I would meet most weeks to talk and pray with them and any other staff on an early Wednesday morning. As the work has developed over the years, more professional skills have been required on the Trustees; in my limited way I pray that my presence has been an encouragement. St Philip's has helped to both birth and nurture this tremendous vocational work that spreads now well beyond this part of Cambridge for over 40 years.

Rev. Donald Salway died in March 2021, he was vicar here 1967-1981. His ministry was a real foundation to both Ray Smith's ministry and my own after Ray. He and Pauline are remembered and loved for their faithful work here.

As I look back over the last 30 years I am very grateful for God's favour upon us at St Philip's. Despite my weakness somehow God has blessed. His Word has gone forth. I look to God's promise that he will not let his Word return empty, that it will

fulfil the purposes for that which he sent it.

Reflecting back, the Church of England is hopefully richer through the people we have 'influenced' in their journey to faith and the calling to ministry both lay and ordained.

It is good to encourage people to 'have a go'. I pray this will continue.

In the last 30 years we have had around 80 ordinands in training linked to us, they are now ordained and serving God elsewhere; one, Andy Rumsey, is a Bishop! We have been a training parish for 6 curates and helped to send 13 of our church members to colleges for ordination training and into the wider world. I will be glad not to have to do so many supervision reports, but will miss the blessing they have brought.

Thank you for allowing me to minister to you; and for your partnership on the journey. May the Lord bless you all at St Philip's.

Stewart Taylor

'Those who hope in the Lord will renew their strength, they shall soar with wings like eagles; they will run and not grow weary and walk and not faint.' Isaiah 40:31.

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP, CAMBRIDGE

STATEMENT OF ACCOUNTS

YEAR ENDED 31st DECEMBER 2020

Charity Registration Number: **1142474**

VAT Registration Number: **112485437**

TREASURER : NEIL SUMMERS

Accounts & Statements prepared by Jim Griffiths

Prepared in accordance with the Charities Act 1993 and the
Church Accounting Regulations 1997 (as amended 2006)

ACCOUNTING POLICIES and DISCLOSURES

Basis of Financial Statements

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current statement of Recommended Practice Accounting and Reporting by Charities (SORP) 2005

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements 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 affiliation to another body, nor those that are informal gatherings of church members.

Fixed Assets

Under the Church Accounting Regulations there is no requirement to value Fixed Assets, and Consecrated Land is specifically excluded. The new St.Philip's Centre completed in June 2012, cost around £1.5M - However this cost is not capitalised in the accounts because the improvements were made to a consecrated church building that is not legally owned by the PCC.

In 2007, Clarence Melbourne a former church member, bequeathed a house and this is registered in the name of "The Parochial Church Council of the Parish of St.Philip, Cambridge". These accounts include the house at 6, Broxbourne Close, Cambridge, on the Balance Sheet at Net Valuation as estimated by Jim Griffiths. In February 2014 the church purchased 12, Stourbridge Grove, Cambridge - **See Note 7**

Annual Report

The regulations require an Annual Report which links and relates the Financial Statements to the aims, objectives and activities of the Church. The Annual Report is published separately to these financial statements but does contain a Review of the Financial Activities and Affairs for Year Ended 31st December 2018 extracted from these accounts.

Related Party Transactions

Derek and Margaret Rawlings are church members and they are also tenants (effectively life tenants) of 6, Broxbourne Close; they paid rent during the year totalling **£5,172.32**

RESTRICTIONS (see also Notes 4 and 5 to the Accounts)

Endowment Fund

The late Rev. A.G.L. Hunt (Vicar of St. Philips 1928-1963) specified in his Will that the Income arising from the Capital invested, must only be used for fitments, repairs and maintenance of Parish Buildings. The PCC has no control or rights regarding the Capital which is therefore excluded from these accounts..

Income Tax on Gift Aid

The accounts include an accrual for Income Tax which will be recoverable on all gift-aided gifts made during the year to 31st December 2020 in accordance with the accounting regulations.

VAT

In December 2011, the PCC 'opted to tax' the new Centre in order to recover some of the £250k VAT that has been paid on the project. In 2012, HMRC accepted our VAT election and consequently VAT is being charged to hirers of the new church building subject to dispensations available where use is "solely" for charitable purposes. Following negotiations, HMRC have allowed the PCC to recover **40%** (previously 25%) of the VAT input tax we have paid both on the building cost of the new Centre and also overheads going forward. The 40% recovery rate does not represent a Final agreement but is rather by way of an interim agreement subject to annual re-assessment based on the "**Capital Goods Scheme**". In essence this means that we will have to present HMRC with evidence to show the use of the building for "taxable supplies" i.e. How much of the time have we actually hired out the various parts of the building, with VAT applied to the hire or lease charge. In January 2018, we presented arguments to HMRC for an **increase** in the recoverable VAT % in respect of the church building project and to date have claimed additional repayment of **£21,250**. Although HMRC have paid our claims, they reserve the right to check our figures and arguments at a later date. We have deemed it prudent to hold back **£5k** of the repaid VAT, as a reserve to cover any future challenge by HMRC.

