

# ST PETER'S HOUSE CHAPLAINCY

England & Wales · Charity number 1166935

## Details

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**Other names** ST PETER'S HOUSE CHAPLAINCY

**Status** Registered

**Legal form** CIO

**Registered** 2016-05-05

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 105 Georgia Avenue  
Manchester  
M20 1LY

**Phone** 01613925435

**Email** [office@stpeters.org.uk](mailto:office@stpeters.org.uk)

**Website** <http://www.stpeters.org.uk/>

## Activities

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**Objects:** 1. TO ADVANCE CHRISTIAN RELIGION FOR THE BENEFIT OF THE PUBLIC IN THE METROPOLITAN DISTRICT OF MANCHESTER OR ELSEWHERE BY:A) THE WORK AND MINISTRY OF THE PERSONS APPOINTED TO UNDERTAKE RELIGIOUS SERVICES AND FAITH- BASED PASTORAL SUPPORT, GIVE SPIRITUAL DIRECTION AND BE CHAPLAINS (INCLUDING LAY WORKERS) AT ANY OF THE INSTITUTIONS OF HIGHER EDUCATION IN THE METROPOLITAN DISTRICT OF MANCHESTER (AND THEIR AFFILIATED INSTITUTIONS); ANDB) ADVICE AND COUNSELLING ON THE EDUCATION AND WELLBEING OF STUDENTS, STAFF AND MEMBERS OF SUCH INSTITUTIONS OF HIGHER EDUCATION.2. THE PROMOTION OF RELIGIOUS HARMONY FOR THE PUBLIC BENEFIT IN THE METROPOLITAN DISTRICT OF MANCHESTER AREA OR ELSEWHERE.

**Activities:** St Peter's House Chaplaincy provides Christian chaplaincy to the institutions of higher education in the city of Manchester, on behalf of the Church of England, Methodist Church of Great Britain, United Reformed Church and the Baptist Union. It provides counselling services, a wellbeing programme and opportunities for Christian worship and fellowship.

## Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Advocacy/advice/information
- **What:** Education/training, Religious Activities, Human Rights/religious Or Racial Harmony/equality Or Diversity
- **Who:** Children/young People, Other Defined Groups

## Geography

- Manchester City

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	-	-	-	-
2024-07-31	£145,227	£160,494	-	-
2023-07-31	£511,314	£576,463	£47,549	15
2022-07-31	£451,501	£467,491	-	-
2021-07-31	£391,299	£359,961	-	-
2020-07-31	£465,439	£440,583	-	-

## Trustees

Name	Role	Appointed
Archdeacon Karen Belinda Best		2018-06-04
BERNARD JAMES TREVES BROWN		2016-05-05
Garrie Charles Naden		2020-09-16
Helen Jane Platts		2019-10-14
Rev CLARE DOWNING		2023-06-27
Rev Caroline Wickens		2017-09-01
Rev Martyn John Coe		2022-08-23
Revd Dr SIMON JOHN OXLEY		2018-07-24
Spencer Davies		2021-11-29

**ST PETER'S HOUSE CHAPLAINCY**

England & Wales - Charity number 1166935

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# Accounts

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**REPORT OF THE TRUSTEES AND**  
**UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2024**  
**FOR**  
**ST PETER'S HOUSE CHAPLAINCY**

Jane Cooksey Limited  
15/16 Boarshurst Bus. Park,  
Boarshurst Lane, Greenfield  
Oldham  
Lancashire  
OL3 7ER

**ST PETER'S HOUSE CHAPLAINCY**

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**FOR THE YEAR ENDED 31 JULY 2024**

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## ST PETER'S HOUSE CHAPLAINCY

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2024

The trustees present their report with the financial statements of the charity for the year ended 31 July 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

The objects of the CIO are:

(1) To advance Christian Religion for the benefit of the public in the Metropolitan District of Manchester or elsewhere by:

o the work and ministry of the persons appointed to undertake religious services and faith-based pastoral support, give spiritual direction and be chaplains (including lay workers) at any of the institutions of Higher Education in the Metropolitan District of Manchester (and their affiliated institutions); and

o advice and counselling on the education and wellbeing of students, staff and members of such institutions of Higher Education.

(2) The promotion of religious harmony for the public benefit in the Metropolitan District of Manchester area or elsewhere.

##### **Public benefit**

The Trustees have considered the Charity Commission's guidance on Public Benefit.

As a charity established for Christian chaplaincy to the higher education institutions (HEIs) in Manchester, the public benefit provided is largely to students and staff of those HEIs, some 85,000 people. This restriction arises from our objectives, and is appropriate given our resources, and the chaplaincy provision made in other university towns.

In furtherance of its objectives, in 2022-23 the charity:

- " Employed a chaplaincy team and provided office and meeting accommodation.
- " Offered a Christian Chaplaincy team, so advancing the Christian Religion for the benefit of the public in the area.
- " Provided pastoral care to students, particularly where their problems have a religious component.
- " Provided a multi-faith prayer room and chapel.
- " Offered weekday prayers and services
- " Offered a student focused volunteer programme to engage with students
- " Provided a place where university students and staff can congregate and encounter both one another and the divine.
- " Offered a community café where values of faith are expressed.
- " Provided a Wholeness Programme that offers tuition in physical and spiritual wellbeing.
- " Continued with a financial hardship project that supports students with food and wellbeing resources.
- " Running St Peter's House as a chaplaincy centre
- " Offering office space for a variety of charitable and faith-based organisations.
- " Provided advice to the Universities and the Student Unions on matters of faith and the religious requirements of the students.
- " Developed a Multi-Faith Chaplaincy team, promoting religious harmony in the area.

## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2024**

#### **ACHIEVEMENT AND PERFORMANCE**

Towards the end of the 2022/23 year, the charity's main funders advised the trustees that they were no longer in a position to support St Peter's House chaplaincy. The trustees therefore took the decision to wind up all operations. A combination of some ongoing transition grants from the funders and the charity's reserves enabled a phased and orderly wind down of all operations. This commenced with closure of the community café in July 2023, followed by wind up of nearly all other operations by December 2023.

All staff had left the charity's employment by December 2023. The trustees are grateful for the work and dedication of the staff during their time at St Peter's House.

St Peter's House has been a vibrant place of community for the last fifty years and the organisations which have funded it recognise that the pressing need for chaplaincy continues. They have given their assurance that work is underway to ensure that a reimagined offer of Christian chaplaincy is put in place at the University of Manchester and Manchester Metropolitan University, beyond the work of St Peter's House.

During 2022/23, St Peter's House continued to operate out of large premises on Oxford Road, Manchester. The building was not fit for purpose in the long term, requiring significant investment on repairs and improvements. With full repairing and renewal responsibility for the building, the charity was facing significant future costs. Having decided to close operations, responsibility for the building will revert to its 50/50 beneficial owners, Manchester Diocesan Board of Finance and Trustees for Methodist Church Purposes. The legal actions to make this change in responsibility are close to completion.

St Peter's House has provided space in its building to a range of charities, student start-ups and other not-for-profit organisations. With one exception, they all moved out of St Peter's House by January 2024.

Finance

Jane Cooksey Ltd is accountant and independent examiner.

Garrie Naden is the Treasurer.

#### **FINANCIAL REVIEW**

##### **Financial position**

In the current year 2022/23 there was a deficit of £65,149 (2021/22 deficit of £15,990). At the end of the year unrestricted funds amounted to £45,758 (2022 - £110,907) and restricted funds were £1,791 (2022 - £1,791).

After the year end, the charity has had sufficient income and reserves to ensure the orderly wind down of operations. At the date of this report, there remain sufficient reserves to complete all wind-up matters, the trustees will then consider appropriate use of any residual funds.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The board met seven times during the year.

The CIO's charitable activity is primarily chaplaincy.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Charity number**

1166935

##### **Principal address**

St Peter's House  
Precinct Centre  
Oxford Road  
Manchester  
M13 9GH

**ST PETER'S HOUSE CHAPLAINCY**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 JULY 2024**

**Trustees**

Dr B J Treves Brown  
Revd Dr C Wickens  
G Naden  
Revd A J Lunn  
Ms H J Platts  
Revd Dr S J Oxley  
Archdeacon K B Lund  
Revd M J Coe  
S Davies  
Revd C Downing

**Independent Examiner**

Jane Cooksey  
Jane Cooksey Limited  
15/16 Boarshurst Bus. Park,  
Boarshurst Lane, Greenfield  
Oldham  
Lancashire  
OL3 7ER

Approved by order of the board of trustees on .....*22nd April 2025*..... and signed on its behalf by:

  
.....

G Naden - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
ST PETER'S HOUSE CHAPLAINCY**

**Independent examiner's report to the trustees of St Peter's House Chaplaincy**

I report to the charity trustees on my examination of the accounts of St Peter's House Chaplaincy (the Trust) for the year ended 31 July 2024.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

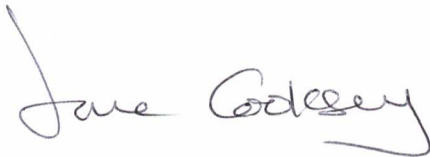
I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Jane Cooksey  
The Association of Chartered Certified Accountants

Jane Cooksey Limited  
15/16 Boarshurst Bus. Park,  
Boarshurst Lane, Greenfield  
Oldham  
Lancashire  
OL3 7ER

Date: .....22/04/25.....

**ST PETER'S HOUSE CHAPLAINCY**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 JULY 2024**

	Notes	Unrestricted fund £	Restricted funds £	2024 Total funds £	2023 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	82,992	12,682	95,674	193,084
<b>Charitable activities</b>					
Chaplaincy activities	5	-	-	-	5,000
Other trading activities	3	47,324	-	47,324	312,467
Investment income	4	879	-	879	763
Other income		<u>1,350</u>	<u>-</u>	<u>1,350</u>	<u>-</u>
<b>Total</b>		<u>132,545</u>	<u>12,682</u>	<u>145,227</u>	<u>511,314</u>
<b>EXPENDITURE ON</b>					
Raising funds	6	1,478	-	1,478	167,344
<b>Charitable activities</b>					
Chaplaincy activities	7	156,848	-	156,848	396,784
Other		<u>2,168</u>	<u>-</u>	<u>2,168</u>	<u>12,335</u>
<b>Total</b>		<u>160,494</u>	<u>-</u>	<u>160,494</u>	<u>576,463</u>
<b>NET INCOME/(EXPENDITURE)</b>		(27,949)	12,682	(15,267)	(65,149)
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>45,758</u>	<u>1,791</u>	<u>47,549</u>	<u>112,698</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>17,809</u>	<u>14,473</u>	<u>32,282</u>	<u>47,549</u>

The notes form part of these financial statements

**ST PETER'S HOUSE CHAPLAINCY**

**BALANCE SHEET**  
**31 JULY 2024**

	Notes	Unrestricted fund £	Restricted funds £	2024 Total funds £	2023 Total funds £
<b>CURRENT ASSETS</b>					
Stocks	13	-	-	-	1,000
Debtors	14	-	-	-	7,159
Cash at bank		<u>19,128</u>	<u>14,473</u>	<u>33,601</u>	<u>58,479</u>
		19,128	14,473	33,601	66,638
<b>CREDITORS</b>					
Amounts falling due within one year	15	(1,319)	-	(1,319)	(19,089)
		-----	-----	-----	-----
<b>NET CURRENT ASSETS</b>		<u>17,809</u>	<u>14,473</u>	<u>32,282</u>	<u>47,549</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>17,809</u>	<u>14,473</u>	<u>32,282</u>	<u>47,549</u>
		-----	-----	-----	-----
<b>NET ASSETS</b>		<u>17,809</u>	<u>14,473</u>	<u>32,282</u>	<u>47,549</u>
<b>FUNDS</b>					
	16				
Unrestricted funds				17,809	45,758
Restricted funds				<u>14,473</u>	<u>1,791</u>
<b>TOTAL FUNDS</b>				<u>32,282</u>	<u>47,549</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 22nd April 2025 and were signed on its behalf by:

  
.....  
G Naden - Trustee

The notes form part of these financial statements

**ST PETER'S HOUSE CHAPLAINCY**

**CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31 JULY 2024**

	Notes	2024 £	2023 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	<u>(26,228)</u>	<u>(65,426)</u>
Net cash used in operating activities		<u>(26,228)</u>	<u>(65,426)</u>
<b>Cash flows from investing activities</b>			
Sale of tangible fixed assets		<u>1,350</u>	<u>-</u>
Net cash provided by investing activities		<u>1,350</u>	<u>-</u>
		<u>          </u>	<u>          </u>
<b>Change in cash and cash equivalents in the reporting period</b>		<b>(24,878)</b>	<b>(65,426)</b>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>58,479</u>	<u>123,905</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><u>33,601</u></u>	<u><u>58,479</u></u>

The notes form part of these financial statements

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31 JULY 2024**

**1. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2024	2023
	£	£
<b>Net expenditure for the reporting period (as per the Statement of Financial Activities)</b>	(15,267)	(65,149)
<b>Adjustments for:</b>		
Depreciation charges	-	1,154
Profit on disposal of fixed assets	(1,350)	-
Decrease in stocks	1,000	2,648
Decrease/(increase) in debtors	7,159	(4,843)
(Decrease)/increase in creditors	<u>(17,770)</u>	<u>764</u>
<b>Net cash used in operations</b>	<u>(26,228)</u>	<u>(65,426)</u>

**2. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1.8.23	Cash flow	At 31.7.24
	£	£	£
<b>Net cash</b>			
Cash at bank	<u>58,479</u>	<u>(24,878)</u>	<u>33,601</u>
	<u>58,479</u>	<u>(24,878)</u>	<u>33,601</u>
<b>Total</b>	<u>58,479</u>	<u>(24,878)</u>	<u>33,601</u>

The notes form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2024**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received, and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings                      - 25% on reducing balance

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2024**

**2. DONATIONS AND LEGACIES**

	2024	2023
	£	£
Core grants	82,806	190,548
Donations	186	2,536
Legacies	<u>12,682</u>	<u>-</u>
	<u>95,674</u>	<u>193,084</u>

**3. OTHER TRADING ACTIVITIES**

	2024	2023
	£	£
Rental Income	40,598	132,101
Cafe	6,726	137,309
Wholeness	-	4,208
The Well/HAF	-	26,870
Other income	-	1,750
Insurance claim	<u>-</u>	<u>10,229</u>
	<u>47,324</u>	<u>312,467</u>

**4. INVESTMENT INCOME**

	2024	2023
	£	£
Bank Interest Received	<u>879</u>	<u>763</u>

**5. INCOME FROM CHARITABLE ACTIVITIES**

	2024	2023
	£	£
Grants	<u>-</u>	<u>5,000</u>

Grants received, included in the above, are as follows:

	2024	2023
	£	£
Covid grant	<u>-</u>	<u>5,000</u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2024**

**6. RAISING FUNDS**

**Other trading activities**

	2024	2023
	£	£
Staff costs	-	98,537
Cafe costs	<u>1,478</u>	<u>68,807</u>
	<u>1,478</u>	<u>167,344</u>

**7. CHARITABLE ACTIVITIES COSTS**

	Direct Costs	Support costs (see note 8)	Totals
	£	£	£
Chaplaincy activities	<u>115,035</u>	<u>41,813</u>	<u>156,848</u>

**8. SUPPORT COSTS**

	Other
	£
Other resources expended	495
Chaplaincy activities	<u>41,813</u>
	<u>42,308</u>

**9. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 July 2024 nor for the year ended 31 July 2023.

**Trustees' expenses**

	2024	2023
	£	£
Trustees' expenses	<u>115</u>	<u>459</u>

**10. STAFF COSTS**

	2024	2023
	£	£
Wages and salaries	96,362	298,454
Social security costs	6,425	23,079
Other pension costs	<u>3,071</u>	<u>19,765</u>
	<u>105,858</u>	<u>341,298</u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2024**

**10. STAFF COSTS - continued**

The average monthly number of employees during the year was as follows:

	2024	2023
Chaplaincy	3	3
Trading activities	<u>2</u>	<u>12</u>
	<u>5</u>	<u>15</u>

No employees received emoluments in excess of £60,000.

