



## **Cambridgeshire Historic Churches Trust**

Charity Registration Number 287486

### **Annual Report of the Trustees and Financial Statements**

**For the Year Ended 30 June 2017**

**Cambridgeshire Historic Churches Trust**  
**ANNUAL REPORT OF THE TRUSTEES**  
**AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2017**

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# **Cambridgeshire Historic Churches Trust**

## **ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2017**

### **1 Trustees and Executive Committee**

#### **Trustees serving during the year**

The Rt Revd Dr David Thomson (*Chair*)  
The Revd Canon Christopher Barber  
Alan Churchard (*from 19 July 2016*)  
Nicholas Grantham  
The Revd Canon David Pritchard (*from 19 July 2016*)  
David Stazicker (*from 19 July 2016*)  
The Revd Canon Simon Talbott  
Alison Taylor  
Richard Turpin OBE (*dec'd Aug 2016*)

#### **Executive Committee**

The Revd Canon David Pritchard (*Committee Chair*)  
The Revd Dr Lynne Broughton  
Alan Churchard (*Hon Treasurer*)  
Andrew Clarke (*Grants Secretary*)  
William Craven  
Jenny Lowles (*Membership Secretary*)  
Graham Pledger  
The Revd Canon Annette Reed  
Andrew Westwood-Bate (*Publicity Officer*)  
David Stazicker (*Hon Secretary*)

#### **Ride, Drive and Stride Treasurer**

Nick Pallister

**Charity Registration Number:** 287486

#### **General Contact**

David Stazicker, Hon Secretary  
The Willows, Low Bank, Mepal, Ely, Cambridgeshire CB6 2AU  
Phone 0 53 778129 email [secretary@camhct.uk](mailto:secretary@camhct.uk)

For more detailed information about the Trust's activities, visit [www.camhct.uk](http://www.camhct.uk) where Newsletters can also be downloaded.

# **Cambridgeshire Historic Churches Trust**

## **ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2017**

### **2 Annual Report and Financial Statements**

The Trustees present their report and the audited financial statements of the charity for the year ended 30 June 2017. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and 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 published on 16 July 2014.

### **3 Structure, Governance and Management of the Trust**

The operation of the Cambridgeshire Historic Churches Trust ("the Trust") is governed by the Declaration of Trust dated 10<sup>th</sup> June 1983. The Trust is registered by the Charity Commission under number 287486.

The founding Trustees and their successors were empowered to appoint new Trustees. The Trustees are not constrained in any particular manner for the appointment of Trustees. No other party may appoint Trustees. The Trustees have duly exercised their power from time to time so as to include, as the main selection criterion, a range of persons with knowledge and experience relevant to the Trust's objectives.

The Trustees may delegate any of their functions (except those relating to investments) to a committee, subject to any lawful and proper directions as to the conduct of its business. The Trustees may appoint to, and remove from, any such committee any person whether or not also serving as a Trustee.

An Executive Committee has accordingly been appointed to administer the day-to-day affairs of the Trust within overall policies and financial limits set from time to time by the Trustees. In making appointments to the Committee the Trustees endeavour to secure in volunteers a range of knowledge and experience relevant to the Committee's business. The Committee's proceedings are reported to the Trustees, who meet twice yearly. The Executive Committee currently meets every two months.

### **4 The Trust's Charitable Objectives**

The purposes of the Trust are "The preservation repair maintenance improvement upkeep and reconstruction of Churches in the County of Cambridge and or monuments fittings fixtures stained glass furniture ornaments and chattels in such churches and of the churchyard belonging to any such Churches". "Church" is defined as "any Church Chapel or other building used for public worship whether belonging to or used by the Church of England or any other religious body". As at the foundation of the Trust in 1983 the County included the district of Peterborough, which attained unitary local government status in 1998. It remains within the ambit of the Trust's activities.

# **Cambridgeshire Historic Churches Trust**

## **ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2017**

### **4 The Trust's Charitable Objectives** *(continued)*

In pursuit of these purposes the Trust awards grants and concessionary loans to churches to assist towards the cost of repairs, the creation of new facilities, precautions against metal theft and repairs to monuments. To raise funds towards the cost of grants the Trust participates in the annual countrywide sponsored event currently entitled "Ride and Stride".

It also recommends such projects for the award of grants from national sources such as the National Churches Trust's Partnership Grants Scheme. The Trustees are also empowered to "do all such things as are permitted by law to the Trustees of a Charitable Trust and as are incidental to the execution of the trusts" and to "do all such lawful things as shall further the attainment of the objects of the Trust". In exercise of these ancillary powers the Trust organises conferences, meetings, visits and guided tours to increase the understanding of church buildings, their contents and their history. It also invites individuals and churches to subscribe as members of the Trust, with discounted charges for attendance at some events. Subscribing members receive periodic newsletters and other mailings about the activities of the Trust, and have the opportunity annually to attend a meeting or conference session at which the activities of the preceding year are reported and questions may be addressed to the Trust's officers.

The Trust encourages donations and legacies to its charitable funds but does not employ external fundraisers nor make unsolicited telephone calls.