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP, CAMBRIDGE

STATEMENT OF FINANCIAL ACTIVITIES for the Year Ended 31st December 2020

INCOME

	<u>NOTE</u>	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Endowment Funds</u>	<u>TOTAL FUNDS</u>	
					<u>2020</u>	<u>2019</u>
Income from Members/Congreg.	1[a]	£ 94,479	£ 2,588	£ -	£ 97,066	£ 75,981
Other Voluntary Income	1(b)	£ 2,000	£ 390	£ 2,404	£ 4,794	£ 5,673
Rents & Hire of Buildings	1[c]	£ 55,848	£ -	£ -	£ 55,848	£ 97,240
Sundry Income	1[d]	£ 33,445	£ -	£ -	£ 33,445	£ 7,107
<u>TOTAL CHURCH INCOME</u>		<u>£ 185,772</u>	<u>£ 2,978</u>	<u>£ 2,404</u>	<u>£ 191,154</u>	<u>£ 186,000</u>

EXPENDITURE

Direct Church Activities	2[a]	£ 144,904	£ 1,478	£ -	£ 146,382	£ 148,985
Buildings & Establishmenmt	2[b]	£ 18,011	£ -	£ 2,404	£ 20,415	£ 20,731
Home & Overseas Mission	2[c]	£ 7,315	£ 2,299	£ -	£ 9,614	£ 10,990
Church Management & Admin.	2[d]	£ 15,807	£ -	£ -	£ 15,807	£ 25,075
<u>TOTAL CHURCH EXPENDITURE</u>		<u>£ 186,037</u>	<u>£ 3,777</u>	<u>£ 2,404</u>	<u>£ 192,218</u>	<u>£ 205,782</u>

NET MOVEMENT OF FUNDS

		<u>-£ 265</u>	<u>-£ 799</u>	<u>£ -</u>	<u>-£ 1,064</u>	<u>-£ 19,782</u>
Balances B/Fwd at 1st January 2020		£ 886,735	£ 6,861	£ -	£ 893,596	£ 865,378
Revaluation & Transfers of Funds at Dec 20		£ -	£ -		£ -	£ 48,000
BALANCES C/FWD at 31st Dec 2020	**	<u>£ 886,470</u>	<u>£ 6,062</u>	<u>£ -</u>	<u>£ 892,532</u>	<u>£ 893,596</u>

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP, CAMBRIDGE

BALANCE SHEET at 31st December 2020

			<u>2020</u>		<u>2019</u>
<u>FIXED ASSETS</u>	<u>(Note 7)</u>				
6, Broxbourne Close House at Dec 20 Valuation		£400,000		£ 400,000	
12, Stourbridge Grove House at Dec 20 Valuation		£360,000	£760,000	£ 360,000	£ 760,000
<u>CURRENT ASSETS</u>					
Debtors & Prepayments		£ 22,518		£ 35,343	
Petty Cash - Office and Café		£ 1,345		£ 550	
Loan made from Pastoral Fund		£ -		£ -	
Cash at Bank	(Note 3)	£ 124,351		£ 121,018	
		£ 148,215		£ 156,912	
<u>LESS CURRENT LIABILITIES</u>					
Creditors & Accruals		£ 15,683		£ 23,316	
NET CURRENT ASSETS			£ 132,532		£ 133,596
<u>TOTAL ASSETS</u>			<u>£ 892,532</u>		<u>£ 893,596</u>
<u>FUNDS - UNRESTRICTED:</u>					
<u>GENERAL FUNDS:</u>					
<u>Revenue</u>					
Balance at 1st January 2020		£113,735		£133,053	
Surplus (Deficit) for Year		-£265		-£16,318	
Transferred to Building Repairs Fund		£0	£113,470	-£3,000	£113,735
<u>Capital</u>					
Valuation of Broxbourne/Stourbridge Jan 20		£760,000		£715,000	
Revaluation at Dec 2020		£0	£760,000	£45,000	£760,000
			£873,470		£ 873,735
<u>Building Repairs Sinking Fund -</u>					
Transferred in from General Fund [Incl £0k in 2020]			£13,000		£ 13,000
<u>Designated for Pastoral Fund</u>					
Balance at 1st January 2020		£3,677		£ 4,141	
Expenditure during Year		-£799	£2,878	-£ 464	£ 3,677
<u>Total General Funds</u>			<u>£889,348</u>		<u>£ 890,412</u>
<u>RESTRICTED FUNDS</u>	<u>(Note 4)</u>				
<u>Outreach & Mission Fund</u>					
Balance at 1st January 2020		£1,184		£ 1,184	
Gifts paid during the Year		£0	£1,184	£ -	£ 1,184
<u>Pastoral Emergencies Fund</u>					
Members Gift			£2,000		£ 2,000
<u>TOTAL OF FUNDS</u>			<u>£892,532</u>		<u>£ 893,596</u>

