

# CPAS

## Report and Accounts

for the year ended  
30 April 1997



**CHURCH PASTORAL AID SOCIETY**  
**Athena Drive, Tachbrook Park, Warwick CV34 6NG**

*A company limited by guarantee*  
*Registered office at the above address*

*Registered in England no 2673220*  
*Registered charity no 1007820*

**PATRON: HER MOST GRACIOUS MAJESTY THE QUEEN**

**PRESIDENT: The Rt Rev Michael Baughen**

**VICE PATRONS**

The Archbishop of Canterbury  
The Archbishop of York  
The Archbishop of Armagh  
The Most Rev Lord Coggan  
The Most Rev Sir Marcus Loane

**VICE PRESIDENTS**

The Bishop of Chichester  
The Bishop of Liverpool  
Lord Caldecote  
The Rev Canon D K Dean  
The Rev J R W Stott  
The Rt Rev M A P Wood

**TREASURER**

Mr Donald Morgan FCA



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**Mission Statement**

**CPAS is an evangelical Anglican mission agency whose main purpose is**

***to enable people of all ages to come to faith in Christ  
and help them grow in Christian discipleship,  
by means of the local church.***

## Report of the Council

### CONSTITUTION AND ORGANISATION

Church Pastoral Aid Society (CPAS) was founded in 1836 and operated as an unincorporated charity until 31 March 1992. The company was incorporated on 19 December 1991 and took over the operations of the Society on 1 April 1992, the assets being transferred by Charity Commission scheme dated 25 March 1993. The company is limited by guarantee and has no share capital. On a winding-up, each registered member is liable to contribute a sum not exceeding £10 towards the assets of the Society. At 30 April 1997 there were 358 members.

The governing instruments of the Society are its Memorandum and Articles of Association, a copy of which is obtainable from the secretary on request. Its operations are managed by its Council, comprising 15 clergy and 15 lay members, normally serving for a 3 year term of office and eligible for re-election at the end of the period. All members of the Society are entitled to nominate and to vote for candidates, who must already themselves be members of CPAS. Elections are held annually and are conducted under the single transferable vote system. The Council usually meets three times a year, and is assisted by two executive subcommittees: a Standing Committee and a Grants Committee. The **members** during the year to 30 April 1997 were:

#### **Council**

The Rt Rev Michael Baughen *President*

The Rev David Bird <i>Chair</i> (3/11/92)	Mrs Iona Birchall (3/11/94)
The Rev Stephen Corbett (3/11/94)	Miss Joan Botterill <i>Vice-chair</i> (25/2/92)
The Rev David Holloway (25/2/92)	Mr Keith Cawdron (25/2/92)
The Rev Gary Jenkins (7/11/96)	Mr Nigel Chetwood (25/2/92)
The Rev Preb John Mapson (25/2/92)	Mrs Miriam Dow (25/2/92)
The Rev David Parrott (3/11/94)	Mr Brian Field (25/2/92)
The Rev Canon Michael Perry (19/12/91, retired 7/11/96)	Dr John Ledger (3/11/94)
The Rev David Perryman (3/11/92)	Mr Harry Marsh (2/11/95)
The Rev John Risdon (25/2/92)	Mr Vijay Menon (25/2/92)
The Rev Janet Roberts (4/11/93)	Mr Donald Morgan <i>Treasurer</i> (19/12/91)
The Rev Brian Ruff (25/2/92, retired 7/11/96)	Mr Ian Smith (4/11/93)
The Rev Roger Salisbury (7/11/96)	Mr Trevor Stevenson (4/11/93)
The Rev Canon Michael Seward (3/11/92)	Mr Graham Turner (7/11/96)
The Rev Robert Shimwell (3/11/94)	Mrs Clare Wells (4/11/93 & coopted 7/11/96)
The Rev Mike Talbot (4/11/93)	Mr Christopher Whitmey (25/2/92)
The Rev Neil Weston (3/11/92)	
The Rev Gary Wilton (3/11/94)	

*Secretary:* Miss Ruth Buckley

(dates of first appointment as director are shown in brackets)

#### **Standing Committee**

The Rev David Bird *Chair*  
 Miss Joan Botterill *Vice-chair*  
 Mr Nigel Chetwood  
 Mrs Miriam Dow  
 Mr Brian Field  
 The Rev Preb John Mapson  
 Mr Harry Marsh  
 Mr Donald Morgan *Treasurer*  
 The Rev Robert Shimwell  
 The Rev Mike Talbot  
 Mr Christopher Whitmey

#### **Grants Committee**

Mrs Iona Birchall  
 The Rev John Curtis  
 The Rev John Knight  
 Dr John Ledger  
 The Rev Preb John Mapson *Chair*  
 The Rev Charles May  
 Mrs Anne Tompson

For the purposes of the Companies Act 1985 the directors are the members of the Council. The General Director is responsible to the Council for day to day management of the Society, assisted by other staff.

The Society's **professional advisers** are:

#### **Bankers**

The Royal Bank of Scotland plc  
 London City Office  
 62 / 63 Threadneedle Street  
 London EC2R 8LA

#### **Solicitors**

Anthony Collins  
 Pearl Assurance House  
 4 Temple Row  
 Birmingham B2 5HG

#### **Auditors**

Hazlewoods  
 Staverton Court  
 Staverton  
 Cheltenham  
 Gloucestershire GL51 0UX

#### **Investment Advisers**

CCLA Investment Management Limited  
 St Alphage House  
 2 Fore Street  
 London EC2Y 5AQ

The following **advisory committees and other bodies** provide valuable guidance for specific areas of work:

**Evangelism**

The Rev Rod Allon-Smith  
The Rev Chris Edmondson *Chair*  
Mr Ian Knox  
The Rev Paul Morris  
The Rev John Reeves  
The Rev Janet Roberts  
The Rev David Rowe\*  
Mrs Shirley Steele\*  
\*representatives of Fellowship  
for Parish Evangelism

**Ministry and Vocation**

The Rev David Banting  
The Rev Canon Ian Bunting *Chair*  
The Rev Dr Mike Butterworth  
The Rev Dr Liz Culling  
Mrs Wendy Hague  
Mrs Valerie Hamley  
The Rev Bill Hopkinson  
The Rev Charmaine Host  
The Rev Susan Leighton  
The Rev John Littlewood  
The Rev David Perryman  
The Rev Roger Salisbury  
The Rev Steve Weston

**CPAS Readers**

Miss Joan Botterill  
Mr Brian Field  
Mr Anthony Nicolle  
Mrs Margaret Owens  
Mr Charles Pople *Chair*  
Mr Adrian Smith *Deputy Chair*  
Mr Andrew Walker

**Board of Patronage Trust**

The Rev Steve Allen  
The Rev Canon Jane Austin  
The Rev David Banting  
The Rev Andrew Dow *Chair*  
Mr Peter Doyle  
Mrs Annette Farrer  
Mrs Daphne Gear  
Sir Timothy Hoare  
The Rev Nick McKinnel  
Mr John Truscott  
The Rev Timothy Watson  
Mr Simon Webley  
*Secretary:* The Rev David Field  
*Asst Secretary:* Miss Marion Powell

**CYFA**

The Rev Nigel Beynon  
Ms Michelle Fussell  
Mr Simon Heathfield  
Ms Sami Lundie  
The Rev Jonathan Mortimer  
Capt Paul Niemiec  
Mr Paul Peterson

**Pathfinders**

Dr Brian Griffiths  
Mr Keith Morrison  
Mr Melvyn Pereira  
The Rev Andrew Petit *Chair*

**Church Pastoral Aid Trust**

*incorporated 12 May 1894*  
*registered company no 41145*  
Miss Joan Botterill  
The Rev Canon John Moore  
Mr Donald Morgan *Chair*  
The Rev Preb John Skinner  
The Rev Canon David Wheaton  
*Secretary:* Miss Ruth Buckley