**11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	193,084	-	193,084
<b>Charitable activities</b>			
Chaplaincy activities	5,000	-	5,000
Other trading activities	312,467	-	312,467
Investment income	<u>763</u>	<u>-</u>	<u>763</u>
<b>Total</b>	<u>511,314</u>	<u>-</u>	<u>511,314</u>
<b>EXPENDITURE ON</b>			
Raising funds	167,344	-	167,344
<b>Charitable activities</b>			
Chaplaincy activities	396,784	-	396,784
Other	<u>12,335</u>	<u>-</u>	<u>12,335</u>
<b>Total</b>	<u>576,463</u>	<u>-</u>	<u>576,463</u>
<b>NET INCOME/(EXPENDITURE)</b>	(65,149)	-	(65,149)
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	110,907	1,791	112,698
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>45,758</u>	<u>1,791</u>	<u>47,549</u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2024**

**12. TANGIBLE FIXED ASSETS**

Fixtures  
and  
fittings  
£

**COST**

At 1 August 2023

Disposals

10,943

(10,943)

At 31 July 2024

-

**DEPRECIATION**

At 1 August 2023

Eliminated on disposal

10,943

(10,943)

At 31 July 2024

-

**NET BOOK VALUE**

At 31 July 2024

-

At 31 July 2023

-

**13. STOCKS**

2024

£

2023

£

Stocks

-

1,000

**14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

2024

£

2023

£

Trade debtors

-

3,780

Prepayments and accrued income

-

3,379

-

7,159

**15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

2024

£

2023

£

Trade creditors

-

4,873

Taxation and social security

-

10,292

Other creditors

1,319

3,924

1,319

19,089

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2024**

**16. MOVEMENT IN FUNDS**

	At 1.8.23 £	Net movement in funds £	At 31.7.24 £
<b>Unrestricted funds</b>			
General fund	45,758	(27,949)	17,809
<b>Restricted funds</b>			
Student Hardship Fund - overseas	135	-	135
Student Hardship Fund - local	1,337	12,682	14,019
Hetherington Memorial Fund	<u>319</u>	<u>-</u>	<u>319</u>
	<u>1,791</u>	<u>12,682</u>	<u>14,473</u>
<b>TOTAL FUNDS</b>	<u>47,549</u>	<u>(15,267)</u>	<u>32,282</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	132,545	(160,494)	(27,949)
<b>Restricted funds</b>			
Student Hardship Fund - local	12,682	-	12,682
	<u>145,227</u>	<u>(160,494)</u>	<u>(15,267)</u>

**Comparatives for movement in funds**

	At 1.8.22 £	Net movement in funds £	At 31.7.23 £
<b>Unrestricted funds</b>			
General fund	110,907	(65,149)	45,758
<b>Restricted funds</b>			
Student Hardship Fund - overseas	135	-	135
Student Hardship Fund - local	1,337	-	1,337
Hetherington Memorial Fund	<u>319</u>	<u>-</u>	<u>319</u>
	<u>1,791</u>	<u>-</u>	<u>1,791</u>
<b>TOTAL FUNDS</b>	<u>112,698</u>	<u>(65,149)</u>	<u>47,549</u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2024**

**16. MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	511,314	(576,463)	(65,149)
	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL FUNDS</b>	<u>511,314</u>	<u>(576,463)</u>	<u>(65,149)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.8.22 £	Net movement in funds £	At 31.7.24 £
<b>Unrestricted funds</b>			
General fund	110,907	(93,098)	17,809
<b>Restricted funds</b>			
Student Hardship Fund - overseas	135	-	135
Student Hardship Fund - local	1,337	12,682	14,019
Hetherington Memorial Fund	<u>319</u>	<u>-</u>	<u>319</u>
	<u>1,791</u>	<u>12,682</u>	<u>14,473</u>
<b>TOTAL FUNDS</b>	<u>112,698</u>	<u>(80,416)</u>	<u>32,282</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	643,859	(736,957)	(93,098)
<b>Restricted funds</b>			
Student Hardship Fund - local	<u>12,682</u>	<u>-</u>	<u>12,682</u>
<b>TOTAL FUNDS</b>	<u>656,541</u>	<u>(736,957)</u>	<u>(80,416)</u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2024**

**17. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 July 2024.

**ST PETER'S HOUSE CHAPLAINCY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 JULY 2024**

	2024 £	2023 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Core grants	82,806	190,548
Donations	186	2,536
Legacies	<u>12,682</u>	<u>-</u>
	95,674	193,084
<b>Other trading activities</b>		
Rental Income	40,598	132,101
Cafe	6,726	137,309
Wholeness	-	4,208
The Well/HAF	-	26,870
Other income	-	1,750
Insurance claim	<u>-</u>	<u>10,229</u>
	47,324	312,467
<b>Investment income</b>		
Bank Interest Received	879	763
<b>Charitable activities</b>		
Grants	-	5,000
<b>Other income</b>		
Gain on sale of tangible fixed assets	<u>1,350</u>	<u>-</u>
<b>Total incoming resources</b>	145,227	511,314
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Café wages	-	85,265
Social security	-	8,834
Café pensions	-	4,438
Cafe costs	<u>1,478</u>	<u>68,807</u>
	1,478	167,344
<b>Charitable activities</b>		
Trustees' expenses	115	459
Wages	96,362	193,470
Social security	6,425	12,983
Pensions	3,071	14,370
Postage and stationery	2,553	4,138
Advertising	-	1,015
Chaplains Programme Fund	<u>6,509</u>	<u>19,587</u>
	115,035	246,022

This page does not form part of the statutory financial statements

**ST PETER'S HOUSE CHAPLAINCY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 JULY 2024**

	2024	2023
	£	£
<b>Charitable activities</b>		
<b>Other</b>		
The Well costs	1,673	10,648
<b>Support costs</b>		
<b>Management</b>		
Depreciation of tangible and heritage assets	-	1,154
<b>Finance</b>		
Bank charges	-	443
<b>Other</b>		
Wages	-	19,719
Social security	-	1,262
Pensions	-	957
Insurance	6,806	13,205
Light and heat	11,774	19,086
Repairs and renewals	4,318	57,320
Refuse and cleaning	860	7,228
Professional fees	16,351	27,114
Office hardware/software	883	2,795
Sundries	152	479
Accountants remuneration	1,164	1,687
	<u>42,308</u>	<u>150,852</u>
Total resources expended	<u>160,494</u>	<u>576,463</u>
<b>Net expenditure</b>	<u>(15,267)</u>	<u>(65,149)</u>

This page does not form part of the statutory financial statements

**ST PETER'S HOUSE CHAPLAINCY**

England & Wales - Charity number 1166935

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# Accounts

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**REPORT OF THE TRUSTEES AND**  
**UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2023**  
**FOR**  
**ST PETER'S HOUSE CHAPLAINCY**

Jane Cooksey Limited  
15/16 Boarshurst Bus. Park,  
Boarshurst Lane, Greenfield  
Oldham  
Lancashire  
OL3 7ER

**ST PETER'S HOUSE CHAPLAINCY**

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**FOR THE YEAR ENDED 31 JULY 2023**

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## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2023**

The trustees present their report with the financial statements of the charity for the year ended 31 July 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

The objects of the CIO are:

(1) To advance Christian Religion for the benefit of the public in the Metropolitan District of Manchester or elsewhere by:

- the work and ministry of the persons appointed to undertake religious services and faith-based pastoral support, give spiritual direction and be chaplains (including lay workers) at any of the institutions of Higher Education in the Metropolitan District of Manchester (and their affiliated institutions); and
- advice and counselling on the education and wellbeing of students, staff and members of such institutions of Higher Education.

(2) The promotion of religious harmony for the public benefit in the Metropolitan District of Manchester area or elsewhere.

##### **Public benefit**

The Trustees have considered the Charity Commission's guidance on Public Benefit.

As a charity established for Christian chaplaincy to the higher education institutions (HEIs) in Manchester, the public benefit provided is largely to students and staff of those HEIs, some 85,000 people. This restriction arises from our objectives, and is appropriate given our resources, and the chaplaincy provision made in other university towns.

In furtherance of its objectives, in 2022-23 the charity:

- Employed a chaplaincy team and provided office and meeting accommodation.
- Offered a Christian Chaplaincy team, so advancing the Christian Religion for the benefit of the public in the area.
- Provided pastoral care to students, particularly where their problems have a religious component.
- Provided a multi-faith prayer room and chapel.
- Offered weekday prayers and services
- Offered a student focused volunteer programme to engage with students
- Provided a place where university students and staff can congregate and encounter both one another and the divine.
- Offered a community café where values of faith are expressed.
- Provided a Wholeness Programme that offers tuition in physical and spiritual wellbeing.
- Continued with a financial hardship project that supports students with food and wellbeing resources.
- Running St Peter's House as a chaplaincy centre
- Offering office space for a variety of charitable and faith-based organisations.
- Provided advice to the Universities and the Student Unions on matters of faith and the religious requirements of the students.
- Developed a Multi-Faith Chaplaincy team, promoting religious harmony in the area.

## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2023**

#### **ACHIEVEMENT AND PERFORMANCE**

Towards the end of the 2022/23 year, the charity's main funders advised the trustees that they were no longer in a position to support St Peter's House chaplaincy. The trustees therefore took the decision to wind up all operations. A combination of some ongoing transition grants from the funders and the charity's reserves enabled a phased and orderly wind down of all operations. This commenced with closure of the community café in July 2023, followed by wind up of nearly all other operations by December 2023.

All staff had left the charity's employment by December 2023. The trustees are grateful for the work and dedication of the staff during their time at St Peter's House.

St Peter's House has been a vibrant place of community for the last fifty years and the organisations which have funded it recognise that the pressing need for chaplaincy continues. They have given their assurance that work is underway to ensure that a reimagined offer of Christian chaplaincy is put in place at the University of Manchester and Manchester Metropolitan University, beyond the work of St Peter's House.

During 2022/23, St Peter's House continued to operate out of large premises on Oxford Road, Manchester. The building was not fit for purpose in the long term, requiring significant investment on repairs and improvements. With full repairing and renewal responsibility for the building, the charity was facing significant future costs. Having decided to close operations, responsibility for the building will revert to its 50/50 beneficial owners, Manchester Diocesan Board of Finance and Trustees for Methodist Church Purposes. The legal actions to make this change in responsibility are close to completion.

St Peter's House has provided space in its building to a range of charities, student start-ups and other not-for-profit organisations. With one exception, they all moved out of St Peter's House by January 2024.

#### **Finance**

Jane Cooksey Ltd is accountant and independent examiner.

Garrie Naden is the Treasurer.

#### **FINANCIAL REVIEW**

##### **Financial position**

In the current year 2022/23 there was a deficit of £65,149 (2021/22 deficit of £15,990). At the end of the year unrestricted funds amounted to £45,758 (2022 - £110,907) and restricted funds were £1,791 (2022 - £1,791).

After the year end, the charity has had sufficient income and reserves to ensure the orderly wind down of operations. At the date of this report, there remain sufficient reserves to complete all wind-up matters, the trustees will then consider appropriate use of any residual funds.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The board met seven times during the year.

The CIO's charitable activity is primarily chaplaincy.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Charity number**

1166935

##### **Principal address**

St Peter's House  
Precinct Centre  
Oxford Road  
Manchester  
M13 9GH

**ST PETER'S HOUSE CHAPLAINCY**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 JULY 2023**

**Trustees**

Dr B J Treves Brown

Revd Dr C Wickens

G Naden

Revd A J Lunn

Ms H J Platts

Revd Dr S J Oxley

Archdeacon K B Lund

Revd M J Coe (appointed 23.8.2022)

S Davies

Ms J L Clough (resigned 31.7.2023)

M Hart (resigned 11.4.2023)

Revd C Downing (appointed 27.6.2023)

**Independent Examiner**

Jane Cooksey

Jane Cooksey Limited

15/16 Boarshurst Bus. Park,

Boarshurst Lane, Greenfield

Oldham

Lancashire

OL3 7ER

Approved by order of the board of trustees on 23 October 2024 and signed on its behalf by:

G Naden - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
ST PETER'S HOUSE CHAPLAINCY**

**Independent examiner's report to the trustees of St Peter's House Chaplaincy**

I report to the charity trustees on my examination of the accounts of St Peter's House Chaplaincy (the Trust) for the year ended 31 July 2023.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Jane Cooksey  
The Association of Chartered Certified Accountants

Jane Cooksey Limited  
15/16 Boarshurst Bus. Park,  
Boarshurst Lane, Greenfield  
Oldham  
Lancashire  
OL3 7ER

23 October 2024

**ST PETER'S HOUSE CHAPLAINCY**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 JULY 2023**

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	193,084	-	193,084	183,833
<b>Charitable activities</b>					
Chaplaincy activities	5	5,000	-	5,000	18,000
Other trading activities	3	312,467	-	312,467	249,594
Investment income	4	<u>763</u>	<u>-</u>	<u>763</u>	<u>74</u>
<b>Total</b>		<u>511,314</u>	<u>-</u>	<u>511,314</u>	<u>451,501</u>
<b>EXPENDITURE ON</b>					
Raising funds	6	167,344	-	167,344	140,195
<b>Charitable activities</b>					
Chaplaincy activities	7	396,784	-	396,784	210,804
Other		<u>12,335</u>	<u>-</u>	<u>12,335</u>	<u>116,492</u>
<b>Total</b>		<u>576,463</u>	<u>-</u>	<u>576,463</u>	<u>467,491</u>
<b>NET INCOME/(EXPENDITURE)</b>		(65,149)	-	(65,149)	(15,990)
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		110,907	1,791	112,698	128,688
		<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>45,758</u>	<u>1,791</u>	<u>47,549</u>	<u>112,698</u>

