

St Philip's Church, Cambridge

Annual Report for the year to Dec 2021

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**2021 Accounts attached as appendix*

ST PHILIP'S PCC 2021 - DECISIONS

Lucy Sixsmith (PCC Secretary)

Key Decisions of St Philip's PCC 2021 In 2021 the PCC navigated some significant challenges for the Church: first, the Covid-19 lockdown; then, gradually adjusting to in-person meetings; and, at the same time, working towards Stewart's retirement, an interregnum, and the process of appointing a new Vicar.

In the early months of the year, the PCC supported its subcommittees in responding to the national lockdown. The Ministry and Mission Committee reported on the encouraging success of Zoom services for many members of the congregation, and the ongoing work of the Pastoral Care Team. The Centre Management Committee reported on hiring and staff furlough. In the summer, the Church met for Sunday morning services in-person, outdoors, at St. Philip's School. This was

followed in the autumn by a return to services in the Church building, with social distancing and masking guidelines in place.

In May 2021, the PCC met with Archdeacon Alex Hughes and Graham Archer from CPAS to begin thinking about the intrregnum and recruitment process. Michael, Bea and Chris were delegated to begin a process of discussion, interviews and drafting material for our Parish Profile. The PCC contributed reflections individually and discussed the Profile together during the drafting stages. The PCC agreed to arrange prayer times for the Church to pray over the recruitment process. By December the Parish Profile and advertisement were ready, and Chris and Bea were appointed as Parish Representatives.

At the APCM in April 2021

- Chris Illingworth was elected a Churchwarden
- Jane Batten was re-elected as a Churchwarden
- Robin Nelson, Bea Ridley and Lucy Sixsmith were elected as lay members of the PCC
- Martin Clark, David Brown, Elaine Skidmore, Jim Griffiths and Alan Syrop continued as lay members of the PCC
- Roy Bradfield and Andrew Stannard continued as Deanery Synod rep
- Michael Priestley, our LLM, was appointed to the PCC by virtue of his status

In March 2021, Neil Summers notified the PCC that he would need to step down as Treasurer. Anke Friedrich was willing to take over but preferred not to sit on the PCC. Following a period of training and handover, Anke took over fully by the autumn.

In February 2021, the PCC agreed a newly drafted Terms of Reference.

In each meeting, safeguarding issues were discussed. The PCC became aware of needing to catch up with safeguarding documentation and training, and that process is ongoing in early 2022.

FINANCIAL AFFAIRS AND ACTIVITIES

Jim Griffiths (Finance Officer)

Members Giving

The level of Members Giving in 2021 totalled £98k, which was a similar figure to 2020; this total was however very encouraging because 2020 benefitted from several large on-off gifts and it seemed unlikely that we would achieve a similar level of giving in 2021.

Within the overall giving total, we recovered £15k in Income Tax due to members gift aiding their gifts, this was again a very similar figure to 2020.

Several people left the church in 2021 including some who were substantial givers, therefore we may find it hard to maintain the same overall level of giving in 2022 and our budget assumes that giving will reduce a little.

Grateful thanks to all those who give generously and sacrificially to enable the work of the church to continue.

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 £7.4k. In addition to the PCC giving, individual members 'earmarked' gifts of more than £3.5k, that was directed to our partner mission organisations and other good causes. Members also gave generously to provide gifts to departing clergy.

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 2021 we claimed a total of £16k under this scheme, following £29k claimed in 2020.

Rent and Hire of Buildings

In 2021 we saw a partial recovery of revenues from room hire, reaching a total of £30k which is about two thirds of our annual average, pre lockdown, and much improved from the £19k that we generated in 2020. We are hopeful that 2022 will see further improvement in the level of Room Hire and we must express our grateful thanks to Rosemary, our Operations Manager, for all her hard work in another difficult year.

During the year we agreed a new 3-year lease agreement with Jimmys for Melbourne House, Stourbridge Grove, and the annual rent now amounts to over £15k.

