

Annual Report / Financial Statements of the St Andrew's, Histon Parochial Church Council for the year ending 31st December, 2007

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Aims of the PCC

The Parochial Church Council (PCC) is a body elected by those eligible to vote at the APCM. St Andrew's is a charity and PCC members are trustees of the charity and are therefore bound by the laws related to the Charities Act 1993. The PCC (Powers) Measure 1956 states that the PCC "is to co-operate with the minister in promoting in the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical".

Organisation

The PCC comprises 12 elected lay members plus other co-opted and ex-officio members. The full list of PCC members having served in 2007 (at 31st December 2007) is shown below:

Colin Alexander, Stella Barrett, Dot Chatfield, Chris Cox, Ruth Davies, Philippa Derrington, Kevin Holmes, Paul Glass, Claire Lea, Keith Palmer, Fiona Scott, Sue Smith, Shirley Watts, David Wilson, Rhonda Wilson, James Blandford-Baker (Vicar), Tony Jorden (Churchwarden), Mavis Driver (Churchwarden), Dennis Sadler (Deanery Synod), Paul Butler (Curate), Janet Glover (Curate), Kylie Hodgins (Curate), Alison Atkins (Reader), David Collins (Reader), Angela Watts (Reader), Tim Blake (Children's Minister co-opted), Mark Fuller (Youth Minister co-opted).

As required by law, the PCC has a Standing Committee which has power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

PCC Secretary's report

Another year has gone by and as usual PCC have been busy doing God's work on behalf of the congregation at St Andrew's Church, Histon. The PCC has continued to meet on a monthly basis throughout 2007 / 2008 with meetings alternating between prayer and business. The Standing Committee has also met most months, recommending decisions, which are taken to the PCC for approval.

As always decisions regarding the church premises take up some time during our meetings. The upkeep on all our buildings keeps Colin Alexander and team busy with various repairs required to keep us all safe whilst using the premises. Church Halls discussions have moved forward with first a subcommittee reviewing stakeholders' requirements, and now with a group headed up by Nigel Walters looking at how these requirements can be met. The Stable Room kitchens have been refurbished with excellent efforts from Colin, Chris and Stella Barrett and Fiona Scott. Thanks to the skill of our finance team and the generous giving of our congregation PCC have continued to support charities by prayerfully giving 10% of our church income. We hope that this will continue.

PCC had a half day mid October on mission action planning and this continues to be a major item on the PCC agenda. The main areas receiving attention are grouped under i) Children ii) Youth, iii) Adults and iv) Sunday Services with a number of initiatives being considered in each area. Our prayer meetings have been very fruitful and underline all that we do as PCC. Each prayer meeting has been held jointly with Impington PCC and it has been a great joy and pleasure to pray for things we all have in common as village churches. Following on from the 2006 half-day our February PCC prayer meeting was lead by Annette Illingworth from Cambridge Money Advice Centre, and now several people have been trained as advisors and are helping at CMA.

These are only a few of the items which have been on the PCC agenda and minutes are available from the PCC Secretary or the church office

Churchwardens' Report

The Rev James Blandford-Baker, as Vicar of St Andrews's Histon and Priest-in-Charge of St Andrew's Impington has been with us for almost two years now and has been welcomed by the congregations as an excellent teacher as well as generating new ideas for taking the churches forward. James has given new momentum to thoughts of improving the village facilities – particularly replacing the church halls with something more modern and better

suited to 21st century communities – a new name ‘St Andrews Centre’ has been suggested and working groups have enthusiastically been taking forward ideas for the future. The PCC are grateful to Nigel Walters for taking leadership of the group towards the end of 2007 and starting to generate more detailed ideas for the future. James was appointed Rural Dean in July 2007. The churches were sorry when Kylie Hodgins completed her term as curate in June, everyone being touched by her warmth and glad of her leadership particularly in the interregnum year before James joined us. However, in July the churches were pleased to welcome our new curate - Paul Butler, with his wife Sue and children Alex, Sam and Joel. Janet Glover as honorary curate has continued to provide excellent support to the church in many ways, although for personal reasons some curtailment has been necessary towards the end of 2007.

