

WESTMINSTER COLLEGE

CAMBRIDGE

**Trustees'
Annual Report And
Consolidated Financial Statements
2021**

(Registered charity number 311449)

WESTMINSTER COLLEGE CAMBRIDGE

TRUSTEES' REPORT 2021

The Directors, who are also Trustees of the charity, submit their report and the audited consolidated financial statements for the year ended 31 December 2021. This report fulfils the requirements of the Charities Act 2011 for a Trustees' Annual Report.

Membership lists for the Board of Governors, College Committees and College Staff cover the period January 2021 to June 2022 inclusive. The remainder of this report covers the calendar year 2021.

Board of Governors:

Revd Nigel Uden (Convener) *(T)
Revd Jan Adamson *(T)
Dr Alison Ainley (appointed by Anglia Ruskin University, resigned 2 July 2021)
Dr Fiona Cosson (appointed by Anglia Ruskin University, appointed 15 October 2021)
Mr Dave Cumbers (Student representative to 26 March 2021)
Ms Ruth Dewis (Student representative from 2 July 2021)
Mr John Ellis *(T)
Dr Alison Gray (Teaching Staff representative)
Mr Andrew Grimwade *(Treasurer)
Mr Mark Hayes *(T) (resigned 15 October 2021)
Fr Dragos Herescu (appointed by Cambridge Theological Federation)
Mr William McVey (T) (appointed by Cheshunt Foundation)
Revd Dr Robert Pope (T) (Acting Principal, ex officio, from 3 December 2021)
Revd Stuart Scott *(T)
Mrs Darnette Whitby-Reid *(T)
Revd Samantha White (College Principal, ex officio) (T) (resigned 24 March 2022)
Dr Giles Waller (appointed by Cambridge University)
Mr Christopher Wright (Clerk) *(T)
* = appointed by the General Assembly of the United Reformed Church
(T) = Trustee of the Charity for all or part of the period

In attendance:

Mrs Magalie Cooper (Bursar, to 3 January 2022)
Mr Ian Hardie (Hon Treasurer of the United Reformed Church)
Revd Jennifer Mills (Secretary for Education & Learning of the United Reformed Church)

The Trustees are assisted by:

Board of Studies:

Revd Stuart Scott (Convener)
Revd Peter Ball
Revd William Bowman
Dr Alison Gray
Revd Dr Rick Mearkle
Mrs Val Morrison (Clerk)
Revd Dr Robert Pope
Revd Dr Andrew Prasad (to 25 June 2021)
Revd Dr Jonathan Soyars
Revd Nigel Uden
Revd Samantha White (on sick leave/sabbatical from October 2021)
Mr Dave Cumbers (Student representative to January 2021)
Ms Ruth Dewis (Student representative from June 2021)

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Management Committee:

Mr Mark Hayes (Convener, to 15 October 2021)
Mr John Ellis (Convener, from 15 October 2021)
Mr Robert Buss
Mrs Magalie Cooper (Bursar, to 3 January 2022)
Mr Dave Cumbers (Student representative to June 2021)
Ms Ruth Dewis (Student representative from June 2021)
Mr Andrew Grimwade (Hon. Treasurer)
Dr Augur Pearce
Revd Dr Robert Pope (Acting Principal from 15 October 2021)
Revd Dr Jonathan Soyars (Director of Cheshunt Foundation)
Revd Nigel Uden (Convener of Board of Governors)
Revd Samantha White (Principal on Sick leave/sabbatical from 15 October 2021)

Officers

Teaching Staff (Senatus)

Revd Samantha White (Principal to March 2022 on sick leave/sabbatical from 15 October 2021)
Revd Dr Robert Pope (Director in Church History and Doctrine; Vice-Principal, Acting Principal from 3 December 2021)
Revd Peter Ball (Director of Church Resource Development)
Dr Alison Gray (Director in Old Testament Studies)
Revd Dr Rick Mearkle (Director of Pastoral Studies)
Revd Dr Jonathan Soyars (Director in New Testament Studies; Director of the Cheshunt Foundation)

Bursar

Mrs Magalie Cooper (to 3 January 2022)
Mr John Ellis (Honorary Interim Bursar from 14 December 2021)

Westminster College was founded in 1844 as the College of the Presbyterian Church in England; it took its present name on moving to Cambridge in 1899. It is registered with the Charity Commission under charity number 311449.

Principal Office

Westminster College, Madingley Road, Cambridge, CB3 0AA

Advisers

Solicitors

SlaterHeelis, formerly Towns Needham & Co
Kingsgate (2nd floor)
51-53 South King Street
Manchester M2 6DE

Independent Auditors

Moore Kingston Smith LLP
9 Appold Street
London
EC2A 2AP

Bankers

Lloyds Bank plc
3 Sidney Street
Cambridge
CB2 3HG

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STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Charity is governed by the General Assembly under clause 2.6 (A) (vi) of the Structure of the United Reformed Church (URC) through a body of Governors appointed by it, in accordance with the terms of the Trust Deed of 1899 as modified by the United Reformed Church Act 1972.

Governing Body

The College Governors, listed above, are appointed according to a plan approved by the General Assembly of the United Reformed Church in 1995, amended by Mission Council in March 2018. They are assisted by a Board of Studies and the Management Committee, each chaired by a Governor.

The freehold of the land on which the College is built is held by the United Reformed Church Trust ('URC Trust'). The Governors of Westminster College who are eligible to serve as Charity Trustees and are members of the United Reformed Church are the Trustees of the Charitable Funds of Westminster College. The names of the Governors who were also Trustees, during the relevant period are marked as (T) in the list of Governors.

Recruitment and Training of Governors

Those Governors appointed by the General Assembly of the United Reformed Church are nominated by that Church's Nominations Committee, in consultation with the College Governors. These Governors serve for terms of six years, renewable for a further term. Other Governors are nominated by the University of Cambridge, Anglia Ruskin University and the Cambridge Theological Federation for appointment by the Nominations Committee. The Principal of the College and the Chair (or other Governor) of the Cheshunt Foundation are *ex officio*, and the teachers and the students of the College each choose one of their number to represent them.