Café

Again, the Café was significantly impacted by COVID-19, but less so than in 2020. The café managed 140 days of opening in 2021 compared to 99 in 2020 and our target of 225 in a full year. Thanks to the hard work of Barry and our excellent team of volunteers, average daily revenue has increased steadily through the year, and this helped to reduce the net cost of running the cafe to about £3.5k, which is the lowest cost since we took over the running of the café from Papworth Trust in 2017.

Expenditure

Most categories of expenditure were within Budget allowances, but mostly this was due to reduced times of opening of the Church and Centre. Regular services did not re-commence until September, and I have already referred to the situation with Café and Room Hire.

Energy costs started to increase sharply late in the year, and this will be a major challenge in 2022 because the church will not be protected by the government's energy price cap.

Building Repairs and Maintenance costs were lower than Budget in 2021, but this is likely to rise sharply in 2022 as we start to bring our repairs programme more up to date, following Covid.

Summary

Covid continued to have a major impact in 2021, but once again our financial results have shown a marked improvement compared to our Budget forecast. A combination of continued generous giving by members, the availability of the Government's Job Retention Scheme and better than expected Income from Café and Room Hire, enable the church to achieve a surplus in 2021 of around £14k - this seemed more than unlikely at the start of the year!

Overall, the church finances continue to be in good shape, and we have a very healthy Balance Sheet. Praise the Lord! that we are in a good position to fund the programme of activities agreed upon by the church leadership.

I cannot complete this Report without offering profound thanks and appreciation to Neil Summers who has now stepped down as Treasurer after 8 years in post. I have enjoyed working with Neil on the church finances and his diligence and skill will be greatly missed.

Anke Friedrich has now taken over as Treasurer and I'm sure you will all join me in first thanking her for stepping forward to take on this vitally important and demanding role, but also in giving her our full support as she finds her feet not only with the new role but also with a new Accounts software system named Liberty that replaces Sage.

I must also give special thanks to our Independent Reviewer, Mick Lumsden who has been carrying out our Review for almost 30 years. Mick now lives in the Netherlands, so this year the whole Review process had to take place via Zoom meetings and email exchanges. We are so grateful that Mick is willing to continue for the moment despite having a new life in Enschede, Netherlands

DEANERY SYNOD

Roy Bradfield and Andrew Stannard (Lay representatives)

St. Philip's Church of England Church falls under the remit of the Cambridge South Deanery. 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.

Two meetings were held during 2021 and matters arising included:

- Finance - the Deanery made full payment (to the Ely Diocese) of its Parish Share for 2020 and is on course to do likewise for 2021.
- A new Rural Dean was appointed.
- Response to the pandemic - positives (e.g. online provision of services) and negatives (e.g. children's work has suffered, mental health issues have emerged).
- Eco Church initiatives - progress by several churches in finding eco-friendly ways of managing their worship and teaching, church buildings, community engagement etc.
- Clergy well-being - the importance of having PCC and other support for clergy who often work excessive hours in difficult circumstances.
- General Synod elections 2021.
- Cambridge Churches Homeless Project (CCHP) - 'our' Sophie (Young) was appointed as the Bishop's Advisor for Homelessness.

Once again, an interesting variety of topics.

CENTRE MANAGEMENT COMMITTEE

Martin Clark (CMC Chair)

It's hard to remember back to the beginning of 2021 and the gloomy feeling of being stuck in a long lockdown. It was impossible to know how much activity there would be in the Centre, therefore how much income, and what resources we could spend on supporting it.

Despite the challenges, the Lord has helped us through, and we ended the year with respectable hiring figures including the sense of normality from having the Panto rehearsal back again. But by December there were warning signs about a new Covid variant and as we all remember it's been tough since then.

Hirers have come and gone according to the changing government restrictions. Community arts and education, support groups and exercise have been able to run for parts of the year, with the second half seeing more of the dance and exercise groups back. The Church website has been generating more inquiries for hire too.