### **5 Activities during the Year – General Overview**

In furtherance of the objectives identified above the Trust has undertaken various activities during the year ended 30 June 2017. These are described in this and the following three sections of this report.

The Trust's core activity, the award of grants and concessionary loans, is dealt with in Section 6 of this report. As mentioned in our report for the year ended 30 June 2016, the Diocese of Ely, which is partly coterminous with the Trust's area of operation, has produced a strategy "People Fully Alive" which among other things recognises the difficulties faced by many congregations in maintaining their church buildings. Part of the solution lies in improving the facilities in churches so as to enable their use for a wider range of activities by the congregation and a wider public. To encourage new projects to that end the new Chair of Trustees launched in 2016 an initiative entitled "Engage Awards", inviting sponsors to contribute to the cost of modest prizes to be awarded to churches undertaking the most notable works in that direction. This is being repeated in autumn 2017.

The Trust's wish to promote knowledge of the history and architecture of the county's churches was successfully met by the Church Tours and the Annual Conference listed below. These events are well attended, with a nucleus of regular participants usually supplemented in the case of the tours by others with a more specific interest in the particular churches included or the area visited. We welcome members of the local congregations to our visits as they can often furnish additional information from local knowledge and in exchange they may learn from our expert guides.

# **Cambridgeshire Historic Churches Trust**

## **ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2017**

### **6 Financial Review**

The Trust achieves its charitable purposes in two main ways. It makes interest-free (concessionary) loans to churches and it makes grants available.

The concessionary loans are from a significant 'pool' of funds held for the purpose. This pool of money is constantly rotating as new advances are made and as churches make repayments. These funds appear on the balance sheet as bank and deposit accounts.

In accordance with its reserves policy, the Trust makes grants to churches out of its net income of the previous year. It is generally used up. This year ended 30 June 2017, the Trustees resolved to spend more than the previous period net income.

Unless insurer approved alarms are installed, by approved installers, for roof metal thefts, insurers generally provide little cover. Churches are thus obliged to install approved alarms and to meet the expense of their ongoing maintenance if they are to be able to insure against roof metal theft losses.

The Trustees agreed that in the case of roof alarms and work required on roofs as a result of roof metal theft, they would be more flexible. The financial statements correctly show a deficit in consequence.

Furthermore, the Trust has obtained £50,000 funding from AllChurches Trust Ltd which the Trustees hope to match. The Trustees have also allocated £25,000 funds from a legacy received in a prior period. This will allow the Trustees to allocate grants of £2,500 to 50 churches at risk of roof metal theft.

Any funds remaining from AllChurches Trust Ltd will be repayable in 2018.

AllChurches Trust Ltd is the holding company of Ecclesiastical Insurance who insure the great majority of Church of England church buildings.

Until this year, the Trust has availed itself of reduced disclosure requirements as a small entity. Such accounting provisions are no longer available. The length of the disclosures in this report has increased accordingly. Normally under the standards now adopted, FRS 102 would require interest-free loans to be shown at 'fair value' which would involve discounting the balances and releasing the discounts to revenue over the period of each loan. However, as a public benefit entity, the Trust has elected to show the interest-free concessionary loans at the amounts advanced and repaid. The accounting policy has changed in theory but there has been no financial effect of the change at all.

Another change of policy is reflected in the financial statements. Participants in the Ride Drive and Stride event are sponsored. The money they collect is for the unrestricted benefit of Cambridgeshire Historic Churches Trust. However, when the collections are remitted, participants usually specify a church they wish to benefit, to the extent of one half of the amount collected. The amount so allocated to churches in the past has been treated as unrestricted income. Since it does not meet the definition of Restricted Income, the Trustees consider it more appropriate to regard the money collected and to be given to particular churches as a Designated Fund.

# Cambridgeshire Historic Churches Trust

## ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2017

### 6 Financial Review *(continued)*

The new accounting requirements being applied have also changed the accounting for and presentation of grants payable. More information is provided in the accounting policies. In essence, the disclosure below is of grants paid in the financial year whilst the expense charged in the Statement of Financial Activities represents the grants which have been offered to churches, where the offer has not expired, the church has formally accepted the terms and conditions attached to the grants, and this Trust has in effect lost control of the conditions which would prevent the grant being claimed at a future date.

The roof alarm grants for the rest of the calendar year will come from the new Roof Alarm Appeal Fund.

The £4,622 deficit for the year reduces reserves accordingly. Unrestricted reserves (excluding designated funds) at 30 June 2017 stand at £481,432.

The Trustees have no reason to consider that the Trust will not continue as a going concern for the foreseeable future.

### 7 Award of grants and concessionary loans

Churches have been paid the following grants during the year.

No grants for memorials were paid in the year ended 30 June 2017.