The Board of Governors and the Nominations Committee give consideration to the balance of skills and experience in the Board of Governors when considering changes in membership. All new Governors receive information about the College and are inducted into their role. Training is provided via general external courses and events where possible, and training is given in conjunction with quarterly meetings in specific areas of governance as needs arise, to assist in the performance of their duties as trustees.

Organisational Management

The College Governors and Management Committee each meet four times a year. The Management Committee receives financial and management reports and acts on behalf of the Governors in matters delegated to it. It reports to every meeting of the College Governors. The Board of Studies meets at least three times a year and oversees the educational work of the College; it also reports to every meeting of the College Governors. The Board makes formal decisions on student admissions, programmes of study and the award of the College leaving certificate, on the recommendation of the academic staff of the College, known collectively as the Senatus. The Board also acts as the body which offers quality assurance to and oversight of the College's own Living Ministry Programme. It reflects on and oversees the developing role of the College as a Resource Centre for Learning of the United Reformed Church and offers oversight to the development of all its programmes and learning events.

The Board of Governors, the Management Committee and the Board of Studies each include a student representative for discussion of unreserved business.

The day to day running of the College is delegated to the Principal, supported by the Senatus and the Bursar. The Principal attends all Boards and Committees. A member of the Senatus attends the Management Committee as a Director of the Cheshunt Foundation. All members of the Senatus attend the Board of Studies.

The key management personnel are considered to be the Principal, Vice-Principal and the Bursar. Remuneration of key management personnel is set in the same way as that of other equivalent staff. Those who are ministers of the United Reformed Church receive the same basic stipend as other ministers, the level of which is recommended by committees of the church and confirmed by its Trustees. The pay of lay staff is set at appointment by a group delegated from the Management Committee, having regard to comparable posts in Cambridge; this group also proposes annual increments, which are endorsed by the Management Committee.

Westminster College Trading Limited

Westminster College Trading Limited, a wholly owned subsidiary company of Westminster College, was registered on 22 January 2014 primarily to carry out the conferencing and accommodation business of Westminster. The Board of Directors comprises officers and members of the governing body of Westminster College: Revd Dr Robert Pope; Mr John Ellis (Chairman) and Ms Margaret Sennitt (also Company Secretary). The Board have determined that all of the profits of the company be distributed to Westminster College by way of gift aid to support the ongoing educational and wider Church resourcing work of Westminster.

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Other relationships

- A. In 1967 Cheshunt College, Cambridge merged its operations with those of Westminster College. The remaining capital funds of Cheshunt College are administered under a Charity Commission Scheme of 1972, by the Trustees of the Cheshunt Foundation. The Cheshunt Foundation Trustees and the Westminster College Trustees operate independently, but each nominates a Trustee to be a Trustee of the sister trust. A significant part of the income of the Cheshunt Foundation is applied by its Trustees to provide academic services at Westminster.
- B. Westminster College is a fully participating member of the Cambridge Theological Federation ('the Federation'). As such, it has obligations and commitments in the provision of teaching and support for the various common teaching programmes of the Federation, including the Bachelor of Theology degree of Cambridge University; the Common Awards (BA and MA), validated by Durham University and deployed for ministerial training across a large number of Theological Education Institutions around the country; and the Professional Doctorate of Anglia Ruskin University. Westminster's academic staff are involved in teaching across all these awards, and Westminster's facilities are widely used by staff and students of the Federation. The central staff of the Federation occupy one of the College Bounds houses as an administrative hub.
- C. The Cambridge Centre for Christianity Worldwide (CCCW) is an independent charity for the study of mission and world Christianity, and an Associate Member of the Federation. The Centre (including its library, director and support staff) is based in Westminster College, and there are close links between the two bodies in terms of teaching, worship and research.
- D. The Woolf Institute of Abrahamic Faiths, another Associate Member of the Federation working in the field of interfaith relations between Jews, Christians and Muslims, occupies a building on the Westminster site.

The relationships outlined above demonstrate a campus of theological institutions at Westminster, a vision the College Governors and staff all embrace and continue to work towards.

Risk Management

The Board of Governors is responsible for the management of the risks faced by the College. The Management Committee prepares a risk analysis each year, in consultation with the United Reformed Church, which we serve. The Governors appoint a Financial Management Review Group to review all financial management annually. A formal review of the charity's risk management processes is undertaken annually. The key controls used by the charity include:

- Formal agendas for all Board and Committee activity
- Established organisational structure and lines of reporting
- Formal written policies
- Clear authorisation and approval levels
- Vetting procedures as required by law for the protection of the vulnerable
- The use of expert consultants, as necessary, to advise on specific areas of risk and to enable the college to implement the appropriate responses and controls

During 2021, the College kept its Covid-19 policies under review in light of government guidance. The priority was to keep staff, students and visitors as safe as possible. Policies were updated when necessary to ensure they reflected current practice, measures and laws.

The College's business was impacted negatively by the more stringent measures in place to control the spread of the Covid-19 virus during the first half of 2021. The Governors monitored this risk closely and put in place measures to mitigate as much of its impact as possible. The Government's Job Retention Scheme (furlough scheme) was used until it ended in September 2021 and a number of staff who resigned were not replaced. The business opened up from the summer and slow but encouraging progress has been made. The College secured financial support to continue its operations and careful budgeting will see its continued operational existence for the foreseeable future.

Academic activities continued throughout 2021. Lectures and tutorials were conducted remotely during the Lent and Easter terms of the 2020-2021 academic year. From the 2021-2022 academic year, the Federation decided, in light of government advice, to return to in-person teaching. Rooms were well-ventilated, social distancing was maintained and the wearing of face coverings strongly encouraged. Negative lateral flow tests were necessary prior to attending in-person teaching. The College experimented with delivering teaching in hybrid fashion (some students in the room, some joining remotely) and has equipped one classroom plus the chapel for live streaming. A portable streaming device was purchased, and the College expects to equip a further teaching room by summer 2022.

