Trustees' Report and

Unaudited Financial Statements for the Year Ended 31 March 2022

for

Peterborough Cathedral Development and Preservation Trust CIO

> Stephenson Smart (East Anglia) Limited Chartered accountants 22-26 King Street King's Lynn Norfolk PE30 1HJ

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Reference and Administrative Details for the Year Ended 31 March 2022

Trustees	Col R Boyle DL Mr B Hellyer DL (resigned 4.1.2022) Mr D Laing Rev T Alban Jones Miss A Spriggs (resigned 4.1.2022) Mr M Smith (resigned 4.1.2022) Sir L Howard Mr P Parsons (resigned 4.1.2022) Very Rev'd C Dalliston Mr R S G Barnwell DL Mr T R S Jackson (appointed 1.11.2021) Ms C L Graham (appointed 1.12.2021) Mr C J Pulley (appointed 3.1.2022) Ms A Davison-Young (appointed 4.1.2022) Ms A Bentley (appointed 4.1.2022) Mr T Sakhrani (appointed 4.1.2022) Mr M Williams (appointed 4.1.2022) Mr J R Howell (appointed 3.1.2022)
Principal address	Main Office Minster Precincts Peterborough PE1 1XS
Registered charity number	1159730
Independent examiner	Stephenson Smart (East Anglia) Limited Chartered accountants 22-26 King Street King's Lynn Norfolk PE30 1HJ
Solicitors	Farrer & Co 66 Lincolns Inn Fields London WC2A 3LH

Trustees' Report for the Year Ended 31 March 2022

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

Objectives and activities

Objectives and aims

The objectives of the Charity are the support of such charitable purposes connected with the Cathedral and the Chapter of Peterborough Cathedral, and the support of such other charitable purposes or charitable foundations as the Trustees, being not less than seven in number, shall from time to time by deed executed with their unanimous consent declare.

Fundraising

The sole purpose of the Trust is to raise funds to support the work and ministry of the Cathedral and to preserve, maintain and improve its fabric and facilities. It does so through encouraging membership of the Company of St Peter; direct fundraising though grants, donations, legacies and fundraising events. The Trust also encourages businesses to join the Corporate Partnership.

Income received may be restricted for use on a project or purpose specified by the donor. Such income is classified as restricted and must be used for the project purpose. Income may be paid directly to the Chapter in accordance with the terms of the grant donation. Otherwise funds are transferred from time to time for the use at the discretion of the Chapter in furtherance of objectives of the Trust. A small balance is retained to cover fundraising costs.

Volunteers

The Trust is indebted to the hard work and commitment of all Trustees and other volunteers in supporting its work. In addition, the hard work of the Chapter staff in supporting and sustaining the work of the Trust was highly valued.

Trustees' Report for the Year Ended 31 March 2022

Achievement and performance

In response to a difficult year caused by the global Covid-19 pandemic, the Trust refocused resources on generating grant income. This successful short term strategy resulted in increased year on year income of 28%. We are extremely grateful to Dawn Caplin (CEO) who despite the unprecedented challenge, demonstrated true leadership, applied her knowledge, her skills and then exceeded our expectations.

- The Trust's office also secured £250,000 from heritage Lottery Grants that went directly to Chapter for operational costs during the height of the pandemic.
- The Cathedrals 10-year-old IT systems have been completely upgraded by a grant of £23,000 from the Trust with an extra £2,305 upgrade to the IT equipment in the music department.
- Music emergency grant secured to cover operating costs £41,565 from Cathedral Choirs' Emergency Fund.
- The Cathedrals internal lighting was upgraded from halogen to LED at a cost of £23,000 from a major supporter.

The generosity of the Company of St Peter (now transitioned to Cathedral Keys) supports the routine work of the Cathedral contributing £35,000 towards the cost of ministry, maintaining its fabric, providing Choral Music throughout the year and the cost of Lay clerks.

The Trust is very grateful to all those grant making trusts and individuals who have supported and continue to support this iconic building in the heart of Peterborough City Centre.

We are also very grateful of all the support we receive from volunteers, Trustees and Vice Presidents.

Financial review

Financial position

The Trust uses Xero accounting software that generates a range of reports. Our bank accounts data feeds into Xero which provides management and trustees with real time financial information. Our access to information has been further enhanced since we converted to internet banking.

Total income for the financial year was £171,135 remarkably higher than the previous year income. Even navigating through the pandemic, we still managed to increase our income. the Trust also secured £250,000 from the Heritage Emergency fund for operating costs that were passed directly to the cathedral.

