

**ST COLUMBA'S OXFORD UNITED REFORMED CHURCH**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021**

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Registered Charity No: 1162065

**ST COLUMBA'S OXFORD UNITED REFORMED CHARITY**  
**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

**TRUSTEES:**

Jill Fresen  
Rev Helen Gaaton  
Jonathan Herring  
Kirsten Johnson  
Rosemary Knagg  
Adrian Moore  
David North  
Gordon Woods

**REGISTERED OFFICE**

St Columba's United Reformed Church  
Alfred Street  
Oxford  
OX1 4EH

**INDEPENDENT EXAMINER**

Ian Parkinson

**BANKERS**

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

# ST COLUMBA'S OXFORD UNITED REFORMED CHARITY

## TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

The Trustees present their report and the financial statements for the year ended 31 December 2021.

### Charitable Status

St Columba's Oxford United Reformed Charity is a charity, registered in England, number 1162065.

### Trustees

The Trustees who have held office at any point during the year ended 31 December 2021 and to the date of this report are as follows:

Jill Fresen	Rosemary Knagg
Revd Helen Garton	Timothy Llewellyn (resigned 19 September 2021)
Jonathan Herring	Adrian Moore
Maureen Hussain (resigned 19 September 2021)	David North
Kirsten Johnson	Gordon Woods

### Structure, Governance and Management

The charity was established by a governing document (Constitution) adopted on 23 February 2014. It was formed in order to acquire the assets and liabilities of St Columba's United Reformed Church, Oxford, an excepted charity.

Additional trustees may be appointed by the church meeting; all new trustees are offered appropriate training in order to fulfil their role.

### Objectives and activities

The object of the charity is the advancement of the Christian faith for the benefit of the public, in accordance with the Scheme of Union of the United Reformed Church. It carries out this purpose by providing a place where all are welcome to participate in regular public worship.

The charity serves the whole community by hiring out premises and providing services for a wide range of community groups and activities. It has a particular involvement with a charity serving the needs of lonely people, and has an active ministry within the LGBT community, which is being further developed with the appointment of an Outreach Worker with effect from January 2022.

### Achievements and performance

Despite the pandemic, the charity has maintained a regular pattern of worship and witness to its members and to the wider community, both through worship in the church buildings, and through services and other activities provided online. Numbers participating in regular Sunday worship, notably students and younger people, have held up well, and several House Groups have also met on a regular basis.

### Public benefit

The Trustees of the charity have had due regard both to the objectives of the charity, as set out above, and also to the guidance on public benefit published by the Charity Commission, in exercising their powers and duties. All activities are undertaken in furtherance of the charity's objects, as outlined above.

### Risk management

The principal risks the charity may face are perceived to be inadequate future funding, and the possibility of safeguarding issues arising in dealing with children and vulnerable adults.

The issue of future funding has been ameliorated by the receipt of the proceeds of a Loss of Profits insurance claim in the sum of £50,414, which has allowed the charity to adopt a deficit budget for 2022 without undue concern. This is readily manageable from within the charity's existing resources.

The Finance and Property Committee regularly monitors the income both from member contributions and from future potential hiring income, as well as keeping a tight rein on premises expenditure.

Safeguarding risks are mitigated by nominated safeguarding officers reporting back to the Elders/Trustees.

### **Financial Review**

All the assets and liabilities of St Columba's United Reformed Church, Oxford were transferred to the charity on 28 February 2016.

Income for the year totalled £119,605 (2020 £79,787), including the Loss of Profits insurance claim referred to above; expenditure totalled £74,147 (2020 £107,988). Expenditure in 2020 included Major Systems Renewals of £32,020, chiefly to create a more welcoming entrance to the building; there was no equivalent major expenditure in 2021. The net surplus of £45,458 (2020 deficit of £28,201) has been added to, or deducted from reserves, resulting in funds carried forward of £131,519, of which £17,282 were restricted funds.

Income was heavily impacted by COVID-19, as the church buildings had to be closed, and all external hirings terminated for much of the year. Voluntary income, mostly from church members, held up well, whilst income from hirings for the year totalled £9,350 (2020 £5,297). There were no abnormal items of expenditure.

The Trustees are satisfied that the unrestricted fund balance of £114,237, representing more than 18 months of normal expenditure, is more than adequate to underpin future activities, and that the charity remains a going concern for at least 12 months from the date of signing this report.