**CYFA Pathfinder Ventures Ltd** ('CPV' or 'CPV Ltd'), registered company no 1184850, registered charity number 271391, became a wholly owned subsidiary of the Society in June 1994. Its principal activity is the provision of Christian education for young people through houseparties and camps. A series of residential activities known as Falcon Camps is aimed primarily at children and young people from deprived or disadvantaged areas. CPV's operations are conducted independently but in cooperation with those of the Society. The directors and members of its Finance Management Committee and Falcon Camps Committee are as follows:

**Directors**

Miss Joan Botterill  
Mr Terry Clutterham  
Mr Christopher Dutton  
Mrs Penny Frank  
Dr Brian Griffiths  
The Rev Kenneth Habershon  
Mr Richard King  
The Rev Gary Piper  
Mr Robert Rattee  
Mrs Caroline Redman  
Mr Brian Senior  
The Rev Steve Tilley  
The Rev Derek Wooldridge *Chair*

**Finance Management Committee**

Miss Anita Adams  
The Rev John Libby  
Miss Juliet Maggs  
Mr Robert Rattee *Chair*

**Falcon Camps Committee**

The Rev Edward Furness  
Mr and Mrs Jez Heasman  
Mr Geoff Matthews  
The Rev Gary Piper *Chair*  
Miss Susan Shrubbs

**OBJECT and POLICIES**

The purpose and powers of the Society are outlined in the following extract from its Memorandum:

"The **object** for which the Society is established is:

*To advance the Christian Gospel by providing human and material resources to Anglican parishes and churches throughout the world and in particular in England, Wales, Scotland and Ireland, in order to encourage and increase their effectiveness as worshipping communities committed to nurture, training, evangelism, growth and service and seeking to glorify God working under the supreme authority of Scripture and in accordance with the Protestant and Evangelical doctrines and principles of the Church of England as set forth in the Book of Common Prayer and the Thirty-nine Articles of Religion read in conjunction with the Society's Basis of Faith dated 27 February 1990.*

*"And the Society shall have the following powers exercisable in furtherance of the said object but not otherwise, namely:*

- (a) *To grant financial and other aid to clergy, lay workers, and those training for ordained or recognised lay ministry, and to parishes who support the object of the Society*

- (b) *To promote evangelism* so that the Gospel might be carried, by means of the Church to every person's door
- (c) To produce and distribute training materials and aids, promote and run conferences, training seminars, holidays, houseparties and camps, and provide advice on resource materials for Christian education with a view to *helping leaders and others in local churches be more effective in their ministry* and to evangelise, teach and nurture faith
- (d) *To act as Patron* either alone or jointly with others in respect of livings in the Church of England now or hereafter vested in or held on behalf of the Society
- (e) *To assist men and women* by means of conferences, literature and in other ways *to find their vocation* and identify their rightful place in the service of God within the Anglican Communion."

The Society's current policies are set out in its Five Year Plan 1996 - 2001, a copy of which is obtainable from the secretary. Under the theme *Encouraging Mission, Resourcing Leaders*, the long standing work of resourcing churches for effective mission, particularly with regard to clergy and leaders of children and youth work, continues. Opportunities are to be taken to make a greater contribution to national church affairs and to promote unity amongst evangelicals. The Plan is also linked to resolutions from the Anglican Evangelical Assemblies in 1994 and 1995 where, in addition to the above, there was encouragement to continue CPAS's emphasis on evangelism, teaching, discipling and nurture, of relating faith to cultural issues, and the ongoing training of leaders at all levels within the local church. The encouragement of missionary congregations and church planting, together with our continuing support for the Fellowship of Parish Evangelism, was also emphasised. The Board of Mission's publication *Signs of Life* (1996) also serves to give a sense of rightness about the direction of the work within a growing missionary context.

The organisational structure of the Society includes the following *ministry* divisions:

- *Evangelism* – assisting local church leaders develop evangelistic attitudes and actions in their churches and giving direct assistance in the leading of evangelistic initiatives
- *Youth and Children* – helping churches start, maintain and develop work which enables children and young people to come to and grow in Christian faith
- *Ministry and Vocation* – carrying out patronage responsibilities, overseeing in-service clergy and accredited lay leaders support and encouraging recruitment for ordained and accredited roles
- *Regional Staff* – assisting local churches in their evangelistic, teaching and pastoral work so that they can become more effective as centres of mission, and maintaining and increasing prayer and financial support for CPAS
- *Publications, Training and Sales* – overseeing training and consultancy, in order to support and develop the work of local church leaders, and developing and managing information technology within CPAS for the purposes of improved efficiency and information

and *support* divisions:

- *Development* – implementing the development of prayer and financial support, and public relations
- *Finance and Administration* – overseeing and controlling financial matters and central administration, and ensuring the CPAS's charity and legal requirements are met.

Whilst these divisions form the primary work units, some programmes are carried out through trans-divisional projects under project leaders, allowing potential for flexibility, creativity, quality improvement and development as a learning organisation.

The *General Director* is responsible to the Council for the whole of CPAS's work, with special emphasis on senior church contacts, General Synod and other strategic church groupings.

## REVIEW OF THE YEAR'S ACTIVITIES

### Personnel

It is with great sadness that the Council reports the death in December 1996 of the Rev Canon Michael Perry. He had been a member of CPAS's General Committee and then its Council since 1984, served as Vice-Chairman from 1987 and was elected Chairman in 1993, serving in that capacity until he was forced through ill health to resign in March 1996. The Council and members of staff acknowledge with gratitude to God his dedicated and outstanding service to CPAS and to the wider Church, and express their sincere sympathy and loving greetings to his wife and family on their loss.

The Rev Canon John Moore resigned as General Director of the Society with effect from 31 October 1996 to take up the position of General Director of the Intercontinental Church Society. The Rev Canon Brian Pearson, formerly the Archbishop of Canterbury's Officer for Mission and Evangelism and Diocesan Missioner for the Diocese of Canterbury, was appointed to succeed Canon Moore and took office at the beginning of March 1997. The Council is grateful to the Divisional Directors for

the way in which they maintained oversight of all the Society's work during the interregnum and especially to the Rev David Field in his capacity as Acting General Director during that period.

### Agapé

It has been good to demonstrate the Society's willingness to cooperate with other Christian agencies which share its commitment to serve local churches and to enable the work of proclaiming the gospel. In signing an agreement with Agapé, CPAS has taken on the responsibility to market and distribute Agapé products with effect from 1 April 1997.

### Promise Plus

An initiative to provide additional specialist support within the regions with its focus on youth and children's work was launched by the Archbishop of Canterbury (as one of CPAS's vice patrons) in January 1996. The splendid response to this and subsequent fundraising activities has enabled three Regional Development Workers to be deployed and plans to be put in hand to extend this programme of support. Regional Development Workers carry a brief to address the issue of declining numbers of children and young people's groups in our churches, the decline in the numbers of leaders of such groups and the decline in churches able to sustain any work for these age categories. Early indications are that a very positive impact is being made by the appointments in the regional setting and every effort is being made to see this important work expand.

### Resources

The Society has continued to deliver materials for use by local churches which address issues of current concern. These materials have been presented both as part of structured training programmes and as stand-alone publications. While vital support for these initiatives has been provided by staff based at head office, the regional staff play a major role in assessing needs and delivering relevant resources. Thus there has been increasing interest in Missionary Congregations, Lost for Words and Parenting. The development phases of several new resources, for instance, those addressing issues of the contemporary male culture (*Men – the Challenge of Change*) and singleness (*Single Issues*) have progressed well.

### New technology

CPAS has sought to take a lead in delivering material which uses state-of-the-art technology. In the future *Church Leadership Pack* will include a great deal of information and samples in the form of a PC-compatible CD ROM. Research into the wider use of this facility, in collaboration with other Christian agencies, is being encouraged and an appraisal will be carried out to assess the benefits of developing our internet facility.