Grants	£
Horningsea St Peter	1,000
Little Paxton St James	3,000
Orton Waterville St Mary the Virgin	1,000
Great Gransden St Bartholomew	1,000
Gamlingay and Hatley St George	1,000
Comberton St Mary	3,000
Tilbrook All Saints	3,000
Great Abington St Mary	3,000
Bainton St Mary	3,000
Bourn St Helena & St Mary	1,000
Little Shelford All Saints	1,000
Fen Ditton St Mary the Virgin	2,000
Haslingfield All Saints	3,000
Abbots Ripton St Andrew	2,000
Somersham St John the Baptist	1,000
Landbeach All Saints	1,000
Kirtling Our Lady Catholic	3,000
<b>Total</b>	<b>33,000</b>

# Cambridgeshire Historic Churches Trust

## ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2017

### 7 Award of grants and concessionary loans *(continued)*

The following interest-free concessionary loans to churches are due to the Trust at the year end. Further information is given in note 4 to the financial statements.

<b>Loan outstanding</b>	<b>£</b>
Cambridge St Matthew	10,000
Castor St Kyneburgha	9,000
Comberton St Mary	13,000
Diddington St Lawrence	11,250
Great Abington St Mary	20,000
Great Gransden St Bartholomew	5,000
Great Gidding St Michael	20,000
Hamerton All Saints	3,750
Harston All Saints	15,000
Hemingford Grey St James	3,750
Hildersham Holy Trinity	15,000
Horningsea St Peter	8,500
Little Paxton St James	10,000
Mepal St Mary	10,000
Oakington St Andrew	16,000
Orwell St Andrew	3,750
Pidley All Saints	2,250
Southoe St Leonards	3,000
Tilbrook All Saints	5,500
Tydd St Giles	4,000
West Wratting St Andrew	20,000
Whittlesey St Andrew	2,500
Woodhurst St John the Baptist	500
<b>Total</b>	<b>211,750</b>



# Cambridgeshire Historic Churches Trust

## ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2017

### 7 Award of grants and concessionary loans *(continued)*

The Trust has approved and offered churches the following concessionary loans during the year but which were unclaimed at the end of the year. The following grants are those offered to churches during the year where the offer has not expired, and the terms and conditions attaching to the offer have not, at the end of the financial year, formally been accepted by the church concerned.

The following are shown as contingent liabilities in the financial statements at note 6.

	Loans £	Grants £
Abbots Ripton St Andrew	3,000	-
Arrington St Nicholas	3,200	-
Bluntisham St Mary *	-	3,500
Bainton St Mary	10,000	-
Buckworth All Saints	2,000	-
Ely St Marys	20,000	-
Eynesbury St Mary	10,000	3,000
Great Eversden St Mary	20,000	-
Little Paxton St James	20,000	-
Mepal St Mary	10,000	-
Ramsey St Thomas a Becket	12,000	-
Somersham St John the Baptist	12,300	-
West Wrattling St Andrew	20,000	-
	-----	-----
<b>Total</b>	<b>142,500</b>	<b>6,500</b>
	-----	-----

\* includes £2,500 from the Roof Appeal Fund

### 8 Other Activities

During the year ended 30 June 2017 the following other activities took place.

#### **Annual Conference at Wolfson College, Cambridge Saturday 14<sup>th</sup> April 2017**

The conference on the theme "I will lift up mine eyes . . . ", dealing with church roofs and ceilings, was well attended and yielded a net surplus of just over £500. As now customary, the proceedings included a session in which subscribing members received a report on the preceding year's activities and had the opportunity to comment and ask questions. The speakers graciously provided their time for the Conference. The Trust reimbursed appropriate travel expenses to those speakers who had incurred them.

## **Cambridgeshire Historic Churches Trust**

### **ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2017**

#### **8 Other Activities** *(continued)*

##### **Church tours**

Sunday 10<sup>th</sup> July 2016 to Rushford, East Harling and Thompson (Norfolk)

Sunday 14<sup>th</sup> August 2016 to Ickleton, Duxford and Sawston

Sunday 14<sup>th</sup> May 2017 to Ramsey, Bury and Warboys

Sunday 11<sup>th</sup> June 2017 to Stetchworth and Swaffham Prior.

For the first two of these tours the Trust is most grateful to Cambridge University's History of Art Department which assisted in identifying some expert guides. The experts were much appreciated. They graciously volunteered their time and the Trust reimbursed appropriate travel expenses.

#### **9 Sponsored Ride, Drive and Stride**

This annual event, which in the year 2016-17 took place on Saturday 10<sup>th</sup> September 2016, is currently the Trust's principal source of income. In common with other historic churches trusts in other parts of the country, Cambridgeshire has seen a gradual decline in participation and income from this event over the last few years. As recorded in the accounts, this event raised £20,807 of which £9,759 was paid over to individual churches.

The not inconsiderable time and effort in organising the event is provided by volunteers. The individuals who are sponsored and raise the funds so necessary for the work of the Trust are volunteers.

#### **10 Membership**

As described in part 2 of this report, the Trust invites individuals and churches to subscribe as members, at an annual cost of £20 and £50 respectively. Individual membership entitles up to two people at the same address to the relevant benefits. The administrative costs arising from the membership scheme are very modest and the bulk of the subscription income is available in aid of the Trust's core charitable objectives.

The Trust's total membership as at 30 June 2017 stood at 297 consisting of 190 individual members (of which there were 35 joint members at the same address) and 107 corporate or church members. This is a welcome, if modest, increase compared with 2015-16. There were 11 individuals and 10 churches who joined the Trust last year countered by 8 resignations and the removal of 4 members who were in arrears. There was one bereavement.