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP, CAMBRIDGE

NOTES TO THE ACCOUNTS - 31st December 2020

NOTE 1 - INCOME

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Endowment Funds</u>	<u>Total Funds</u>	
1[a] Members Giving				2020	2019
Gift Aided Giving	£ 48,076			£ 48,076	£ 43,868
Non Gift Aided Giving	£ 12,115			£ 12,115	£ 8,285
Church Collections	£ 1,090			£ 1,090	£ 4,544
Members Earmarked Giving	£ -	£ 2,090		£ 2,090	£ 2,105
Income Tax on Gift Aid [see p.1]	£ 14,300	£ 498		£ 14,798	£ 13,404
Other Donations	£ 18,898			£ 18,898	£ 3,775
	£ 94,479	£ 2,588	£ -	£ 97,066	£ 75,981
1[b] Other Voluntary Income					
Parish Weekend Donations	£ -	£ -		£ -	£ 1,565
Hunt Legacy Income [Note 5]	£ -		£ 2,404	£ 2,404	£ 2,390
Grants Received	£ 2,000			£ 2,000	£ 1,500
Sally Dugan Legacy/Richard Buck	£ -			£ -	£ 217
Pastoral Gift		£ 390		£ 390	£ -
	£ 2,000	£ 390	£ 2,404	£ 4,794	£ 5,673
1[c] Rents & Hire of Buildings					
Papworth T. - Café Lease Surrender Premium	£ -			£ -	£ 11,281
Café Utilities/Insurance/Bins Contributions	£ 1,300			£ 1,300	£ 2,210
St Philips Centre - Room Hire	£ 19,080			£ 19,080	£ 41,948
Stourbridge Grove Rent	£ 11,895			£ 11,895	£ 11,220
Broxbourne Close Rent	£ 5,317			£ 5,317	£ 5,172
Café Takings [Note 9]	£ 18,256			£ 18,256	£ 25,408
	£ 55,848	£ -	£ -	£ 55,848	£ 97,240
1[d] Sundry Income					
Weddings/Funeral Fees	£ 431			£ 431	£ 1,159
Bank Interest	£ 113			£ 113	£ 718
Feed in Tariff Payments	£ 1,910			£ 1,910	£ 1,849
Miscellaneous (incl. Groups contributions)	£ 1,428			£ 1,428	£ 3,381
Furlough - Government Job Retention Scheme	£ 29,563			£ 29,563	£ -
	£ 33,445	£ -	£ -	£ 33,445	£ 7,107
TOTAL CHURCH INCOME	£ 185,772	£ 2,978	£ 2,404	£ 191,154	£ 186,000