### Other traditions

The value of CPAS's ministries to churches of a non-evangelical tradition is becoming increasingly apparent. In some cases these parishes have deliberately sought to appoint an incumbent from an evangelical background and s/he brings into that setting experience in working with CPAS through, for example, youth and children's work, evangelism, or training material. It is a matter for real encouragement that many of CPAS's resources cross churchmanship and, to a degree, denominational boundaries with ease, while retaining their biblical and evangelical doctrinal basis. The Decade of Evangelism and the up-turn in the number of evangelical leaders deployed across the regions in which CPAS serves, demonstrate what churches hold in common in terms of mission and ministry. The opportunity to serve this wider constituency and the evidence of a growing mission-mindedness within so many parishes is cause for rejoicing.

### The millennium and beyond

CPAS will continue to address key questions – some of which are brought into a sharper focus as we approach the close of the millennium. There appears to be a growing willingness to consider questions of life, and of the inheritance to be bequeathed to the children of the next millennium. Many, including CPAS, are asking what it will mean to 'be church' beyond 2000. The ability to monitor, reflect and respond to shifts in local church needs will be essential in order to continue what remains the Society's priority, to encourage mission and resource leaders. CPAS believes that God has blessed its work in such a way that it will be enabled to fulfil those primary aims to his glory and the furtherance of his Kingdom.

## FINANCES

### The past year

It is with much gratitude to God and to all the Society's supporters, both individuals and churches, that following some concern during 1996 over the level of income being received, the financial year ended with a surplus of £173,000 on general fund activities, compared with an adjusted deficit (see *accounts* below) of £9,000 during the period to 30 April 1996. This year's surplus comprised receipts of legacies which far exceeded expectations – the total amount includes a most welcome and unexpected bequest of £36,000 together with the estimated sale proceeds (£80,000) of a property bequeathed to CPAS but not yet sold – and the value to the Society of those who plan to give to its work in this way cannot be over-emphasised. The profit on sale of a property (£75,000) also forms part of the surplus, and will be used to provide income for future Falcon Camps (see *Constitution and Organisation – CYFA Pathfinder Ventures Ltd* above). By contrast, donations received were less than in the previous period. In line with the current Five Year Plan expenditure was reduced, mainly as a result of planned lower numbers of staff and associated costs. Despite these reductions, however, the Society would again have been facing a deficit were it not for the exceptional items mentioned above.

CYFA Pathfinder Ventures Ltd made a deficit of £5,000 on general fund activities, as compared with a break-even budget. CPV Ltd made payments to CPAS during the year of £20,000 in respect of office occupancy costs and £30,000 as a contribution to staff costs in respect of work carried out by CPAS staff on behalf of CPV Ltd.

In accordance with the requirements of the SORP (see *accounts* below) the Society's investments are included in the balance sheet at their market value as at 30 April 1997. The total includes £317,000 unrealised gains.

**Looking ahead**

The nature of CPAS's ministries is highly dependent upon human resources, and in order to continue its work the Society relies almost wholly on voluntary donations from both parishes and individuals, on legacies and on grants. The essential work of fostering existing links with donors and forging new contacts will continue. Further events are planned for the Promise Plus appeal, with a view to appointing additional Regional Development Workers as soon as funds become available. CPV Ltd will again run a programme of Ventures and camps during the coming year, giving strategic Christian input to several thousand children and young people.

**Voluntary assistance**

The Society acknowledges with gratitude the many people whose work in a voluntary capacity has contributed to all that has been achieved during the year. In particular, thanks are due to Area Contacts and Ministry Among Women Regional Assistants, assisting the work of the Regional Consultants, to Local Church Contacts and Area Contacts for their work in the context of the Youth and Children Division, to friends who have given of their time regularly or on an occasional basis in an administrative capacity, to all who serve on the various committees mentioned in this Report and to others who give of their time on an ad hoc basis in an advisory capacity, and to Parish Representatives and others who promote the ministries of CPAS at local church level.

**Commitments**

Financial projections indicate that the Society's general fund resources are adequate for it to continue in operation for the foreseeable future. Income from each of the restricted funds is expended only as it becomes available. Capital funds and the realisable value of assets are believed to be adequate to meet liabilities in the event of a major curtailment of activities or of liquidation. Details of commitments for payment of future grants are given in note 5 to the accounts, and information concerning pension contributions and other commitments is contained in notes 16 to 19 of the accounts.

**Assets**

The Society's assets include the following:

- premises in Warwick housing CPAS's offices and those of CYFA Pathfinder Ventures Ltd
- office and other equipment necessary to fulfil the Society's ministries
- 9 freehold properties held for the purpose of housing those staff members who have joined CPAS following service in tied accommodation
- a shared equity scheme which assists 11 staff with housing
- land and property bequests: two properties housing former members of staff and a further property held for investment purposes
- investments held in Collective Investment Scheme Units of the Central Board of Finance of the Church of England, the income from which is used for the Society's ministries; this is in accordance with the Society's memorandum, which allows funds not immediately needed to be invested, subject only to current legal requirements.

**Accounts**

The information contained in this Report and Accounts is presented in accordance with the requirements of *Accounting by Charities – Statement of Recommended Practice 1995* (SORP), issued by the Charity Commissioners in 1995. Certain adjustments to the published accounts for the period to 30 April 1996 have been necessary in order that comparisons between the current year and that period are possible. In line with the SORP, the CYFA Pathfinder Ventures Ltd results for the year are consolidated with those of CPAS in this Report and Accounts; for clarity CPAS's figures alone as well as the group totals are included wherever possible. A copy of the full Report and Accounts for CPV Ltd is available from its secretary at CPAS's address above.

The Society made no donations during the year for charitable purposes outside the scope of its own work, neither were any donations made for any political purpose.

**Auditors**

Hazlewoods have expressed their willingness to continue in office.

**Staff**

The Council again wishes to record its appreciation of the dedication and work of the Society's staff in all that has been achieved during the year to which this Report relates.



David Bird: Chairman, on behalf of the Council  
26 June 1997

## Report of the Auditors

### to the Members of Church Pastoral Aid Society

We have audited the financial statements on pages 9 to 19.

#### Respective responsibilities of directors and auditors

As described below the Council, who are the directors of the company, are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

#### Basis of opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material mis-statement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

#### Opinion

In our opinion the financial statements give a true and fair view of the state of the company's and group's affairs as at 30 April 1997 and of their surpluses for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



**HAZLEWOODS**  
Registered Auditors, Staverton, Cheltenham

26 June 1997

## Statements of the Directors

#### Directors' responsibilities in relation to financial statements

Company law requires the directors (the Council of the Society) to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Society and of the surplus or deficit of the Society for that period. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently
- make judgments and estimates that are reasonable and prudent
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Society will continue in business (*see below*).

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Society and enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the Society and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Council confirms that these financial statements comply with these requirements.

#### Going concern

The Society is almost entirely dependent on voluntary income to finance its continued operations. Financial projections, based on the best judgments of the staff and Council in relation to likely income and anticipated changes, indicate that the Society's resources are adequate for it to continue in operation for the foreseeable future. Accordingly the going concern basis continues to be adopted in preparing financial statements.