As reported elsewhere, to move from a forecast deficit for the year, to a small surplus, is again a great relief and blessing. However, we are aware of many fairly substantial maintenance issues with many items now over 10 years old, so have started a programme of planned maintenance, including getting to grips with the troublesome heating system (thanks Alan, Andy and Pete!).

Our twin aim continues both serving the community and generating income.

Melbourne House has continued, supporting former homeless people with steppingstone accommodation supported by Jimmy's Cambridge who are now paying a slightly higher rent, and undertook some refurbishment works. We thank David Brown, Robin Nelson and Jean Pierson for their quietly dedicated support of the residents.

Rosemary Barrett our Operations Manager has had her first full year with us and by the end of the year had so much demand on her that she moved up to 27 hours a week. She has worked really hard and we thank her for her efforts. Alan has re-joined the Committee and more recently taken over line management of Rosemary from Jim Griffiths. Many thanks to them both, as well as the other committee members Jane Batten, Robin Nelson, Bea Schlarb-Ridley, Andrew Stannard and Tom Yates.

MINISTRY AND MISSION

Chris Illingworth (Churchwarden)

Due to the interregnum the Committee has met less frequently in the previous year than would normally occur, with meetings in June and August of 2021.

Discussions at Committee focused on the move back to meeting in person, first in the playground of St. Philip's School, and in August restarting our 10.30am service in the Church building.

The decisions taken have seen us through the year; we continue to enjoy times of being physically together each Sunday, with appropriate precautions in place to stop virus transmission and protect those among us who are more vulnerable to infection.

CORNERSTONE CAFÉ

Barry Ginger (Chef Manager)

Since reopening in May 2021, after the last lockdown, the Café customer base has grown, so much so that the Café is now busier than before the pandemic.

There is a varied customer base from local residents, workmen working in the local area, and members of the public. They all blend well to create a warm and welcoming atmosphere.

There is a good mix of volunteers from within the Church and the local community.

SAFEGUARDING

Alan Syrop (Parish Safeguarding Officer)

Despite the pandemic and the consequent reduction in activities, safeguarding has remained a high priority for St. Philip's. Zoe Cheng was responsible for the ongoing contacts and communications with children and especially the young people. She worked with Storm first and then Tali, and from the summer a university student named Etienne Tracey who is able to provide a male role model who is closer in age to our youth. Because we did not know Etienne beforehand, we followed a comprehensive process before appointing him as a Youth Leader.

We are also aware of needing to rebuild various of our activities, so new leaders will go through the same selection and appointment steps.

Stewart's retirement evidently left an important hole in our safeguarding resources, particularly in relation to vulnerable adults following Lindsey's departure in 2020. Phil's People had continued with Sophie Young's input, and in the last quarter, Catherine has taken on the responsibilities for it, including safeguarding. I have provided some assistance in addressing the identified gaps in our previous practice in this area which is ongoing.

Prior to Stewart's retirement, there was a full review of remaining cases where behavioural agreements had been put in place. We did this in conjunction with one of the Diocesan Safeguarding Advisors, Lisa Pearson, and are maintaining contact with her as any issues arise. I am grateful to Catherine, once again, for taking the lead in this continuing liaison.

We learnt in 2021 of the Church of England's decision to require all DBS (criminal and Police records) checks to be renewed every 3 years from the previous 5 years. As it happens, almost all the PCC were checked in early 2019, so would be up for renewal at the start of 2022. However, we have since been advised by the Diocese that there is a 2-year transitional period allowed. We will be progressing these renewals in 2022. Similarly, the Church has now established an online training portal and a list of required modules for effectively all those working on behalf of the Church. To reinforce our safeguarding priority, we will require those volunteering in relevant areas to receive the training.

WARDENS' REPORT

Jane Batten (Church Warden)

Alan Syrop stepped down as Church Warden at the delayed APCM in October 2020, and at the APCM in April 2021 Chris Illingworth was elected Church Warden, and I was re-elected as Church Warden.