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP, CAMBRIDGE

NOTES TO THE ACCOUNTS - 31st December 2020

NOTE 2 - EXPENDITURE

			<u>Unrestricted</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total Funds</u>			
<u>2[a] Activities</u>			<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>2020</u>	<u>2019</u>		
Ministry: Parish Share	[Note 6]	£	63,293	£	1,250	£	64,543	£	61,302
Clergy Expenses		£	1,139			£	1,139	£	1,082
Outreach & Ministry Salaries		£	24,457			£	24,457	£	26,885
Subscriptions		£	940			£	940	£	903
Café Costs	[Note 9]	£	34,226			£	34,226	£	36,505
Young People Work		£	16,941	£	-	£	16,941	£	18,696
Pastoral Payments				£	228	£	228	£	464
Worship & Services		£	239			£	239	£	242
Refreshments		£	-			£	-	£	189
Outreach & Lookout Costs		£	448			£	448	£	1,918
Parish Weekend 2021 - Lost Deposit		£	1,722			£	1,722	£	800
			<u>£ 143,404</u>	<u>£ 1,478</u>	<u>£ -</u>	<u>£ 144,882</u>	<u>£ 148,985</u>		
<u>2[b] Buildings</u>									
Insurance		£	2,712			£	2,712	£	2,522
Gas		£	1,699			£	1,699	£	2,224
Electricity		£	3,796			£	3,796	£	3,727
Water Rates		£	662			£	662	£	90
Cleaning Materials/Bin Collection		£	377			£	377	£	1,558
Cleaning & Caretaking Wages		£	6,881			£	6,881	£	6,136
General Repairs & Maintenance		£	69		£ 2,404	£	2,474	£	6,383
Church Centre Building Project		-£	1,084			-£	1,084	-£	2,186
Costs re Broxbourne & Stourbridge Houses		£	3,330			£	3,330	£	99
Furniture & Fittings		£	68			£	68	£	179
			<u>£ 18,511</u>	<u>£ -</u>	<u>£ 2,404</u>	<u>£ 20,915</u>	<u>£ 20,731</u>		
<u>2[c] Home & Overseas Mission (also Note 8)</u>									
Members Earmarked Giving		£	-	£	2,299	£	2,299	£	2,390
P.C.C. Giving:		£	7,315			£	7,315	£	8,600
			<u>£ 7,315</u>	<u>£ 2,299</u>	<u>£ -</u>	<u>£ 9,614</u>	<u>£ 10,990</u>		
<u>2[d] Church Management & Administration</u>									
Office & Management Salaries		£	10,907			£	10,907	£	19,948
Staff Training		£	242						
Software & Support		£	926			£	926	£	1,073
Telephone/Internet		£	680			£	680	£	597
Printing & Stationery		£	950			£	950	£	1,873
Church Website & Branding		£	1,374			£	1,374	£	14
Office Equipment		£	65			£	65	£	92
Miscellaneous		£	1,663			£	1,663	£	1,478
			<u>£ 16,807</u>	<u>£ -</u>	<u>£ -</u>	<u>£ 16,807</u>	<u>£ 25,075</u>		
<u>TOTAL CHURCH EXPENDITURE</u>			<u>£ 186,037</u>	<u>£ 3,777</u>	<u>£ 2,404</u>	<u>£ 192,218</u>	<u>£ 205,782</u>		

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP, CAMBRIDGE

NOTES TO THE ACCOUNTS - 31st December 2020

<u>NOTE 3 - Cash at Bank:</u>	<u>Accounts</u>	<u>Dec-20</u>	<u>Dec-19</u>
	CAF Current Account	£ 39,703	£ 16,434
	Barclays Current Account	£ 9,231	£ 1,031
	Café TSB Business Account	£ 53,886	£ 9,721
	Barclays Deposit Account - Closed	£ -	£ -
	Cambridge Building Society	£ 21,532	£ 93,832
		<u>£ 124,351</u>	<u>£ 121,018</u>

NOTE 4 - Restricted Funds: as defined in the Church Accounting Regulations 1997(2006), are sums that have been restricted by the Donors or sums that have been raised for a specific purpose. (See also Accounting Policies)

Restricted Fund comprises the following:

	<u>Dec-20</u>	<u>Dec-19</u>
Outreach & Mission Fund	£ 1,184	£ 1,184
Pastoral Emergencies Fund	£ 2,000	£ 2,000
	<u>£ 3,184</u>	<u>£ 3,184</u>

The Outreach and Mission Fund arose from a gift of a church member and is to be used to fund new outreach activities.

The Pastoral Emergencies Fund was established by a Gift from a member in 2016.

NOTE 5 - Endowment Fund - Hunt Legacy

The normal policy is to use all annual income as an offset against our Repairs and Maintenance expenditure and thus there is no Fund to be carried forward. The PCC has no access to, or rights over, the Capital in the Hunt Bequest Fund, however we are advised from time to time of the value of the Investments, which at 31st December 2020 was **£84,541.96**

NOTE 6 - Parish Share

The Parish Share paid to the Cambridge Deanery in 2020 was **£64,543**, being the full amount assessed.

NOTE 7- Stourbridge Grove House

On 26th February 2014, the church completed the purchase of 12, Stourbridge Grove Cambridge for the sum of **£287,607**

In May 2014 the church entered into a 3 year lease with Jimmy's Cambridge, a charity providing emergency accommodation for people who would otherwise have to sleep rough. The house is used to provide "move on" accommodation for guests, generally for periods of about 6 months, as part of the process of helping residents to take control of their lives and regain confidence & self esteem.

Further 3 year agreements were contracted in May 2017 and May 2020.

NOTE 9- Cornerstone Café - See also Accounts for Café

The Cafe re-opened in May 2019 with one full time chef supported by a team of volunteers.