As mentioned last year, the number of members paying their subscriptions by Standing Order continues to fall. Any current member who pays by cheque is invited to switch to payment to Standing Order by completing the form available on our website and returning the form to the Membership Secretary. General contact details are shown on page 1 of this report.

# **Cambridgeshire Historic Churches Trust**

## **ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2017**

### **11 Charities Act 2011 - Public Benefit**

The Trustees have had regard to the Charity Commission's guidance on public benefit matters. They have had due regard to the guidance when exercising any powers or duties to which the guidance is relevant.

The Trust's objectives are set out in the section numbered 4 of this report. The Trust's predominant activity is the award of grants and concessionary loans to churches to assist with the cost of works falling within those objectives, as detailed in the following Financial Statements. As detailed in the sections numbered 5 and 8, it also organises tours of local churches, and occasionally those further afield, guided by specialists in architectural history and iconography, and conferences addressed by specialists on matters within the Trust's objectives.

In so doing it is fulfilling several of the purposes specified in the Charities Act 2011: the advancement of religion, by assisting churches to maintain their buildings in a fit state for worship, and to improve facilities so as to encourage attendance; the advancement of community development, by assisting churches to adapt their buildings for wider community use; and the advancement of the arts, culture and heritage, by supporting the conservation of buildings and artefacts of architectural, artistic and historic interest, and by spreading knowledge and understanding of those buildings and artefacts.

The Trust's grants and concessionary loans are available to all denominations, the local tours are free of charge irrespective of membership of the Trust, and other activities are available to members and non-members alike. Although assistance to any individual church may chiefly benefit its own regular worshippers, churches almost invariably welcome all comers to their services, and if a church is not regularly open at other times keys are usually available to visitors on request. The benefits arising from the Trust's activities are accordingly available in all cases to a wide section of the public, without express qualification, and in many respects to the public as a whole, without exclusion of people in poverty.

In considering applications for financial assistance, the Executive Committee has regard to the relative urgency of the works, the relative architectural, artistic or historic significance of the buildings or artefacts, the other resources available, the size and means of the worshipping community, and where applicable the benefit to the wider local community, thus investigating rigorously the various aspects of public benefit which may accrue from the proposed works.

### **12 Reserves Policy**

Surplus funds at the end of the financial year are available for grants and concessionary loans to churches. The amount available comprises the bank and cash resources, less the amounts already committed but not paid by the end of the year. This is allocated to grants, based on income less expenditure (other than grants paid) in the year.



## Cambridgeshire Historic Churches Trust

### ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2017

#### 12 Reserves Policy *(continued)*

The balance of surplus funds and the amounts due to be received from churches as repayments in the immediately following financial year comprise the amount the Trustees make available for concessionary loans to churches.

#### 13 Statement Of Trustees' Responsibilities

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period.

The Trustees are responsible for preparing the Trustees' Annual Report and Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

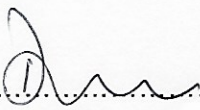
In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of the financial statements may differ from legislation in other jurisdictions.

Approved by the trustees and signed on their behalf by:

  
.....  
David Thomson

Date: 15.4.18  
.....



## Cambridgeshire Historic Churches Trust

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF Cambridgeshire Historic Churches Trust

I report to the trustees on my examination of the accounts of Cambridgeshire Historic Churches Trust (the Trust) for the year ended 30 June 2017.

#### 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').

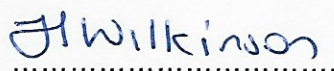
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### 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.



.....  
Helena Wilkinson FCA DChA

For and on behalf of Price Bailey LLP  
Tennyson House  
Cambridge Business Park  
Cambridge  
CB4 0WZ

Date: 24 January 2018



# Cambridgeshire Historic Churches Trust

## BALANCE SHEET AS AT 30 JUNE 2017

	Note	2017		2016	
		£	£	£	£
<b>Current Assets</b>					
Debtors – concessionary loans due from churches	4	211,750		194,500	
Accrued bank interest		398		500	
Other Debtors		5		100	
Cash at bank -					
National Westminster current account		49,752		47,103	
National Savings and Investments investment account		226,015		224,746	
COIF Charities Deposit Fund		94,770		74,449	
		582,690		541,398	
<b>Current Liabilities</b>					
Creditors – amounts falling due within one year:					
Grants Offered	5	26,500		28,000	
Accruals		1,358		944	
		27,858		28,944	
<b>Net Assets</b>					
		554,832		512,454	
<b>Represented by:-</b>					
Restricted Funds	2	48,400		1,400	
Designated Funds	3	25,000		0	
Unrestricted Funds		481,432		511,054	
		554,832		512,454	

The financial statements were approved and authorised for issue by the Trustees on 15 January 2018 and signed on their behalf by:

David Thomson

Alan Churchard

# Cambridgeshire Historic Churches Trust

*The attached notes form part of these financial statements*

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 JUNE 2017

	Note	Restricted Funds £	Designated Funds	Unrestricted Funds £	2017 Total £	2016 Total £
<b>INCOME</b>						
Conference 2017		-	-	2,042	2,042	2,372
Subscriptions Gift Aided		-	-	3,345	3,345	3,695
Gift Aid		-	-	4,776	4,776	3,953
Other Subscriptions		-	-	6,777	6,777	5,967
Donations & Legacies		-	-	419	419	50,658
Sponsored Ride Drive and Stride		-	9,759	11,048	20,807	19,925
Engage Awards (Gift Aided)		400	-	-	400	960
Engage Awards (Other)		100	-	-	100	440
Roof Alarm Appeal		50,000	-	-	50,000	-
Bank interest receivable	7	-	-	1,488	1,488	1,691
Other Income		-	-	-	-	118
<b>Total Income</b>		<b>50,500</b>	<b>9,759</b>	<b>29,895</b>	<b>90,154</b>	<b>89,779</b>
<b>EXPENDITURE</b>						
<u>Charitable objectives</u>						
CHCT Grants due to churches		2,500	-	29,000	31,500	26,000
<u>Fund raising activities</u>						
Conference	8	-	-	1,533	1,533	1,927
Ride Drive and Stride prizes		-	-	175	175	200
Ride Drive and Stride share to churches		-	9,759	-	9,759	9,150
Ride Drive and Stride expenses		-	-	1,023	1,023	-
Engage Awards		1,000	-	-	1,000	-
<u>Administration and management</u>						
Historic Churches Conference		-	-	135	135	-
Independent examination	9	-	-	1,170	1,170	690
Website		-	-	300	300	-
Public Liability insurance		-	-	303	303	294
Printing		-	-	573	573	622
Postage and stationery		-	-	(113)	(113)	695
Room hire		-	-	40	40	70
Subscriptions		-	-	20	20	110
Miscellaneous		-	-	358	358	62
<b>Total Expenditure</b>		<b>3,500</b>	<b>9,759</b>	<b>34,517</b>	<b>47,776</b>	<b>39,820</b>
<b>Net income (expenditure)</b>		<b>47,000</b>	<b>-</b>	<b>(4,622)</b>	<b>42,378</b>	<b>49,959</b>
<b>Transfer between funds in the year</b>		<b>-</b>	<b>25,000</b>	<b>(25,000)</b>	<b>-</b>	<b>-</b>
<b>FUNDS AT THE BEGINNING OF THE YEAR</b>		<b>1,400</b>	<b>-</b>	<b>511,054</b>	<b>512,454</b>	<b>462,495</b>
<b>FUNDS AT THE END OF THE YEAR</b>		<b>48,400</b>	<b>25,000</b>	<b>481,432</b>	<b>554,832</b>	<b>512,454</b>

*The attached notes form part of these financial statements*

# **Cambridgeshire Historic Churches Trust**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017**

### **1. ACCOUNTING POLICIES**

#### **(a) General information and basis of preparation**

The nature of the charitable Trust's operations and principal activities are explained more fully in the accompanying Annual Report of the Trustees.

The Trust mainly provides places of worship ("churches") in the county of Cambridgeshire with concessionary loans and grants for the repair, maintenance, upkeep and improvement of their buildings and, occasionally, monuments. There has been an increased demand for roof alarms for the better protection of roof metal following thefts and the resulting damage caused.

The Trust launched an appeal for grants and donations in the accounting period with a view to providing 50 churches with grants of £2,500 each, about half the cost of a new alarm installation.

In order to achieve the purposes of the charity, the Trust facilitates a sponsored event, the Ride Drive and Stride, to raise funds by individuals visiting as many churches as they can in a day. The Trust holds an annual conference which aims to break even financially. Church tours are also organised during the summer months and these are free to attendees.

The charity constitutes a public benefit entity as defined by Financial Reporting Standard (FRS) 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities (SORP) preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest pound.

A Statement of Cash Flows is neither required nor presented.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

The charity adopted SORP (FRS 102) in the current year. In previous periods, the SORP had been applied having regard to the Financial Reporting Standard for Smaller Entities (FRSSE) which for this year ended 30 June 2016 is no longer available.

An explanation of how transition to SORP (FRS 102) has affected the reported financial position and performance is given in note 11.



# Cambridgeshire Historic Churches Trust

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

### (a) General information and basis of preparation *(continued)*

The Charities (Accounts and Reports) Regulations 2008 were not updated in time to be applicable to the Trust's year end 30 June 2017. Therefore, we are required to make the following statements:

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 but only to the extent required to provide a 'true and fair view'. This departure has only involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The updated Charities (Accounts and Reports) Regulations 2008 will be applicable to the Trust's subsequent year ends.

### (b) Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

The Trust has no endowment funds.

### (c) Income recognition

All income is included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

# Cambridgeshire Historic Churches Trust

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

### (c) **Income recognition** *(continued)*

Donations are recognised at the earlier of entitlement or receipt. For the entitlement of donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy would be treated as a contingent asset and disclosed.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. For example the amount the charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

The charity does not receive gifts in kind.