During 2021 the Wardens attended the Standing Committee meetings, focused their attention on Stewart's departure and the start of the Interregnum, along with various HR matters including the departure of Michael (our cleaner) and Zoe (our Youth and Children's Worker).

Sunday morning services took place outdoors in St. Philip's School playground for a period over the Summer because of Covid-19 and Church Wardens assisted Alan with elements of this.

Alan Syrop and Rosemary Barrett (our Operations Manager) checked the Church Inventory in October 2020, but no check was undertaken during 2021, and this will now be undertaken in Spring 2022. 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. However, it has proved difficult to prioritise this work over other maintenance problems and to find contractors willing to quote. The CMC will address this in 2022.

The maintenance log is being kept up to date, and the CMC is working on an active maintenance plan led by Alan, including for the kitchen equipment which is now 10 years old. Rosemary has become more active in implementing health and safety systems with support, including fire safety with the impending audit in 2022.

Several areas have come to light that Stewart previously covered which Chris and I have tried to address where possible.

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP, CAMBRIDGE

STATEMENT OF ACCOUNTS

YEAR ENDED 31st DECEMBER 2021

Charity Registration Number: **1142474**

VAT Registration Number: **112485437**

TREASURER : ANKE FRIEDRICH (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 2021, 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 **£5,409.87**

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 2021 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 was 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 & lease charge (Café takings since 2017) 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 **£26,670**. 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 2021

INCOME

	<u>NOTE</u>	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Endowment Funds</u>	<u>TOTAL FUNDS</u>	
					<u>2021</u>	<u>2020</u>
Income from Members/Congreg.	1[a]	£91,614	£6,035	£-	£97,649	£97,066
Other Voluntary Income	1(b)	£200	£-	£2,431	£2,631	£4,794
Rents & Hire of Buildings	1[c]	£91,509	£-	£-	£91,509	£55,848
Sundry Income	1[d]	£19,052	£-	£-	£19,052	£33,445
<u>TOTAL CHURCH INCOME</u>		<u>£202,375</u>	<u>£6,035</u>	<u>£2,431</u>	<u>£210,841</u>	<u>£191,154</u>

EXPENDITURE

Direct Church Activities	2[a]	£132,339	£300	£-	£132,639	£146,382
Buildings & Establishmenmt	2[b]	£15,803	£-	£2,431	£18,234	£20,415
Home & Overseas Mission	2[c]	£7,527	£5,235	£-	£12,762	£9,614
Church Management & Admin.	2[d]	£32,989	£500	£-	£33,489	£15,807
<u>TOTAL CHURCH EXPENDITURE</u>		<u>£188,658</u>	<u>£6,035</u>	<u>£2,431</u>	<u>£197,124</u>	<u>£192,218</u>

NET MOVEMENT OF FUNDS

		<u>£13,717</u>	<u>£-</u>	<u>£-</u>	<u>£13,717</u>	<u>-£1,064</u>
Balances B/Fwd at 1st January 2021		£886,470	£6,062	£-	£892,532	£893,596
Revaluation & Transfers of Funds at Dec 21		£53,062	-£6,062		£47,000	£-
BALANCES C/FWD at 31st Dec 2021	**	<u>£953,249</u>	<u>-£0</u>	<u>£-</u>	<u>£953,249</u>	<u>£892,532</u>