The notes form part of these financial statements

**ST PETER'S HOUSE CHAPLAINCY**

**BALANCE SHEET**  
**31 JULY 2023**

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	12	-	-	-	1,154
<b>CURRENT ASSETS</b>					
Stocks	13	1,000	-	1,000	3,648
Debtors	14	7,159	-	7,159	2,316
Cash at bank		<u>56,688</u>	<u>1,791</u>	<u>58,479</u>	<u>123,905</u>
		64,847	1,791	66,638	129,869
<b>CREDITORS</b>					
Amounts falling due within one year	15	(19,089)	-	(19,089)	(18,325)
		<u>45,758</u>	<u>1,791</u>	<u>47,549</u>	<u>111,544</u>
<b>NET CURRENT ASSETS</b>					
		<u>45,758</u>	<u>1,791</u>	<u>47,549</u>	<u>111,544</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>45,758</u>	<u>1,791</u>	<u>47,549</u>	<u>112,698</u>
<b>NET ASSETS</b>		<u>45,758</u>	<u>1,791</u>	<u>47,549</u>	<u>112,698</u>
<b>FUNDS</b>	16				
Unrestricted funds				45,758	110,907
Restricted funds				<u>1,791</u>	<u>1,791</u>
<b>TOTAL FUNDS</b>				<u>47,549</u>	<u>112,698</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 23 October 2024 and were signed on its behalf by:

G Naden - Trustee

**ST PETER'S HOUSE CHAPLAINCY**

**CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31 JULY 2023**

	Notes	2023 £	2022 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	(65,426)	(15,299)
Interest paid		<u>-</u>	<u>(163)</u>
Net cash used in operating activities		<u>(65,426)</u>	<u>(15,462)</u>
		<hr/>	<hr/>
<b>Change in cash and cash equivalents in the reporting period</b>		(65,426)	(15,462)
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>123,905</u>	<u>139,367</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><u>58,479</u></u>	<u><u>123,905</u></u>

The notes form part of these financial statements

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31 JULY 2023**

**1. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2023	2022
	£	£
<b>Net expenditure for the reporting period (as per the Statement of Financial Activities)</b>	(65,149)	(15,990)
<b>Adjustments for:</b>		
Depreciation charges	1,154	1,154
Interest paid	-	163
Decrease/(increase) in stocks	2,648	(3,046)
(Increase)/decrease in debtors	(4,843)	18,061
Increase/(decrease) in creditors	<u>764</u>	<u>(15,641)</u>
<b>Net cash used in operations</b>	<u><u>(65,426)</u></u>	<u><u>(15,299)</u></u>

**2. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1.8.22	Cash flow	At 31.7.23
	£	£	£
<b>Net cash</b>			
Cash at bank	<u>123,905</u>	<u>(65,426)</u>	<u>58,479</u>
	<u>123,905</u>	<u>(65,426)</u>	<u>58,479</u>
<b>Total</b>	<u><u>123,905</u></u>	<u><u>(65,426)</u></u>	<u><u>58,479</u></u>

## **ST PETER'S HOUSE CHAPLAINCY**

### **NOTES TO THE FINANCIAL STATEMENTS** **FOR THE YEAR ENDED 31 JULY 2023**

#### **1. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings                      - 25% on reducing balance

##### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

##### **Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2023**

**2. DONATIONS AND LEGACIES**

	2023	2022
	£	£
Core grants	190,548	183,833
Donations	<u>2,536</u>	<u>-</u>
	<u>193,084</u>	<u>183,833</u>

**3. OTHER TRADING ACTIVITIES**

	2023	2022
	£	£
Rental Income	132,101	131,340
Recharges	-	7,499
Cafe	137,309	108,026
Wholeness	4,208	2,729
The Well/HAF	26,870	-
Other income	1,750	-
Insurance claim	<u>10,229</u>	<u>-</u>
	<u>312,467</u>	<u>249,594</u>

**4. INVESTMENT INCOME**

	2023	2022
	£	£
Bank Interest Received	<u>763</u>	<u>74</u>

**5. INCOME FROM CHARITABLE ACTIVITIES**

Furlough grants received in the year are matched on a time basis with the associated salary for which the grant is made.

**6. RAISING FUNDS**

**Other trading activities**

	2023	2022
	£	£
Staff costs	98,537	80,310
Bad debts	-	648
Cafe costs	<u>68,807</u>	<u>59,237</u>
	<u>167,344</u>	<u>140,195</u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2023**

**7. CHARITABLE ACTIVITIES COSTS**

	Direct Costs £	Support costs (see note 8) £	Totals £
Chaplaincy activities	<u>246,022</u>	<u>150,762</u>	<u>396,784</u>

**8. SUPPORT COSTS**

	Management £	Finance £	Other £	Totals £
Other resources expended	-	-	1,687	1,687
Chaplaincy activities	<u>1,154</u>	<u>443</u>	<u>149,165</u>	<u>150,762</u>
	<u>1,154</u>	<u>443</u>	<u>150,852</u>	<u>152,449</u>

**9. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 July 2023 nor for the year ended 31 July 2022.

**Trustees' expenses**

	2023 £	2022 £
Trustees' expenses	<u>459</u>	<u>261</u>

**10. STAFF COSTS**

	2023 £	2022 £
Wages and salaries	298,454	236,456
Social security costs	23,079	18,381
Other pension costs	<u>19,765</u>	<u>16,512</u>
	<u>341,298</u>	<u>271,349</u>

The average monthly number of employees during the year was as follows:

	2023	2022
Chaplaincy	3	5
Trading activities	<u>12</u>	<u>8</u>
	<u>15</u>	<u>13</u>

No employees received emoluments in excess of £60,000.

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2023**

**11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	183,833	-	183,833
<b>Charitable activities</b>			
Chaplaincy activities	18,000	-	18,000
Other trading activities	249,594	-	249,594
Investment income	<u>74</u>	<u>-</u>	<u>74</u>
<b>Total</b>	<u>451,501</u>	<u>-</u>	<u>451,501</u>
<b>EXPENDITURE ON</b>			
Raising funds	140,195	-	140,195
<b>Charitable activities</b>			
Chaplaincy activities	210,804	-	210,804
Other	<u>116,492</u>	<u>-</u>	<u>116,492</u>
<b>Total</b>	<u>467,491</u>	<u>-</u>	<u>467,491</u>
<b>NET INCOME/(EXPENDITURE)</b>	(15,990)	-	(15,990)
<b>Transfers between funds</b>	<u>75</u>	<u>(75)</u>	<u>-</u>
<b>Net movement in funds</b>	(15,915)	(75)	(15,990)
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	<u>126,822</u>	<u>1,866</u>	<u>128,688</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>110,907</u>	<u>1,791</u>	<u>112,698</u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2023**

**12. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £
<b>COST</b>	
At 1 August 2022 and 31 July 2023	<u>10,943</u>
<b>DEPRECIATION</b>	
At 1 August 2022	9,789
Charge for year	<u>1,154</u>
At 31 July 2023	<u>10,943</u>
<b>NET BOOK VALUE</b>	
At 31 July 2023	<u><u>-</u></u>
At 31 July 2022	<u><u>1,154</u></u>

**13. STOCKS**

	2023	2022
	£	£
Stocks	<u>1,000</u>	<u>3,648</u>

**14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023	2022
	£	£
Trade debtors	3,780	2,316
Prepayments and accrued income	<u>3,379</u>	<u>-</u>
	<u><u>7,159</u></u>	<u><u>2,316</u></u>

**15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023	2022
	£	£
Trade creditors	4,873	544
Taxation and social security	10,292	10,181
Other creditors	<u>3,924</u>	<u>7,600</u>
	<u><u>19,089</u></u>	<u><u>18,325</u></u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 JULY 2023**

**16. MOVEMENT IN FUNDS**

	At 1.8.22 £	Net movement in funds £	At 31.7.23 £
<b>Unrestricted funds</b>			
General fund	110,907	(65,149)	45,758
<b>Restricted funds</b>			
Student Hardship Fund - overseas	135	-	135
Student Hardship Fund - local	1,337	-	1,337
Hetherington Memorial Fund	<u>319</u>	<u>-</u>	<u>319</u>
	<u>1,791</u>	<u>-</u>	<u>1,791</u>
<b>TOTAL FUNDS</b>	<u>112,698</u>	<u>(65,149)</u>	<u>47,549</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	511,314	(576,463)	(65,149)
	<u>511,314</u>	<u>(576,463)</u>	<u>(65,149)</u>
<b>TOTAL FUNDS</b>	<u>511,314</u>	<u>(576,463)</u>	<u>(65,149)</u>

**Comparatives for movement in funds**

	At 1.8.21 £	Net movement in funds £	Transfers between funds £	At 31.7.22 £
<b>Unrestricted funds</b>				
General fund	126,822	(15,990)	75	110,907
<b>Restricted funds</b>				
St Martin's Fund	75	-	(75)	-
Student Hardship Fund - overseas	135	-	-	135
Student Hardship Fund - local	1,337	-	-	1,337
Hetherington Memorial Fund	<u>319</u>	<u>-</u>	<u>-</u>	<u>319</u>
	<u>1,866</u>	<u>-</u>	<u>(75)</u>	<u>1,791</u>
<b>TOTAL FUNDS</b>	<u>128,688</u>	<u>(15,990)</u>	<u>-</u>	<u>112,698</u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2023**

**16. MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	451,501	(467,491)	(15,990)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>451,501</u>	<u>(467,491)</u>	<u>(15,990)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.8.21 £	Net movement in funds £	Transfers between funds £	At 31.7.23 £
<b>Unrestricted funds</b>				
General fund	126,822	(81,139)	75	45,758
<b>Restricted funds</b>				
St Martin's Fund	75	-	(75)	-
Student Hardship Fund - overseas	135	-	-	135
Student Hardship Fund - local	1,337	-	-	1,337
Hetherington Memorial Fund	319	-	-	319
	<hr/>	<hr/>	<hr/>	<hr/>
	1,866	-	(75)	1,791
	<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>128,688</u>	<u>(81,139)</u>	<u>-</u>	<u>47,549</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	962,815	(1,043,954)	(81,139)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>962,815</u>	<u>(1,043,954)</u>	<u>(81,139)</u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2023**

**17. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 July 2023.

**ST PETER'S HOUSE CHAPLAINCY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 JULY 2023**

	2023 £	2022 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Core grants	190,548	183,833
Donations	<u>2,536</u>	<u>-</u>
	193,084	183,833
<b>Other trading activities</b>		
Rental Income	132,101	131,340
Recharges	-	7,499
Cafe	137,309	108,026
Wholeness	4,208	2,729
The Well/HAF	26,870	-
Other income	1,750	-
Insurance claim	<u>10,229</u>	<u>-</u>
	312,467	249,594
<b>Investment income</b>		
Bank Interest Received	763	74
<b>Charitable activities</b>		
Grants	<u>5,000</u>	<u>18,000</u>
<b>Total incoming resources</b>	511,314	451,501
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Café wages	85,265	71,267
Social security	8,834	6,474
Café pensions	4,438	2,569
Bad debts	-	648
Cafe costs	<u>68,807</u>	<u>59,237</u>
	167,344	140,195
<b>Charitable activities</b>		
Trustees' expenses	459	261
Wages	193,470	148,674
Social security	12,983	11,207
Pensions	14,370	13,054
Postage and stationery	4,138	3,283
Advertising	1,015	11,306
Chaplains Programme Fund	19,587	21,428
Interest payable	<u>-</u>	<u>163</u>
	246,022	209,376

This page does not form part of the statutory financial statements

**ST PETER'S HOUSE CHAPLAINCY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 JULY 2023**

	2023	2022
	£	£
<b>Charitable activities</b>		
<b>Other</b>		
The Well costs	10,648	-
<b>Support costs</b>		
<b>Management</b>		
Depreciation of tangible and heritage assets	1,154	1,154
<b>Finance</b>		
Bank charges	443	274
<b>Other</b>		
Wages	19,719	16,515
Social security	1,262	700
Pensions	957	889
Insurance	13,205	12,121
Light and heat	19,086	17,455
Repairs and renewals	57,320	24,425
Refuse and cleaning	7,228	11,999
Professional fees	27,114	25,023
Office hardware/software	2,795	4,895
Sundries	479	1,107
Accountants remuneration	<u>1,687</u>	<u>1,363</u>
	<u>150,852</u>	<u>116,492</u>
Total resources expended	<u>576,463</u>	<u>467,491</u>
<b>Net expenditure</b>	<u>(65,149)</u>	<u>(15,990)</u>

**ST PETER'S HOUSE CHAPLAINCY**

England & Wales - Charity number 1166935

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# Accounts

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**REPORT OF THE TRUSTEES AND**  
**UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2022**  
**FOR**  
**ST PETER'S HOUSE CHAPLAINCY**

Jane Cooksey Limited  
15/16 Boarshurst Bus. Park,  
Boarshurst Lane, Greenfield  
Oldham  
Lancashire  
OL3 7ER

**ST PETER'S HOUSE CHAPLAINCY**

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**FOR THE YEAR ENDED 31 JULY 2022**

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## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2022**

The trustees present their report with the financial statements of the charity for the year ended 31 July 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

The objects of the CIO are:

(1) To advance Christian Religion for the benefit of the public in the Metropolitan District of Manchester or elsewhere by:

- the work and ministry of the persons appointed to undertake religious services and faith-based pastoral support, give spiritual direction and be chaplains (including lay workers) at any of the institutions of Higher Education in the Metropolitan District of Manchester (and their affiliated institutions); and

- advice and counselling on the education and wellbeing of students, staff and members of such institutions of Higher Education.

(2) The promotion of religious harmony for the public benefit in the Metropolitan District of Manchester area or elsewhere.

##### **Public benefit**

The Trustees have considered the Charity Commission's guidance on Public Benefit.

As a charity established for Christian chaplaincy to the higher education institutions (HEIs) in Manchester, the public benefit provided is largely to students and staff of those HEIs, some 85,000 people. This restriction arises from our objectives, and is appropriate given our resources, and the chaplaincy provision made in other university towns.

In furtherance of its objectives, in 2021-22 the charity:

- Employed a chaplaincy team and provided office and meeting accommodation.
- Offered a Christian Chaplaincy team, so advancing the Christian Religion for the benefit of the public in the area.
- Provided pastoral care to students, particularly where their problems have a religious component.
- Provided a multi-faith prayer room and chapel.
- Offered weekday prayers and services
- Offered a student focused volunteer programme to engage with students
- Provided a place where university students and staff can congregate and encounter both one another and the divine.
- Offered a community café where values of faith are expressed.
- Provided a Wholeness Programme that offers tuition in physical and spiritual wellbeing.
- Developed a financial hardship project that supports students with food and wellbeing resources.
- Ran St Peter's House as a chaplaincy centre
- Offered office space for a variety of charitable and faith based organisations.
- Provided advice to the Universities and the Student Unions on matters of faith and the religious requirements of the students.
- Developed a Multi-Faith Chaplaincy team, so promoting religious harmony in the area.
- Developed a Religious Literacy Training Programme.

## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2022**

#### **OBJECTIVES AND ACTIVITIES**

##### **Volunteers**

##### Volunteering

Volunteering continues to be one of the key ways in which we engage with the Universities, with volunteers working in these five areas:

- Milk & Honey Café
- Bee Keeping
- Gardening
- Wholeness
- Volunteer Chaplains

We have been well supported by both Universities through the MMU Student Union volunteer hub and the Volunteering Programme at Manchester University.

## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2022**

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Chaplaincy to Students and Staff**

St. Peter's House continues to be a vibrant place with staff and students accessing the chaplaincy in a variety of ways. The chaplaincy team are present daily to support students and University staff, and also through offering pastoral care, prayer, vocational guidance multi-faith work, volunteering and spiritual support.

##### **Staffing**

The staff team this year has seen changes as the building has reopened following the Covid-19 lockdowns.

Rev'd Ben Edson	Director – left 30 <sup>th</sup> June 23
Hannah Skinner	Director of Engagement and Development, Director from 30 <sup>th</sup> June 23
Tracey Saltsman	Team PA and Finance Assistant – left Feb 23
Chris Collins	Milk & Honey Cafe Manager & from March 22 General Building Manager
Andreai Franchi	Cleaner
Mary Sharples	Chaplaincy Assistant & Engagement Officer Sep. 21
Annie Lin	Chaplaincy Assistant to Mandarin Students Sep. 21 - June 22
Ben Limb	Head Chef, Milk & Honey Cafe Left Sep. 21
Beth Williams	Chaplaincy Studies Placement Volunteer Oct 21
Abbey Ruskin	Head Chef, Milk & Honey Cafe Oct. 21 - Feb 22
Daniel Wigginton	Assistant Chef, Milk & Honey Cafe Sep. 21 - Mar 22
Ben Limb	Head Chef, Milk & Honey Cafe Returned Mar 22
Ngwafu Tansie	Assistant Chef, Milk & Honey Cafe Apr. 22
Jide Macaulay	Chaplain June 22 – Mar 23

##### **Universities**

St. Peter's House Chaplaincy continues to enjoy an excellent relationship with the educational institutions that are served by the charity. Over this past year we have strengthened the relationship with the RNCM and also started to offer Chaplaincy to University Academy 92.

##### **Building**

Although we have been transitioning to life after lockdown, footfall has still been high. Just under 60,000 have entered the building with three-quarters of these people using the Milk and Honey Cafe.

The building will soon be 50 years old and is showing signs of its age. In 2021, the Board commissioned OMI Architects to carry out a feasibility study of the future of the building with a view to ascertaining the costs of making it fit-for-purpose for the future. The feasibility study identified the immediate need to improve the passive fire protection and this has been actioned. It also confirmed that over £2m would need to be spent on the building to make it fully accessible and energy efficient and also to carry out necessary legacy repairs. In view of this, at a meeting in March 2023, the Board confirmed its position that it wished to pass responsibility for the future of the building to the Beneficial Owners, Manchester Diocese and Manchester Methodist Circuit. The Board has since written to the beneficial owners to communicate this decision and is awaiting a response from them.

##### **Volunteering**

Volunteering is a significant way that in which we engage with the Universities and the Student community. During this year we have worked with 172 Volunteers who have contributed 4,576 volunteer hours across the following five areas:

- Milk & Honey Cafe
- Bee Keeping
- Gardening
- Wholeness
- The Well

## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2022**

The majority of these hours are in Milk & Honey Cafe where students learn practical skills, build their confidence, increase their wellbeing and find a place of belonging. 85% of our volunteers are from the student community of Manchester, with 63% of them attending the University of Manchester and the remaining 37% attending Manchester Metropolitan University. The Chaplaincy team walk alongside the volunteers as they help them navigate the challenges of student life.

Another area of volunteering that has developed this year has been preparing food for the Well Packs. Many of our volunteers who engage in this way do so through our newly formed accessible volunteering programme. We have also been supported by Just Love, a Christian Student Society, who also assisting with the preparation of the Well Packs.

The Chaplaincy has been well supported by both Universities through the MMU Student Union Volunteer Hub, the Volunteering Programme at Manchester University and Manchester University Student's Union.

Our links with the Manchester Deaf Centre, The DePaul Trust, Work Fit (The employment arm of the Down Syndrome Association), Manchester College and Pure Innovations remain strong. Our volunteering opportunities enable people from all walks of life to volunteer alongside each other. The student experience can be homogenous, and the volunteering programme creates bridging social capital enabling students to encounter a breadth of people from across the city.

Feedback from our volunteers has been positive:

“I've become more confident speaking English, and my accent bothers me less now because, being behind the till, I've learned that everyone still understands me. I feel grateful for the opportunity to contribute to a good cause. Being treated well by staff and other volunteers has made a positive difference in my week.”

“I always feel so good after I've done a shift. I feel energised and full up of that feel-good feeling. Having regular shifts has also helped give structure to my week.”

“It has helped me with my confidence in talking to customers and not getting too stressed when it gets a bit busier.”

#### **Milk & Honey Cafe**

Milk & Honey Cafe continues to draw many people into the Chaplaincy, allowing them to engage with our programme and the wider Chaplaincy offer. Alongside the significant bridging capital that is built through the volunteering programme, we also use Milk & Honey to support various student groups.

This year we have developed a Milk & Honey Keyring scheme providing discounted food and free hot drinks to:

- Article 26 Scholars: The Article 26 Scholarship is open to students who are seeking asylum, or a dependent or partner of someone seeking asylum or who has been granted Discretionary / Limited Leave to Remain or some other form of temporary status.
- Independent Students: Independent students are students who are estranged from their parents.

In addition, through our partnership with the Rees Foundation we have been able to provide the same offer to care experienced students.

The Cafe menu is 100% plant based, as we seek to express our values of environmental sustainability through our food. Alongside the cafe menu, we have also developed a specific catering menu that we offer internally when bookings require catering.

In terms of bookings, Milk & Honey is used as a venue by many University and external groups for private events. These include The LGBT Foundation, Rainbow Noir (The Proud Trust's BAME LGBT+ group), The International Society and an AA group. All these organisations have spoken warmly about the welcome that they have received from St. Peter's House.

#### **Multi-Faith**

Internally, St. Peter's House has a number of honorary Chaplains from different faith traditions. This enables us to offer a progressive and inclusive approach to faith. The honorary Chaplains are:

- Rabbi Robyn Ashworth-Stein - Jewish
- Fatimah Ashrif - Muslim

## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2022**

- Rachel Kirkwood - Quaker
- Sukhbir Singh - Sikh

Alongside our honorary multi-faith Chaplains we also have a number of honorary Christian Chaplains. They are:

- Rev. Azariah France-Williams
- Rev. Rev Bec Wilkinson
- Omolade Femi-Ajao

This year we have worked with the University Officer Training Corps to ensure that the Annual Act of Remembrance was multi-faith, reflecting the University context and recognising the sacrifice of all lives lost in war.

#### **Worship**

The Chaplaincy continues to offer regular weekly worship and quiet space for reflection. Campus Communion was restarted and whilst numbers are small the attendance is faithful. At the weekends St. Peter's Church meets in the Auditorium every fortnight and towards the end of the year a church called 'The Ramp' started to meet in the Auditorium on Sunday evenings.

#### **Partnership with The Council for Christians & Jews.**

The Council for Christians and Jews was set up after the second world war and has been leading interfaith dialogue for over 80 years. CCJ's Campus Leadership Programme is the UK's leading national programme promoting dialogue between Christians & Jews (and all faiths) at university. It aims to combat antisemitism and all forms of religious intolerance on campus and to promote healthy, balanced, and informed dialogue about Israel-Palestine amongst students. During the year we entered into a partnership with CCJ establishing the base for the Campus Leadership Project Manager at St. Peter's House.

In the Summer of 2022 we interviewed and appointed Beth Williams and Beth Henwood as Campus Leadership Managers (Job Share). Their role is to manage CCJ's existing nationwide Campus Leadership project and to work with faith societies in Manchester Universities to encourage dialogue between different faith groups on campus.

#### **The Well**

Over the course of the year The Well transitioned from a Covid 19 support project to a piece of work supporting students impacted by the cost of living crisis. Each week we provide a Well Pack that contains all the recipes and ingredients needed to make seven nutritious meals, plus various other food items. These are provided to students who have either been referred by support services within the Universities or who have self-referred. The Well takes a person centred approach and each week the service users receive a phone call and the Well pack is given to them by a member of the team and pastoral support is offered.

Over the course of the year we have provided 22,240 meals to 554 people. On average this means that we provided 40 meals to each person who has been referred.

292 of these people have been from Manchester Metropolitan University, 251 of these students self-referred and 41 were referred by staff members. The staff members who make referrals are either counsellors, mental health advisors or inclusion advisors.

Of the 214 people from Manchester University 144 were self-referral and 70 were from staff.

Staff referrals received from the University of Manchester are from a variety of places including Social Prescribers, Student Support Workers, The Student Union and staff members working with independent students and care experienced students.

The crisis that we are responding to can be seen in the following referrals from University staff members

“The student is accessing mental health support from the Counselling, Mental Health & Wellbeing Service. They have limited access to funds, they are not eating and asking friends for food. X is in a state of poor mental and physical health - crisis in terms of not eating for days at a time.”

## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2022**

“They are an international student who is struggling with accessing their bank accounts and thus find themselves in financial difficulties. Until this matter is sorted out, he cannot access funds in his account and is struggling with money for food.”

“Student had not eaten for three days and was experiencing crisis.”

“She currently cannot access her bank account or finances and is having issues with SFE that has impacted her financially. She has experienced homelessness in the past and her current financial issues are affecting her mental health, due to the fear that she may become homeless again.”

“She has been struggling with her mental health and is currently sofa surfing due to a breakdown in her relationship with her parents. She has no income currently and can't afford to buy food.”

The students are spread over the following academic years:

Year 1 36%  
Year 2 28%  
Year 3 18%  
Post Graduate 18%

Highlighting that, either as the students move through University they are becoming more resilient, or that the least resilient students are not making it through to their final year.

We have sought regular feedback from the students on the difference that the Well has made and they have said:

“I'm able to eat a proper meal and not go hungry for a few days each week.”

“The Well helps me to eat healthier and also give me tremendous support in providing food, reducing my living cost.”

“I'm in my final year of university and have been struggling with money the whole way through my degree as my family can't help me financially. Since coming to The Well it's been one huge weight off my shoulder as I would skip meals to save money which would make me so tired and have a negative impact on my degree.”

“I wouldn't have been able to eat if it wasn't for The Well.”

The support has not only helped financially but also mentally I was a bit relieved from stress.

“It really has helped me and my friends to have a good food, by giving such nutritious food great quality and quantity wise. I am very thankful for the team.”

We asked the students how effective The Well has been in meeting their immediate needs since they were referred/self-referred. 97% rated The Well 5/5 and 3% rated it 4/5. 100% of service users said that they would recommend The Well to a friend who needed support.

#### **The Programme**

The programme has continued to be a broad, varied and inclusive offering that each week includes Pilates, Yoga, Worship, Mindful Movement and Meditation. Alongside the weekly programme is a monthly programme which includes a Mandarin Community Festival Night, Let's Talk Mandarin, Cook School and Death Cafes. The programme has engaged with 1,630 People over the 26 weeks that it runs, with 85 % of these being students from The University of Manchester and 15% from Manchester Metropolitan University. This disparity is due to the partnership that we have with Sporticipate at the University of Manchester - a programme that seeks to encourage students into exercise - who include our Yoga and Pilates on their programme.

Poor student mental health particularly in recent years has been well documented and the programme responds to this alongside the ongoing offer of pastoral care and religious guidance for students. The programme is facilitated by a blend of the Chaplaincy Team and external practitioners who run specific classes on behalf of St. Peter's House.

## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2022**

As well as the regular programme of activities we also run one-off events. These are often partnership events, one example was the annual Transgender Day of Remembrance event, attended by over 70 people.

The work with Mandarin speaking students, that has been a regular part of the work of St. Peter's House, drew to a close this year as the funding ended.

#### **Tenants**

It has been a challenging year with regards to finding new tenants as organisations have adjusted to the financial challenges arising after Covid-19. The following organisations have had offices at St. Peter's House this year:

- GM Higher - A organisation that works to increase access to Higher Education.
- DePaul Trust - Support for Homeless Young People (including students)
- Jubilee Church

The Spark Rooms - a hub for social entrepreneurs, charities and not-for profit organisations based at St. Peter's House - has continued to develop. Through the Spark Rooms office space has been provided to a range of charities and student start-ups. The organisations that have been based in The Spark Rooms this year are:

- Thirty Pound Gentleman
- Proper Job Theatre
- Invisible Manchester
- South Manchester Food Bank

#### **Finance**

Jane Cooksey Ltd continues as our accountant.  
Garrie Naden is the Treasurer.

#### **FINANCIAL REVIEW AND SIGNIFICANT SUBSEQUENT EVENT REGARDING CLOSURE OF OPERATIONS**

In the current year 2021/22 there was a deficit of £15,990 (2020/21 surplus of £31,338). At the end of the year unrestricted funds amounted to £110,907 (2021 - £126,822) and restricted funds were £1,791 (2021 - £1,866).

In the subsequent year to these accounts, as at 18<sup>th</sup> July 2023, there is a forecast deficit of £49,000, reducing restricted funds forecast at 31 July 2023 to £61,907. Furthermore, core funders have confirmed reductions and withdrawals from funding the charity during 2023/24. It is with regret therefore that the trustees have decided that the Charity's operations are to be wound up over the forthcoming months. The trustees are confident that sufficient resources will be available to assure an orderly wind down.

St Peter's House has been a vibrant place of community for the last fifty years and the organisations which have funded it recognise that the pressing need for chaplaincy continues. They have given their assurance that work is underway to ensure that a reimagined offer of Christian chaplaincy is put in place at the University of Manchester and Manchester Metropolitan University, beyond the work of St Peter's House.

The trustees will ensure that appropriate support is put in place for those currently benefitting from the services provided by St Peter's House, as operations are closed. For those who have found a home within St Peter's House, the trustees and staff also look forward to marking this period of closure together and celebrating all that has been achieved over the years by so many.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The board met four times during the year and has met seven times since year end.

The CIO's charitable activity is primarily chaplaincy.