The Governors constantly seek to improve the management of the College. Areas of risk relating to the academic programmes and teaching staff of the College are attended to with care through the college teaching team the Board of Studies and the various structures of the Federation. Financial controls are robust and include monthly reports detailing outturns against projections and budgets which are scrutinised by the Management Committee. The College works closely with the Education and Learning Committee and the Ministries Committee as well as key Finance and Human Resources staff

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of the URC, drawing on their expertise and ensuring that Westminster's developing work is harmonised with denominational requirements and expectations. Concerns about individual students are handled through robust and transparent processes developed across all of the URC's training centres. The College buildings include all relevant features in terms of security and access control alongside fire detection and prevention equipment.

It is recognised that the systems can only provide reasonable but not absolute assurance that major risks have been adequately managed. The College has a process to regularly review and, if necessary, to extend its policies and procedures. The College is extremely well served by a committed team of administrative and support staff and a part-time Estate Manager who work to ensure that the buildings at Westminster are properly maintained and looked after.

OBJECTIVES AND ACTIVITIES

The Charity's object, as set out in its Trust Deed, is to be a theological college of the United Reformed Church, and thus to provide education and to promote the Christian religion. The College prepares students to serve as ministers of Word and Sacraments, and provides for sabbaticals and in-service training for those already ordained. In addition, the College also offers educational resources to those who are preparing for or are already fulfilling ministries as lay preachers or Elders within the Church, as well as to church members who wish to deepen faith. The College teaching staff (Senatus) have a significant and growing role within the Church as those who provide learning in the Christian faith for a wide range of meetings, conferences and groups, and who also resource the Church through their writing and publications. The experience of the Covid-19 pandemic has resulted in more of this work being prepared and delivered online. Within its object, the Charity has also to maintain the Grade 2 listed buildings, to administer and maintain various scholarship funds, and to care for a large collection of books, artefacts and historic documents.

Review of performance for 2021

1. Ensure that important work on the College fabric can be prepared for and funded.

The College Management Committee regularly assesses the College fabric and reports to the Governors on matters of concern. In December 2020 there was a major ingress of water to the College tower that necessitated an immediate remedial repair whilst plans for more permanent repairs were accelerated. Detailed schedules of work were drawn up and assessed to cost in the region of £590,000. Governors agreed to the sale of 9 Arundel Close to cover a substantial part of the cost. The work commenced in October 2021 and was completed in April 2022. The remainder of the cost has been covered by generous grants gratefully received from the Eastern Synod Province Trust, with other gifts from individual donations and sponsorship and the Alumni and Friends of Westminster and Cheshunt.

2. Create a fundraising scheme to maintain the upkeep of the building, attending to work in the medium and long term.

Discussion has taken place with a potential candidate to take a lead on fundraising for the College. The Governors established a Medium Term Strategy Group to work on making recommendations about future activity. The Group reported in December 2021 at the same meeting when certain requests were made to the Governors by the URC's Education and Learning Committee. Subsequent work on the strategy document was placed on hold until those requests were clarified. It is expected that this strategic work, leading to the engagement of a fund raiser, will be a priority in 2022-2023.

3. Manage transitions and developments as United Reformed Church requirements in learning and formation (ordained and lay) continue to evolve.

The College has participated fully in an Education and Learning Committee initiative to integrate the three RCLs. This included withdrawing the advertisement for a Director of Ministry Formation (to replace the Director of Pastoral Studies post) and not to seek immediately to recruit a new Principal following the Revd Samantha White's notice that she would stand down which was reported to the Governors at the end of 2021. Both decisions were made following a request from the Convenor of the Education and Learning Committee. Revd Dr Rick Mearkle agreed to continue in his post until the summer of 2023. Senatus staff serve on various denominational committees including 'Walking the Way', 'Stepwise', and 'Faith and Order'. Since in-person teaching recommenced, Senatus staff have been experimenting with hybrid delivery and this is likely to be an ongoing part of activity. This will increase Westminster's 'reach' in the country. Student welfare has continued to be a matter of high priority and this has been assisted initially by daily contact, on-line at morning prayers and subsequently by using a streaming service in order to have 'hybrid' prayers.

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4. Continue to re-evaluate the College's business plan and to offer high quality services to all using Westminster.

The commercial business, comprising Conference and Events, was severely affected by periods of lockdown. The kitchen facilities were closed in March 2020 and gradually re-opened, with re-assessment of the catering facilities to cover the period of limited opening, during the summer of 2021. Temporary chefs covered until a permanent appointment could be made at the end of the year. Some postponed events took place, some had to be cancelled and others were further re-scheduled for 2022. Fifteen rooms in the East Wing were leased to Lucy Cavendish College as student accommodation for the academic year 2021-22, and this is expected to be renewed for a further year, providing a secure income stream.

5. Monitor closely the effects of the Covid-19 pandemic on the College's finances and to make appropriate decisions to reduce the impact wherever possible.

Expenditure has been limited to absolute essentials while advantage has been taken of the Government's Job Retention Scheme (furlough scheme). The United Reformed Church Trust provided a loan facility during the lockdown periods when other income was severely constrained. The accumulated loan has not been repaid but in the latter part of the year the College was fully covering its obligations again and the loan arrangements avoided the need for any financial investments to be liquidated. As noted above, the major item of capital expenditure related to the Tower has been fully covered by donations, grants and the sale of a College property. Leasing 15 bedrooms to postgraduate students while the B&B business built up again provided a useful source of reliable income, a gross figure across the academic year 2021-22 of over £100k. Core staff have worked on site within Covid-secure measures to ensure the plant was maintained and essential services have continued throughout 2021. By the end of the calendar year it was possible to start cautiously increasing headcount slightly in order to equip the College for the anticipated growth in hospitality business in 2022.

Objectives for 2022

1. Manage transitions and developments as United Reformed Church requirements in learning and formation (ordained and lay) continue to evolve.
2. Recruit a new Bursar and General Manager for the College and work on a new business plan to secure the College's post-pandemic future.
3. Ensure that important work on the College fabric can be prepared for and funded.
4. Create a fundraising scheme to maintain the upkeep of the building, attending to work in the medium and long term.