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP, CAMBRIDGE

BALANCE SHEET at 31st December 2021

			<u>2021</u>		<u>2020</u>
<u>FIXED ASSETS</u>	<u>(Note 7)</u>				
6, Broxbourne Close House at Dec 21 Valuation		£425,000		£400,000	
12, Stourbridge Grove House at Dec 21 Valuation		£380,000	£805,000	£360,000	£760,000
<u>CURRENT ASSETS</u>					
Debtors & Prepayments		£21,559		£22,518	
Café Food Stock		£952		£-	
Petty Cash - Office and Café		£2,806		£1,345	
Cash at Bank	(Note 3)	£139,954		£124,351	
		£165,271		£148,215	
<u>LESS CURRENT LIABILITIES</u>					
Creditors & Accruals		£17,022		£15,683	
NET CURRENT ASSETS			£148,249		£132,532
<u>TOTAL ASSETS</u>			<u>£953,249</u>		<u>£892,532</u>
<u>FUNDS - UNRESTRICTED:</u>					
<u>GENERAL FUNDS:</u>					
<u>Revenue</u>					
Balance at 1st January 2021		£113,470		£113,735	
Surplus (Deficit) for Year		£13,717		-£265	
Transferred from Mission Fund		£1,184		£-	
Transferred to Building Repairs Fund		-£3,000	£125,371	£-	£113,470
<u>Capital</u>					
Valuation of Broxbourne/Stourbridge Jan 21		£760,000		£760,000	
Revaluations at Dec 2021		£45,000	£805,000	£-	£760,000
			£930,371		£873,470
<u>Building Repairs Sinking Fund -</u>					
Transferred in from General Fund [Incl £3k in 2021]			£16,000		£13,000
<u>Café Equipment Fund</u>					
Depreciation allowed in Café Accounts			£2,000		£-
<u>Designated for Pastoral Fund</u>					
Balance at 1st January 2021		£2,878		£3,677	
Transferred from Pastoral Emergencies Fund		£2,000	£4,878	-£799	£2,878
Total General Funds			£953,249		£889,348
<u>RESTRICTED FUNDS</u>	<u>(Note 4)</u>				
<u>Outreach & Mission Fund</u>					
Members Gift - Transferred to Unrestricted Fund			£-		£1,184
<u>Pastoral Emergencies Fund</u>					
Members Gift - Transferred to Unrestricted Fund			£-		£2,000
<u>TOTAL OF FUNDS</u>			<u>£953,249</u>		<u>£892,532</u>

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP, CAMBRIDGE

NOTES TO THE ACCOUNTS - 31st December 2021

NOTE 1 - INCOME

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Endowment Funds</u>	<u>Total Funds 2021</u>	<u>2020</u>
1[a] Members Giving					
Gift Aided Giving	£50,552			£50,552	£48,076
Non Gift Aided Giving	£10,850			£10,850	£12,115
Church Collections	£489			£489	£1,090
Members Earmarked Giving	£-	£6,035		£6,035	£2,090
Income Tax on Gift Aid [see p.1]	£14,743			£14,743	£14,798
Other Donations	£14,981			£14,981	£18,898
	<u>£91,614</u>	<u>£6,035</u>	<u>£-</u>	<u>£97,649</u>	<u>£97,066</u>
1[b] Other Voluntary Income					
Parish Weekend Donations	£-	£-		£-	£-
Hunt Legacy Income [Note 5]	£-		£2,431	£2,431	£2,404
Grants Received	£200			£200	£2,000
Pastoral Gift				£-	£390
	<u>£200</u>	<u>£-</u>	<u>£2,431</u>	<u>£2,631</u>	<u>£4,794</u>
1[c] Rents & Hire of Buildings					
Papworth T. - Café Lease Surrender Premium	£-			£-	£-
Café Utilities/Insurance/Bins Contributions	£4,733			£4,733	£1,300
St Philips Centre - Room Hire	£30,031			£30,031	£19,080
Stourbridge Grove Rent	£14,235			£14,235	£11,895
Broxbourne Close Rent	£5,410			£5,410	£5,317
Café Takings [Note 9]	£37,100			£37,100	£18,256
	<u>£91,509</u>	<u>£-</u>	<u>£-</u>	<u>£91,509</u>	<u>£55,848</u>
1[d] Sundry Income					
Weddings/Funeral Fees	£640			£640	£431
Bank Interest	£390			£390	£113
Feed in Tariff Payments	£1,729			£1,729	£1,910
Miscellaneous (incl. Groups contributions)	£119			£119	£1,428
Furlough - Government Job Retention Scheme	£16,174			£16,174	£29,563
	<u>£19,052</u>	<u>£-</u>	<u>£-</u>	<u>£19,052</u>	<u>£33,445</u>
<u>TOTAL CHURCH INCOME</u>	<u>£202,375</u>	<u>£6,035</u>	<u>£2,431</u>	<u>£210,841</u>	<u>£191,154</u>