**ST PETER'S HOUSE CHAPLAINCY**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 JULY 2022**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1166935

**Principal address**

St Peter's House  
Precinct Centre  
Oxford Road  
Manchester  
M13 9GH

**Trustees**

Dr B J Treves Brown  
Revd Dr C Wickens  
Revd T Presswood (resigned 31.3.2022)  
Mrs A Bogg (resigned 23.9.2021)  
G C Naden  
Revd A J Lunn  
Ms H J Platts  
Revd Dr S J Oxley  
Archdeacon K B Lund  
Revd M J Coe (appointed 23.8.2022)  
S Davies (appointed 29.11.2021)  
Ms J L Clough  
M Hart (resigned 11.4.2023)  
Revd Clare Downing (appointed 27.6.2023)

**Independent Examiner**

Jane Cooksey  
Jane Cooksey Limited  
15/16 Boarshurst Bus. Park,  
Boarshurst Lane, Greenfield  
Oldham  
Lancashire  
OL3 7ER

Approved by order of the board of trustees on 18<sup>th</sup> July 2023 and signed on its behalf by:

G C Naden - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
ST PETER'S HOUSE CHAPLAINCY**

**Independent examiner's report to the trustees of St Peter's House Chaplaincy**

I report to the charity trustees on my examination of the accounts of St Peter's House Chaplaincy (the Trust) for the year ended 31 July 2022.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Jane Cooksey FCCA

Jane Cooksey Limited  
15/16 Boarshurst Bus. Park,  
Boarshurst Lane, Greenfield  
Oldham  
Lancashire  
OL3 7ER

18<sup>th</sup> July 2023

**ST PETER'S HOUSE CHAPLAINCY****STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 JULY 2022**

	Notes	Unrestricted fund £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	183,833	-	183,833	221,767
<b>Charitable activities</b>					
Chaplaincy activities	5	18,000	-	18,000	36,799
Other trading activities	3	249,594	-	249,594	132,733
Investment income	4	<u>74</u>	<u>-</u>	<u>74</u>	<u>-</u>
<b>Total</b>		<u>451,501</u>	<u>-</u>	<u>451,501</u>	<u>391,299</u>
<b>EXPENDITURE ON</b>					
Raising funds		140,195	-	140,195	82,998
<b>Charitable activities</b>					
Chaplaincy activities		210,804	-	210,804	179,673
Other		<u>116,492</u>	<u>-</u>	<u>116,492</u>	<u>97,290</u>
<b>Total</b>		<u>467,491</u>	<u>-</u>	<u>467,491</u>	<u>359,961</u>
<b>NET INCOME/(EXPENDITURE)</b>		(15,990)	-	(15,990)	31,338
<b>Transfers between funds</b>	13	<u>75</u>	<u>(75)</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		(15,915)	(75)	(15,990)	31,338
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		126,822	1,866	128,688	97,350
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>110,907</u>	<u>1,791</u>	<u>112,698</u>	<u>128,688</u>

The notes form part of these financial statements

**ST PETER'S HOUSE CHAPLAINCY**

**BALANCE SHEET**  
**31 JULY 2022**

	Notes	Unrestricted fund £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	9	1,154	-	1,154	2,308
<b>CURRENT ASSETS</b>					
Stocks	10	3,648	-	3,648	602
Debtors	11	2,316	-	2,316	20,377
Cash at bank		<u>122,114</u>	<u>1,791</u>	<u>123,905</u>	<u>139,367</u>
		128,078	1,791	129,869	160,346
<b>CREDITORS</b>					
Amounts falling due within one year	12	(18,325)	-	(18,325)	(33,966)
<b>NET CURRENT ASSETS</b>		<u>109,753</u>	<u>1,791</u>	<u>111,544</u>	<u>126,380</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>110,907</u>	<u>1,791</u>	<u>112,698</u>	<u>128,688</u>
<b>NET ASSETS</b>		<u>110,907</u>	<u>1,791</u>	<u>112,698</u>	<u>128,688</u>
<b>FUNDS</b>	13				
Unrestricted funds				110,907	126,822
Restricted funds				<u>1,791</u>	<u>1,866</u>
<b>TOTAL FUNDS</b>				<u>112,698</u>	<u>128,688</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 18<sup>th</sup> July 2023 and were signed on its behalf by:

G C Naden - Trustee

## **ST PETER'S HOUSE CHAPLAINCY**

### **NOTES TO THE FINANCIAL STATEMENTS** **FOR THE YEAR ENDED 31 JULY 2022**

#### **1. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings                      - 25% on reducing balance

##### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

##### **Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2022**

**2. DONATIONS AND LEGACIES**

	2022	2021
	£	£
Core grants	<u>183,833</u>	<u>221,767</u>

**3. OTHER TRADING ACTIVITIES**

	2022	2021
	£	£
Rental Income	131,340	117,679
Recharges	7,499	14,147
Cafe	108,026	907
Wholeness	<u>2,729</u>	<u>-</u>
	<u>249,594</u>	<u>132,733</u>

**4. INVESTMENT INCOME**

	2022	2021
	£	£
Bank Interest Received	<u>74</u>	<u>-</u>

**5. INCOME FROM CHARITABLE ACTIVITIES**

Furlough grants received in the year are matched on a time basis with the associated salary for which the grant is made.

**6. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 July 2022 nor for the year ended 31 July 2021.

**Trustees' expenses**

	2022	2021
	£	£
Trustees' expenses	<u>261</u>	<u>94</u>

**7. STAFF COSTS**

	2022	2021
	£	£
Wages and salaries	236,456	203,795
Social security costs	18,381	14,587
Other pension costs	<u>16,512</u>	<u>15,963</u>
	<u>271,349</u>	<u>234,345</u>

The average monthly number of employees during the year was as follows:

	2022	2021
Chaplaincy	5	4
Trading activities	<u>8</u>	<u>5</u>
	<u>13</u>	<u>9</u>

No employees received emoluments in excess of £60,000.

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2022**

**8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	221,767	-	221,767
<b>Charitable activities</b>			
Chaplaincy activities	36,799	-	36,799
Other trading activities	<u>132,733</u>	<u>-</u>	<u>132,733</u>
<b>Total</b>	<u>391,299</u>	<u>-</u>	<u>391,299</u>
<b>EXPENDITURE ON</b>			
Raising funds	82,998	-	82,998
<b>Charitable activities</b>			
Chaplaincy activities	179,673	-	179,673
Other	<u>97,290</u>	<u>-</u>	<u>97,290</u>
<b>Total</b>	<u>359,961</u>	<u>-</u>	<u>359,961</u>
<b>NET INCOME</b>	31,338	-	31,338
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	95,484	1,866	97,350
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>126,822</u>	<u>1,866</u>	<u>128,688</u>

**9. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £
<b>COST</b>	
At 1 August 2021 and 31 July 2022	<u>10,943</u>
<b>DEPRECIATION</b>	
At 1 August 2021	8,635
Charge for year	<u>1,154</u>
At 31 July 2022	<u>9,789</u>
<b>NET BOOK VALUE</b>	
At 31 July 2022	<u>1,154</u>
At 31 July 2021	<u>2,308</u>

**ST PETER'S HOUSE CHAPLAINCY**  
**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2022**

**10. STOCKS**

	2022	2021
	£	£
Stocks	<u>3,648</u>	<u>602</u>

**11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022	2021
	£	£
Trade debtors	2,316	12,270
Bad Debt Provision	-	(525)
Other debtors	-	1,966
VAT	-	2,957
Prepayments and accrued income	-	3,709
	<u>2,316</u>	<u>20,377</u>

**12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022	2021
	£	£
Trade creditors	544	1,832
Taxation and social security	10,181	2,253
Other creditors	<u>7,600</u>	<u>29,881</u>
	<u>18,325</u>	<u>33,966</u>

**13. MOVEMENT IN FUNDS**

	At 1.8.21	Net movement in funds	Transfers between funds	At 31.7.22
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	126,822	(15,990)	75	110,907
<b>Restricted funds</b>				
St Martin's Fund	75	-	(75)	-
Student Hardship Fund - overseas	135	-	-	135
Student Hardship Fund - local	1,337	-	-	1,337
Hetherington Memorial Fund	<u>319</u>	-	-	<u>319</u>
	<u>1,866</u>	-	<u>(75)</u>	<u>1,791</u>
<b>TOTAL FUNDS</b>	<u>128,688</u>	<u>(15,990)</u>	<u>-</u>	<u>112,698</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	451,501	(467,491)	(15,990)
	<u>451,501</u>	<u>(467,491)</u>	<u>(15,990)</u>
<b>TOTAL FUNDS</b>	<u>451,501</u>	<u>(467,491)</u>	<u>(15,990)</u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2022**

**13. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1.8.20 £	Net movement in funds £	At 31.7.21 £
<b>Unrestricted funds</b>			
General fund	95,484	31,338	126,822
<b>Restricted funds</b>			
St Martin's Fund	75	-	75
Student Hardship Fund - overseas	135	-	135
Student Hardship Fund - local	1,337	-	1,337
Hetherington Memorial Fund	<u>319</u>	<u>-</u>	<u>319</u>
	<u>1,866</u>	<u>-</u>	<u>1,866</u>
<b>TOTAL FUNDS</b>	<u>97,350</u>	<u>31,338</u>	<u>128,688</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	391,299	(359,961)	31,338
	<u>391,299</u>	<u>(359,961)</u>	<u>31,338</u>
<b>TOTAL FUNDS</b>	<u>391,299</u>	<u>(359,961)</u>	<u>31,338</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.8.20 £	Net movement in funds £	Transfers between funds £	At 31.7.22 £
<b>Unrestricted funds</b>				
General fund	95,484	15,348	75	110,907
<b>Restricted funds</b>				
St Martin's Fund	75	-	(75)	-
Student Hardship Fund - overseas	135	-	-	135
Student Hardship Fund - local	1,337	-	-	1,337
Hetherington Memorial Fund	<u>319</u>	<u>-</u>	<u>-</u>	<u>319</u>
	<u>1,866</u>	<u>-</u>	<u>(75)</u>	<u>1,791</u>
<b>TOTAL FUNDS</b>	<u>97,350</u>	<u>15,348</u>	<u>-</u>	<u>112,698</u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2022**

**13. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	842,800	(827,452)	15,348
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>842,800</u>	<u>(827,452)</u>	<u>15,348</u>

**14. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 July 2022.

**ST PETER'S HOUSE CHAPLAINCY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 JULY 2022**

	2022 £	2021 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Core grants	183,833	221,767
<b>Other trading activities</b>		
Rental Income	131,340	117,679
Recharges	7,499	14,147
Cafe	108,026	907
Wholeness	<u>2,729</u>	<u>-</u>
	249,594	132,733
<b>Investment income</b>		
Bank Interest Received	74	-
<b>Charitable activities</b>		
Grants	<u>18,000</u>	<u>36,799</u>
<b>Total incoming resources</b>	451,501	391,299
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Café wages	71,267	52,686
Social security	6,474	4,841
Café pensions	2,569	2,988
Bad debts	648	(386)
Cafe costs	<u>59,237</u>	<u>22,869</u>
	140,195	82,998
<b>Charitable activities</b>		
Trustees' expenses	261	94
Wages	148,674	136,336
Social security	11,207	9,046
Pensions	13,054	12,148
Postage and stationery	3,283	-
Advertising	11,306	2,732
Chaplains Programme Fund	21,428	17,157
Interest payable	<u>163</u>	<u>-</u>
	209,376	177,513
<b>Support costs</b>		
<b>Management</b>		
Depreciation of tangible and heritage assets	1,154	1,154
<b>Finance</b>		
Bank charges	274	149

This page does not form part of the statutory financial statements

**ST PETER'S HOUSE CHAPLAINCY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 JULY 2022**

	2022	2021
	£	£
<b>Finance</b>		
<b>Other</b>		
Wages	16,515	14,773
Social security	700	700
Pensions	889	827
Insurance	12,121	11,551
Light and heat	17,455	9,608
Repairs and renewals	24,425	42,953
Refuse and cleaning	11,999	5,258
Professional fees	25,023	6,647
Office hardware/software	4,895	4,011
Sundries	1,107	189
Accountants remuneration	<u>1,363</u>	<u>1,630</u>
	<u>116,492</u>	<u>98,147</u>
Total resources expended	<u>467,491</u>	<u>359,961</u>
<b>Net (expenditure)/income</b>	<u>(15,990)</u>	<u>31,338</u>

This page does not form part of the statutory financial statements

**ST PETER'S HOUSE CHAPLAINCY**

England & Wales - Charity number 1166935

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# Accounts

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**REPORT OF THE TRUSTEES AND**  
**UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2021**  
**FOR**  
**ST PETER'S HOUSE CHAPLAINCY**

Jane Cooksey Limited  
FCCA  
15/16 Boarshurst Bus. Park,  
Boarshurst Lane, Greenfield  
Oldham  
Lancashire  
OL3 7ER

**ST PETER'S HOUSE CHAPLAINCY**

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**FOR THE YEAR ENDED 31 JULY 2021**

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## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2021**

The trustees present their report with the financial statements of the charity for the year ended 31 July 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

#### **OBJECTIVES**

The objects of the CIO are:

- (1) To advance Christian Religion for the benefit of the public in the Metropolitan District of Manchester or elsewhere by:
  - (a) the work and ministry of the persons appointed to undertake religious services and faith-based pastoral support, give spiritual direction and be chaplains (including lay workers) at any of the institutions of Higher Education in the Metropolitan District of Manchester (and their affiliated institutions); and
  - (b) advice and counselling on the education and wellbeing of students, staff and members of such institutions of Higher Education.
- (2) The promotion of religious harmony for the public benefit in the Metropolitan District of Manchester area or elsewhere.

The aims are fulfilled through the work of the chaplaincy team employed by the CIO, and activities that they organize and manage, including:

- Weekday prayers and services
- Co-ordination of the Universities' Multi-Faith Chaplaincy
- A holistic Covid-19 response project assisting students in most need.
- A volunteer programme
- Pastoral Care of students
- A Community Café.
- A Wholeness Programme
- Work with International students - particularly Mandarin speakers.
- Running St Peter's House as a chaplaincy centre
- Providing office space for a variety of Student Support Organisations and 'The DePaul Trust' - a charity that works with homeless young people.

#### **Public benefit**

The Trustees have considered the Charity Commission's guidance on Public Benefit.

As a charity established for Christian chaplaincy to the higher education institutions (HEIs) in Manchester, the public benefit provides is largely to students and staff of those HEIs, some 85,000 people. This restriction arises from our objectives, and is appropriate given our resources, and the chaplaincy provision made in other university towns.

In furtherance of its objectives, in 2020-21 the charity:

## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2021**

- Employed a chaplaincy team and provided office and meeting accommodation.
- Provide a multi-faith prayer room and chapel.