PUBLIC BENEFIT STATEMENT

The College's primary purpose is to be a Resource Centre for Learning (RCL) within the URC, and thus to provide education and to promote the Christian religion. The Trustees of the College take account of the Charity Commission's published guidance in regard to public benefit in conducting the activities of the College. The following are examples of the College's work during the year under review which have contributed to the fulfilment of the charity's public benefit obligations:

- The College, in consultation with the URC, prepares students to become Ministers of Word and Sacraments within the Church. The full costs of such training are, where necessary, made available by the URC. The College also provides ministerial education for students of certain other denominations and independent churches who, from time to time, may direct students to it. Additionally, the College welcomes independent students who wish to study for a degree in theology for ministry and offers bursaries for those who need financial help.
- The College plays a full part in the work of the Cambridge Theological Federation, contributing teaching, teaching facilities, and library access for ordinands and other students from other Christian denominations who are studying at member institutions of the Federation. These services are provided on an exchange basis with other member institutions within the Federation.
- As an RCL for the whole URC, the College increasingly provides courses for the training of lay leaders within the Church – for example, lay preachers. The training is provided free, with charges being made only for accommodation and meals. After a period when this activity was online (2020 and early 2021), by autumn 2021 the College was able to offer in-person events once again.
- The College's library is available for use, without charge, by all members of the URC and the Federation, and by other readers at the discretion of the Principal for a modest annual membership fee. The College's extensive archive of historical materials (including the papers of some of the former staff of the College) is similarly made available to enquirers, on a no-cost basis but with an invitation to make a voluntary donation to defray expenses. By a Memorandum of Agreement with the URC History Society (Registered Charity no.279213) the College's library and archives also contain the library and archives of the Society, which are similarly available to researchers.
- As an integral part of the College's ministry, the College teaching staff accept speaking and teaching engagements throughout the United Kingdom, and occasionally abroad.

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- The teaching staff regularly contribute to a variety of religious publications, which are used within and beyond the URC.
- The College provides improved facilities for people with disability and for meeting and conference space which we hope that those beyond the Church will value and want to use.

FINANCIAL REVIEW AND RESULTS FOR THE YEAR

The results for the year are shown in the Consolidated Statement of Financial Activities on page 13. The College had a net increase in funds of £220,611 (2020: decrease of £220,673), which comprised:

	2021	2020
	£	£
Donations, grants and legacies	272,116	505,942
Income from charitable activities	499,289	622,956
Activities for generating funds	230,430	274,693
Investment income	51,765	51,172
Other income	333,864	21,958
<i>Total income</i>	<u>1,387,464</u>	<u>1,476,721</u>
Expenditure on:		
Raising funds	67,481	378,603
Charitable activities	1,326,975	1,418,804
<i>Total expended</i>	<u>1,394,455</u>	<u>1,797,407</u>
Net loss	(6,992)	(320,686)
Net gain/(loss) on investments	227,603	100,013
	<u>220,611</u>	<u>(220,673)</u>

Income and expenditure

Overall, income fell by £89,257 from 2020. This was largely due to the College receiving additional support grants in 2020 to help ease the impact of Covid-19 on the College's finances. However, both Academic Services and Trading Activities saw a drop in income levels, largely affected by the ongoing Covid-19 situation. The income was boosted by the profit made on the sale of a property to help with the costs of repairing the tower of the College buildings. The lower levels of income were largely offset by lower costs as necessary cost cutting exercises were implemented, particularly a major reduction in the staffing levels in the hospitality area of the College. Overall, the College moved from a net deficit of £220,673 in 2020 to a surplus of £220,611 in 2021. Excluding the profit on the sale of the property, there would have been a deficit of £69,428 which still shows some signs of financial recover from the 2020 pandemic year.

Reserves Policy

While the trustees generally aim to work to a balanced budget for its day-to-day operations, this has not been possible over the last 2 years with Covid 19 dramatically impacting on the finances of the College. The trustees continue to closely monitor this and are working hard to restore the College to a balanced budget, excluding premises improvements.

At 31 December 2021, unrestricted general funds totalled £1,615,559. Of this, £1,391,008 is invested in fixed assets held for College use and £290,039 is reserved (but not designated) to pay for the tower repairs. This leaves the College with no readily available reserves. However, the College holds just over £330,000 available in the Sale of the Nestle Library designated fund, which can be repurposed should the need arise. The Trustees hope the slow return to a balanced budget will continue and the College will be able to build up free reserves equivalent to 3 months income without having to make use of this designated fund.

Investment Policy

The College investments represent permanent endowment and unexpended income of its restricted funds, as well as other funds held as reserves; they are invested in common investment funds to secure income for their purposes, with long-term capital growth. Investments are held and administered by the United Reformed Church Trust, whose investment committee monitors their progress. Other funds that are expected to be required in the short or medium term are held on term deposits.

Covid-19

The Covid-19 pandemic has continued to impact the income of the College. The Governors continue to closely monitor expenditure and ensure that savings are made wherever possible. As Covid-19 restrictions have eased, the College has moved to a hybrid of in person and online to deliver academic services. They have considered the lasting impact of Covid-19 as well as inflationary pressures from the current economic climate in making their assessment of going concern and deemed it appropriate to adopt a going concern basis for at least one year.

Going concern

The Trustees have considered possible events or conditions that might cast significant doubt on the ability of the College to continue as a going concern. The College's parent undertaking, the United Reformed Church Trust, has issued a loan facility of up to £200,000 so that it will provide sufficient financial support to enable the College and its subsidiary to meet its liabilities as they fall due during the period of at least 12 months from the date of approval of these financial statements. The Trustees have made their assessment for a period of at least one year from the date of the approval of these financial statements. In particular, the trustees have considered the College's forecasts and projections and have considered the lasting impact of the Covid-19 pandemic as well as inflationary pressures from the current economic climate on the viability of the charitable group, as more fully explained above. After making enquiries, the Trustees have concluded that there is a reasonable expectation that the College has adequate resources to continue in operational existence for the foreseeable future. The College therefore continues to adopt the going concern basis in preparing its financial statements.

