



## Trustees' Annual Report for the period

Period start date			Period end date		
<b>From</b>	1	April	2020	<b>To</b>	31
					March
					2021

### Section A Reference and administration details

**Charity name** The Parochial Charities of St Clement, Oxford

**Other names charity is known by**

**Registered charity number (if any)** 201989

**Charity's principal address** The Parish Office, The St Clements Centre

Cross Street

Oxford

**Postcode**

OX4 1DA

#### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev Rachel Gibson	Chair		The Dawson Trust; St Clement's Church PCC
2	David Hambleton			The Trustees
3	Beverley Clack			The Trustees
4	Cllr Tom Hayes			Oxford City Council, from the local wards
5	Cllr Jamila Azad			Oxford City Council, from the local wards
6				

#### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Independent Examiner	Vahid Jahangard FCCA	C Warmington & Son, 77 Wilkins Road, Cowley, Oxford, OX4 2JB

#### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust Deeds
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	<p>The Chair is the Rector of St Clement's Church, Oxford and thus appointed by the PCC. The Rector also chairs the linked Charity of Thomas Dawson.</p> <p>The Councillors can be from the wards of St Clement and/or St Mary and are appointed by Oxford City Council.</p> <p>The Trustees of good repute are appointed by the Rector and other Trustees</p>

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- Trustees' consideration of major risks and the system and procedures to manage them.

On appointment, Trustees details are recorded in the Minute Book then signed. New Trustees read a copy of the Trust Deeds and the Charity Commission website, in particular <https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3>. They also complete a Declaration of Interests Form and Trustees Declaration.

Policies include: late receipts, complaints and appeals; conflicts of interest; Financial Controls, investment and procurement; risk management; secure handling of documents; grants policy; safeguarding policy; appointment of new trustees policy. Most policies are reviewed annually, with a few reviewed every 3 years.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The Object is for the General Benefit of the Poor in the Parish of St Clement, Oxford

Its activity is to support the needs of senior citizens in the Parish and to offer grants to organisations offering help with the alleviation of poverty to those living within the Parish although the organisation itself, may be outside of the Parish.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Traditionally, the charity did this by providing a bag of coal at Christmas for all senior citizens in the ancient parish of St Clement, Oxford. In more recent times, a financial gift has been given rather than coal.

The main income comes from the Charity of Thomas Dawson, which gives a quarter of its income to the Parochial Charities of St Clement, Oxford. Other income is generated from investments provided by the linked charities of W James and J Pike.

Based on the income provided by these charities, the Trustees agree the amount of benefit each year. The level of individual benefit is divided between the applicants. Benefits are delivered during December.

We appreciate the letters and cards of thanks for the generous gifts we are able to provide.

Grants are also given to organisations offering help with the alleviation of poverty to those living within the Parish although the organisation itself, may be outside of the Parish.

The Trustees confirm that they have regard to the guidance issued by the Charity Commission on public benefit.

**Additional details of objectives and activities (Optional information)**

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

In 2020-21, 175 eligible applications were received, giving a benefit of between £90.00 and £210.00. Total sum of grants given £25,550. To generate a good uptake of the benefit, it is not means tested.

Within the financial year 1 April 2020 to 31 March 2021, £2,000 was given to East Oxford Stay and Play, £500 to The Porch, £1,450 to Elmore Community Services and £110 to Parish Property Trustees on behalf of Oxford Winter Night Shelter.

Beyond this financial year, but within the annual cycle of the Dawson Grant (running September to September), as yet no further grants have been allocated for the financial year 1 April 2021 to 31 March 2022.

## Section E Financial review

### Brief statement of the charity's policy on reserves

Due to fluctuations in the level of grant provided by the Charity of Thomas Dawson, part of the grant is held in years where a more generous grant is received, to help to some degree with the level of benefit available in years where the grant from Charity of Thomas Dawson is lower.

From the accounts you can see that our income exceeded our expenditure this year. We budgeted £10,000 for organisations to apply for grant funding. This is the fourth year we have offered grant funding with a levelling off in uptake, possibly covid-related as a number of local organisations may have been less able to operate normally through the last year.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Parochial Charities of St Clement, Oxford are linked to 3 other Charitable Trusts in that this is where the funding for the charity is derived:

Thomas Dawson – share applicable for the poor 201989-1  
William James – 201989-2  
John Pike – 201989-3

An honorarium of £700 is given to the Clerk to the Trustees for administering the application process and providing the accounts. Payment is made for the Independent Examination. There are other minimal overheads for photocopying etc.