### **Plans for Future Periods**

At the present time it remains difficult to put in place a detailed forward plan for the operations of the charity and its buildings. However, the emphasis will be on keeping its worshippers together, by means of worship and other resources delivered online and/or in the church buildings; this will enable the charity to maintain its outreach focussed on the wider community, and to be ready to resume its charitable activities when permitted, in furtherance of its core objectives.

### **Statement of Trustees' Responsibilities**

The Trustees are responsible for preparing the Report of the Trustees and financial statements in accordance with applicable law and regulations.

Charity law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under charity law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing those financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently; make judgements and estimates that are reasonable and prudent; and prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

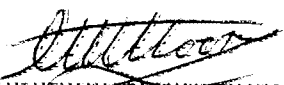
The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

So far as the Trustees are aware, there is no relevant information (information needed by the independent examiner in connection with preparing his report) of which the charity's examiner is unaware, and each Trustee has taken all the steps that he or she ought to have taken in order to make themselves aware of any relevant information and to establish that the examiner is aware of that information.

### **Independent Examiner**

Ian Parkinson has signified his willingness to continue in office and a resolution to re-appoint him as examiner will be proposed at the forthcoming annual general meeting.

Approved by the Trustees on 8 May 2022, and signed by order of the Trustees by:



Adrian Moore, Trustee & Joint Church Secretary

**Independent Examiner's Report to the Trustees of St Columba's Oxford  
United Reformed Charity (Registered Charity No. 1162065)**

This report on the financial statements of the charity for the year ended 31 December 2021, which are set out on pages 5 to 10, is in respect of an examination carried out in accordance with section 145 of the Charities Act 2011 ('the Act').

**Respective Responsibilities of the PCC and Examiner**

As trustees you are responsible for the preparation of the financial statements; you consider that the audit requirement of the Regulations and section 144 of the Charities Act 2011 (the Act) does not apply, and that an independent examination is needed. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners under section 145 (5) (b) of the Act. That examination includes a review of the accounting records kept by the charity and a comparison of the financial statements with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanation from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the financial statements.

**Independent Examiner's Statement**

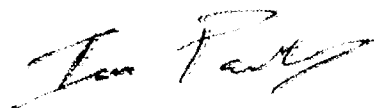
In connection with my examination, no matter has come to my attention:

- (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 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

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.

Signed:



Date: 3rd May 2022

## ST COLUMBA'S OXFORD UNITED REFORMED CHARITY

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2021

	Note	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
		£	£	£	£
<b>INCOME</b>					
Voluntary Income	2	102,170		102,170	66,374
Activities for Generating Funds	3	14,172	3,188	17,360	13,088
Investment Income	4	75		75	325
<b>TOTAL INCOME</b>		<b>116,417</b>	<b>3,188</b>	<b>119,605</b>	<b>79,787</b>
<b>EXPENDITURE</b>					
Cost of generating funds		97		97	60
Charitable Activities	5, 6	72,634	1,416	74,050	107,928
<b>TOTAL EXPENDITURE</b>		<b>72,731</b>	<b>1,416</b>	<b>74,147</b>	<b>107,988</b>
<b>Net Income before Transfers</b>		<b>43,686</b>	<b>1,772</b>	<b>45,458</b>	<b>(28,201)</b>
<b>Other Recognised Gains/(Losses)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Movement in Funds</b>		<b>43,686</b>	<b>1,772</b>	<b>45,458</b>	<b>(28,201)</b>
<b>Transfers Between Funds</b>	7			<b>-</b>	<b>-</b>
<b>Net Incoming Resources After Transfers</b>		<b>43,686</b>	<b>1,772</b>	<b>45,458</b>	<b>(28,201)</b>
<b>Total Funds Brought Forward</b>		<b>70,551</b>	<b>15,510</b>	<b>86,061</b>	<b>114,282</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>£114,237</b>	<b>£17,282</b>	<b>£131,519</b>	<b>£86,061</b>

The accounting policies and notes on pages 7-9 form part of the financial statements.  
Detailed comparative figures for the Statement of Financial Activities are shown on page 10.