The increase in income was mainly due to successful grant applications. Our future fundraising strategy will re-focus on regular monthly giving, through membership schemes, corporate engagement, core funding grants through trusts and other philanthropy.

The Trust approved and paid out £99,958 in restricted funds and £13,545 unrestricted in support of music, fabric, mission and operational costs.

Reserves policy

It is the intention of the Trustees to maintain 9 months unrestricted income for operational costs in order to cover ongoing costs, and that normally 10% of all donations received are allocated to the cost of generating income and support costs of the Charity.

Trustees' Report for the Year Ended 31 March 2022

Future plans

In 2020/21 the Trust will build its Cathedral Keys Membership enabling the Cathedral access to unrestricted income in support of Chapters operating costs.

We have been working on the new Cathedral shop project and hope to see a newly installed shop December 2021.

Laurel Court viability study, which the Trust secured funding from AHF, will be completed by March 2022.

We will seek funding from corporates, trusts and members for a number of sustainability projects that the Chapter have identified, enabling the Cathedral to generate regular income that will cover operating costs and maintenance.

It costs £1.5 million per year to operate the Cathedral or £4,200 per day. The Cathedral depends on donations, events and commercial activity to cover its costs.

The Trust will be seeking funding for a number of capital projects, mainly Green Spaces project to improve the precincts for visitors, a new Handyman's workshop, outside lighting and new up lighting in the Cathedral, and a number of repairs and improvements as suggested in the latest quinquennial report.

Structure, governance and management

The Peterborough Cathedral Development and Preservation Trust is a charitable incorporated organisation (CIO) and was registered with the Charity Commissioners on 29 December 2014.

The Trustees are responsible for the sound management of the Charity and are responsible for the appointment of new Trustees. Trustees must number a minimum of 7 and a maximum of 25. All Trustees are appointed for a three-year term and when making appointments Trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

None of the Trustees has any beneficial interest in the Charity. All Trustees are members of the Charity and guarantee to contribute £1 in the event of winding up.

In addition to appointed Trustees, the Dean of Peterborough cathedral is automatically a Charity Trustee.

The Executive Committee also have powers to appoint not more than three charity trustees for a fixed term of office.

Approved by order of the board of trustees on 12 January 2023 and signed on its behalf by:

Ms A Davison-Young - Trustee

Independent examiner's report to the trustees of Peterborough Cathedral Development and Preservation Trust CIO

I report to the charity trustees on my examination of the accounts of Peterborough Cathedral Development and Preservation Trust CIO (the Trust) for the year ended 31 March 2022.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

Christopher Goad BFP FCA Stephenson Smart (East Anglia) Limited Chartered accountants 22-26 King Street King's Lynn Norfolk PE30 1HJ

12 January 2023

Peterborough Cathedral Development and Preservation Trust CIO

Statement of Financial Activities for the Year Ended 31 March 2022

	Ur Notes	restricted fund £	Restricted fund £	Endowment funds £	31.3.22 Total funds £	31.3.21 Total funds £
Income and endowments from	Hotes	-	-	-	-	-
Donations and legacies	3	196,601	410,090	-	606,691	98,863
Other trading activities	4	-	8,460	-	8,460	-
Investment income	5	81	-	-	81	43
Other income						71,229
Total		196,682	418,550		615,232	170,135
Expenditure on Charitable activities	6					
Costs of events and activities	U	-	3,574	-	3,574	279
Grants payable		190,102	347,769	-	537,871	113,503
Support costs		74,821	-	-	74,821	70,483
Governance costs		7,206	-	-	7,206	3,798
Total		272,129	351,343		623,472	188,063
NET INCOME/(EXPENDITURE)		(75,447)	67,207	-	(8,240)	(17,928)
Reconciliation of funds Total funds brought forward		96,607	6,000	17,719	120,326	138,254
Total funds carried forward		21,160	73,207	17,719	112,086	120,326