## Section F Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

### Signed on behalf of the charity's trustees

Signature(s) R Gibson

Full name(s) Revd Rachel Gibson

Position (eg Secretary, Chair, etc) Chair

Date 14 September 2021

**THE PAROCHIAL CHARITIES OF ST. CLEMENTS, OXFORD**

**RECEIPTS and PAYMENTS ACCOUNTS**

**For The Year Ended 31 March 2021**

**And**

**BALANCE SHEET**

**As At 31 MARCH 2021**



# THE PAROCHIAL CHARITIES OF ST. CLEMENTS, OXFORD

REGISTERED CHARITIES NUMBER 201989

Clements Oxford

## Respective responsibilities of trustees and examiner:

As the charity's trustees you are responsible for the preparation of the Accounts; and you consider that the audit requirement of section 43 (2) of the Charities ACT 1993 (the ACT) does not apply.  
It is our responsibility to state, on the basis of the procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to our attention.

## Basis of independent examiner's report

Our examination was carried out in accordance with the general Direction given the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of 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 we do not express an audit opinion on the view given by the accounts.

## Independent Examiner's Statement

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

1. which gives us reasonable cause to believe that in any material respect the requirements  
to keep accounting records in the accordance with section 41 of the Act  
to prepare accounts which accord with the accounting records and to comply with  
the accounting requirements of the Act  
have not been met or
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding  
of the accounts to be reached.



C Warmington and Son  
77 Wilkins Road  
Oxford  
OX4 2JB

C Warmington And Son  
Chartered Certified Accountant  
77 Wilkins Road  
Oxford, OX4 2JB  
Tel: 01865 777755



**THE PAROCHIAL CHARITIES OF ST. CLEMENTS, OXFORD**

**REGISTERED CHARITY NO. 201989**

**BALANCE SHEET AS AT 31 MARCH 2021**

	<b><u>31/03/2021</u></b>	<b><u>31/03/2020</u></b>
<b><u>ASSETS EMPLOYED</u></b>		
<b><u>CURRENT ASSETS</u></b>		
Cash at Bank		
Current account	5108	2009
Deposit account	9574	10691
Reserve Account	43777	43277
Saver	11163	11100
Charities of Trackers account		4
(see note 3)	<u>4604</u>	<u>4604</u>
<b><u>CURRENT LIABILITIES</u></b>		
Creditors		
<b><u>NET ASSETS</u></b>	<u>74226</u>	<u>71685</u>
<b><u>REPRESENTED BY:</u></b>		
Income Account		
At 1 April 2019	71685	64289
Write back uncashed cheques		
Excess of receipts over payments	<u>2541</u>	<u>7396</u>
	<u>74226</u>	<u>71685</u>



**THE PAROCHIAL CHARITIES OF ST. CLEMENTS , OXFORD**

**REGISTERED CHARITY NO. 201989**

THE PAROCHIAL OF ST. CLEMENTS, OXFORD

REGISTERED CHARITY NO. 201989

**RECEIPTS AND PAYMENT ACCOUNT**

**YEAR ENDED 31 MARCH 2021**

	<u>31/03/2021</u>	<u>31/03/2020</u>
<b><u>RECEIPTS : (see note 1)</u></b>	33500	44359
<b><u>PAYMENTS :</u></b>		
Charities Gifts ( see note 2)	25750	32540
Grants	4060	3245
<b><u>ADMINISTRATION EXPENSES</u></b>		
Gifts	0	42
Clerks Honorarium	700	700
Photocopying and labels	28	15
Accounting Remuneration	421	421
	1149	1178
<b>EXCESS OF RECEIPT OVER PAYMENTS</b>	<u>2541</u>	<u>7396</u>

THE PAROCHIAL CHARITIES OF ST. CLEMENTS, OXFORD

REGISTERED CHARITY NO. 201989

THE PAROCHIAL OF ST. CLEMENTS, OXFORD

REGISTERED CHARITY NO. 201989

Notes to The Accounts

Year Ended 31/03/2021

	<u>31/03/2021</u>	<u>31/03/2020</u>
Note 1.		
RECEIPTS		
Charities Official Investment Fund	2879	2823
Bank Interest	565	930
gifts	1160	
Charity of Thomas Dawson.	28896	40606
	<u>33500</u>	<u>44359</u>
Note 2.		
CHARITABLE GIFTS;		
Benefit Allocation	25750	32540
	<u>25750</u>	<u>32540</u>
Note 3.		
CHARITIES OFFICIAL INVESTMENT FUND		
(£4604 Income Shares)	<u>4604</u>	<u>4604</u>
The official valuation of this investment on the 31 December 2020		



# THE PAROCHIAL CHARITIES OF ST. CLEMENTS, OXFORD

REGISTERED CHARITIES NUMBER 201989

Clements Oxford

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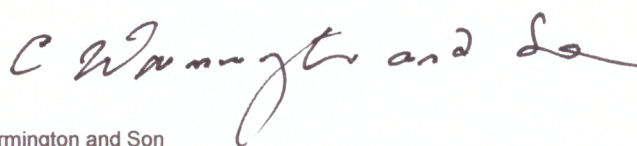
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## Independent Examiner's Statement

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

1. which gives us reasonable cause to believe that in any material respect the requirements to keep accounting records in the accordance with section 41 of the Act to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met or
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



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