# ST COLUMBA'S OXFORD UNITED REFORMED CHURCH

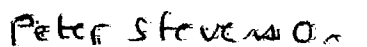
## BALANCE SHEET AS AT DECEMBER 31 2021

	Note	2021 £	2020 £
<b>Fixed assets</b>		0	0
<b>Current Assets</b>			
Debtors	8	12,056	11,846
Cash at Bank and in Hand			
Deposit Accounts		81,749	56,674
Current Accounts		39,306	19,769
		<u>133,111</u>	<u>88,289</u>
<b>Current Liabilities</b>			
Creditors: Falling due within one year	9	(1,592)	(2,228)
<b>Net Current Assets</b>		131,519	86,061
<b>Total Assets</b>		<u><u>£131,519</u></u>	<u><u>£86,061</u></u>
 Represented by:			
<b>Unrestricted Income Funds</b>		114,237	70,551
<b>Restricted Income Funds</b>		<u>17,282</u>	<u>15,510</u>
		<u><u>£131,519</u></u>	<u><u>£86,061</u></u>

The Financial Statements on Pages 5 to 10 were approved by the Trustees on 8 May 2022 and signed on their behalf by:



Adrian Moore, Joint Church Secretary



Peter Stevenson, Joint Treasurer

The accounting policies and notes on pages 7-10 form part of the financial statements.

# ST COLUMBA'S OXFORD UNITED REFORMED CHARITY

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

### 1. ACCOUNTING POLICIES

#### 1a Basis of Accounting

The financial statements have been prepared in accordance with FRS 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland, and the United Reformed Church guidance. The accruals basis of accounting has been adopted, and the principal accounting policies set out below are applied consistently.

#### 1b Fund Accounting

Unrestricted funds are available for use at the discretion of the church in furtherance of its charitable objectives.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor, or contained in the terms of a grant.

#### 1c Tangible Fixed Assets

Freehold property: The Trustees of the church and manse buildings are the URC Wessex Synod Trust who hold them upon trust for purposes connected with St Columba's URC. Expenditure incurred on the church and manse is written off in the year it is incurred.

The insured value of the church buildings (at Alfred Street, Oxford OX1 4EH) is £2,768,206 (2020: £2,586,876).

#### 1d Incoming Resources

All voluntary giving is included in the financial statements for the period in which it is received. Donations under Gift Aid plus the associated tax recovery are recognised as income when the donation is received. Legacies are accounted for when their receipt is certain and can be properly quantified. All other income is generally recognised when it is receivable.

#### 1e Resources Expended

URC Ministry & Mission Fund contribution is paid regularly and is included in the financial statements for the year to which it relates.

Resources expended are recognised in the period to which they are incurred and include attributable VAT which cannot be recovered. They are allocated to the particular activity to which they relate. Governance costs represent direct expenditure on the governance of the church, including the production and independent scrutiny of these financial statements.

As most of the management and activity of the church is carried out by volunteers, this intangible cost is not included in the financial statements as this voluntary contribution to the life of the church is incalculable.

#### 1f Taxation

As part of the United Reformed Church, the church is an exempted charity within the meaning of the Taxes Acts. Accordingly it is potentially exempt from taxation in respect of income and capital gains received to the extent that such income or gains are applied to exclusively charitable purposes. No provision for taxation has been made in these financial statements.

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
<b>2 VOLUNTARY INCOME</b>				
Offertory	49,553		49,553	54,217
Grants and donations	2,203		2,203	11,407
Loss of Profits insurance claim	50,414		50,414	0
Other	0		0	750
	<b>102,170</b>	<b>0</b>	<b>102,170</b>	<b>66,374</b>

### 3 ACTIVITIES FOR GENERATING FUNDS

Chaplaincy Fund	4,782	3,188	7,970	7,791
Hiring of church buildings	9,390		9,390	5,297
	<b>14,172</b>	<b>3,188</b>	<b>17,360</b>	<b>13,088</b>



ST COLUMBA'S OXFORD UNITED REFORMED CHARITY

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
<b>4 INVESTMENT INCOME</b>				
Deposit interest	75		75	325
	<u>75</u>	<u>0</u>	<u>75</u>	<u>325</u>

**5 RESOURCES USED: CHARITABLE ACTIVITIES:**

URC Ministry & Mission Fund	34,320		34,320	33,648
Special Collections and donations	500		500	1,150
Property costs (note 6)	33,763		33,763	68,144
Ministry costs	3,216	1,416	4,632	4,179
Other	835		835	807
	<u>72,634</u>	<u>1,416</u>	<u>74,050</u>	<u>107,928</u>

**6 PROPERTY COSTS:**

Major systems renewals	932		932	32,020
Maintenance & utilities	8,562		8,562	11,320
Church cleaning & caretaking	6,600		6,600	7,912
Manse expenses	4,741		4,741	4,842
Church administrator & expenses	8,376		8,376	8,811
Organ and piano	2,000		2,000	840
Insurance	2,552		2,552	2,399
	<u>33,763</u>	<u>0</u>	<u>33,763</u>	<u>68,144</u>