The chaplaincy team provided:

- Pastoral support of students and staff, particularly where their problems have a religious component.
- Volunteering Opportunities.
- A place of belonging for staff and students of the Universities.
- Wellbeing Services
- A holistic Covid-19 response project called 'The Well'
- Guidance and tuition in physical and spiritual wellbeing.
- Advice to the Universities on matters of faith and the religious requirements of the students.
- Co-ordination of the Universities' Multi-Faith Chaplaincy, so promoting religious harmony in the area.

#### **Staffing**

The team for this year has been:

Rev'd Ben Edson	Director
Hannah Skinner	Director of Engagement and Development
Selena Tai	Chaplaincy Assistant to Mandarin speaking students (until July 21)
Tracey Saltsman	Team PA and Finance Assistant
Ben Limb	Head Chef Milk & Honey Cafe
Chris Collins	Milk & Honey Cafe Manager
Andreai Franchi	Cleaner
Choel Cartwright	Gardener
James Newman	Digital Communications Officer (September 2020 – April 21)

## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2021**

#### **OBJECTIVES AND ACTIVITIES**

##### Covid-19

Covid-19 has been the dominant factor throughout this year. The team at St. Peter's House Chaplaincy made an innovative response to the pandemic through the establishment of 'The Well' in September 2020 under the leadership of Hannah Skinner. The Well is a short-term holistic response project to the needs on and around campus caused - and exacerbated – by Covid-19. Through this entire year students have been required to isolate either with the virus, or because they are a close contact of someone with the virus. The Well sought to address the needs of these students, plus other students whose are struggling with finance and their wellbeing during these extended periods of lockdown and isolation.

The Well can be divided into two halves:

- An emergency food provision that ties together ingredients with recipes and the confidence/skills to cook
- A Wholeness offer to people's deeper, human needs.

Through a referral process we identify students with immediate food need and each week are provided with a 'Well Pack'. A Well Pack contains cooked meals or groceries(as appropriate to the individual) for four days, recipe cards and links to recorded online cookery tutorials with the Milk & Honey chef teaching the students how to prepare the food. The initial support period is four weeks but re-referrals can be made once the initial support period is over.

There are currently over 50 online cooking tutorials on the St. Peter's House website. These feature various members of the team preparing the meals being provided.

The Wholeness offer of The Well is broad and involves:

- Podcasts.
- Online live lessons of Yoga, Mindfulness and Pilates.
- Pre-recorded Studio Sessions including: Yoga & Mindful Movement, Pilates, Meditations, Faith Journeys, Story Telling, Spoken Word and content in Mandarin.
- A weekly reflective blog post.
- A weekly e-bulletin containing links to the online recipes, and much of the programme.

Students can either refer themselves onto the Well or can be referred by a member of staff from one of the Universities.

Initial the Well was meant to only run until Christmas but the need was so high The Well continued. Over the course of the year we provided 16,070 meals for approximately 415 people.

- 52% are self-referring students from Manchester Metropolitan University.
- 32% are self-referring students from The University of Manchester.
- 6% are students from Manchester Metropolitan University who have been referred.
- 5% are students from The University of Manchester who have been referred.
- 2% are local people.

## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2021**

We have sought feedback from the people that we have supported and here is some of that feedback:

Thank you SO much for the support you've given \*\*\*. She is absolutely over the moon with the package you provided her, it's really made a huge difference to how she was feeling and to her situation. It's an amazing thing that you are all doing.

The recipes were amazingly prepared keeping in mind the limited resources and I commend the chef and team for it. The meals and snacks in these packs were very thoughtful. I want to thank the organisers, chefs, people who prepared, packaged and the ones who delivered these packs. I really appreciate your thoughtfulness.

Just called again to say a massive thank you on behalf of myself and \*\*\*.. Thank you so much again, and you're doing an amazing job making us feel supported during these times!! Stay safe and take care 😊

The Well acted like a friend and parents as well and made me feel like someone cares!

The Well has helped me tremendously with my mental health

It was really helpful. As an international student, I didn't know how to figure out the food situation being in quarantine. I really appreciate their help.

### **Christmas**

Initially the Well was due to finish at Christmas, however following conversations with staff at both Universities it was extended over Christmas. Deliveries were made by a team of volunteer drivers on 17th, 24th and 31st. The 24th included a special Christmas Well pack with a present, festive food and more. We supported 40 students with food and Wellbeing resources and provide 1,320 meals to them over a three week period.

### **Multi-Faith**

St. Peter's House has a number of honorary Chaplains from different faith traditions enabling a progressive and inclusive approach to faith to be offered. The honorary Chaplains are:

- Rabbi Robyn Ashworth-Stein      Jewish
- Fatimah Ashrif      Muslim
- Rachel Kirkwood      Quaker
- Sukhbir Singh      Sikh

### **Iftar Packs**

Over Ramadan we worked alongside the Islamic Society and provided 2,200 Iftar packs over the month of Ramadan. Each Iftar pack contained dates, water and a couple of snack pots for the students to eat each day at the end of their fast.

### **Universities**

St. Peter's House Chaplaincy continue to enjoy an excellent relationship with the educational institutions that are served by the charity. There have been changes in both the large institutions (UoM & MMU) over this year but the relationship continues on a very sound foundation.

## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2021**

#### **Building**

The renovations of the building have continued this year with various smaller pieces of work taking place including the replacement of the external doors upstairs and various other smaller pieces of work.

We received the Quinquennial report this year. There are no urgent actions, but there are significant problems with the roof and the windows that will need attention in the near future.

We have received a rental valuation of the property from Matthews & Goodman LLP these are now the benchmark for our rents.

Our License and Lease agreements were revised this year by Excello Law.

#### **Building ownership**

The building ownership has been ambiguous for some time and so this year we sought to clarify this situation. The current situation is that the building is vested with Official Custodian for Charities on behalf of St. Peter's House Church and Chaplaincy. However this organisation no longer exists and was replaced by SPHC three years ago.

Following conversation with the Manchester Methodist Circuit, the Diocese of Manchester and the Trustees for Methodist Church purposes we agreed a Deed of Declaration of Trust which has sought to bring some clarity to the issues relating to building ownership.

#### **HR Support**

HR support is provided by Grassroots HR. A new Employee Handbook and staff contracts were adopted this year and the holiday year was brought into line with the financial year.

#### **Finance**

Jane Cooksey Ltd continues as our accountant. Garrie Naden is the Treasurer.

#### **Tenants**

The following organisations have had offices in St. Peter's House this year:

- GM Higher - A organisation that works to increase access to Higher Education.
- DePaul Trust - Support for Homeless Young People (including students)
- Jubilee Church – A Church based in Manchester
- Centre for International Women's Artists
- Global Arts Manchester
- Thirty Pound Gentleman
- Proper Job Theatre Company

**ST PETER'S HOUSE CHAPLAINCY**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 JULY 2021**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The board met four times during the year and has met four times since year end.

The CIO's charitable activity is primarily chaplaincy.

**ST PETER'S HOUSE CHAPLAINCY**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 JULY 2021**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1166935

**Principal address**

St Peter's House  
Precinct Centre  
Oxford Road  
Manchester  
M13 9GH

**Trustees**

Name	Nominated by:	
Revd Dr S Oxley	Baptist Union	
Revd T Presswood	Baptist Union	
Revd S. Hilton	Church of England	Resigned 31 December 2021
Ven. K Lund	Church of England	
Ms H Platts	Church of England	
Revd Dr A Lunn	Methodist Church	
Dr B J Treves Brown	Methodist Church	
Revd Dr C Wickens	Methodist Church	
Mrs A Bogg	United Reformed Church	Resigned 23 September 2021
Revd B Jolly	United Reformed Church	Removed 20 <sup>th</sup> January 2022
Ms J Clough	Manchester Metropolitan University	
Mrs S Littlejohn	University of Manchester	Resigned 28 <sup>th</sup> November 2021
Mr S Davies	University of Manchester	Appointed 29 <sup>th</sup> November 2021
Mr M Hart	Co-Opted	Appointed 1 January 2021
Mr T Knowles	Co-Opted	Resigned 10 December 2020
Mr G Naden	Co-Opted	Appointed 16 September 2020
Revd Prof. P Scott	Co-Opted	Resigned 31 December 2020

**Independent Examiner**

Jane Cooksey  
FCCA  
Jane Cooksey Limited  
15/16 Boarshurst Bus. Park,  
Boarshurst Lane, Greenfield  
Oldham  
Lancashire  
OL3 7ER

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
ST PETER'S HOUSE CHAPLAINCY**

**Independent examiner's report to the trustees of St Peter's House Chaplaincy**

I report to the charity trustees on my examination of the accounts of St Peter's House Chaplaincy (the Trust) for the year ended 31 July 2021.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of FCCA which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Jane Cooksey  
FCCA  
Jane Cooksey Limited  
15/16 Boarshurst Bus. Park,  
Boarshurst Lane, Greenfield  
Oldham  
Lancashire  
OL3 7ER

Date: .....

**ST PETER'S HOUSE CHAPLAINCY****STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 JULY 2021**

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	221,767	-	221,767	201,692
<b>Charitable activities</b>					
Chaplaincy activities	5	36,799	-	36,799	55,969
Other trading activities	3	132,733	-	132,733	207,531
Investment income	4	-	-	-	247
<b>Total</b>		391,299	-	391,299	465,439
<b>EXPENDITURE ON</b>					
Raising funds		78,998	-	78,998	104,511
<b>Charitable activities</b>					
Chaplaincy activities		183,673	-	183,673	202,585
Other		97,290	-	97,290	133,487
<b>Total</b>		359,961	-	359,961	440,583
<b>NET INCOME</b>		31,338	-	31,338	24,856
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		95,484	1,866	97,350	72,494
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>126,822</u>	<u>1,866</u>	<u>128,688</u>	<u>97,350</u>

**ST PETER'S HOUSE CHAPLAINCY**

**BALANCE SHEET**  
**31 JULY 2021**

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	9	2,308	-	2,308	3,463
<b>CURRENT ASSETS</b>					
Stocks	10	602	-	602	2,385
Debtors	11	20,377	-	20,377	5,972
Cash at bank		<u>137,501</u>	<u>1,866</u>	<u>139,367</u>	<u>121,884</u>
		158,480	1,866	160,346	130,241
<b>CREDITORS</b>					
Amounts falling due within one year	12	(33,966)	-	(33,966)	(36,354)
<b>NET CURRENT ASSETS</b>		<u>124,514</u>	<u>1,866</u>	<u>126,380</u>	<u>93,887</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>126,822</u>	<u>1,866</u>	<u>128,688</u>	<u>97,350</u>
<b>NET ASSETS</b>		<u><u>126,822</u></u>	<u><u>1,866</u></u>	<u><u>128,688</u></u>	<u><u>97,350</u></u>
<b>FUNDS</b>	13				
Unrestricted funds				126,822	95,484
Restricted funds				<u>1,866</u>	<u>1,866</u>
<b>TOTAL FUNDS</b>				<u><u>128,688</u></u>	<u><u>97,350</u></u>

The financial statements were approved by the Board of Trustees and authorised for issue on .....  
and were signed on its behalf by:

.....  
Trustee

## **ST PETER'S HOUSE CHAPLAINCY**

### **NOTES TO THE FINANCIAL STATEMENTS** **FOR THE YEAR ENDED 31 JULY 2021**

#### **1. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings                      - 25% on reducing balance

##### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

##### **Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2021**

**2. DONATIONS AND LEGACIES**

	2021	2020
	£	£
Core grants	<u>221,767</u>	<u>201,692</u>

**3. OTHER TRADING ACTIVITIES**

	2021	2020
	£	£
Rental Income	117,679	121,780
Recharges	14,147	9,237
Cafe	<u>907</u>	<u>76,514</u>
	<u>132,733</u>	<u>207,531</u>

**4. INVESTMENT INCOME**

	2021	2020
	£	£
Bank Interest Received	<u>-</u>	<u>247</u>

**5. INCOME FROM CHARITABLE ACTIVITIES**

Furlough grants received in the year are matched on a time basis with the associated salary for which the grant is made.

**6. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 July 2021 nor for the year ended 31 July 2020.

**Trustees' expenses**

	2021	2020
	£	£
Trustees' expenses	<u>94</u>	<u>-</u>

**7. STAFF COSTS**

	2021	2020
	£	£
Wages and salaries	151,109	178,570
Social security costs	13,746	15,048
Other pension costs	<u>12,975</u>	<u>13,777</u>
	<u>177,830</u>	<u>207,395</u>

The average monthly number of employees during the year was as follows:

	2021	2020
Chaplaincy	4	5
Trading activities	<u>5</u>	<u>5</u>
	<u>9</u>	<u>10</u>

No employees received emoluments in excess of £60,000.