## Statement of Financial Activities for the year to 30 April 1997

	Notes	Unrestricted Funds £000	CPAS 1997 Restricted Funds £000	Total £000	Group 1997 £000	CPAS 1996 (13 months) £000	Group 1996 (CPAS 13 months) £000
<b>INCOMING RESOURCES</b> 15c							
Donations		1,035	156	1,191	1,571	1,204	1,551
Legacies		210	-	210	210	100	100
Grants - Mabledon Charity	21	113	-	113	113	123	123
- other		-	-	-	2	-	-
Total voluntary income		<u>1,358</u>	<u>156</u>	<u>1,514</u>	<u>1,896</u>	<u>1,427</u>	<u>1,774</u>
CPAS trust funds distribution	1	6	-	6	6	49	49
Investment income and interest	2	96	17	113	125	101	112
Income from resourcing activities	3	435	-	435	1,279	467	1,324
Other operating income	4	48	-	48	28	48	28
Profit on sale of properties		<u>75</u>	<u>-</u>	<u>75</u>	<u>75</u>	<u>-</u>	<u>-</u>
Total incoming funds		<u>2,018</u>	<u>173</u>	<u>2,191</u>	<u>3,409</u>	<u>2,092</u>	<u>3,287</u>
<b>RESOURCES EXPENDED</b>							
<b>Direct expenditure on the Group's objectives</b>							
Cost of resourcing activities	3	388	-	388	1,387	415	1,395
Youth and children		202	87	289	319	260	287
Publications and training		124	3	127	127	181	181
Parish support via regional staff		221	-	221	221	215	215
Evangelism		109	-	109	109	113	113
Professional ministry and patronage		102	-	102	102	111	111
Grants paid	5	102	11	113	147	116	155
Support costs		<u>376</u>	<u>-</u>	<u>376</u>	<u>457</u>	<u>422</u>	<u>508</u>
Total direct expenditure		<u>1,624</u>	<u>101</u>	<u>1,725</u>	<u>2,869</u>	<u>1,833</u>	<u>2,965</u>
<b>Other expenditure</b>							
Publicity, communications and fundraising		137	-	137	159	177	209
Central management and administration		80	-	80	89	76	86
Bank charges and interest payable		4	-	4	15	4	10
Loss on sale of properties		-	-	-	-	11	11
Total other expenditure		<u>221</u>	<u>-</u>	<u>221</u>	<u>263</u>	<u>268</u>	<u>316</u>
Total funds expended	7	<u>1,845</u>	<u>101</u>	<u>1,946</u>	<u>3,132</u>	<u>2,101</u>	<u>3,281</u>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>173</b>	<b>72</b>	<b>245</b>	<b>277</b>	<b>(9)</b>	<b>6</b>
<b>Other recognised gains and losses</b>							
Revaluation of investments (unrealised)		<u>50</u>	<u>32</u>	<u>82</u>	<u>82</u>	<u>144</u>	<u>144</u>
Net movement in funds		<b>223</b>	<b>104</b>	<b>327</b>	<b>359</b>	<b>135</b>	<b>150</b>
Fund balances brought forward at 1 May 1996		<u>4,606</u>	<u>686</u>	<u>5,292</u>	<u>5,280</u>	<u>5,157</u>	<u>5,130</u>
<b>FUND BALANCES CARRIED FORWARD at 30 April 1997</b>		<b><u>4,829</u></b>	<b><u>790</u></b>	<b><u>5,619</u></b>	<b><u>5,639</u></b>	<b><u>5,292</u></b>	<b><u>5,280</u></b>

All the activities of the Group are continuing activities, and there were no acquisitions in the year. There were no recognised gains or losses other than as shown above.

The only material restricted funds of the group relate to CPAS, as shown above. Information on the restricted funds of the subsidiary is shown in note 13.

## Consolidated Balance Sheet as at 30 April 1997

Notes	CPAS 1997 £000	Group 1997 £000	CPAS 1996 £000	Group 1996 £000
<b>Fixed assets</b>	9			
Tangible fixed assets:				
land and buildings	3,115	3,115	3,230	3,230
office and other equipment	<u>146</u>	<u>146</u>	<u>153</u>	<u>153</u>
	3,261	3,261	3,383	3,383
Investments (unlisted)	10			
	<u>1,193</u>	<u>1,193</u>	<u>1,078</u>	<u>1,078</u>
	<u>4,454</u>	<u>4,454</u>	<u>4,461</u>	<u>4,461</u>
<b>Current assets</b>				
Stocks and work in progress	11	187	187	168
Debtors:				
trade debtors	23	23	7	7
due from subsidiary	104	-	93	-
other debtors	84	84	30	30
prepayments	40	62	38	61
accrued income	<u>119</u>	<u>207</u>	<u>82</u>	<u>182</u>
	370	376	250	280
Cash:				
at bank and in hand	(3)	19	40	50
deposits repayable on demand:				
general	847	927	531	601
re Ministry Bonds	<u>70</u>	<u>70</u>	<u>73</u>	<u>73</u>
	<u>917</u>	<u>997</u>	<u>604</u>	<u>674</u>
	1,471	1,579	1,062	1,172
<b>Creditors</b> all falling due within one year				
Supporters' interest-free loans:				
Ministry Bonds	12	70	73	73
deposit covenants	2	2	4	4
others	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>
	80	80	85	85
Trade creditors	80	80	29	33
Due to subsidiary	10	-	4	-
Tax and Social Security	9	9	10	10
Other creditors	1	1	-	-
Accruals	29	29	19	19
Deferred income	-	98	2	124
Property maintenance provision	<u>97</u>	<u>97</u>	<u>82</u>	<u>82</u>
	306	394	231	353
<b>Net current assets</b>	<u>1,165</u>	<u>1,185</u>	<u>831</u>	<u>819</u>
<b>TOTAL ASSETS</b>				
<b>LESS CURRENT LIABILITIES</b>	<u>5,619</u>	<u>5,639</u>	<u>5,292</u>	<u>5,280</u>
<b>Funds</b>	13			
Capital funds:				
restricted funds	616	616	583	583
unrestricted funds: designated	60	60	57	57
general	<u>4,317</u>	<u>4,317</u>	<u>4,196</u>	<u>4,196</u>
	4,993	4,993	4,836	4,836
Income balances:				
restricted funds	174	184	102	113
unrestricted funds: designated	11	33	11	17
general	<u>441</u>	<u>429</u>	<u>343</u>	<u>314</u>
	626	646	456	444
<b>TOTAL FUNDS</b>	<u>5,619</u>	<u>5,639</u>	<u>5,292</u>	<u>5,280</u>

Signed on behalf of the Council on 26 June 1997

David Bird

David Bird: Chairman

Donald Morgan

Donald Morgan: Treasurer

## Group Cash Flow Statement for the year to 30 April 1997

	1997	1996	
Analysis	£000	£000	
<b>RECONCILIATION OF NET INCOMING/(OUTGOING) RESOURCES TO NET CASH INFLOW/(OUTFLOW) FROM OPERATING ACTIVITIES</b>			
Net incoming/(outgoing) resources	277	6	
Returns on investments a	(120)	(108)	
Non-cash legacies received*	(33)	-	
Depreciation charges	76	79	
(Profit)/loss on sale of fixed assets	(75)	11	
(Increase)/decrease in stocks	(19)	10	
(Increase)/decrease in debtors	(96)	50	
Increase/(decrease) in creditors	41	(101)	
<b>Net cash inflow/(outflow) from operating activities</b>	<b>51</b>	<b>(53)</b>	
<b>CASH FLOW STATEMENT</b>			
Net cash inflow/(outflow) from operating activities	51	(53)	
Returns on investments a	120	108	
Capital expenditure b	121	145	
<b>Increase/(decrease) in cash</b>	<b>292</b>	<b>200</b>	
<b>ANALYSIS OF CASH FLOWS</b>			
a Returns on investments: a			
Interest received	125	112	
Interest paid	(5)	(4)	
<b>Net cash inflow/(outflow)</b>	<b>120</b>	<b>108</b>	
b Capital expenditure:			
Purchase of tangible fixed assets	(43)	(41)	
Sale of tangible fixed assets	164	186	
<b>Net cash inflow/(outflow)</b>	<b>121</b>	<b>145</b>	
<b>MOVEMENTS IN CASH DURING THE YEAR ENDED 30 APRIL 1997</b>			
	1 May 1996	Change during year	30 April 1997
	£000	£000	£000
Cash at bank and in hand	50	(31)	19
Cash deposits - general	601	326	927
- Ministry Bonds	73	(3)	70
<b>Net movement in cash during the year ended 30 April 1997</b>	<b>724</b>	<b>292</b>	<b>1,016</b>
<b>MOVEMENTS IN CASH DURING THE YEAR ENDED 30 APRIL 1996</b>			
	1 April 1995	Change during year	30 April 1996 (CPAS 13 months)
	£000	£000	£000
Cash at bank and in hand	38	12	50
Cash deposits - general	390	211	601
- Ministry Bonds	96	(23)	73
<b>Net movement in cash during the year ended 30 April 1996</b>	<b>524</b>	<b>200</b>	<b>724</b>

\*During the year part of a legacy was received in the form of shares. These shares were converted into Collective Investment Scheme Units of the Central Board of Finance of the Church of England of a value of £33,000.