The Trust is not a membership body and the facilities available to those who pay a subscription are also available to non-subscribing third parties. Membership subscriptions are thus in the nature of donations and are accounted for as such. Subscriptions shown include the amounts paid by those who have applied to be 'members' at the amounts paid by them.

All interest receivable is that arising on bank deposits and recognised when its receipt is probable and the amount receivable can be measured reliably. Concessionary loans are made interest-free.

Interest receivable is recognised using the effective interest method. However, interest on concessionary loans and interest receivable on bank deposit accounts has not required adjustment, as the rate receivable reflects the effective interest rate applicable to the asset.

### (d) **Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Volunteers provide their services unpaid. No expense is recognised for the provision of services by volunteers. Expenses are recognised where the Trust agrees to reimburse appropriate expenses for, usually, printing and stationery.

# Cambridgeshire Historic Churches Trust

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

### (d) **Expenditure recognition** *(continued)*

Expenditure is categorised under the following headings:

- Expenditure on charitable activities includes making grants to churches;
- Costs of raising funds includes Ride Drive and Stride prizes, expenses and contributions to participating churches. Engage awards (contributions to churches) are included in this heading. It also includes the costs of the annual conference; and
- Administration and management, and other expenditure not falling into the categories above.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Grants payable to churches are within the charitable objectives. Churches must first apply for the grant. The Executive Committee considers the application and, if appropriate, makes an offer in principle of the grant, subject to certain conditions. At this point, grants are recorded as contingent liabilities. When the Trust receives the formal acceptance by the church concerned of the terms and conditions of the grant, the Trust regards the grant offer as a constructive obligation to be provided as a creditor.

Grants are generally made on practical completion of the work though roof alarm grants may be made earlier. When the church applies for payment, so long as it has previously formally agreed the terms and conditions and provided evidence of compliance, the grant liability is discharged by payment.

Grant offers expire if not claimed within two years.

### (e) **Support costs**

Support costs are those that assist the work of the charity but do not directly represent charitable activities. Where they are incurred directly in support of expenditure on the objects of the charity, they are attributed to the cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

### (f) **Concessionary Loans**

Concessionary loans to churches are made in furtherance of the Trust's public benefit activities. Concessionary loans are interest-free and repayable, usually, over a four year period on the anniversary of the loan advance.

The process for concessionary loans is similar to that of grants. Churches apply for the concessionary loan. The Executive Committee considers the application and, if appropriate, makes an offer in principle of the loan, subject to certain conditions which remain in the Trust's control. The church's formal acceptance of the terms and conditions of the loan is then obtained. Concessionary loan offers are considered contingent liabilities until such time as payment is requested.

# Cambridgeshire Historic Churches Trust

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

### (f) **Concessionary Loans** *(continued)*

When the church is able to apply for the concessionary loan, so long as it has formally agreed the terms and conditions and provided evidence of compliance, the loan is recognised and subsequently advanced. The only conditions which then remain concern repayment.

Loan offers expire if not claimed within 18 months.

The Trust has adopted the accounting policy choice in FRS 102 PBE 34.89(b) to measure these arrangements initially at the amount received or paid and recognise them in the statement of financial position. To the extent that a loan that has been made is irrecoverable, an impairment loss is recognised in income and expenditure. Presentation and disclosure of discretionary loans follows the accounting treatment selected.

### (g) **Other Debtors**

Debtors, other than concessionary loans but including those receivable if any after more than one year, are recognised at the settlement amount due.

### (h) **Cash at Bank**

Cash at bank includes highly liquid investments with instant access to funds which are held to meet cash commitments of the charity as they fall due, rather than as investments.

### (i) **Financial Instruments**

The trust makes social investments in the form of concessionary loans which are interest-free and may be payable after more than one year. Such loans are measured at the amount paid, with the carrying amount adjusted for any repayments (and adjusted if necessary to recoverable or settlement amount if the loan or part of the loan is irrecoverable or waived).

Other financial assets and financial liabilities of the trust are of a kind that qualify as basic financial instruments. Such basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

### (j) **Contingent Liabilities**

A contingent liability is disclosed for those concessionary loans and grants, which do not represent liabilities, where the possible obligation, which arises from past events, will only be confirmed by the occurrence of one or more uncertain future events not wholly within the trustees' control.

In particular, loan and grant offers are shown as contingent liabilities when they are subject to the church concerned formally agreeing the terms and conditions. At this point, loans and grants cease to be contingent liabilities and become actual liabilities.

# Cambridgeshire Historic Churches Trust

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

### (k) Creditors

Creditors are recognised when the charity has a present obligation arising from a past event that will more likely than not result in a transfer of funds to a third party and the settlement amount due can be measured or estimated reliably. Creditors are normally recognised at, net of any discounts available, the settlement amount.

### (l) Provisions

Provisions would be recognised for those concessionary loans and grants where there is uncertainty as to the timing or amount, and any uncertainty regarding the amount is more than one of determining a basis for reasonable estimation of the liability arising from that constructive obligation.