The rest of the staff team; Kirsten Masson and Maggie Dunn in the church office; Tim Blake and Mark Fuller as Children and Youth Ministers continue to play a major role in supporting the churches’ activities. The strength of the youth groups is evidenced by the number of young people who play an active part in Summer Christian work as well as working abroad and in the UK in exciting voluntary projects. Tony Jorden was appointed as Church Warden, joining Mavis Driver, in April 2007. The Church Building remains in good shape and has required little work – apart from regular ongoing maintenance such as gutter repairs etc, during 2007. Colin Alexander continues to provide an excellent service in maintaining the church, as well as associated buildings and the church halls - which continue to need regular attention. Some lead was stolen from the roof in November 2007, in common with many other churches that have suffered from the increase in value of such metals. The lead is due for replacement early in 2008. Improvements have been made to the lighting system and the PCC are grateful to Tim Whittaker and Keith Palmer for the new dimmer system. The Stable rooms, adjacent to the church, have been well used for many activities and the PCC are very grateful to Stella and Chris Barrett, with Colin Alexander, for a major renovation to the kitchen area. The PCC is grateful to Tony Goodall and his teams for their hard work in maintaining the churchyard and to Meg Brown, with her team, for continuing to keep the church bright with flowers. The PCC is also grateful to many other groups of people who play essential roles in the life of the church - welcoming people on Sundays, worship music, providing coffee, running the PA system, teaching young people, ringing the church bells, providing transport, cleaning, and many more activities.

Deanery Synod Representative’s Report

North Stowe Deanery Synod met three times in 2007 with once again a variety of speakers and topics for thought and prayer.

The March meeting was held at Landbeach where Rev Dave Male, (Diocesan Fresh Expressions Officer) gave a presentation on "Fresh Expressions" and asked “what is a Fresh Expression? What are we doing? What is happening? What are some of the issues we face?” Very relevant questions as PCC think through Mission Action Planning. At this meeting The Rev Canon Chris Savage (Chaplain to People at Work) was welcomed to Synod. We also said goodbye to Rev Nick Moir who is leaving to take up an appointment as Vicar of St Andrews Chesterton. The July meeting found us at Fen Drayton where we welcomed the Rev Gill Ambrose who spoke on "Times and Seasons worship resources". We were encouraged to name as many seasons in the Christian Calendar as we could and then these were elaborated on as we were reminded about resources available to cover many varied services but always being mindful and sensitive to congregation requirements. Gill also gave a report on the recent five day General Synod meeting in York. The biggest agenda item being the Anglican Covenant proposals response to the pressures from the American, African and South African churches. This is obviously an ongoing item.

The third meeting, held in November, was at Bar Hill. The Rev Colin Chapman gave a talk entitled "Christian Responses to Islam in the Middle East and the UK". He gave us five headings to think about: ignorance, fear, scorn, prejudice and anger. We were also given ten propositions together with a variety of resources available to increase our understanding. At all the meetings we have the usual formal items to discuss and think about. Reports on Deanery finances and the Ministry share are always presented efficiently and clearly by Nick Cleaver. The Deanery Pastoral Plan has been a topic at two of the meetings and in November in particular, following a Deanery Standing Committee meeting, the situation was revisited. It is clear that time will be needed to evolve the final solution and that interim arrangements may well be necessary.

This is only a brief resume of the three meetings but hopefully gives some idea of the variety of items discussed and thought about by Deanery Synod during the year. There are clearly many issues where we need to pray individually and corporately to really fulfil the fact that "Mission shapes the Church".

Electoral Roll / Sunday Attendance

At 31st December 2007 there were 227 people on the Electoral Roll and the average Sunday attendance through October 2007 was 203 adults, 63 children.

Review of financial activities and affairs

- Where the money came from - thanks to your continued generous support in 2007, St Andrew's income was £203,135 (£171,499 in 2006) with the majority (85%) of income coming directly or indirectly through giving from church members and other donors. Thanks to the Gift Aid scheme we were able to recover £31,128 of income tax.
- How the money was used - in 2007 St Andrew's expenditure was £200,798 (£172,018 in 2006).
- In 2007 St Andrew's made a net loss of £3,663 – this is not immediately obvious from the Income / Expenditure statement (see below) but is because our £6,000 mortgage capital repayment does not show up as Expenditure.
- Where our 10% mission support went - once again PCC asked that 10% of 2007 unrestricted income be given to mission societies and relief agencies, this amounted to £17,750 (£15,513 in 2006). St Andrew's makes general donations as well as providing long-term support for specific local, national and international projects.
- The 2008 challenge - investments in staff, resources and facilities as well as changes to tax rates mean we're forecasting a £30,000 budget deficit for 2008.