Statement of Trustees' Responsibilities

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

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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

Each of the Trustees confirms that:

- So far as the Trustee is aware there is no information of which the charity's auditors are not aware; and
- the Trustees have taken all the steps they ought to have taken in order to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Approved by the Board of Governors on 1 July 2022 and signed on its behalf by:



Nigel Uden
Convener

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INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF WESTMINSTER COLLEGE CAMBRIDGE

Opinion

We have audited the financial statements of Westminster College Cambridge (the 'parent charity') and its subsidiaries (the 'group') for the year ended 31 December 2021 which the Group Statement of Financial Activities, the Group Summary Income and Expenditure Account, the Group and Parent Charitable Company Balance Sheets, the Group Cash Flow Statement and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 'The Financial Reporting Standard Applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and parent charity's affairs as at 31 December 2021, and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group's and parent charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or

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- the charity has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we required for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page [x], the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group and parent charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group or parent charity or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK) we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the group and parent charity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the group and parent charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the group or parent charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit report.

WESTMINSTER COLLEGE CAMBRIDGE

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Explanation as to what extent the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

The objectives of our audit in respect of fraud, are; to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses to those assessed risks; and to respond appropriately to instances of fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both management and those charged with governance of the charity.

Our approach was as follows:

- We obtained an understanding of the legal and regulatory requirements applicable to the charity and considered that the most significant are the Charities Act 2011, the Charity SORP, and UK financial reporting standards as issued by the Financial Reporting Council.
- We obtained an understanding of how the charity complies with these requirements by discussions with management and those charged with governance.
- We assessed the risk of material misstatement of the financial statements, including the risk of material misstatement due to fraud and how it might occur, by holding discussions with management and those charged with governance.
- We inquired of management and those charged with governance as to any known instances of non-compliance or suspected non-compliance with laws and regulations.
- Based on this understanding, we designed specific appropriate audit procedures to identify instances of non-compliance with laws and regulations. This included making enquiries of management and those charged with governance and obtaining additional corroborative evidence as required.

There are inherent limitations in the audit procedures described above. We are less likely to become aware of instances of non-compliance with laws and regulations that are not closely related to events and transactions reflected in the financial statements. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Chapter 3 of Part 8 of the Charities Act 2011. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to any party other than the charity and charity's trustees as a body, for our audit work, for this report, or for the opinion we have formed.

Moore Kingston Smith LLP

Moore Kingston Smith LLP
Statutory auditor

28 September 2022
9 Appold Street,
London,
EC2M 2AD

Moore Kingston Smith LLP is eligible to act as auditor in terms of Section 1212 of the Companies Act 2006.

WESTMINSTER COLLEGE CAMBRIDGE

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 December 2021

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £	Total Funds 2020 £
Donations and legacies							
Donations		2,090	2,590	31,675	-	36,355	94,984
Grants receivable	2	233,961	1,800	-	-	235,761	410,958
		236,051	4,390	31,675	-	272,116	505,942
Charitable activities							
Academic services		269,637	58	-	-	269,695	462,670
Academic accommodation & conferences		229,594	-	-	-	229,594	160,287
		499,231	58	-	-	499,289	622,957
Other trading activities	3	230,430	-	-	-	230,430	274,693
Investment Income	4	7,619	8,902	35,244	-	51,765	51,171
Other income							
Management fees		18,323	-	-	-	18,323	12,870
Net gains on sale of properties		290,039	-	-	-	290,039	-
Other income		25,502	-	-	-	25,502	9,088
		333,864	-	-	-	333,864	21,958
<i>Total income and endowments</i>		1,307,196	13,349	66,919	-	1,387,464	1,476,721
Expenditure on:							
Raising funds							
Trading expenditure	3	67,481	-	-	-	67,481	378,603
Charitable activities:							
Academic services	5(a)	667,568	3,019	2,918	-	673,505	746,505
Academic accommodation & conferences	5(b)	478,755	-	-	-	478,755	494,469
College Development		-	174,716	-	-	174,716	177,830
		1,146,323	177,735	2,918	-	1,326,976	1,418,804
<i>Total expended</i>		1,213,804	177,735	2,918	-	1,394,457	1,797,407
(Loss)/Surplus from trading and charitable activities		93,392	(164,385)	64,001	-	(6,993)	(320,686)
Net gains on investments		33,340	39,172	41,913	113,179	227,604	100,013
<i>Net (expenditure)/income</i>		126,732	(125,213)	105,914	113,179	220,611	(220,673)
Transfers		27,091	(8,902)	(18,189)	-	-	-
<i>Net movement in funds</i>		153,822	(134,115)	87,725	113,179	220,611	(220,673)
Total funds brought forward at 1 January		1,461,737	4,462,887	503,523	1,163,566	7,591,713	7,812,386
Total funds carried forward at 31 December		1,615,559	4,328,772	591,248	1,276,745	7,812,324	7,591,713

All amounts relate to continuing operations.

There is no material difference between the net incoming/(outgoing) resources stated above and their historical costs equivalents.

All gains and losses recognised in the year are included in the Consolidated Statement of Financial Activities.

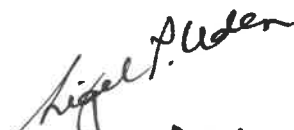
WESTMINSTER COLLEGE CAMBRIDGE


BALANCE SHEETS

As at 31 December 2021

	Notes	Group 2021 £	Charity 2021 £	Group 2020 £	Charity 2020 £
Fixed assets					
Intangible assets	7	4,394	4,394	8,789	8,789
Tangible assets	7	5,741,747	5,741,747	5,879,804	5,879,804
Investments	8(a)	1,917,897	1,917,897	1,690,293	1,690,293
Investment in Subsidiary	8(b)	-	10,000	-	10,000
		7,664,038	7,674,038	7,578,886	7,588,886
Current assets					
Debtors	9	64,780	126,990	53,663	123,207
Cash at bank and in hand		811,616	801,923	583,770	574,085
		876,396	928,913	637,433	697,292
Creditors: amounts falling due within one year	10	(728,110)	(681,897)	(624,606)	(564,541)
Net current assets		148,286	247,016	12,827	132,751
Total assets less current liabilities		7,812,324	7,921,054	7,591,713	7,721,637
Unrestricted income funds					
General reserves		1,615,559	1,724,289	1,461,737	1,591,661
Designated funds	13	4,328,772	4,328,772	4,462,887	4,462,887
Unrestricted funds		5,944,331	6,053,061	5,924,624	6,054,548
Restricted income funds	14	591,248	591,248	503,523	503,523
Capital funds		1,276,745	1,276,745	1,163,566	1,163,566
TOTAL FUNDS	11&12	7,812,324	7,921,054	7,591,713	7,721,637