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP, CAMBRIDGE

NOTES TO THE ACCOUNTS - 31st December 2021

NOTE 2 - EXPENDITURE

2[a] Activities	Funds	Funds	Funds	2021	2020
Ministry: Parish Share [Note 6]	£64,502			£64,502	£64,543
Clergy Expenses	£1,283			£1,283	£1,139
Outreach & Ministry Salaries	£-			£-	£24,457
Subscriptions	£757			£757	£940
Café Costs [Note 9]	£47,371			£47,371	£34,226
Young People Work	£17,044	£200		£17,244	£16,941
Pastoral Payments				£-	£228
Worship & Services	£168	£100		£268	£239
Refreshments	£156			£156	£-
Outreach & Lookout Costs	£1,058			£1,058	£448
Parish Weekend 2021 - Lost Deposit	£-			£-	£1,722
	£132,339	£300	£-	£132,639	£144,882
2[b] Buildings					
Insurance	£2,024			£2,024	£2,712
Gas	£1,852			£1,852	£1,699
Electricity	£5,267			£5,267	£3,796
Water Rates	£365			£365	£662
Cleaning Materials/Bin Collection	£866			£866	£377
Cleaning & Caretaking Wages	£5,618			£5,618	£6,881
General Repairs & Maintenance	£990		£2,431	£3,421	£2,474
Church Centre Building Project	-£2,168			-£2,168	-£1,084
Costs re Broxbourne & Stourbridge Houses	£81			£81	£3,330
Furniture & Fittings	£909			£909	£68
	£15,803	£-	£2,431	£18,234	£20,915
2[c] Home & Overseas Mission (also Note 8)					
Members Earmarked Giving	£-	£5,235		£5,235	£2,299
P.C.C. Giving:	£7,527			£7,527	£7,315
	£7,527	£5,235	£-	£12,762	£9,614
2[d] Church Management & Administration					
Office & Management Salaries	£25,815			£25,815	£10,907
Staff Training	£-				
Software & Support	£3,302			£3,302	£926
Telephone/Internet	£801			£801	£680
Printing & Stationery	£862			£862	£950
Church Website & Branding	£318			£318	£1,374
Office Equipment	£1,328			£1,328	£65
Church Times Vicar Advertisement	£499	£500		£999	£-
Miscellaneous	£62			£62	£1,663
	£32,989	£500	£-	£33,489	£16,807
TOTAL CHURCH EXPENDITURE	£188,658	£6,035	£2,431	£197,124	£192,218

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP, CAMBRIDGE

NOTES TO THE ACCOUNTS - 31st December 2021

<u>NOTE 3 - Cash at Bank:</u>	<u>Accounts</u>	<u>Dec-21</u>	<u>Dec-20</u>
	CAF Current Account	£50,860	£39,703
	Barclays Current Account	£16,776	£9,231
	Café TSB Business Account	£18,109	£21,532
	Cambridge Building Society	£54,209	£53,886
		<u>£139,954</u>	<u>£124,351</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)

<u>Restricted Fund comprises the following:</u>	<u>Dec-21</u>	<u>Dec-20</u>
Outreach & Mission Fund	£-	£1,184
Pastoral Emergencies Fund	£-	£2,000
	<u>£-</u>	<u>£3,184</u>

The Outreach and Mission Fund arose from a gift of a church member and was to be used to fund new outreach activities. At December 2021 the original donor advised that the remaining balance in the Fund should be transferred to the General Fund. and thus no longer restricted.