Income Description	2007	Expenditure Description	2007	Expenditure Description	2007
Tax Rec. on Gift Aid / Cov	£ 31,128.38	Vicarage Repairs	£ -	Stabe Rooms - Phone	£ 321.59
Gift Aid / Cov. via Bank	£ 115,939.42	Vicarage - Insurance	£ -	Church Supplies	£ 2,392.07
Sunday Collection	£ 3,649.02	Vicarage - Electricity	£ -	Church - Repairs	£ 1,815.90
Gift Aid Envelopes	£ 7,162.15	Vicarage - Gas	£ -	Church - Insurance	£ 2,686.96
Gift Aid Donations	£ 16,846.50	Vicarage - Water	£ -	Church - Electricity	£ 2,148.00
Non Gift Aid Cash	£ 5,974.23	Vicarage - Furniture	£ -	Church - Gas	£ 3,904.00
Non Gift Aid Donations	£ 2,645.00	Vicarage - Cleaning	£ -	Church - Water	£ 41.34
Letting - Halls	£ 1,860.00	Halls - repairs	£ 2,079.07	Church - furniture	£ -
Letting - Stable Rooms	£ 1,160.00	Halls - insurance	£ 1,056.31	Church - Cleaning	£ -
Letting - Heav. Bodies	£ -	Halls - electricity	£ 3,014.82	Church - Banners	£ -
Letting - 12 Church St.	£ -	Halls - Gas	£ -	31 Narrow Lane	£ 283.72
Interest DBF / CBS	£ 544.43	Halls - Water	£ 873.79	Giving - ICS	£ 2,500.00
Insurance Claim	£ -	Halls - Furniture	£ 81.08	Giving - Council of Churches	£ -
Parish Share Rebate	£ -	Halls - Cleaning	£ 780.00	Giving - CPAS	£ 1,000.00
Fees	£ 3,182.75	Halls - Pest Control	£ 544.96	Giving - Various	£ 8,250.00
Hugh - Personal Contribution	£ -	Halls - Telephone	£ 357.85	Giving - Tear Fund	£ 1,000.00
Misc. Income	£ 1,980.64	Stable Rooms - Repairs	£ 6,255.82	Giving - Holy Cross	£ 1,000.00
Corrections	£ -	Stable Rooms - Insurance	£ 774.50	Giving - CMJ	£ 1,000.00
Bookstall	£ 569.83	Stable Rooms - Electricity	£ 414.00	Giving - Emmaus	£ -
Impington Secretarial	£ 4,514.15	Stable Rooms - Gas	£ -	Giving - Crosslinks	£ 1,000.00
Network Income	£ 5,978.74	Stable Rooms - Water	£ 42.20	Giving - Careforce	£ -
Totals	£ 203,135.24	Stable Rooms - Furniture	£ 962.98	Giving - British Legion	£ -
		Stable Rooms - Cleaning	£ -	Giving - World Vision	£ 1,000.00
Expenditure Description	2007	Expenditure Description	2007	Expenditure Description	2007
Giving - CBM	£ 1,000.00	Vicar - Travel	£ 476.35	Family Worker-Phone	£ 275.06
Youth - J-Zone	£ -	Vicar - Telephone	£ 497.39	Family Worker - Misc.	£ 13.04
Youth - Pathfinders	£ -	Vicar - Misc.	£ 276.52	Family Worker Accomodation	£ 8,523.14
Youth - CYFA	£ 131.88	Vicar - Mastercard	£ -	Secretarial - Wages	£ 4,897.88
Youth - RAYZ	£ 128.54	Curate (1) - Wages	£ -	Secretarial - Travel	£ -
Music - Choir	£ 80.00	Curate (1) - Travel	£ 593.30	Secretarial - Telephone	£ -
Music - Books	£ -	Curate (1) - telephone	£ -	Secretarial - Misc.	£ -
Music - Organ / Piano	£ 215.00	Curate (1) - Misc.	£ -	Administrator - Wages	£ 2,391.12
Music - Copyright	£ 770.72	Curate (2) - Wages	£ -	Training	£ 2,377.67
Music - PA	£ -	Curate (2) - Travel	£ 249.30	Misc. Expenditure	£ 1,986.71
Music - Equipment	£ -	Curate (2) - Telephone	£ 248.29	Network Expenditure	£ 5,391.00
Books	£ 1,803.83	Curate (2) - Misc.	£ 140.65	Admin - Postage	£ 8.20
Music - CDs & tapes	£ -	Careforce - Wages	£ -	Admin - Photocopying	£ 1,188.73
Outreach - Bridge	£ -	Careforce - Travel	£ -	Admin - Stationery	£ 2,298.31
Outreach - Minibus	£ -	Careforce - Telephone	£ -	Diocesan Quota	£ 69,794.30
Outreach - Flowers	£ 202.00	Careforce - Misc.	£ -	Corrections	£ 55.00
Outreach - Prayer Breakfasts	£ 143.00	Youthworker - Wages	£ 16,535.72	Depreciation	£ -
Outreach - Gifts	£ 545.48	Youthworker - Travel	£ 35.00	Bank Charges / Legal	£ 725.00
Outreach - Hospitality	£ -	Youthworker - Telephone	£ -	Totals	£ 201,323.94
Outreach - Council of Church	£ -	Youthworker - Accomodation	£ 7,850.00		
Outreach - Ely Ensign	£ -	Youthworker - Misc.	£ 12.99		
Outreach - Visiting Clergy	£ -	Family Worker - Wages	£ 17,552.75		
Vicar - Wages	£ -	Family Worker - Travel	£ 96.60		