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2021**

**8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	201,692	-	201,692
<b>Charitable activities</b>			
Chaplaincy activities	55,969	-	55,969
Other trading activities	207,531	-	207,531
Investment income	<u>247</u>	<u>-</u>	<u>247</u>
<b>Total</b>	465,439	-	465,439
<b>EXPENDITURE ON</b>			
Raising funds	104,511	-	104,511
<b>Charitable activities</b>			
Chaplaincy activities	202,585	-	202,585
Other	<u>133,487</u>	<u>-</u>	<u>133,487</u>
<b>Total</b>	440,583	-	440,583
<b>NET INCOME</b>	24,856	-	24,856
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>			
As previously reported	77,804	1,866	79,670
Prior year adjustment	<u>(7,176)</u>	<u>-</u>	<u>(7,176)</u>
<b>As restated</b>	70,628	1,866	72,494
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>95,484</u>	<u>1,866</u>	<u>97,350</u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2021**

**9. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £
<b>COST</b>	
At 1 August 2020 and 31 July 2021	<u>10,943</u>
<b>DEPRECIATION</b>	
At 1 August 2020	7,480
Charge for year	<u>1,155</u>
At 31 July 2021	<u>8,635</u>
<b>NET BOOK VALUE</b>	
At 31 July 2021	<u>2,308</u>
At 31 July 2020	<u>3,463</u>

**10. STOCKS**

	2021 £	2020 £
Stocks	<u>602</u>	<u>2,385</u>

**11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021 £	2020 £
Trade debtors	12,270	5,322
Bad Debt Provision	(525)	(911)
Other debtors	1,966	1,353
VAT	2,957	208
Prepayments and accrued income	<u>3,709</u>	<u>-</u>
	<u>20,377</u>	<u>5,972</u>

**12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021 £	2020 £
Trade creditors	1,832	1,653
Taxation and social security	2,253	4,430
Other creditors	<u>29,881</u>	<u>30,271</u>
	<u>33,966</u>	<u>36,354</u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2021**

**13. MOVEMENT IN FUNDS**

	At 1.8.20 £	Net movement in funds £	At 31.7.21 £
<b>Unrestricted funds</b>			
General fund	95,484	31,338	126,822
<b>Restricted funds</b>			
St Martin's Fund	75	-	75
Student Hardship Fund - overseas	135	-	135
Student Hardship Fund - local	1,337	-	1,337
Hetherington Memorial Fund	<u>319</u>	<u>-</u>	<u>319</u>
	<u>1,866</u>	<u>-</u>	<u>1,866</u>
<b>TOTAL FUNDS</b>	<u>97,350</u>	<u>31,338</u>	<u>128,688</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	391,299	(359,961)	31,338
	<u>391,299</u>	<u>(359,961)</u>	<u>31,338</u>
<b>TOTAL FUNDS</b>	<u>391,299</u>	<u>(359,961)</u>	<u>31,338</u>

**Comparatives for movement in funds**

	At 1.8.19 £	Prior year adjustment £	Net movement in funds £	At 31.7.20 £
<b>Unrestricted funds</b>				
General fund	77,804	(7,176)	24,856	95,484
<b>Restricted funds</b>				
St Martin's Fund	75	-	-	75
Student Hardship Fund - overseas	135	-	-	135
Student Hardship Fund - local	1,337	-	-	1,337
Hetherington Memorial Fund	<u>319</u>	<u>-</u>	<u>-</u>	<u>319</u>
	<u>1,866</u>	<u>-</u>	<u>-</u>	<u>1,866</u>
<b>TOTAL FUNDS</b>	<u>79,670</u>	<u>(7,176)</u>	<u>24,856</u>	<u>97,350</u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2021**

**13. MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	465,439	(440,583)	24,856
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>465,439</u>	<u>(440,583)</u>	<u>24,856</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.8.19 £	Prior year adjustment £	Net movement in funds £	At 31.7.21 £
<b>Unrestricted funds</b>				
General fund	77,804	(7,176)	56,194	126,822
<b>Restricted funds</b>				
St Martin's Fund	75	-	-	75
Student Hardship Fund - overseas	135	-	-	135
Student Hardship Fund - local	1,337	-	-	1,337
Hetherington Memorial Fund	319	-	-	319
	<hr/>	<hr/>	<hr/>	<hr/>
	1,866	-	-	1,866
	<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>79,670</u>	<u>(7,176)</u>	<u>56,194</u>	<u>128,688</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	856,738	(800,544)	56,194
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>856,738</u>	<u>(800,544)</u>	<u>56,194</u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2021**

**14. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 July 2021.

**ST PETER'S HOUSE CHAPLAINCY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 JULY 2021**

	2021 £	2020 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Core grants	221,767	201,692
<b>Other trading activities</b>		
Rental Income	117,679	121,780
Recharges	14,147	9,237
Cafe	<u>907</u>	<u>76,514</u>
	132,733	207,531
<b>Investment income</b>		
Bank Interest Received	-	247
<b>Charitable activities</b>		
Grants	<u>36,799</u>	<u>55,969</u>
<b>Total incoming resources</b>	391,299	465,439
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Bad debts	(386)	911
Cafe costs	<u>79,384</u>	<u>103,600</u>
	78,998	104,511
<b>Charitable activities</b>		
Trustees' expenses	94	-
Wages	136,336	160,167
Social security	13,046	14,159
Pensions	12,148	12,971
Advertising	2,732	2,292
Chaplains Programme Fund	<u>17,157</u>	<u>10,467</u>
	181,513	200,056
<b>Support costs</b>		
<b>Management</b>		
Depreciation of tangible and heritage assets	1,154	1,154
<b>Finance</b>		
Bank charges	149	344
<b>Other</b>		
Wages	14,773	18,403
Social security	700	889
Pensions	827	806
Carried forward	16,300	20,098

**ST PETER'S HOUSE CHAPLAINCY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 JULY 2021**

	2021	2020
	£	£
<b>Other</b>		
Brought forward	16,300	20,098
Insurance	11,551	12,090
Light and heat	9,608	9,537
Repairs and renewals	42,953	81,918
Refuse and cleaning	5,258	1,447
Professional fees	6,647	3,194
Rates	-	1,400
Office hardware/software	4,011	2,841
Sundries	189	756
Accountants remuneration	<u>1,630</u>	<u>1,237</u>
	<u>98,147</u>	<u>134,518</u>
Total resources expended	<u>359,961</u>	<u>440,583</u>
<b>Net income</b>	<u><u>31,338</u></u>	<u><u>24,856</u></u>

**ST PETER'S HOUSE CHAPLAINCY**

England & Wales - Charity number 1166935

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# Accounts

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**REPORT OF THE TRUSTEES AND**  
**UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2020**  
**FOR**  
**ST PETER'S HOUSE CHAPLAINCY**

Jane Cooksey Limited  
15/16 Boarshurst Bus. Park,  
Boarshurst Lane, Greenfield  
Oldham  
Lancashire  
OL3 7ER

**ST PETER'S HOUSE CHAPLAINCY**

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**FOR THE YEAR ENDED 31 JULY 2020**

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## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2020**

The trustees present their report with the financial statements of the charity for the year ended 31 July 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

The objects of the CIO are:

(1) To advance Christian Religion for the benefit of the public in the Metropolitan District of Manchester or elsewhere by:

(a) the work and ministry of the persons appointed to undertake religious services and faith-based pastoral support, give spiritual direction and be chaplains (including lay workers) at any of the institutions of Higher Education in the Metropolitan District of Manchester (and their affiliated institutions); and

(b) advice and counselling on the education and wellbeing of students, staff and members of such institutions of Higher Education.

(2) The promotion of religious harmony for the public benefit in the Metropolitan District of Manchester area or elsewhere.

The aims are fulfilled through the work of three chaplains employed by the CIO, and activities that they organize and manage, including:

- Weekday prayers and services
- Co-ordination of the Universities' Multi-Faith Chaplaincy
- A volunteer programme
- The provision of a place where university students and staff can congregate and encounter each other and the divine.
- Pastoral Care of students
- A Community Café.
- A Wholeness Programme
- Work with International students - particularly Mandarin speakers.
- Running St Peter's House as a chaplaincy centre
- Office space for a variety of Student Support Organisations and 'The DePaul Trust' - a charity that works with homeless young people.

##### **Public benefit**

The Trustees have considered the Charity Commission's guidance on Public Benefit.

As a charity established for Christian chaplaincy to the higher education institutions (HEIs) in Manchester, the public benefit provides is largely to students and staff of those HEIs, some 85,000 people. This restriction arises from our objectives, and is appropriate given our resources, and the chaplaincy provision made in other university towns.

In furtherance of its objectives, in 2019-20 the charity:

Employed a chaplaincy team and provided office and meeting accommodation. Provide a multi-faith prayer room and chapel.

The chaplaincy team provided:

- Pastoral support of students and staff, particularly where their problems have a religious component.
- Volunteering Opportunities.
- A place of belonging for staff and students of the Universities.
- Guidance and tuition in physical and spiritual wellbeing.
- Advice to the Universities on matters of faith and the religious requirements of the students.
- Co-ordination of the Universities' Multi-Faith Chaplaincy, so promoting religious harmony in the area.

## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2020**

#### **ACHIEVEMENT AND PERFORMANCE**

Until March 2020, St Peter's House Chaplaincy operated as described in the following paragraphs. However, from the end of March, the first national lockdown due to the Covid-19 pandemic meant that the Chaplaincy and all its activities, including Milk and Honey café, were closed to the public. All staff members were furloughed, except Ben Edson and Hannah Skinner who continued to keep the organisation running on-line. Subsequent to the year end, due to ongoing Covid-19 restrictions at different levels, it has not been possible to re-open operations to the public, including the café; in response to this further development of on-line support to our communities has been carried out, combined into a project called The Well. Amongst The Well's offerings has been the provision of ingredients for meals with cooking instructions or provision of cooked meals to students in hardship. By Christmas 2020 over 3,500 meals had been provided.

#### **Chaplaincy to Students and Staff**

St. Peter's House continues to be a vibrant place with staff and students accessing the chaplaincy in a variety of innovative ways. The chaplaincy team are present daily within the cafe to support students and University staff, and also through offering pastoral care, multi-faith work, volunteering and spiritual support. A number of vulnerable young people from the Universities and other agencies are supported through the volunteering programme. These volunteers experience first-hand the positive impact of Christian people and practices on their lives.

#### **Universities**

St. Peter's House Chaplaincy continue to enjoy an excellent relationship with the educational institutions that are served by the charity. There have been changes in both the large institutions (UoM & MMU) over this year but the relationship continues on a very sound foundation.

#### **Building**

The renovations of the building have continued this year. A number of upstairs offices were renovated to provide offices for GM Higher and there were a variety of small internal alterations made. The building is well used and continues to be a valuable resource for the Chaplaincy

## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2020**

#### **Staffing**

The staff team this year has seen significant changes with three members of staff leaving who were not replaced during the year largely due to the Covid-19 pandemic. Subsequent to the year end, a Digital Communications Officer was appointed in response to the increase of on-line support offered by the Chaplaincy during the pandemic. The current team is:

Rev'd Ben Edson - Director

Hannah Skinner - Director of Engagement and Development

Selena Tai - Chaplaincy Assistant (Mandarin speaking students)

Tracey Saltsman - Team PA and Finance Assistant

Ben Limb - Head Chef Milk & Honey Cafe

Chris Collins - Milk & Honey Cafe Manager

Andreai Franchi - Cleaner

Choel Cartwright - Gardener

James Newman (joined September 2020) - Digital Communications Officer

From September to December 2019 David Murray, an Ordinand from Chester Diocese, was on placement with us.

Rev'd Adam Scott (Chaplain) left St. Peter's House in September 2019

Rev'd Caroline Ryder (Chaplain) left in February 2020

Christine Shaw (Assistant Chef) left in February 2020

The Core Team of St. Peter's House consists of Ben Edson, Hannah Skinner and Selena Tai.

#### **Strategy**

In June 2019, the Board implemented a new Objectives and Strategy paper. The first part of 2019/20 included managing the staff changes noted above, as well as some changes in the trustees including the Chair; then the Covid-19 pandemic struck and so only limited progress has been made in relation to this paper. The Objectives and Strategy will be reviewed and updated once it is clear when our operations can reopen to the public.

#### **Volunteering**

Volunteering is a significant way that the Chaplaincy engages with the Universities and the Student community. Since its launch in February 2018 over 10,000 volunteer hours have been contributed to St. Peter's House and hence represents a significant area of growth. Volunteers work across the following five areas:

Milk & Honey Cafe

Bee Keeping

Gardening

Wholeness

Volunteer Chaplains

The Chaplaincy has been well supported by both Universities through the MMU Student Union volunteer hub and the Volunteering Programme at Manchester University and Manchester University Student's Union.

This year links have been developed with the Manchester Deaf Centre, The DePaul Trust, Work Fit and Pure Innovations. Through developing volunteering opportunities with these organisations, the programme has broadened enabling people from all walks of life to volunteer alongside each other. The student experience can be homogenous, and the volunteering programme provides a place of bridging social capital that enables students to encounter a breadth of people from across the city.

## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2020**

#### **Wholeness**

The Wholeness programme has been further developed under the guidance of Hannah Skinner. Poor student mental health has been well documented and the Wholeness programme responds to this through Yoga, Mindfulness, Gardening and Pastoral Care. This is offered by a blend of the Chaplaincy Core Team and external practitioners who run classes on behalf of St. Peter's House. Excellent links have been developed with 'Sporticipate' at the University of Manchester (a programme that seeks to encourage students into exercise).

#### **Multi-Faith**

The Universities have appointed Rev'd Ben Edson as the Multi-Faith Chaplaincy Co-ordinator. Through this role the charity oversees, on behalf of the Universities, a Multi-Faith Chaplaincy team from the following faith traditions: Catholic, Muslim, Hindu, Jewish, Buddhist, Quaker and Sikhism.

St. Peter's House has a number of honorary Chaplains from different faith traditions enabling a progressive and inclusive approach to faith to be offered. The honorary Chaplains are:

- Rabbi Robyn Ashworth-Stein - Jewish
- Fatimah Ashrif - Muslim
- Rachel Kirkwood - Quaker
- Sukhbir Singh - Sikh

#### **Mandarin Community**

Under the leadership of Selena Tai the work with the Mandarin speaking students has flourished with the launch of *The Mandarin Community*. The Mandarin Community meet regularly, offering a welcome and a place of belonging to Mandarin speaking students. Each month The Mandarin Community host a Festival Night and a Mandarin conversational group. These events are well attended and have served to integrate the work of the Mandarin Chaplaincy into St. Peter's House. This work has been supported through a grant from the Presbyterian Church of Taiwan and URC.

#### **Programme**

The Programme has continued to evolve into a broad, varied and inclusive offering. The weekly programme has included: Pilates, Yoga, Mood & Food, Mindful Movement and Meditation, Global Crafts of Wellbeing, Healing Arts, Hand Massage and Book Club. Alongside the weekly programme is a monthly programme which includes a Mandarin Community Festival Night, Let's Talk Mandarin, Cook School and a Night Cafe.

Special one-off events that draw together the student community of Manchester with a particular focus are part of the programme. They are often partnership events, one example was the Annual Transgender Day of Remembrance event which attracted over 70 people and partners from the The Proud Trust and the Equalities and Diversity teams at both Universities. Other events have been The Carol Concert at Whitworth Hall and the annual Act of Remembrance for the University of Manchester.

## **ST PETER'S HOUSE CHAPLAINCY**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 JULY 2020**

#### **The Spark Rooms**

The Spark Rooms - a hub for social entrepreneurs, charities and not-for profit organisations based at St. Peter's House - has continued to develop over the year. Through the Spark Rooms support has been given to a range of charities and student start-ups. The organisations that have been based in The Spark Rooms this year are:

Thirty Pound Gentleman  
Proper Job Theatre  
Love for The Streets  
Miss Money Penny  
Global Arts Manchester  
Feed our City  
South Manchester Food Bank

#### **Milk & Honey Cafe**

Milk & Honey cafe celebrated its second year of trading, in these two years over 25,000 lunches and over 44,500 ethical drinks have been served. The food is all sourced locally as cooked onsite by the Head Chef who works alongside volunteers. Volunteers learn skills, grow in confidence, build community and benefit from the wider services of the Chaplaincy. The chaplaincy core team works alongside volunteers and the cafe team to deliver the charitable objectives of St. Peter's House.

Milk and Honey hosts a number of organisations in the evenings. These include The LGBT Foundation, Rainbow Noir (The Proud Trust's BAME LGBT+ group), The International Society and an AA group. All these organisations have spoken warmly about the welcome that they have received from St. Peter's House.

#### **Finance**

Jane Cooksey Ltd continues as our accountant. Garrie Naden is the Treasurer.

