

**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<br>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<br>fund | Restricted<br>funds | 2020<br>Total<br>funds | 2019<br>Total<br>funds<br>as restated |
|--|-------|----------------------|---------------------|------------------------|---------------------------------------|
|  | Notes | £                    | £                   | £                      | £                                     |
| <b>INCOME AND ENDOWMENTS FROM</b>      |       |                      |                     |                        |                                       |
| Donations and legacies                 | 2     | 201,692              | -                   | 201,692                | 219,095                               |
| <b>Charitable activities</b>           | 5     |                      |                     |                        |                                       |
| Chaplaincy activities                  |       | 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                               |
| <br><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)                              |
| <br><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                               |
| <br><b>TOTAL FUNDS CARRIED FORWARD</b> |       | <u><u>95,484</u></u> | <u><u>1,866</u></u> | <u><u>97,350</u></u>   | <u><u>72,494</u></u>                  |

The notes form part of these financial statements

**ST PETER'S HOUSE CHAPLAINCY****BALANCE SHEET****31 JULY 2020**

|  |       | Unrestricted<br>fund | Restricted<br>funds | 2020<br>Total<br>funds | 2019<br>Total<br>funds<br>as restated |
|--|-------|----------------------|---------------------|------------------------|---------------------------------------|
|  | Notes | £                    | £                   | £                      | £                                     |
| <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>-</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<br/>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

**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<br>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<br>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<br>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<br>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<br>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<br>fund | Restricted<br>funds | Total<br>funds<br>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<br>and<br>fittings<br>£ |
|-----------------------------------|----------------------------------|
| <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>3,463</u>                     |
| At 31 July 2019                   | <u>4,617</u>                     |

**11. STOCKS**

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

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

|                    | 2020         | 2019<br>as restated |
|--------------------|--------------|---------------------|
|                    | £            | £                   |
| Trade debtors      | 5,322        | 3,043               |
| Bad Debt Provision | (911)        | -                   |
| Other debtors      | 1,353        | 499                 |
| VAT                | <u>208</u>   | <u>-</u>            |
|                    | <u>5,972</u> | <u>3,542</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<br>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><u>36,354</u></u> | <u><u>23,456</u></u> |

**14. MOVEMENT IN FUNDS**

|                                  | At 1.8.19<br>£       | Prior<br>year<br>adjustment<br>£ | Net<br>movement<br>in funds<br>£ | At<br>31.7.20<br>£   |
|----------------------------------|----------------------|----------------------------------|----------------------------------|----------------------|
| <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><u>79,670</u></u> | <u><u>(7,176)</u></u>            | <u><u>24,856</u></u>             | <u><u>97,350</u></u> |

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

|                           | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| <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><u>465,439</u></u>      | <u><u>(440,583)</u></u>    | <u><u>24,856</u></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<br>£ | Net<br>movement<br>in funds<br>£ | At<br>31.7.19<br>£ |
|----------------------------------|----------------|----------------------------------|--------------------|
| <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<br>resources<br>£ | Resources<br>expended<br>£ | Gains and<br>losses<br>£ | Movement<br>in funds<br>£ |
|----------------------------------|----------------------------|----------------------------|--------------------------|---------------------------|
| <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>-</u>                   | <u>(1,773)</u>             | <u>-</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<br>£ | Prior<br>year<br>adjustment<br>£ | Net<br>movement<br>in funds<br>£ | At<br>31.7.20<br>£ |
|----------------------------------|----------------|----------------------------------|----------------------------------|--------------------|
| <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       | 319            | -                                | -                                | 319                |
|                                  | <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<br>resources<br>£ | Resources<br>expended<br>£ | Gains and<br>losses<br>£ | Movement<br>in funds<br>£ |
|----------------------------------|----------------------------|----------------------------|--------------------------|---------------------------|
| <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 | -                          | (450)                      | -                        | (450)                     |
|                                  | <u>-</u>                   | <u>(1,773)</u>             | <u>-</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<br>£ | 2019<br>as restated<br>£ |
|--|-----------|--------------------------|
| <b>INCOME AND ENDOWMENTS</b>                 |           |                          |
| <b>Donations and legacies</b>                |           |                          |
| Core grants                                  | 201,692   | 205,818                  |
| Donations                                    | -         | 13,277                   |
|  | 201,692   | 219,095                  |
| <b>Other trading activities</b>              |           |                          |
| Rental Income                                | 121,780   | 87,257                   |
| Recharges                                    | 9,237     | 13,932                   |
| Cafe   | 76,514    | 136,112                  |
|  | 207,531   | 237,301                  |
| <b>Investment income</b>                     |           |                          |
| Bank Interest Received                       | 247       | -                        |
| <b>Charitable activities</b>                 |           |                          |
| Grants                                       | 55,969    | -                        |
| <b>Total incoming resources</b>              | 465,439   | 456,396                  |
| <b>EXPENDITURE</b>                           |           |                          |
| <b>Other trading activities</b>              |           |                          |
| Bad debts                                    | 911       | 13,869                   |
| Cafe costs                                   | 103,600   | 131,058                  |
|  | 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                     | 10,467    | 13,282                   |
|  | 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                   |

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 2020**

|   | 2020           | 2019             |
|---|----------------|------------------|
|   | £              | as restated<br>£ |
| <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>  |