St. Andrew's Histon - Year ending 31 December 2007 Balance Sheet

	2007	2006
Fixed Assets		
Tangible Assets		
31 Narrow Lane	£196,000.00	£196,000.00
Church Halls	£0.00	£0.00
Stable Room	£0.00	£0.00
Garden	£0.00	£0.00
Office	£0.00	£0.00
Total Fixed Assets	£196,000.00	£196,000.00
Current Assets		
Cash at bank and in hand		
Barclays Current Account	£21,966.27	£24,032.79
DBF Deposit Account	£2,858.55	£2,858.55
CBS Network Account	£12,715.56	£11,794.97
CBS Network Account	£890.75	£870.81
Total Current Assets	£38,431.13	£39,557.12
Liabilities		
Creditors: amounts falling due within one year		
Accounts payable	£0.00	£2,147.66
Provision for liabilities and charges due within one year	£0.00	£2,147.66
Post Box House Party	£204.75	£204.52
Post Box CYFA / Patfinders	£275.00	£333.48
Post Box Mens Sports	£43.49	£92.34
Post Box Miscellaneous	£0.00	£22.85
Post Box Choir	£508.08	£528.32
Post Box Network	£347.00	£84.50
	£742.34	£352.29
Provision for liabilities and charges due after one year	£138,525.00	£144,000.00
31 Narrow Lane Mortgage	£138,525.00	£144,000.00
Total Liabilities	-£139,267.34	-£142,204.63
Financed by		
Year End Balance	£72,168.93	£72,687.99
Asset Finance	£13,487.00	£13,487.00
Network roll-up	£7,696.56	£7,696.56
Excess (Deficit) to date	£1,811.30	£519.06
Total Financed by	£95,163.79	£93,352.49
Net current assets		
Current assets minus creditors falling due within one year	£38,431.13	£41,704.78
Total assets less current liabilities	£234,431.13	£237,704.78
Fixed assets plus (or minus) Net current assets		
Net assets	£95,163.79	£93,352.49
Total assets less current liabilities less Creditors falling due after one year less provision for liabilities and charges		
Represented by funds		
Unrestricted funds (General)	£94,659.34	£86,859.83
Unrestricted funds (Designated)	£504.45	£7,011.72
Restricted Funds		
Endowment Funds	£95,163.79	£93,871.55

St. Andrew's Histon - Year ending 31 December 2007 Statement of Financial Activities