### (m) Impairment

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit if any, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in the Statement of Financial Activities unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

### (n) Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011.

### (o) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

### (p) Judgements and key sources of estimation uncertainty

The following judgements (apart from those involving estimates) have been made in the process of applying the above accounting policies that have had the most significant effect on amounts recognised in the financial statements:

The Trust has not experienced a bad debt (an irrecoverable concessionary loan) in its history to date. Loan repayments are very seldom more than a month overdue. The Trustees have formed a judgement based on this experience that churches will continue to honour the concessionary loan repayments in a timely manner.

No key assumptions were made concerning the future and other key sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

# Cambridgeshire Historic Churches Trust

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

### 2. RESTRICTED FUNDS

The Restricted Funds at the end of the period are as follows:

	<b>Roof Alarm Appeal</b>	<b>Engage Awards</b>	<b>Total Restricted Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Balance at the beginning of the period	-	1,400	1,400
Net income (expenditure)	47,500	(500)	47,000
	<hr/>	<hr/>	<hr/>
Balance at the end of the period	47,500	900	48,400
	<hr/>	<hr/>	<hr/>

The Roof Alarm Appeal Fund arises from a grant from AllChurches Trust Limited of £50,000. The Trust intends to raise a similar sum. It has also allocated as a designated fund £25,000 from a legacy received in a previous period. The aim is to provide 50 churches at risk of roof lead theft with a grant of £2,500 each, by the end of the 2017 calendar year, to install an insurer-approved roof alarm to assist in preventing and detecting roof metal thefts. Without a roof alarm, nearly all insurance policies will not adequately cover roof metal theft.

In the event that the Trust does not spend grants on 50 at-risk churches for roof alarms, the unspent proportion of the grant from AllChurches Trust Limited is repayable in 2018.

Engage Awards are intended to recognise churches that engage with the needs of their communities, in particular, that re-imagine their buildings to support that ambition. The Trust will present ten Engage Awards each year for 2016 -2019 in recognition of good work done in that direction, by churches of any denomination, large or small.

### 3. DESIGNATED FUNDS

The Designated Funds at the end of the period are as follows:

	<b>Roof Alarm Appeal</b>	<b>Ride Drive and Stride Proceeds to Participating Churches</b>	<b>Total Designated Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Balance at the beginning of the period	-	-	-
Net income (expenditure)	25,000	-	25,000
	<hr/>	<hr/>	<hr/>
Balance at the end of the period	25,000	-	25,000
	<hr/>	<hr/>	<hr/>

The Roof Alarm Appeal Designated Fund is an allocation of unrestricted funds arising from a legacy received in a previous period.

# Cambridgeshire Historic Churches Trust

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

### 3. DESIGNATED FUNDS (*continued*)

When sponsors give donations to participant individuals in the annual Ride Drive and Stride event, they make such donations to the participants for the benefit of Cambridgeshire Historic Churches Trust generally. Where individual participants have taken part in the event for their own church, they give the money to the Trust with a request that one half be returned to the participating church.

The Trust regards these requests as designated funds since it is not under an obligation to use these donations for any particular purpose.

The use of this money in a designated fund represents a change of accounting policy. It is now considered a more appropriate presentation of expectations of participants in the event. In previous years, it had been regarded as an unrestricted fund matter. Other than presentation, there are no implications of this change of policy.

4. CONCESSIONARY LOANS OUTSTANDING	2017	2016
	£	£
To be repaid within one year	68,375	68,667
To be repaid after more than one year but within five years	143,375	125,833
	-----	-----
	211,750	194,500
	=====	=====
No concessionary loans are in arrears.		
Number of new concessionary loans advanced during the period	10	9
Amount advanced as new concessionary loans in the period	£123,500	£115,000
Amount received as concessionary loan repayments in the period	£106,250	£95,000

5. GRANTS OFFERED	2017	2016
	£	£
General grants offered, terms and conditions accepted	24,000	28,000
Roof Alarm Appeal Funds grants offered, terms and conditions accepted	2,500	-
	-----	-----
	26,500	28,000
	=====	=====

# Cambridgeshire Historic Churches Trust

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

### 6. CONTINGENT LIABILITIES

Grants and concessionary loans to churches had been approved by the Trustees prior to 30 June 2017 but loans had not been requested and grant terms and conditions not formally agreed by the end of the year. It is expected that they would be taken up in the following year.

	£
Concessionary loans to churches	142,500
CHCT Grants to churches	6,500
	<hr/>
	149,000
	<hr/> <hr/>

In view of the importance to the Trust of the sponsored annual Ride Drive and Stride event, the Trustees undertook to provide an honorarium to the person who volunteered to administer the event and its organisation. At the balance sheet date, a sum of £500 had been promised but was not due for payment at that time.