## NOTES TO THE FINANCIAL STATEMENTS

**1 CPAS TRUST FUNDS DISTRIBUTION**

During recent periods a number of trust funds previously administered by CPAS were wound up with the consent of the Charity Commission and their assets distributed in accordance with their objects. The total of £6,000 represents income from remaining trust funds.

**2 INVESTMENT INCOME AND INTEREST RECEIVED**

	CPAS (13 months)		Group total (CPAS 13 mths)	
	1997 £000	1996 £000	1997 £000	1996 £000
Central Board of Finance investments (see note 10)	65	67	65	67
Central Board of Finance deposits	40	27	40	27
Bank and other interest receivable	8	7	20	18
	<u>113</u>	<u>101</u>	<u>125</u>	<u>112</u>

**3 RESOURCING ACTIVITIES**

(Activities for which a charge is made towards the costs incurred)

	CPAS (13 months)		Group total (CPAS 13 mths)	
	1997 £000	1996 £000	1997 £000	1996 £000
<b>Income</b>				
Sales of products and resources	329	340	329	340
Training events and conferences	45	67	45	67
Subscriptions	61	60	61	60
Ventures and camps (CPV Ltd) (see note 21)	-	-	844	857
	<u>435</u>	<u>467</u>	<u>1,279</u>	<u>1,324</u>
<b>Expenditure</b>				
Cost of sales of products and resources	346	352	346	352
Training events and conferences	42	63	42	63
Ventures and camps (CPV Ltd) (see note 21)	-	-	999	980
	<u>388</u>	<u>415</u>	<u>1,387</u>	<u>1,395</u>
<b>Gross contribution (towards staff and authorship costs)</b>				
Sales of products and resources	(17)	(12)	(17)	(12)
Training events and conferences	3	4	3	4
Subscriptions and affiliations	61	60	61	60
Ventures and camps (CPV Ltd) (see note 21)	-	-	(155)	(123)
	<u>47</u>	<u>52</u>	<u>(108)</u>	<u>(71)</u>

**4 OTHER OPERATING INCOME**

	CPAS (13 months)		Group total (CPAS 13 mths)	
	1997 £000	1996 £000	1997 £000	1996 £000
Rental income from land and properties	8	6	8	6
Occupancy licence fee (CPV Ltd)	20	20	-	-
Charges for work for other organisations	13	12	13	12
Miscellaneous	7	10	7	10
	<u>48</u>	<u>48</u>	<u>28</u>	<u>28</u>

**5 GRANTS PAID**

	CPAS (13 months)		Group total (CPAS 13 mths)	
	1997 £000	1996 £000	1997 £000	1996 £000
Ministers in Training	15	26	15	26
Ventures and camps subsidies	-	-	34	39
Parishes and local projects	98	90	98	90
	<u>113</u>	<u>116</u>	<u>147</u>	<u>155</u>

Ministers in Training grants are made to individuals and are of amounts not exceeding £300. During the year grants made included £5,000 from restricted funds (see notes 13 and 14).

Subsidies are granted to assist individuals to attend Ventures and Falcon Camps (CPV Ltd). During the year a total of 701 subsidies were granted, each of amounts not exceeding £55.

**Grants - continued**

64 grants were made during the year to *parishes and for local projects*, as follows:

<i>Diocese of BATH &amp; WELLS</i>		<i>Diocese of DERBY</i>		<i>Diocese of SALISBURY</i>	
Twerton The Ascension*	1,500	Buxton Trinity*	1,000	Kinson West Howe St Philip	1,250
		Derby St Chad	667		
<i>Diocese of BIRMINGHAM</i>		Stapenhill Immanuel	3,000	<i>Diocese of SHEFFIELD</i>	
Aston St James	1,600			Hillsborough Christ Church	1,500
Aston Ss Peter and Paul	2,500	<i>Diocese of ELY</i>		Mortonley St Saviour	2,000
Burney Lane Christ Church	2,104	Cambridge Holy Cross	1,500	Wombwell St Mary	625
Garretts Green St Thomas	2,500			Woodlands All Saints	2,083
Quinton St Boniface	1,500	<i>Diocese of GLOUCESTER</i>			
Rounds Green St James	563	Gloucester Mariners*	1,500	<i>Diocese of SOUTHWARK</i>	
Sparkbrook Christ Church	3,000			Deptford Ss Nicholas & Luke	1,000
Springfield St Christopher	500	<i>Diocese of LICHFIELD</i>		Wandsworth St Stephen	500
		Wolverhampton St Luke	1,500	Waterloo St John	750
<i>Diocese of BLACKBURN</i>					
Darwen St James	1,000	<i>Diocese of LINCOLN</i>		<i>Diocese of SOUTHWELL</i>	
		New Clee Ss John & Stephen	2,500	Basford St Leogegarius	667
<i>Diocese of BRADFORD</i>				Bestwood Park	500
Bradford St Augustine	2,250	<i>Diocese of LIVERPOOL</i>		Hyson Green SS Paul & St'n	2,500
Bradford St Margaret	3,125	Maghull St Peter	750	Lenton Holy Trinity	1,000
Great Horton St John	1,500	Netherley Christ Church	1,000	Nottingham St Saviour	1,417
Tong St Christopher	1,000	Toxteth St Cleopas	1,875		
		Toxteth St Cyprian	750	<i>Diocese of TRURO</i>	
<i>Diocese of BRISTOL</i>		Toxteth St Gabriel	1,000	Camborne SS Martin & M'd'c	1,700
Barton Hill St Luke	750	Toxteth St Philemon	750		
Easton Asian Project	2,000			<i>Diocese of WORCESTER</i>	
Easton Family Centre	1,000	<i>Diocese of LONDON</i>		Brockmoor St John	1,800
		Downshire Hill St John*	2,000		
<i>Diocese of CHELMSFORD</i>		Holloway St Mary Magdalene	833	<i>Diocese of YORK</i>	
Leyton Christ Church	2,500	Northolt SS Mary, Hugh, R'd	2,000	Hull Drypool St Columba	600
Mayflower Family Centre	4,500	Southall St John	2,500		
Vange All Saints & St Chad	1,125	West Kilburn St Luke	1,000	<i>Diocese of LLANDAFF</i>	
West Ham St Matthew	2,500			Eglwysilan	1,042
		<i>Diocese of MANCHESTER</i>		Glyncornwg	813
<i>Diocese of CHESTER</i>		Bacup Christ Church	1,750		
Birkenhead St James	1,000	Old Trafford St Bride	1,000	<i>Diocese of ST DAVID'S</i>	
				Aberystwyth St Michael	500
		<i>Diocese of NEWCASTLE</i>			
		Elswick St Paul	2,000	<i>Diocese of CONNOR</i>	
		Walkergate St Oswald	2,500	Monkstown	2,500

\*grants made from restricted funds

Commitments for grants which have been awarded to parishes, payable in future years but not legally binding:

1997/98	£90,000	1999/2000	£20,000
1998/99	£53,000	2000/01	£2,000

**6 STAFF NUMBERS AND COSTS**

The average number of staff employed by the group during the year ended 30 April 1997 was 64 (CPAS 60, CPV 4) including part time staff (1996: 68 - CPAS: 64; CPV:4), as follows:

	<b>CPAS</b> (13 months)		<b>Group total</b> (CPAS 13 mths)	
	1997	1996	1997	1996
Employed directly on the group's objectives	47	49	47	49
Support functions	8.5	10	12	13.5
Publicity, communications, fund-raising and administration	4.5	5	5	5.5
<b>Costs of employment of staff</b>	<b>CPAS</b> (13 months)		<b>Group total</b> (CPAS 13 mths)	
	1997	1996	1997	1996
	£000	£000	£000	£000
Salaries	791	895	860	954
National Insurance contributions	64	70	69	74
Pension contributions (see note 15d))	69	71	77	77
Staff housing	16	13	16	13
Other	17	22	17	22
	<u>957</u>	<u>1,071</u>	<u>1,039</u>	<u>1,140</u>

No employee received emoluments in excess of £30,000.