Approved and authorised for issue by the Board of Governors on 1 July 2022


Nigel P. Uden
Trustee


William M. McVey
Trustee

WESTMINSTER COLLEGE CAMBRIDGE

Consolidated statement of cash flows for the year ended 31 December 2021

	2021 £	2020 £
Cash flows from operating activities		
Net incoming/(outgoing) resources and movement in funds (see page 11)	220,611	(220,673)
Adjustments for:		
(Increase)/decrease in debtors	(11,117)	109,963
Increase /(decrease) in creditors	103,504	187,675
Depreciation of fixed assets	191,472	190,591
Amortization of intangible assets	4,395	6,616
(Gain)/loss on investment assets	(227,604)	(100,013)
(Gain)/loss on fixed assets	(290,039)	-
Cash flows (expended)/generated from operations	<u>(8,778)</u>	<u>174,159</u>
Cash flows from investing activities		
Payments to acquire tangible assets	(138,365)	(50,718)
Proceeds from sales of fixed assets	374,989	-
	<u>236,624</u>	<u>(50,718)</u>
Net increase/(decrease) in cash and cash equivalents	227,846	123,441
At 1 January 2021	583,770	460,329
At 31 December 2021	<u>811,616</u>	<u>583,770</u>

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2021

1 PRINCIPAL ACCOUNTING POLICIES

(i) Accounting basis

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

Westminster College meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The principal accounting policies, which have been applied consistently throughout the year, are set out below.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest pound.

(iii) Consolidation

Consolidated financial statements have been prepared in respect of Westminster College Cambridge and its wholly owned subsidiary, Westminster College Trading Limited. The results of Westminster College Trading Limited have been consolidated on a line-by-line basis.

(iv) Classification of funds

Unrestricted income funds may be used for the general purposes of the College; some of these have been designated for particular purposes by the Board of Governors, which approves transfers to and from designated funds. Details are given in note 14. Restricted income funds are funds whose use is restricted to specific purposes according to the terms on which funds were received. Capital funds are permanent endowments required to be retained, but the income from these funds may be spent for general or restricted purposes as specified by the original endowment.

(v) Income

All incoming resources including voluntary income, income from activities for generating funds, investment income, is recognised in the SOFA when there is legal entitlement to the income, any performance conditions attached to the income have been met, it is probable that the income will be received and the amount can be quantified with reasonable accuracy.

(a) Voluntary income

Donations, grants and legacies are accounted for on a receivable basis. Donations under Gift Aid are recognised as income together with the associated tax recovery. Grants receivable towards specific activities are included in the period when those activities take place. Legacies are included when there is evidence of entitlement, it is probable that the amount will be received, and the amount involved can be quantified with measured reliability. Receipt is considered probable when probate has been granted, the executors have established that there are sufficient assets in the estate to pay the liability and any conditions attached to the legacy have been met or are within the control of the charity.

(b) Trading & income from Academic Services

Trading & income from Academic Services, is recognised in the period it is receivable and to the extent the College has provided the goods or services.

(vi) Expenditure

Trading expenditure represents resources expended by Westminster College Trading Ltd in relation to providing accommodation, conferences and events. Resources expended directly in charitable activities are also analysed and support costs including governance costs are apportioned equally between them. Governance costs show expenditure related to running the charity rather than pursuing its charitable activities. Expenditure is accounted for on an accrual basis.

(vii) Taxation

The Charity is a registered charity, and as such is entitled to certain tax exemptions on income and profits from investments, and surpluses on any trading activities carried on in furtherance of the charity's primary objectives, if these profits and surpluses are applied solely for charitable purposes.

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 December 2021 (continued)

(viii) Fixed assets and depreciation

a) College properties

Depreciation is provided on College buildings and on other residential properties owned by the College over their expected useful life and after taking into account the estimated residual value. Properties are maintained in a state of sound repair, resulting in a long expected useful life and expected residual values not materially different from their carrying value. Accordingly any depreciation is not material and so no depreciation is charged. The Committee of Management considers annually whether any impairment is necessary considering the lives of the properties and their residual value. Where certain improvements, such as electrical works, have been assessed as having a limited life, depreciation is provided as set out below.

b) Tangible assets and depreciation

Tangible fixed assets having an initial cost of £250 or less are written off on acquisition. Higher cost items are capitalised and depreciation is provided on a straight line basis as a percentage of costs as follows:

Computer equipment	25% pa
Furniture and other equipment	10% pa
Building improvements with limited life	5% pa

c) Other tangible assets

Other tangible assets in regular use, principally book collections, which have been donated to the College over the period since its foundation, are not included in the Balance Sheet, since to obtain a reliable valuation is not practicable. Further details are given in note 7.

d) Heritage assets

The College owns certain manuscripts and artefacts that are not in regular use but are held for their historical or artistic qualities. They were largely acquired by the founders and donated to the College at or soon after its foundation. No formal valuations have been obtained for these assets as the cost of obtaining such valuations would outweigh the benefit. As a result these assets are not included on the Balance Sheet (See note 7).

(ix) Intangible fixed assets

Software costs are capitalised as intangible fixed assets and amortisation is provided so as to write-off their costs over their estimated useful lives and is calculated at 25% per annum on a straight line basis.

(x) Investments

Listed investments are units in Common Investment funds and are stated at market value at the balance sheet date. The difference between market value and cost is credited or debited to the respective fund. Investment income is credited to the appropriate fund account.

(xi) Pensions

College teaching staff who are URC ministers are members of the United Reformed Church Ministers' Pension Fund, a funded defined benefit pension scheme for ministers receiving a stipend from the United Reformed Church. The assets of the scheme are managed independently of the church, and pension costs are assessed in accordance with the advice of an independent qualified actuary. Other staff are entitled to membership of the United Reformed Church Final Salary Scheme, a multi-employer defined benefits scheme, more details of which are shown in note 16.

In each case the College is unable to identify its share of the underlying assets and liabilities of the scheme and therefore both are treated in these financial statements as defined contributions schemes; the amount charged in respect of pension costs is the contribution payable in the year, which is included within the appropriate expenditure heading in the Statement of Financial Activities and in note 6.