	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2007	Total Funds 2006
Incoming resources						
Voluntary Income	1	£171,851.54	£11,493.16		£183,344.70	£145,855.50
Incoming resources from charitable activities	2	£15,405.47	£0.00		£15,405.47	£13,272.07
Activities for generating funds	3	£1,860.00	£0.00		£1,860.00	£3,965.25
Investment income	4	£544.43	£0.00		£544.43	£1,563.95
Other incoming resources	5	£1,980.64	£0.00		£1,980.64	£6,842.44
Total Incoming Resources		£191,642.08	£11,493.16		£203,135.24	£171,499.21
Resources used						
Costs of generating voluntary income	16	£0.00	£0.00		£0.00	£0.00
Charitable activities	17	£138,977.52	£48,795.47		£187,772.99	£159,518.74
Governance costs	18	£725.00	£0.00		£725.00	£200.00
Fund-raising trading: cost of goods sold and other costs	21	£0.00	£0.00		£0.00	£0.00
Investment management costs	22	£0.00	£0.00		£0.00	£0.00
Support costs	19	£10,660.10	£124.14		£10,784.24	£10,485.70
Other resources expended	20	£1,525.71	£516.00		£2,041.71	£1,813.83
Total resources used		£151,888.33	£49,435.61		£201,323.94	£172,018.27
Net Incoming / Outgoing Resources		£39,753.75	£37,942.45		£1,811.30	£519.06
Gross Transfers		£37,892.45	£37,892.45			
Net Movements in Funds		£1,861.30	£50.00		£1,811.30	£519.06
Balances Brought Forward		£92,798.04	£554.45		£93,352.49	£93,871.55
Balances Carried Forward		£94,659.34	£504.45		£95,163.79	£93,352.49

Note 1 - Includes planned giving, income tax recovered, plate collections and donations.

Note 2 - Includes bookstall, lettings, fees and magazine income.

Note 3 - Includes income from commercial lettings.

Note 4 - Includes interest from interest bearing accounts.

Note 5 - Includes miscellaneous income.

Note 20 - Includes administration costs and fees.

Note 17 - Includes charitable giving, parish share, working

Note 18 - Includes audit fees

Note 19 - Includes secretarial and Church Office costs.

St Andrews Stepping Stones - Year ending 31st August 2007

Opening Balance	£10,353.13
Income	£15,939.75
Expenditure	£13,882.70
Closing Balance	£12,410.18

Vicar & Church Warden's Fund - not under PCC control

Opening Balance	£9,304.08
Income	£1,516.09
Expenditure	£0.00
Closing Balance	£10,820.17

Note 23 - Depreciation of fixed assets is 100% in the second year after purchase. Moveable church furnishings, fixtures, fittings and office equipment acquired prior to 2001 were recorded at 2001 valuation in the 2001 accounts.

Independent Examiner's Report to the PCC

This report on the accounts of the PCC for the year ended 31st December 2007 is in respect of an examination carried out under regulation 3(3) of the Church Accounting Regulations 1997 and section 43 of the Charities Act 1993.

Respective responsibilities of the trustees and the examiner:

As the members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of the Regulation 3(3) of the Church Accounting Regulations 1997 and section 43(2) of the Charities Act 1993 (the Act) do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulation 25 of the Church Accounting Regulations 1997 and Regulation 7 of the Charities (Accounts and Reports) Regulations 1995.

Basis of independent examiner's report:

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7) of the Act and to be found in the guidance from the CBF. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement:

In connection with my examination, no matter has come to my attention (1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 41 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with the requirements of the Act, as also contained in the Church Accounting Regulations 1997

have not been met; or (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

March 2008
6 Cotton's Field
Dry Drayton

HB Russell FCA
Honorary Independent Examiner

Legal and Administrative

The information listed below is shown in accordance with The Charities Act 1993 and The Church Accounting Regulations 1997.

Parochial Name: Histon, St Andrew's and St Etheldreda

Church Location: Church Street, Histon, Cambridge, CB24 9EP

Correspondence: Church Office, St Andrew's Vicarage, Church Street, Histon, Cambridge, CB24 9EP

Website: <http://www.standrewshiston.org> **E-mail:** St.Andrews.Histon@dial.pipex.com

Incumbent: James Blandford-Baker **Churchwardens:** Mavis Driver, Tony Jorden

PCC Secretary: Rhonda Wilson

Treasurer: Kevin Holmes **Independent Examiner:** Howard Russell

Charitable Status: In common with other Church of England parishes, the Parochial Church Council has charitable status but was exempt (in 2007) from having to register with the Charity Commission.

Bank: Barclays Bank (Cambridge), Cambridge Building Society (Cambridge), CCLA Investment Management Ltd - The CBF Church of England Funds (London)