#### **Tenants**

The following organisations have had offices in St. Peter's House this year:

Barry Bennet - Student Support Services  
Randstad - Student Support Services  
GM Higher - A organisation that works to increase access to Higher Education.  
DePaul Trust - Support for Homeless Young People (including students)  
CIWA - Centre for International Women Artists  
Jubilee Church

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The board met four times during the year and has met four times since year end.

The CIO's charitable activity is primarily chaplaincy.

**ST PETER'S HOUSE CHAPLAINCY**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 JULY 2020**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1166935

**Principal address**

St Peter's House  
Precinct Centre  
Oxford Road  
Manchester  
M13 9GH

**Trustees**

Revd Dr S Oxley	Baptist Union	
Revd T Presswood	Baptist Union	
Revd S. Hilton	Church of England	Appointed 14 October 2019
Ven. K Lund	Church of England	
Ms H Platts	Church of England	Appointed 14 October 2019
Revd Dr A Lunn	Methodist Church	Appointed 14 October 2019
Dr B J Treves Brown	Methodist Church	
Revd Dr C Wickens	Methodist Church	
Mrs A Bogg	United Reformed Church	
Revd B Jolly	United Reformed Church	Appointed 28 February 2020
Ms R Lewin	Manchester Metropolitan University	Resigned 6 January 2020
Ms J Singleton	Manchester Metropolitan University	Appointed 28 February 2020
Mrs S Littlejohn	University of Manchester	
Mr M Hart	Co-Opted	Appointed 1 January 2021
Mr T Knowles	Co-Opted	Resigned 10 December 2020
Mr G Naden	Co-Opted	Appointed 16 September 2020
Ms T Reinheimer-Jones	Co-Opted	Resigned 16 December 2019
Revd Prof. P Scott	Co-Opted	Appointed 21 February 2020 Resigned 31 December 2020
Dr B Woodhall	Co-Opted	Resigned 28 February 2020

Approved by order of the board of trustees on 16 March 2021 and signed on its behalf by:

.....  
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
ST PETER'S HOUSE CHAPLAINCY**

**Independent examiner's report to the trustees of St Peter's House Chaplaincy**

I report to the charity trustees on my examination of the accounts of St Peter's House Chaplaincy (the Trust) for the year ended 31 July 2020.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of FCCA which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Jane Cooksey  
FCCA  
Jane Cooksey Limited  
15/16 Boarshurst Bus. Park,  
Boarshurst Lane, Greenfield  
Oldham  
Lancashire  
OL3 7ER

Date: 16 March 2021

**ST PETER'S HOUSE CHAPLAINCY**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 JULY 2020**

		Unrestricted fund	Restricted funds	2020 Total funds	2019 Total funds as restated
	Notes	£	£	£	£
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	201,692	-	201,692	219,095
<b>Charitable activities</b>					
Chaplaincy activities	5	55,969	-	55,969	-
Other trading activities	3	207,531	-	207,531	237,301
Investment income	4	<u>247</u>	<u>-</u>	<u>247</u>	<u>-</u>
<b>Total</b>		465,439	-	465,439	456,396
<b>EXPENDITURE ON</b>					
Raising funds		104,511	-	104,511	266,757
<b>Charitable activities</b>					
Chaplaincy activities		202,585	-	202,585	230,986
Other		<u>133,487</u>	<u>-</u>	<u>133,487</u>	<u>-</u>
<b>Total</b>		440,583	-	440,583	497,743
Net gains/(losses) on investments		<u>-</u>	<u>-</u>	<u>-</u>	<u>(7,176)</u>
<b>NET INCOME/(EXPENDITURE)</b>		24,856	-	24,856	(48,523)
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>					
As previously reported		77,804	1,866	79,670	121,017
Prior year adjustment	9	<u>(7,176)</u>	<u>-</u>	<u>(7,176)</u>	<u>-</u>
<b>As restated</b>		70,628	1,866	72,494	121,017
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>95,484</u>	<u>1,866</u>	<u>97,350</u>	<u>72,494</u>

The notes form part of these financial statements

**ST PETER'S HOUSE CHAPLAINCY**

**BALANCE SHEET**  
**31 JULY 2020**

	Notes	Unrestricted fund £	Restricted funds £	2020 Total funds £	2019 Total funds as restated £
<b>FIXED ASSETS</b>					
Tangible assets	10	3,463	-	3,463	4,617
<b>CURRENT ASSETS</b>					
Stocks	11	2,385	-	2,385	2,000
Debtors	12	5,972	-	5,972	3,542
Cash at bank and in hand		<u>120,018</u>	<u>1,866</u>	<u>121,884</u>	<u>85,791</u>
		128,375	1,866	130,241	91,333
<b>CREDITORS</b>					
Amounts falling due within one year	13	<u>(36,354)</u>	-	<u>(36,354)</u>	<u>(23,456)</u>
<b>NET CURRENT ASSETS</b>		<u>92,021</u>	<u>1,866</u>	<u>93,887</u>	<u>67,877</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>95,484</u>	<u>1,866</u>	<u>97,350</u>	<u>72,494</u>
<b>NET ASSETS</b>		<u>95,484</u>	<u>1,866</u>	<u>97,350</u>	<u>72,494</u>
<b>FUNDS</b>	14				
Unrestricted funds				95,484	70,628
Restricted funds				<u>1,866</u>	<u>1,866</u>
<b>TOTAL FUNDS</b>				<u>97,350</u>	<u>72,494</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 16 March 2021 and were signed on its behalf by:

.....  
Trustee

## **ST PETER'S HOUSE CHAPLAINCY**

### **NOTES TO THE FINANCIAL STATEMENTS** **FOR THE YEAR ENDED 31 JULY 2020**

#### **1. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings                      - 25% on reducing balance

##### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

##### **Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

##### **Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2020**

**2. DONATIONS AND LEGACIES**

	2020	2019 as restated
	£	£
Core grants	201,692	205,818
Donations	-	13,277
	<u>201,692</u>	<u>219,095</u>

**3. OTHER TRADING ACTIVITIES**

	2020	2019 as restated
	£	£
Rental Income	121,780	87,257
Recharges	9,237	13,932
Cafe	<u>76,514</u>	<u>136,112</u>
	<u>207,531</u>	<u>237,301</u>

**4. INVESTMENT INCOME**

	2020	2019 as restated
	£	£
Bank Interest Received	<u>247</u>	<u>-</u>

**5. INCOME FROM CHARITABLE ACTIVITIES**

Furlough grants received in the year are matched on a time basis with the associated salary for which the grant is made.

During the year a grant of £25,000 was received from the local government in relation to Covid-19.

**6. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 July 2020 nor for the year ended 31 July 2019.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 July 2020 nor for the year ended 31 July 2019.

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2020**

**7. STAFF COSTS**

	2020	2019 as restated
	£	£
Wages and salaries	178,570	212,239
Social security costs	15,048	19,968
Other pension costs	<u>13,777</u>	<u>17,429</u>
	<u>207,395</u>	<u>249,636</u>

The average monthly number of employees during the year was as follows:

	2020	2019 as restated
Chaplaincy	5	6
Trading activities	<u>5</u>	<u>7</u>
	<u>10</u>	<u>13</u>

No employees received emoluments in excess of £60,000.

**8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund	Restricted funds	Total funds as restated
	£	£	£
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	219,095	-	219,095
Other trading activities	<u>237,301</u>	<u>-</u>	<u>237,301</u>
<b>Total</b>	456,396	-	456,396
<b>EXPENDITURE ON</b>			
Raising funds	266,757	-	266,757
<b>Charitable activities</b>			
Chaplaincy activities	<u>229,213</u>	<u>1,773</u>	<u>230,986</u>
<b>Total</b>	495,970	1,773	497,743
Net gains/(losses) on investments	<u>(7,176)</u>	<u>-</u>	<u>(7,176)</u>
<b>NET INCOME/(EXPENDITURE)</b>	(46,750)	(1,773)	(48,523)
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<u>117,378</u>	<u>3,639</u>	<u>121,017</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>70,628</u>	<u>1,866</u>	<u>72,494</u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2020**

**9. PRIOR YEAR ADJUSTMENT**

The Art work is considered by the trustees to have no value and its revaluation should have been reflected in the previous year's accounts.

**10. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £
<b>COST</b>	
At 1 August 2019 and 31 July 2020	<u>10,943</u>
<b>DEPRECIATION</b>	
At 1 August 2019	6,326
Charge for year	<u>1,154</u>
At 31 July 2020	<u>7,480</u>
<b>NET BOOK VALUE</b>	
At 31 July 2020	<u><u>3,463</u></u>
At 31 July 2019	<u><u>4,617</u></u>

**11. STOCKS**

	2020	2019 as restated
	£	£
Stocks	<u>2,385</u>	<u>2,000</u>

**12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2020	2019 as restated
	£	£
Trade debtors	5,322	3,043
Bad Debt Provision	(911)	-
Other debtors	1,353	499
VAT	<u>208</u>	<u>-</u>
	<u><u>5,972</u></u>	<u><u>3,542</u></u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2020**

**13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2020	2019 as restated
	£	£
Trade creditors	1,653	2,161
Taxation and social security	4,430	3,447
Other creditors	<u>30,271</u>	<u>17,848</u>
	<u>36,354</u>	<u>23,456</u>

**14. MOVEMENT IN FUNDS**

	At 1.8.19 £	Prior year adjustment £	Net movement in funds £	At 31.7.20 £
<b>Unrestricted funds</b>				
General fund	77,804	(7,176)	24,856	95,484
<b>Restricted funds</b>				
St Martin's Fund	75	-	-	75
Student Hardship Fund - overseas	135	-	-	135
Student Hardship Fund - local	1,337	-	-	1,337
Hetherington Memorial Fund	<u>319</u>	<u>-</u>	<u>-</u>	<u>319</u>
	<u>1,866</u>	<u>-</u>	<u>-</u>	<u>1,866</u>
<b>TOTAL FUNDS</b>	<u>79,670</u>	<u>(7,176)</u>	<u>24,856</u>	<u>97,350</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	465,439	(440,583)	24,856
	<u>465,439</u>	<u>(440,583)</u>	<u>24,856</u>
<b>TOTAL FUNDS</b>	<u>465,439</u>	<u>(440,583)</u>	<u>24,856</u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2020**

**14. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1.8.18 £	Net movement in funds £	At 31.7.19 £
<b>Unrestricted funds</b>			
General fund	117,378	(46,750)	70,628
<b>Restricted funds</b>			
St Martin's Fund	75	-	75
Anglican Chaplain's Expenses	651	(651)	-
Collyhurst Fund	672	(672)	-
Student Hardship Fund - overseas	585	(450)	135
Student Hardship Fund - local	1,337	-	1,337
Hetherington Memorial Fund	319	-	319
	<u>3,639</u>	<u>(1,773)</u>	<u>1,866</u>
<b>TOTAL FUNDS</b>	<u>121,017</u>	<u>(48,523)</u>	<u>72,494</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	456,396	(495,970)	(7,176)	(46,750)
<b>Restricted funds</b>				
Anglican Chaplain's Expenses	-	(651)	-	(651)
Collyhurst Fund	-	(672)	-	(672)
Student Hardship Fund - overseas	-	(450)	-	(450)
	-	<u>(1,773)</u>	-	<u>(1,773)</u>
<b>TOTAL FUNDS</b>	<u>456,396</u>	<u>(497,743)</u>	<u>(7,176)</u>	<u>(48,523)</u>

**ST PETER'S HOUSE CHAPLAINCY**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 JULY 2020**

**14. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.8.18 £	Prior year adjustment £	Net movement in funds £	At 31.7.20 £
<b>Unrestricted funds</b>				
General fund	117,378	(7,176)	(21,894)	88,308
<b>Restricted funds</b>				
St Martin's Fund	75	-	-	75
Anglican Chaplain's Expenses	651	-	(651)	-
Collyhurst Fund	672	-	(672)	-
Student Hardship Fund - overseas	585	-	(450)	135
Student Hardship Fund - local	1,337	-	-	1,337
Hetherington Memorial Fund	<u>319</u>	<u>-</u>	<u>-</u>	<u>319</u>
	<u>3,639</u>	<u>-</u>	<u>(1,773)</u>	<u>1,866</u>
<b>TOTAL FUNDS</b>	<u>121,017</u>	<u>(7,176)</u>	<u>(23,667)</u>	<u>90,174</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	921,835	(936,553)	(7,176)	(21,894)
<b>Restricted funds</b>				
Anglican Chaplain's Expenses	-	(651)	-	(651)
Collyhurst Fund	-	(672)	-	(672)
Student Hardship Fund - overseas	-	<u>(450)</u>	-	<u>(450)</u>
	-	<u>(1,773)</u>	-	<u>(1,773)</u>
<b>TOTAL FUNDS</b>	<u>921,835</u>	<u>(938,326)</u>	<u>(7,176)</u>	<u>(23,667)</u>

**15. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 July 2020.

**ST PETER'S HOUSE CHAPLAINCY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 JULY 2020**

	2020	2019
	£	as restated £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Core grants	201,692	205,818
Donations	-	<u>13,277</u>
	201,692	219,095
<b>Other trading activities</b>		
Rental Income	121,780	87,257
Recharges	9,237	13,932
Cafe	<u>76,514</u>	<u>136,112</u>
	207,531	237,301
<b>Investment income</b>		
Bank Interest Received	247	-
<b>Charitable activities</b>		
Grants	<u>55,969</u>	<u>-</u>
<b>Total incoming resources</b>	465,439	456,396
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Bad debts	911	13,869
Cafe costs	<u>103,600</u>	<u>131,058</u>
	104,511	144,927
<b>Charitable activities</b>		
Wages	160,167	179,296
Social security	14,159	18,450
Pensions	12,971	16,557
Advertising	2,292	1,103
Chaplains Programme Fund	<u>10,467</u>	<u>13,282</u>
	200,056	228,688
<b>Support costs</b>		
<b>Management</b>		
Depreciation of tangible and heritage assets	1,154	1,539
<b>Finance</b>		
Bank charges	344	121
<b>Other</b>		
Wages	18,403	32,943
Carried forward	18,403	32,943

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**ST PETER'S HOUSE CHAPLAINCY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 JULY 2020**

	2020	2019
	£	as restated £
<b>Other</b>		
Brought forward	18,403	32,943
Social security	889	1,518
Pensions	806	872
Other operating leases	-	374
Insurance	12,090	12,207
Light and heat	9,537	13,785
Security	-	67
Professional fees	3,194	1,107
Repairs and renewals	81,918	45,352
Cleaning and refuse	1,447	4,952
Rates	1,400	3,729
Hardware and software	2,841	2,833
Sundries	756	1,137
Accountants remuneration for non audit work	<u>1,237</u>	<u>1,592</u>
	<u>134,518</u>	<u>122,468</u>
Total resources expended	<u>440,583</u>	<u>497,743</u>
<b>Net income/(expenditure)</b>	<u>24,856</u>	<u>(41,347)</u>

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