**7 DESIGNATED AND RESTRICTED FUNDS:**

Fund name:	Brought forward	Income:	Expenditure	Transfers:	Carried forward
<i>Unrestricted funds:</i>					
General	20,946	66,003	72,691		14,260
Centenary Appeal (des)	12,779				12,779
Buildings (des)	12,824				12,824
Insurance claim proceeds (des)	-	50,414			50,414
Emergency Reserve (des)	24,000				24,000
	<u>70,551</u>	<u>116,417</u>	<u>72,691</u>		<u>114,277</u>
<i>Restricted funds:</i>					
Children and Families	237				237
Chaplaincy	15,273	3,188	1,416		17,045
	<u>15,510</u>	<u>3,188</u>	<u>1,416</u>	<u>-</u>	<u>17,282</u>

Chaplaincy Fund represents monies collected and set aside for student ministry. It was agreed with the URC in 2013 that this fund would in future be split 60:40 between general funds and student-related ministry in future, with existing funds to be de-restricted.

Children & families refers to funds raised by a collection dedicated towards work with children and families.

The Centenary Fund represents monies raised during and after the centenary year for use towards major projects in future.

The other designated reserves are the emergency reserve of £24,000 (c. 3 months' normal expenditure), the insurance claim proceeds Fund and the Buildings Fund designed to fund long-term building works.

**ST COLUMBA'S OXFORD UNITED REFORMED CHURCH**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**8 DEBTORS AT YEAR END**

	2021	2020
	£	£
URC Trust (Chaplaincy Fund)	2,000	1,971
HMRC – unclaimed Gift Aid	9,686	9,875
Amounts due from hirers	370	0
	<u>12,056</u>	<u>11,846</u>

**9 CREDITORS DUE WITHIN ONE YEAR**

	2021	2020
	£	£
Major works: vestibule heater replacement	0	2,004
Organists and preaching fees (Dec)	160	160
Minister's expenses (Dec)	0	64
HMRC (income tax / national insurance)	174	0
Election hire refund due	640	0
Monies received for 2022 activities	443	0
Agency collections (Xmas)	175	0
	<u>1,592</u>	<u>2,228</u>

**10. STAFF AND SALARIES**

The church employed 1 part time employee for most of the year (2020: 1) on a gross annual salary of £13,620 (2020 £13,620).

**11. APPEALS AND SPECIAL COLLECTIONS**

These are collected and then paid to the organisation concerned together with any Gift Aid claimed. They were as follows:

	2021	2020
	£	£
Commitment For Life	5,080	3,200
Archway Foundation	580	0
Christian Aid	450	0
Oxford Winter Night Shelter	350	0
BRC: Afghan Appeal	450	0
Others (2020)	0	1,141
	<u>6,910</u>	<u>4,341</u>

**12. TRUSTEES' REMUNERATION AND EXPENSES**

None of the church trustees receive remuneration from the charity. One trustee, (the Minister), (2020: 1) received reimbursement of expenses totalling £2,092 (2020: £1,673).

The previous year's SOFA is given here to show the breakdown between restricted and unrestricted funds for 2020

ST COLUMBA'S OXFORD UNITED REFORMED CHARITY

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2020

	Unrestricted Funds	Restricted Funds	Total 2020
	£	£	£
<b>INCOME</b>			
Voluntary Income	66,374	-	66,374
Activities for Generating Funds	9,972	3,116	13,088
Investment Income	325	0	325
Other incoming resources			-
<b>Total Incoming Resources</b>	<b>76,671</b>	<b>3,116</b>	<b>79,787</b>
<b>EXPENDITURE</b>			
Cost of generating funds	60		60
Charitable Activities	106,520	1,408	107,928
	-	-	-
<b>Total Resources Expended</b>	<b>106,580</b>	<b>1,408</b>	<b>107,988</b>
<b>Net Incoming Resources Before Transfers</b>	<b>(29,909)</b>	<b>1,708</b>	<b>(28,201)</b>
<b>Other Recognised Gains/(Losses)</b>			
Investments Realised	-	-	-
<b>Net Movement in Funds</b>	<b>(29,909)</b>	<b>1,708</b>	<b>(28,201)</b>
<b>Transfers Between Funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Incoming Resources After Transfers</b>	<b>(29,909)</b>	<b>1,708</b>	<b>(28,201)</b>
<b>Total Funds Brought Forward</b>	<b>100,460</b>	<b>13,802</b>	<b>114,262</b>
<b>Total Funds Carried Forward</b>	<b>£70,551</b>	<b>£15,510</b>	<b>£86,061</b>