**7 ANALYSIS OF TOTAL RESOURCES EXPENDED**

<b>CPAS:</b>	<b>Staff costs £000</b>	<b>Other £000</b>	<b>1997 Depreciation £000</b>	<b>Total £000</b>	<b>1996 Total £000</b>
<b>Direct charitable expenditure:</b>					
Cost of resourcing activities	61	327	-	388	415
Youth and children	180	109	-	289	260
Publications and training	114	13	-	127	181
Parish support via regional staff	169	52	-	221	215
Evangelism	89	20	-	109	113
Professional ministry and patronage	88	14	-	102	111
Grants paid	-	113	-	113	116
Support costs	<u>174</u>	<u>134</u>	<u>68</u>	<u>376</u>	<u>422</u>
<b>Total direct expenditure</b>	<b><u>875</u></b>	<b><u>782</u></b>	<b><u>68</u></b>	<b><u>1,725</u></b>	<b><u>1,833</u></b>
<b>Other expenditure:</b>					
Publicity, communications and fundraising	44	93	-	137	177
Central management and administration	38	34	8	80	76
Bank charges and interest payable	-	4	-	4	4
Loss on sale of properties	-	-	-	-	<u>11</u>
<b>Total other expenditure</b>	<b><u>82</u></b>	<b><u>131</u></b>	<b><u>8</u></b>	<b><u>221</u></b>	<b><u>268</u></b>
<b>Total resources expended</b>	<b><u>957</u></b>	<b><u>913</u></b>	<b><u>76</u></b>	<b><u>1,946</u></b>	<b><u>2,101</u></b>

<b>Group:</b>	<b>Staff costs £000</b>	<b>1997 Other £000</b>	<b>Depreciation £000</b>	<b>Total £000</b>	<b>1996 Total (CPAS 13 months) £000</b>
<b>Direct charitable expenditure:</b>					
Cost of resourcing activities	61	1,326	-	1,387	1,395
Youth and children	180	139	-	319	287
Publications and training	114	13	-	127	181
Parish support via regional staff	169	52	-	221	215
Evangelism	89	20	-	109	113
Professional ministry and patronage	88	14	-	102	111
Grants paid	-	147	-	147	155
Support costs	<u>251</u>	<u>138</u>	<u>68</u>	<u>457</u>	<u>508</u>
<b>Total direct expenditure</b>	<b><u>952</u></b>	<b><u>1,849</u></b>	<b><u>68</u></b>	<b><u>2,869</u></b>	<b><u>2,965</u></b>
<b>Other expenditure:</b>					
Publicity, communications and fundraising	45	114	-	159	209
Central management and administration	42	39	8	89	86
Bank charges and interest payable	-	15	-	15	10
Loss on sale of properties	-	-	-	-	<u>11</u>
<b>Total other expenditure</b>	<b><u>87</u></b>	<b><u>168</u></b>	<b><u>8</u></b>	<b><u>263</u></b>	<b><u>316</u></b>
<b>Total resources expended</b>	<b><u>1,039</u></b>	<b><u>2,017</u></b>	<b><u>76</u></b>	<b><u>3,132</u></b>	<b><u>3,281</u></b>

**8 DIRECTORS' EMOLUMENTS AND TRANSACTIONS**

Members of the Council are directors for the purposes of the Companies Acts and are trustees of the charity within the meaning of the Charities Acts. A full list appears on page 3.

No member of the Council received any remuneration from the Society, nor was interested in any transaction, contract or other arrangement with the Society. Travelling expenses totalling £2,000 were reimbursed to Council members for attendance at meetings during the period.

**9 FIXED ASSETS**

	<i>in £000s</i>	<i>Land and property bequests</i>	<i>Warwick premises land</i>	<i>Warwick premises building</i>	<i>Staff houses freehold</i>	<i>Houses shared equity</i>	<i>Other property</i>	<i>Office and other equipment</i>	<i>Total</i>
<b>Cost</b>									
At 1 May 1996		93	640	1,412	864	366	6	353	3,734
Additions		-	-	-	-	2	-	41	43
Disposals		-	-	-	(84)	-	(6)	(20)	(110)
<b>At 30 April 1997</b>		<b>93</b>	<b>640</b>	<b>1,412</b>	<b>780</b>	<b>368</b>	<b>-</b>	<b>374</b>	<b>3,667</b>
<b>Depreciation</b>									
At 1 May 1996		-	-	151	-	-	-	200	351
Disposals		-	-	-	-	-	-	(18)	(18)
Charge for year		-	-	27	-	-	-	46	73
<b>At 30 April 1997</b>		<b>-</b>	<b>-</b>	<b>178</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>228</b>	<b>406</b>
<b>Written down value</b>									
At 1 May 1996		93	640	1,261	864	366	6	153	3,383
<b>At 30 April 1997</b>		<b>93</b>	<b>640</b>	<b>1,234</b>	<b>780</b>	<b>368</b>	<b>-</b>	<b>146</b>	<b>3,261</b>

The Society's premises in Warwick are charged to the Society's bankers as security for periodic advances: the amount secured at both 30 April 1996 and 30 April 1997 was nil.

Leases of parts of the Warwick premises were granted to J F W Deacon's Mabledon Charity on 20 August 1990 and 2 April 1992, both for 125 years, for premiums totalling £395,000. The premiums were based on independent professional valuations and have been applied to reduce the book value of the property. 'Mabledon' now owns the leasehold of the entire conference facilities at Warwick, which are available for the use of evangelical church societies and similar bodies.

A shared equity scheme for assisting staff with housing was approved by Standing Committee on 15 March 1990. This enables the Society to provide a maximum of half of the price of houses purchased by a limited number of staff members, who then own their houses subject to a legally binding declaration of trust under which the Society will share in the eventual proceeds of sale in the proportion of its contribution in relation to the original total purchase price. At 30 April 1997 £368,000 had been contributed in respect of 11 staff members. No interest is receivable on monies contributed under the scheme, which are included in fixed assets.

Apart from land and property bequests, all fixed assets are held for use in the Society's charitable activities.

**10 INVESTMENTS (unlisted)**

	<b>CPAS</b>	
	<i>(13 months)</i>	
	<b>1997</b>	<b>1996</b>
	<b>£000</b>	<b>£000</b>
Collective Investment Scheme Units of the Central Board of Finance of the Church of England:		
Cost	876	843
Market value (see note 15f)	1,193	1,078

In addition CPAT (see note 20) holds 100% of the shares of CPV Ltd on behalf of CPAS. CPV Ltd is a company registered in England and Wales. Its principal activity is to provide Christian education for young people through houseparties and camps (see Report of the Council, page 4).

**11 STOCKS AND WORK IN PROGRESS (see also note 15a)**

	<b>CPAS</b>	
	<i>(13 months)</i>	
	<b>1997</b>	<b>1996</b>
	<b>£000</b>	<b>£000</b>
Work in progress	20	30
Finished products and goods for sale	167	138
	<b>187</b>	<b>168</b>

**12 MINISTRY BONDS**

Under this scheme a total of £70,000 (1996: £73,000) of unsecured loans from supporters was outstanding. Loans are made for a three year period, but with repayment available on demand if required. The total is separately invested in the Deposit Fund of the Central Board of Finance of the Church of England. Interest received is applied to support the Society's activities and is included in investment income and interest received in the statement of financial activities (see page 4).