Statement of Financial Position 31 March 2022

	Ur	nrestricted fund	Restricted fund	Endowment funds	31.3.22 Total funds	31.3.21 Total funds
	Notes	£	£	£	£	£
Current assets						
Debtors	12	990	2,905	-	3,895	7,232
Cash at bank		124,158	312,589	17,719	454,466	129,178
		125,148	315,494	17,719	458,361	136,410
Creditors Amounts falling due within one						
year	13	(103,988)	(242,287)	-	(346,275)	(16,084)
Net current assets		21,160	73,207	17,719	112,086	120,326
Total assets less current liabilities		21,160	73,207	17,719	112,086	120,326
NET ASSETS		21,160	73,207	17,719	112,086	120,326
Funds Unrestricted funds Restricted funds Endowment funds	14				21,160 73,207 17,719	96,607 6,000 17,719
Total funds					112,086	120,326

The financial statements were approved by the Board of Trustees and authorised for issue on 12 January 2023 and were signed on its behalf by:

Ms A Davison-Young - Trustee

Statement of Cash Flows for the Year Ended 31 March 2022

	Notes	31.3.22 £	31.3.21 £
Cash flows from operating activities Cash generated from operations	1	325,207	(61,808)
Net cash provided by/(used in) operating	activities	325,207	_(61,808)
Cash flows from investing activities Interest received		81	43
Net cash provided by investing activities		81	43
Change in cash and cash equivalents in th reporting period Cash and cash equivalents at the beginni		325,288	(61,765)
of the reporting period		129,178	_190,943
Cash and cash equivalents at the end of the reporting period		454,466	129,178

Notes to the Statement of Cash Flows for the Year Ended 31 March 2022

1.	Reconciliation of net expenditure to net cash flow from operating activitie	S	
		31.3.22	31.3.21
		£	£
	Net expenditure for the reporting period (as per the Statement of		
	Financial Activities)	(8,240)	(17,928)
	Adjustments for:		
	Interest received	(81)	(43)
	Decrease/(increase) in debtors	3,337	(3,843)
	Increase/(decrease) in creditors	330,191	(39,994)
	Net cash provided by/(used in) operations	325,207	(61,808)

2. Analysis of changes in net funds

	At 1.4.21 £	Cash flow £	At 31.3.22 £
Net cash			
Cash at bank	129,178	325,288	454,466
	129,178	325,288	454,466
Total	129,178	325,288	454,466

1. General information

The charity is a public benefit entity and a registered charity in England and Wales and is a Charitable Incorporated Organisation (CIO). The address of the principle office is Cathedral Office, Minister Precincts, Peterborough, PE1 1XS.

2. 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 the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Critical accounting judgements and key sources of estimation uncertainty

The preparation of the financial statements in conformity requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Given the straightforward operations and financial position of the charity, there are not considered to be any key sources of judgement or estimation uncertainty within these financial statements.

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.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

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.

2. Accounting policies - continued

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.

3. Donations and legacies

4.

5.

	31.3.22	31.3.21
	£	£
Donations	293,840	98,863
Legacies	312,851	_
	606,691	98,863
Other trading activities		
	31.3.22	31.3.21
	£	£
Fundraising events	8,460	
Investment income		
	31.3.22	31.3.21
	£	£

81

43

6. Charitable activities costs

Deposit account interest

	Direct Costs	Grant funding of activities (see note 7)	Support costs (see note 8)	Totals
	£	£	£	£
Costs of events and activities	3,574	-	-	3,574
Grants payable	-	537,871	-	537,871
Support costs	-	-	74,821	74,821
Governance costs			7,206	7,206
	3,574	537,871	82,027	623,472

7. Grants payable

.3.21
£
3,503
.3.21
£
2,305
5,953
3,545
1,700
3,503
1

8. Support costs

	Governance				
	Management	Finance	costs	Totals	
	£	£	£	£	
Support costs	74,130	691	-	74,821	
Governance costs			7,206	7,206	
	74,130	691	7,206	82,027	

9. Trustees' remuneration and benefits

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

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

10. Staff costs

	31.3.22	31.3.21
	£	£
Wages and salaries	56,039	52,756
Social security costs	6,214	5,705
Other pension costs	1,320	1,313
	63,573	59,774
The average monthly number of employees during the year was as follows:		
	31.3.22	31.3.21
	2	1

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

11. Comparatives for the statement of financial activities

 comparatives for the statement of mane	Unrestricted fund £	Restricted fund £	Endowment funds £	Total funds £
Income and endowments from				
Donations and legacies	65,518	33,345	-	98,863
Investment income	43	-	-	43
Other income		71,229		71,229
Total	65,561	104,574	<u> </u>	170,135
Expenditure on Charitable activities				
		270		270
Costs of events and activities Grants payable	- 13,545	279 99,958	-	279 113,503
Support costs	50,954	99,958 19,529	-	70,483
Governance costs	3,798		-	3,798
Total	68,297	119,766		188,063
NET INCOME/(EXPENDITURE)	(2,736)	(15,192)	_	(17,928)
Transfers between funds	(11,499)	11,499		
Net movement in funds	(14,235)	(3,693)	-	(17,928)
Reconciliation of funds				
Total funds brought forward	110,842	9,693	17,719	138,254
Total funds carried forward	96,607	6,000	17,719	120,326