### 7. BANK INTEREST RECEIVABLE

	2017	2016
	£	£
CCLA Investment Management Ltd	321	401
National Savings and Investments	1,167	1,290
	<hr/>	<hr/>
	1,488	1,691
	<hr/> <hr/>	<hr/> <hr/>



# Cambridgeshire Historic Churches Trust

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

### 7. FUND RECONCILIATION AND ALLOCATION OF SUPPORT COSTS

	<b>Roof Alarm Appeal</b>	<b>Engage Awards</b>	<b>Ride Drive Stride</b>	<b>Conference</b>
Income	50,000	500	20,807	2,042
Expenditure	(2,500)	(1,000)	(10,957)	(1,533)
	-----	-----	-----	-----
Surplus (Deficit) for period	47,500	(500)	9,850	509
Transfer between funds	25,000	-	-	-
Balance at beginning of year	-	1,400	-	-
	-----	-----	-----	-----
Balance at end of year	72,500	900	9,850	509
Held in:	-----	-----	-----	-----
Restricted Funds	50,000	900	-	-
Designated Funds	22,500	-	-	-
Unrestricted Funds	-	-	9,850	509
	-----	-----	-----	-----

### 8. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<b>Restricted funds</b>	<b>Designated funds</b>	<b>Unrestricted funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Cash and current investments	50,900	25,000	294,637	370,537
Other current assets (liabilities)	(2,500)	-	186,795	184,295
	-----	-----	-----	-----
Total	48,400	25,000	481,432	554,832
	-----	-----	-----	-----

### 9. INDEPENDENT EXAMINER'S EMOLUMENTS

The independent examiner's remuneration for these 2017 financial statements amounts to an independent examination fee including VAT of £1,140 (2016 - £ nil). No other services were charged for. An audit (for which £30 had been under-provided) had been performed in the previous year.

# Cambridgeshire Historic Churches Trust

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

### 10. RELATED PARTY TRANSACTIONS

The Trustees received no emoluments in the year (2016 £Nil).

The following Trustees or members of key management personnel received reimbursement for the following expenses during the year:

	£
N Pallister (Ride Drive and Stride Treasurer) Printing Postage and Stationery	39
	<hr/>
D C Stazicker (Trustee and Hon Secretary) Printing Postage and Stationery	
Ride Drive and Stride	434
Conference	10
Newsletters	75
Membership matters	5
	<hr/>
	524
	<hr/>

### 11. FIRST TIME ADOPTION OF SORP FRS 102

On withdrawal of FRSSE, the Trust has adopted the SORP (FRS 102) for the first time for the year ended 30 June 2017. The effect of transition from SORP (2005) and FRSSE to SORP (FRS 102) is outlined below.

#### a) Changes in accounting policies

Accounting for concessionary loans in accordance with SORP (2005) and FRSSE had been on an historical cost basis. The actual amount of the loan advanced was considered as a debtor and repayments received would reduce the amount due to the Trust accordingly. The resulting balance would be the amount disclosed as recoverable.

As a result of adopting SORP (FRS 102) for the first time, the Trust has taken advantage of the accounting policy choice in FRS 102 PBE 34.89(b) to measure these arrangements initially at the amount received or paid and to recognise them as such in the statement of financial position. There is no monetary or presentational consequent of this change in accounting policy.

Accounting for grants to churches in accordance with SORP (2005) and FRSSE had been on the basis that the grants only became payable when the church concerned had formally agreed the terms and conditions and requested payment. Until that time, grants offered had been considered to be contingent liabilities.

# Cambridgeshire Historic Churches Trust

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

### a) Changes in accounting policies *(continued)*

As a result of adopting SORP (FRS 102) for the first time, grants are accounted for as liabilities when the Trust has in effect lost control of the conditions of the grant offer. When the church concerned has been offered the grant, and the terms and conditions formally accepted, the grant is now considered to be a creditor and to be provided for as a liability. The liability is discharged when payment has been made.

### b) Reconciliation of total charity funds / deficit

As a result of the adoption of SORP (FRS 102) for the first time and the consequent required change of accounting policy with regard to grants to churches, adjustments have been made to previously reported total charity funds at the date of transition of 1<sup>st</sup> July 2015, to previously reported total charity funds at the end of the comparative year of 30<sup>th</sup> June 2016, and to the reported net income of the comparative year ended 30 June 2016, as follows:

- (i) Adjustments to previously reported total charity funds at the date of transition to SORP (FRS 102) were as follows:

	<u>£</u>
Total charity funds at 1 <sup>st</sup> July 2015 under SORP (2005) and FRSSE as previously reported	503,495
Provision as liabilities of formerly contingent grants to churches	(41,000)
	-----
Total charity funds at 1 <sup>st</sup> July 2015 under SORP (FRS 102)	462,495
	=====

- (ii) Adjustments to previously reported total charity funds at the end of the comparative period were as follows:

	<u>£</u>
Total charity funds at 30 <sup>th</sup> June 2016 under SORP (2005) and FRSSE as previously reported	540,454
Provision as liabilities of formerly contingent grants to churches	(28,000)
	-----
Total charity funds at 30 <sup>th</sup> June 2016 under SORP (FRS 102)	512,454
	=====

# Cambridgeshire Historic Churches Trust

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

### b) Reconciliation of total charity funds / deficit (*continued*)

(iii) Reconciliation of comparative period net income (expenditure)

	<u>£</u>
Net income (expenditure) for the year ended 30 <sup>th</sup> June 2016 under SORP (2005) and FRSSE as previously reported	35,559
Net provision as liabilities of formerly contingent grants to churches	13,000
	-----
Net income (expenditure) for the year ended 30 <sup>th</sup> June 2016 under SORP (FRS 102)	48,559
	=====