(xii) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 December 2021 (continued)

(xiii) Going concern

The financial statements are prepared on a going concern basis which assumes that the charity will continue in operational existence for the foreseeable future. The Trustees have considered possible events or conditions that might cast significant doubt on the ability of the College to continue as a going concern. The Trustees have made their assessment for a period of at least one year from the date of the approval of these financial statements. In particular, the Trustees have considered the College's forecasts and projections and have considered the potential impact of the coronavirus outbreak on the viability of the College and its subsidiary, as more fully explained in the Trustees Report. The College's parent undertaking, the United Reformed Church Trust, has issued a loan facility of up to £200,000 so that it will provide sufficient financial support to enable the College and its subsidiary to meet its liabilities as they fall due during the period of at least 12 months from the date of approval of these financial statements. After taking this into account and making enquiries, the Trustees have concluded that there is a reasonable expectation that the College has adequate resources to continue in operational existence for the foreseeable future. The College therefore continues to adopt the going concern basis in preparing its financial statements.

2 VOLUNTARY INCOME

Grants receivable include the support for the College by the Cheshunt Foundation, which covers the stipend and expenses of one member of the teaching staff, contributes to the College budget, funds student bursaries and provides financial support for ministers taking sabbatical leave at the College. The grant for 2021 totalled £60,518 (2020: £61,083).

3 OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Income		
Bed and breakfast accommodation	148,294	166,045
Dinners, weddings and other events	82,136	108,648
	<u>240,430</u>	<u>274,693</u>
Less: Costs of activities for generating funds		
Direct costs	(10,027)	(47,543)
Staff costs and overheads	(57,454)	(331,060)
	<u>(67,481)</u>	<u>(378,603)</u>
Net surplus of activities for generating funds	<u>162,949</u>	<u>(103,910)</u>

4 INVESTMENT INCOME (group and charity)

	2021	2020
	£	£
Unitised Funds	51,274	50,680
Interest on short term investments and bank deposits	491	491
	<u>51,765</u>	<u>51,171</u>

Investment income is split between the College funds as follows:

	2021	2020
	£	£
Unrestricted	7,619	1,519
Designated	8,902	8,722
Restricted	35,244	40,930
	<u>51,765</u>	<u>51,171</u>

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 December 2021 (continued)

5(a) EXPENDITURE ON CHARITABLE ACTIVITIES (group and charity)

	2021	2020
	£	£
Academic services:		
Teaching staff stipends & salaries	240,577	259,940
University and federation fees	28,082	50,060
Grants to student and teachers	3,300	26,027
Library	2,558	2,368
Miscellaneous	3,887	2,823
Support costs (Note 5b)	395,101	405,287
	<u>673,505</u>	<u>746,505</u>
Academic accommodation & conferences:	2021	2020
	£	£
Food	30,193	11,755
Staff costs – catering, domestic and maintenance	7,061	36,128
Maintenance let properties	15,712	9,105
College running costs	30,688	32,194
Support costs (Note 5b)	395,101	405,287
	<u>478,755</u>	<u>494,469</u>

5(b) SUPPORT COSTS (group and charity)

	2021	2020
	£	£
College security and maintenance	102,090	106,397
Utilities	53,580	49,450
Business rates and insurance	36,673	38,996
Irrecoverable VAT	57,465	45,691
Staff costs – office and management	459,278	491,396
Other office costs	80,948	78,095
Governance costs	169	549
	<u>790,202</u>	<u>810,574</u>
50% shared between academic services & academic accommodation	395,101	405,287

Included in other office costs above are audit fees of £20,795 (2020: £18,512) for the group and £17,300 (2020: £17,428) for the charity.

6 STIPEND AND SALARY COSTS (group and charity)

	2021	2020
	£	£
During the year the following stipend and salary costs were incurred:		
Ministers 4 (2020: 4)		
Stipends and allowances	110,390	121,146
Social security costs	10,758	11,379
Pension contributions	19,255	23,083
	<u>140,403</u>	<u>155,608</u>
Lay staff 23 (2020: 37)		
Wages and salary	439,650	665,396
Social security costs	32,341	47,996
Pension contributions	97,196	170,039
Redundancy costs	7,891	19,112
	<u>577,078</u>	<u>902,543</u>

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 December 2021 (continued)

No minister or employee received emoluments exceeding £60,000 during 2021 or 2020. No Trustee received remuneration in respect of their services as Trustee other than the reimbursement of travel and other expenses to five individuals during 2021 totalling £860 (2020: five individuals totalling £549).

Key management personnel are the Principal, Vice Principal and Bursar; of these, two are ministers and one is lay staff. The total of employee benefits for key management personnel was £150,021 (2020: £148,383).

7 TANGIBLE & INTANGIBLE FIXED ASSETS (group and charity)

	College properties	Computer equipment	Furniture and other equipment	Total tangible assets	Intangible assets
	£	£	£	£	£
Cost					
At 1 st January 2021	6,418,334	58,693	828,688	7,305,715	40,850
Additions during the year	120,676	-	17,688	138,364	-
Disposals during the year	(90,142)	-	-	(90,142)	-
At 31 st December 2021	<u>6,448,868</u>	<u>58,693</u>	<u>846,376</u>	<u>7,353,937</u>	<u>40,850</u>
Accumulated depreciation					
At 1 st January 2021	792,297	52,936	580,678	1,425,911	32,061
Charged during the year	114,202	3,545	73,725	191,472	4,395
Disposals during the year	(5,193)	-	-	(5,193)	-
At 31 st December 2021	<u>901,306</u>	<u>56,481</u>	<u>654,403</u>	<u>1,612,189</u>	<u>36,456</u>
Net book value					
Group & Charity:					
At 31 st December 2021	<u>5,547,562</u>	<u>2,212</u>	<u>191,973</u>	<u>5,741,747</u>	<u>4,394</u>
At 31 st December 2020	<u>5,626,037</u>	<u>5,757</u>	<u>248,010</u>	<u>5,879,804</u>	<u>8,789</u>

With the exception of certain improvements and additions since 1983, the College buildings are not included in the balance sheet since the use of the College was originally a gift from the Presbyterian church in England (now the United Reformed Church), the value of which cannot be readily ascertained without excessive cost. In addition, there is a covenant in perpetuity restricting the use of the College for purposes wider than that of a theological college: hence an open market value cannot be applied.