The Pastoral Emergencies Fund was established by a Gift from a member in 2016. At December 2021, the original donor advised that the balance in the Fund should be amalgamated with the Pastoral Fund that was set up and designated by the PCC.

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 2021 was **£64,502** 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, May 2020 & May 21

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. For long periods in 2020 and 2021, the Café was closed due to the Covid 19 restrictions.

PAROCHIAL CHURCH COUNCIL OF ST. PHILIP, CAMBRIDGE

NOTES TO THE ACCOUNTS - 31st December 2021

NOTE 8 - Home & Overseas Mission

<u>Home Mission</u>	<u>P.C.C. Funds</u>	<u>Other Earmarked Giving</u>	<u>2021 Total</u>	<u>2020 Total</u>
Romsey Mill	£1,000	£960	£1,960	£1,965
Friends International (Kairos Trust)	£550	£-	£550	£550
C.P.A.S.	£300	£-	£300	£300
Cambridge Y.F.C.	£500	£2,500 **	£3,000	£500
	<u>£2,350</u>	<u>£3,460</u>	<u>£5,810</u>	<u>£3,315</u>
<u>Overseas Mission</u>				
Wycliffe B.T. - Tim & Maggie Gaved	£1,500	£-	£1,500	£1,515
TEAR Fund	£650	£155	£805	£813
India Covid Appeal	£100		£100	£-
Emmanuel International	£700	£-	£700	£700
Leprosy Mission	£600	£-	£600	£600
Langham Partnership	£500		£500	£500
	<u>£4,050</u>	<u>£155</u>	<u>£4,205</u>	<u>£4,128</u>
<u>Other Giving</u>				
Cambridge Money Advice Centre	£300	£-	£300	£300
Street Pastors	£300	£-	£300	£300
Open the Book	£100	£-	£100	£100
GenR8	£300	£-	£300	£300
Gifts for departing Clergy	£127	£1,620	£1,747	£1,171
	<u>£1,127</u>	<u>£1,620</u>	<u>£2,747</u>	<u>£2,171</u>
<u>Total Church Giving</u>	<u>£7,527</u>	<u>£5,235</u>	<u>£12,762</u>	<u>£9,614</u>

**** For YFC Intern**

Café Accounts for Year to 31st December 2021

INCOME

	<u>2021</u>	<u>2020</u>
Daily Café Takings	£44,097	21,793
Add: Invoices for Food & Drink to Room Hirers/Special Events	£423	114
	<u>£44,520</u>	<u>£21,907</u>
VAT included @ 20%	<u>-£7,420</u>	<u>-£3,651</u>
Net Sales Value	<u>£37,100</u>	<u>£18,256</u>

EXPENDITURE

Salaries	£26,061	£24,040
Staff Gratuities	£-	£-
Food & Consumable (Excluding Closing Stock)	£13,090	£7,097
Cleaning	£155	£292
Worldpay (Debit Cards)	£346	-£12
Insurance	£300	£100
Waste/Bin Collection	£433	£200
Repairs	£259	£-
Coffee Machine Hire	£275	£550
Equipment Costs	£452	£954
Sundry Costs	£-	£5
Utility Costs as assessed	£4,000	£1,000
Depreciation/Equipment Replacement	£2,000	£-
Total Expenditure	<u>£47,371</u>	<u>£34,226</u>
<u>Loss for Period</u>	<u>£10,271</u>	<u>£15,970</u>
Payments received under Government Furlough Scheme	<u>-£6,628</u>	<u>-£8,850</u>
<u>Effective Loss</u>	<u>£3,643</u>	<u>£7,120</u>

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

I report on the accounts for the year ended 31st December 2021 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:

15th MARCH 2022

Mr. M.E. Lumsden FCA,
Haarspithoek 63
7546 KH Enschede
Netherlands