## 13 FUNDS

	Balance 1 May 1996 per published accounts <i>in £000s</i>	Revalu- ation 1 May 1996	Unrealised gains on revalu- ation of invest- ments	Net incoming resources	Balance 30 April 1997	Represented by		
						Invest- ments	Fixed assets	Net current assets*
<b>CPAS:</b>								
<b>Capital funds</b>								
<b>Restricted funds:</b>								
Permanent investment fund	197	252	16	-	268	268	-	-
Augmentation fund	10	12	1	-	13	13	-	-
Land and property bequests	190	217	8	-	225	132	93	-
Bishop Stratton Fund	11	14	1	-	15	15	-	-
LCEAS fund	69	88	7	-	95	95	-	-
<b>Designated funds:</b>								
Ministers in Training fund	42	54	3	-	57	57	-	-
Richard Bowdler Memorial fund	2	3	-	-	3	3	-	-
<b>General fund</b>	<u>4,080</u>	<u>4,196</u>	<u>46</u>	<u>75</u>	<u>4,317</u>	<u>610</u>	<u>3,168</u>	<u>539</u>
	<u>4,601</u>	<u>4,836</u>	<u>82</u>	<u>75</u>	<u>4,993</u>	<u>1,193</u>	<u>3,261</u>	<u>539</u>
<b>Income balances</b>								
<b>Restricted funds:</b>								
Augmentation Fund	6	7	-	(3)	4	-	-	4
Land and property bequests	49	49	-	9	58	-	-	58
Bishop Stratton Fund	1	1	-	-	1	-	-	1
LCEAS fund	1	1	-	-	1	-	-	1
Promise Plus	-	41	-	69	110	-	-	110
Other income funds	-	3	-	(3)	-	-	-	-
<b>Designated funds:</b>								
Ministers in Training fund	9	8	-	-	8	-	-	8
Richard Bowdler Memorial fund	3	3	-	-	3	-	-	3
<b>General fund</b>	<u>288</u>	<u>343</u>	<u>-</u>	<u>98</u>	<u>441</u>	<u>-</u>	<u>-</u>	<u>441</u>
	<u>357</u>	<u>456</u>	<u>-</u>	<u>170</u>	<u>626</u>	<u>-</u>	<u>-</u>	<u>626</u>
<b>Total CPAS funds</b>	<u>4,958</u>	<u>5,292</u>	<u>82</u>	<u>245</u>	<u>5,619</u>	<u>1,193</u>	<u>3,261</u>	<u>1,165</u>
<b>CPV Ltd (see note 21)</b>								
<b>Income balances</b>								
<b>Restricted fund:</b>								
Falcon subsidy fund	11	11	-	(1)	10	-	-	10
<b>Designated funds:</b>								
CPV subsidy fund	6	6	-	4	10	-	-	10
Student bursary fund	-	-	-	12	12	-	-	12
<b>General fund</b>	<u>(29)</u>	<u>(29)</u>	<u>-</u>	<u>17</u>	<u>(12)</u>	<u>-</u>	<u>-</u>	<u>(12)</u>
<b>Total CPV Ltd funds</b>	<u>(12)</u>	<u>(12)</u>	<u>-</u>	<u>32</u>	<u>20</u>	<u>-</u>	<u>-</u>	<u>20</u>
<b>TOTAL GROUP FUNDS</b>	<u>4,946</u>	<u>5,280</u>	<u>82</u>	<u>277</u>	<u>5,639</u>	<u>1,193</u>	<u>3,261</u>	<u>1,185</u>

The fund balances at 1 May 1996 per the published accounts did not include any revaluation of investments as required by the SORP (see note 15). The funds as revalued are restated above as at 1 May 1996. The effect of the revaluation was an increase of £334,000 as at that date.

\*Net current assets include £917,000 of monies invested on short term deposit.

## 14 EXPLANATION OF FUNDS

CPAS: a distinction is maintained between capital funds and income balances.

**Capital funds** comprise permanent investments and amounts intended to be retained by the Society: only the income they generate is considered to be available to fund current expenditure. They include capital profits arising from sales of fixed assets and investments. **Income balances** represent the accumulated excess of annual income over expenditure over the years to date.

**Restricted funds** (subject to externally imposed restrictions):

*Permanent investment fund:* the income only from this fund is available for general purposes.



**Augmentation fund:** this exists for the purpose of increasing the value of poor benefices in evangelical patronage (per CPAS's 1926 annual report).

**Land and property bequests:** this represents the probate value, plus cost of subsequent improvements and profits on disposal, of properties received as bequests but subject to restriction as to use or to the Society's power of disposal. No value is placed on properties which in the Council's opinion are subject to restrictions which prevent any positive value being attributed to them. No depreciation is charged on any of these properties.

**Bishop Stratton and LCEAS (London Clerical Education Aid Society) funds:** the income only from these funds is available for similar purposes to the Ministers in Training fund (*see below*).

**Promise Plus:** monies received to fund Regional Development Workers (*see Report of the Council, page 9*) and not yet expended.

**Other income funds:** includes grant monies received in advance for the support of editorial work.

**Designated funds** (set aside by the Society for specific purposes but without legal obligation):

**Ministers in Training fund:** this fund is used to provide grants to assist those in training for the ordained or licensed ministry. Grants are given to provide personal and training support. All donations, legacies and investment income received are paid out in grants in this or future years.

**Richard Bowdler Memorial fund:** the General Committee of CPAS resolved on 21 February 1984 that 'monies given in memory of the late Richard Bowdler be invested and the income...be applied for the purpose of equipping Youth and Children Regional Assistants for their work'.

**General fund:** this comprises the Society's main funds which are not subject to external or internally determined restrictions. Most of the capital element has arisen from profits on the sale of properties, which have in turn been used to acquire replacement properties or invested to produce income.

#### CPV Ltd:

**Restricted fund** (subject to externally imposed restrictions):

**Falcon Camps subsidy fund:** this fund assists young people with the costs of attending Falcon Camps and provides monies to up general running costs of the camps; it consists entirely of individual donations.

#### Designated funds:

**CPV subsidy fund:** this consists of 1.75% of the previous year's turnover together with donations made to the fund; its purpose is to assist young people with the costs of attending Ventures.

**Student bursary fund:** the fund exists to assist students to attend Ventures as volunteer leaders; it consists of transfers made from the tax refunded on donations made under gift aid.

## 15 ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention as modified by the revaluation of fixed asset investments, adopting the following principal policies, all of which are in accordance with applicable accounting standards and *Accounting by Charities - Statement of Recommended Practice 1995*.

### a Stocks and work in progress

Stocks are stated at the lower of cost and net realisable value.

Work in progress includes the prime costs of initiation of incomplete products not yet launched, together with the balance of the initiation costs of products for sale. Initiation costs are written off at a standard amount per item sold or by equal instalments over the first 24 months of the life of new products, whichever period is shorter.

### b Depreciation

Depreciation is not provided on houses as it is the Society's policy to maintain those assets to such a standard that their estimated realisable values at the end of their useful economic lives will not be less than their net book values. A provision for maintenance is set aside, and costs are charged against this provision when incurred.

**Depreciation - continued**

Depreciation is charged to write off the cost of other assets on a straight line basis over the periods of time shown below, commencing in the year after acquisition:

Freehold property - Tachbrook Park, Warwick:	
Land	No depreciation
Building	75 years
Mechanical/electrical equipment and building fixtures	25 years
New furniture etc for the initial equipping of Warwick offices	10 years
Computer equipment	4 years
Other equipment	5 years

**c Incoming resources**

Donations, gifts and legacies represent amounts received during the year, together with any associated tax refund. Gifts in kind for use by the charity are recognised as incoming resources when receivable at a reasonable estimate of their value. Assets given for distribution are only recognised when distributed.

Grants receivable for specific purposes are credited to the statement of financial activities in the year to which they relate as soon as conditions for receipt have been met. Unspent balances are carried forward to subsequent years within restricted funds. Grants for immediate financial support, or received against costs previously incurred, are recognised immediately in the statement of financial activities. Voluntary income is shown gross before deduction of fundraising expenditure.

**d Pensions costs**

Ordained clergy staff are covered by the Pensions Measures administered by the Church of England Pensions Board. These are unfunded schemes and at present no funding liability arises for the Society in respect of them. This situation may change as a result of decisions following the meeting of the General Synod of the Church of England in November 1996.