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP, CAMBRIDGE

NOTES TO THE ACCOUNTS - 31st December 2020

NOTE 8 - Home & Overseas Mission

<u>Home Mission</u>	<u>P.C.C. Funds</u>	<u>Other Earmarked Giving</u>	<u>2020 Total</u>	<u>2019 Total</u>
Romsey Mill	£ 1,000	£ 965	£ 1,965	£ 2,050
Friends International (Kairos Trust)	£ 550	£ -	£ 550	£ 550
C.P.A.S.	£ 300	£ -	£ 300	£ 300
Cambridge Y.F.C.	£ 500	£ -	£ 500	£ 500
	<u>£ 2,350</u>	<u>£ 965</u>	<u>£ 3,315</u>	<u>£ 3,400</u>

Overseas Mission

Wycliffe B.T. - Tim & Maggie Gaved	£ 1,515	£ -	£ 1,515	£ 1,500
TEAR Fund	£ 650	£ 163	£ 813	£ 2,165
Emmanuel International	£ 700	£ -	£ 700	£ 700
Leprosy Mission	£ 600	£ -	£ 600	£ 600
Langham Partnership	£ 500		£ 500	£ -
	<u>£ 3,965</u>	<u>£ 163</u>	<u>£ 4,128</u>	<u>£ 4,965</u>

Other Giving

Cambridge Money Advice Centre	£ 300	£ -	£ 300	£ 300
Street Pastors	£ 300	£ -	£ 300	£ 300
Open the Book	£ 100	£ -	£ 100	£ 100
GenR8	£ 300	£ -	£ 300	£ 300
Designated Pastoral Gifts	£ -	£ 1,171	£ 1,171	£ 1,125
	<u>£ 1,000</u>	<u>£ 1,171</u>	<u>£ 2,171</u>	<u>£ 2,125</u>

<u>Total Church Giving</u>	<u>£ 7,315</u>	<u>£ 2,299</u>	<u>£ 9,614</u>	<u>£10,490</u>
-----------------------------------	-----------------------	-----------------------	-----------------------	-----------------------

Notes: Earmarked Gifts above includes Income Tax recovered on Gift Aid

Café Accounts for Year to 31st December 2020

<u>INCOME</u>	<u>2020</u>	<u>2019</u>
Daily Café Takings	£ 21,793	29,784
Add: Invoices for Food & Drink to Room Hirers/Special Events	£ 114	706
	<u>£ 21,907</u>	<u>£ 30,490</u>
VAT included @ 20%	-£ 3,651	-£ 5,082
Net Sales Value	<u>£ 18,256</u>	<u>£ 25,408</u>
<u>EXPENDITURE</u>		
Salaries	£ 24,040	£ 20,416
Staff Gratuities	£ -	£ 20
Food & Consumable	£ 7,097	£ 10,527
Cleaning	£ 292	£ 604
Worldpay (Debit Cards)	-£ 12	£ 192
Insurance	£ 100	£ 300
Waste/Bin Collection	£ 200	£ 710
Repairs	£ -	£ -
Cafe Refurbishment Costs	£ -	£ -
Coffee Machine Hire	£ 550	£ 440
Equipment Costs	£ 954	£ 2,096
Sundry Costs	£ 5	£ -
Utility Costs as assessed	£ 1,000	£ 1,200
Rent	£ -	£ -
Depreciation/Equipment Replacement	£ -	£ -
Total Expenditure	<u>£ 34,226</u>	<u>£ 36,505</u>
<u>Loss for Period</u>	<u>£ 15,970</u>	<u>£ 11,097</u>

NOTE: We claimed £8,850.20 for Barry under the Governemnt Furlough Scheme effectively reducing Loss to £7,120!!

**Independent Examiner's Report to the
Parochial Church Council St. Philip, Cambridge**

I report on the accounts for the year ended 31st December 2020 which are set out on pages 1 to 8.

Respective responsibilities of Trustees and Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an Independent Examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Audit Requirement

Under the Charities Act, charities with a gross income of **£500,000 or less** may choose to have an independent examination in place of an audit unless **both** their gross assets exceed £3.26M and their gross income exceeds £250,000. As the total Income and Gross Assets of the church are well within the limits above, the PCC have chosen to have the accounts independently examined.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the Charity 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 Trustees concerning 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 by the accounts.

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

(1) which gives me reasonable cause to believe that in any material respect the requirements

- . to keep accounting records in accordance with section 130 of the 2011 Charities Act; or
- . to prepare accounts which accord with these accounting records have 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.

Date:

Mr. M.E. Lumsden FCA
241 High Street,
Cottenham
Cambridge
CB24 8QP