12.	Debtors: amounts falling due within one year		
		31.3.22	31.3.21
		£	£
	Other debtors	245	-
	Amounts due from Peterborough		
	Cathedral	2,905	2,905
	Gift aid recoverable	745	4,327
		3,895	7,232
13.	Creditors: amounts falling due within one year		
		31.3.22	31.3.21
		£	£
	Taxation and social security	845	2,769
	Other creditors	345,430	13,315
		346,275	16,084

14. Movement in funds

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	96,607	(75,447)	21,160
Restricted funds			
Restricted fund	6,000	67,207	73,207
Endowment funds			
CSP Ministry	13,635	-	13,635
CSP Fabric	4,084		4,084
	17,719		17,719
TOTAL FUNDS	120,326	(8,240)	112,086

14. Movement in funds - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds General fund	196,682	(272,129)	(75,447)
Restricted funds Restricted fund	418,550	(351,343)	67,207
TOTAL FUNDS	615,232	(623,472)	(8,240)

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds	-	L	-	-
General fund	110,842	(2,736)	(11,499)	96,607
Restricted funds Restricted fund	9,693	(15,192)	11,499	6,000
Endowment funds				
CSP Ministry	13,635	-	-	13,635
CSP Fabric	4,084			4,084
	17,719	<u> </u>	<u> </u>	17,719
TOTAL FUNDS	138,254	(17,928)		120,326

14. Movement in funds - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds General fund	65,561	(68,297)	(2,736)
Restricted funds Restricted fund	104,574	(119,766)	(15,192)
TOTAL FUNDS	170,135	(188,063)	(17,928)

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

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds	-	_	_	_
General fund	110,842	(78,183)	(11,499)	21,160
Restricted funds				
Restricted fund	9,693	52,015	11,499	73,207
Endowment funds				
CSP Ministry	13,635	-	-	13,635
CSP Fabric	4,084			4,084
	17,719			17,719
TOTAL FUNDS	138,254	(26,168)		112,086

14. Movement in funds - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds General fund	262,243	(340,426)	(78,183)
Restricted funds Restricted fund	523,124	(471,109)	52,015
TOTAL FUNDS	785,367	(811,535)	(26,168)

15. Related party disclosures

During the year the Trust entered into the following transactions with related parties:

Grants of £537,871 (2021 : £113,503) were awarded to the Chapter of Peterborough Cathedral during the year, of which some of the Trustees are members. Included within debtors is £2,905 which is due from the Chapter of Peterborough Cathedral (2021 : £2,905).

Detailed Statement of Financial Activities for the Year Ended 31 March 2022

	31.3.22 £	31.3.21 £
Income and endowments		
Donations and legacies Donations Legacies	293,840 <u>312,851</u>	98,863
	606,691	98,863
Other trading activities Fundraising events	8,460	-
Investment income Deposit account interest	81	43
Other income Job retention scheme Cathedral choir emergency fund	- 	19,529 51,700
		71,229
Total incoming resources	615,232	170,135
Expenditure		
Charitable activities Costs of events and activities Grants to institutions	3,574 <u>537,871</u> 541,445	279 <u>113,503</u> 113,782
Support costs Management	- , -	-, -
Wages Social security Pensions Insurance Computer expenses Office expenses Postage and stationery	56,039 6,214 1,320 943 6,961 1,484 551	52,756 5,705 1,313 1,178 6,698 1,187 332
Advertising	618	725
	74,130	69,894

This page does not form part of the statutory financial statements

Detailed Statement of Financial Activities for the Year Ended 31 March 2022

Management	31.3.22 £	31.3.21 £
Finance Dark charges	C01	F 9 0
Bank charges	691	589
Governance costs		
Accountancy fees	1,800	1,800
Legal and other professional	3,906	498
Independent exam fees	1,500	1,500
	7,206	3,798
Total resources expended	623,472	188,063
Net expenditure	(8,240)	(17,928)

This page does not form part of the statutory financial statements