For other staff the Society operates a funded, defined benefit pension scheme and contributions are determined by the scheme actuary on the basis of triennial valuations (*see note 18*). Variations in regular pension costs, which are identified as a result of actuarial valuations, are amortised over the average expected working lives of employees. Any material differences between the amounts funded and the amounts charged to income and expenditure are treated as either provisions or prepayments in the balance sheet.

**e Operating leases**

The cost of operating leases has been charged in the statement of financial activities on a straight line basis over the lease term.

**f Investments**

The value of investments as stated in the balance sheet reflects their market value, which is £317,000 more than their cost; this additional value has not, however, been realised since the investments continue to be held with the Central Board of Finance of the Church of England. Monies placed in the Deposit Fund of the Central Board of Finance are classified in these financial statements as short term deposits, not fixed asset investments, as they are repayable on demand.

Income due from both investments and deposits but not yet received by 30 April has been included in the statement of financial activities.

**16 OPERATING LEASES (*see note 15e*)**

Commitments for payments during the next year in respect of rentals under the terms of operating leases for motor vehicles and office equipment were, at 30 April 1997:

	£
• under leases expiring within next year	8,000
• under leases expiring from 1 to 2 year	18,000
• under leases expiring from 2 to 5 years	21,000
	<u>47,000</u>

**17 CAPITAL COMMITMENTS**

As at 30 April 1997 the Society had not contracted for any expenditure on fixed assets other than costs shown as already incurred (*see note 9*).

## 18 PENSION COMMITMENTS

The defined benefit scheme operated by the Society for its non-clergy staff is funded by the payment of contributions to a with-profit grouped funding policy issued by Guardian Royal Exchange Assurance plc.

The contributions to this scheme are determined with the advice of the scheme actuary (employed by Guardian Financial Services) on the basis of triennial valuations using the projected unit method. The most recent valuation was conducted as at 1 August 1996 using the following main assumptions:

valuation rate of interest	8% per annum
salary increases	6.5% per annum.

The actuarial value of the assets represented 109% of the actuarial liability based on pensionable salaries projected to normal retirement age or the date of earlier withdrawal. At the valuation date there was no deficiency on a current funding level basis.

The valuation showed that the regular contribution rate required was 13.1% of salaries, in line with contributions currently being made. This level comprises a rate of 12.5% reduced by 1.4% to take account of the actuarial surplus, to be amortised over 14 years, and an increase of 2% to provide for Limited Price Indexing on pensions accrued from April 1997, in accordance with the Pensions Act 1995.

The pension contributions payable and charged to expenditure for the period amounted to £69,000 (1996: £71,000); the figure includes a provision of £9,000 (1996: £3,500) for the estimated potential cost (including backdating) of admitting certain employees to the scheme who are not currently covered, in the light of European Court rulings in September 1994.

The advice of the actuary is that he sees no difficulty in maintaining the existing contribution rate of 13.1% until the next valuation at 1 August 1999. Contributions payable are not considered to be materially different from the costs attributable to the period and accordingly no provision is included in the balance sheet.

Whilst an insurance policy such as this has no recognisable 'market' value, at the valuation date a notional value of £1,147,500 was calculated as the cost (net of expenses) of purchasing the equivalent deferred annuities secured under the group policy as at the valuation date. (This value should not be confused with the discontinuance surrender value which would be based on market rates of interest at the date of surrender and could be considerably lower.)

## 19 OTHER COMMITMENTS

The Society had no material legally binding commitments except as shown in notes 16 and 17, and those arising under staff contracts of employment and other obligations in the normal course of business. Details of commitment for payment of future grants are given in note 5.

CPAS acts as trustee for customers of CYFA Pathfinder Ventures Ltd (CPV Ltd) by holding monies in accordance with the Package Travel, Package Holidays and Package Tours Regulations 1992. These monies, which totalled £88,000 at 30 April 1997 (1996: £100,000), are separately deposited with the Royal Bank of Scotland and are not included in these financial statements. The Society has also issued a guarantee to the Royal Bank of Scotland for overdraft facilities to enable CPV to meet its outgoings prior to completion of Ventures and the consequent release to it of the monies held by the Society as trustee. The maximum liability under this guarantee is £270,000 and no significant loss to the Society is expected to arise from it.

## 20 CUSTODIAN TRUSTEE

Certain non-operational properties of the Society remain registered in the name of Church Pastoral Aid Trust, a company limited by guarantee (*see Report of the Council, page 4*).

## 21 CONNECTED CHARITIES

*CYFA Pathfinder Ventures Ltd*: details of the relationship between CPV Ltd and the Society appear in the Report of the Council (*see page 4*).

*J F W Deacon's Mabledon Charity* is administered by Church Pastoral Aid Trust as trustee acting under the direction of the Society. It provides grants and assistance for training, conferences, study leave, rest and special needs to evangelical church societies and to individuals engaged in similar work. Its figures are not consolidated in these financial statements. It made grants to the Society totalling £113,000 in the year to 30 April 1997.

The Society also administers a number of *separate trusts*, purely as trustee without any legal right over their assets or income. Accordingly their figures are not consolidated with those of the Society as to do so would be inappropriate and misleading. Appointments of clergy to Church of England livings on behalf of certain of these trusts are administered by the Society through its Board of Patronage Trust (*see Report of the Council, page 4*). Administration charges receivable from connected charities amounted to £11,000 in the year to 30 April 1997.

# **CPAS** *Church Pastoral Aid Society* is an Anglican mission agency helping churches make disciples of Jesus Christ.

*We work across Great Britain and Ireland to resource local churches and their leaders for mission and evangelism. We affirm the supremacy of Scripture in all that we do.*

## **1** Evangelism

Our evangelists help church members, both ordained and lay, to become more effective in their individual and corporate Christian witness. We aim to provide all the evangelism help a local church might need, including training and resources in personal evangelism for adults and children, church planting, conducting missions, reaching the unchurched and helping the church become a missionary congregation. All of this is carefully tailored to the practical needs and realities of the community in which the church lives. We also train evangelists for regional and national ministry.

## **2** Local Church Leadership for Mission

Our work is focused on enabling and supporting a missionary leadership in the local church. We seek to enable churches to become missionary congregations by providing a wide range of help to clergy, Readers, evangelists, churchwardens, church councils, and locally recognized leaders such as youth workers, leaders of youth and children's groups and of home groups. In addition to providing national, regional and local training events, we work increasingly with individuals and small groups of leaders. We help people discover what leadership role God is calling them to, and we support them with a range of mission-oriented training and resources once they are in post.

*Patronage:* We nominate incumbents to over 500 parishes and thereby seek to ensure a continuity of gospel ministry in those parishes (we are the largest Patron in the Church of England after the Crown).

*Grants:* We make substantial grants each year to help churches pay for additional people to work with existing church leaders, especially in inner city and rural areas.

## **3** Young People, Children and Families

Over 2,000 churches have over 100,000 young people and children in groups supported by CPAS with biblical teaching, resources and training. We call these groups CYFA (14s to 18s), *Pathfinders* (11s to 14s), *Explorers* (7s to 11s), *Climbers* (5s to 7s) and *Scramblers* (3s to 5s), although sometimes local churches use different names. We also help churches start and maintain groups for families and under fives. In addition to training events our team of specialists in Head Office and in the regions work on an individual and continuing basis with church and group leaders. We help them bring the gospel of Christ to all these varied groups. We arrange camps and houseparties, called *Ventures* and *Falcon Camps*, for over 10,000 leaders, young people and children each year. Our vision is to see 150,000 children and young people in groups we support by the end of the millennium.

## **4** Publications

We publish resource materials with a mission orientation on important practical themes of Christian ministry. All are subsidized to help churches and leaders afford them. They are increasingly used by Anglican and non-Anglican churches.

## ***Encouraging Mission, Resourcing Leaders***

*Our vision is to develop as a quality mission agency helping churches to make disciples of Jesus Christ.*