The College also owns certain tangible assets, which have been acquired or donated to it over the years since its foundation, not included in the balance sheet since to obtain a reliable valuation is not practicable. These include the Academic library and other book collections with an insurance valuation in excess of £1 million, historic furniture and works of art. All book collections are in regular use, either for theological study and reference, or for historical research. Other items are in use or on display as appropriate.

Heritage Assets

In addition to assets noted above, the College owns certain manuscripts and artefacts that are not in regular use but held for their historical qualities. Most derive from the collections of the founding sisters, Agnes Lewis and Margaret Gibson, and were donated by them to the College during their lifetime. Some are displayed and others stored. The College also holds the archives, manuscripts and historic books of the United Reformed Church History Society (which is a separate charity) on behalf of the United Reformed Church. Indicative valuations have been obtained for some items held but are not considered sufficiently robust to be reported here.

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 December 2021 (continued)

8 INVESTMENTS (group and charity)**(a) Fixed asset investments**

	2021	2020
	£	£
Carrying value at beginning of year	1,690,293	1,590,280
Net gains/(losses)	227,604	100,013
Carrying value at end of year	<u>1,917,897</u>	<u>1,690,293</u>

Investments at book cost

1,020,726	1,020,726
-----------	-----------

Investments are held for the long term and comprise units in UK common investment funds at market value. All investments are held in the COIF Charities Ethical Investment Fund, a fund whose ethical policy closely matches that of the Trustees. The Trustees believe that the carrying value of the investments is supported by their underlying net assets. In the period after the year end, the value of the investments has dropped by approximately 11.5% due to market movements.

b) Investment in Subsidiary undertaking

Westminster College Cambridge has one subsidiary company, Westminster College Trading Limited (Company number 8855396). This company was incorporated on 22 January 2014 and is incorporated in England and Wales; its registered office is located at Westminster College, Madingley Road, Cambridge, CB3 0AA. The principal activities of the company are the provision of accommodation, meeting rooms, conference facilities and events at Westminster College. The investment of Westminster College Cambridge in Westminster College Trading Limited comprises 10,000 shares of £1 each, being the entire issued share capital of the company. The United Reformed Church Trust is the trustee of the shares held in Westminster College Trading Limited. Westminster College Trading Limited distributes its taxable profits to Westminster College by Gift Aid.

A summary of the financial results of the company for the period to 31 December 2021 is shown below. Accounts of the company will be filed with the Registrar of Companies.

Profit and loss account

	Year ended	Year ended
	31 December	31 December
	2021	2020
	£	£
Turnover	82,186	108,648
Administrative expenses	(60,991)	(375,623)
Profit/(loss) on ordinary activities before taxation	21,195	(266,975)
Taxation	-	-
Retained profit:		
At 1 January	(129,923)	137,053
Distribution	-	-
At 31 December	<u>(108,728)</u>	<u>(129,923)</u>

Balance sheet

	31 December	31 December
	2021	2020
	£	£
Current assets:		
Debtors	-	222
Cash at bank	9,693	9,685
	9,693	9,907
Creditors	(44,192)	(60,980)
Amount owed to parent undertaking	(63,509)	(68,850)
Total assets	<u>(98,728)</u>	<u>(119,923)</u>
Capital and reserves:		
Share capital	10,000	10,000
Profit and loss account	(108,728)	(129,923)
	<u>(98,728)</u>	<u>(119,923)</u>

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 December 2021 (continued)

9 DEBTORS

	2021		2020	
	Group £	Charity £	Group £	Charity £
Prepayments and accrued income	28,030	28,031	29,562	29,562
Due from Westminster College Trading Ltd	-	62,209	-	69,766
Other debtors	36,750	36,750	24,101	23,879
	<u>64,780</u>	<u>126,990</u>	<u>53,663</u>	<u>123,207</u>

10 CREDITORS: amounts falling due within one year

	2021		2020	
	Group £	Charity £	Group £	Charity £
Trade creditors	124,495	124,495	7,233	7,233
Due to United Reformed Church Trust	475,462	474,162	438,687	437,386
Accruals	54,629	51,133	47,667	44,456
Deferred income	49,856	8,439	76,150	22,881
Other creditors	23,668	23,668	54,869	52,585
	<u>728,110</u>	<u>681,897</u>	<u>624,606</u>	<u>564,541</u>

Movements in deferred income:

Balance at 1 January	76,150	22,881	111,131	29,370
Received in the year	32,506	2,156	63,302	309
Refunded in year	(12,242)	-	(9,506)	(4,060)
Transferred to income	(46,558)	(16,598)	(88,777)	(2,738)
Balance at 31 December	<u>49,856</u>	<u>8,439</u>	<u>76,150</u>	<u>22,881</u>

The deferred income consists of rent received in advance and amounts received for conferences and events and Bed & Breakfast accommodation for future bookings.

11 ANALYSIS OF NET ASSETS BETWEEN FUNDS

Group:	General funds	Designated funds	Restricted funds	Endowment funds	Total
Fund balances at 31 December 2021 are represented by:	£	£	£	£	£
Intangible assets	4,394	-	-	-	4,394
Tangible assets	1,391,008	3,907,019	120,676	323,044	5,741,747
Investment assets	280,937	330,079	353,180	953,701	1,917,897
Net current assets	(60,780)	91,674	117,392	-	148,286
Total net assets	<u>1,615,559</u>	<u>4,328,772</u>	<u>591,248</u>	<u>1,276,745</u>	<u>7,812,324</u>
Group:					
Fund balances at 31 December 2020 are represented by:					
Intangible assets	8,789	-	-	-	8,789
Tangible assets	1,475,026	4,081,734	-	323,044	5,879,804
Investment assets	247,597	290,908	311,267	840,522	1,690,294
Net current assets	(269,675)	90,245	192,256	-	12,826
Total net assets	<u>1,461,737</u>	<u>4,462,887</u>	<u>503,523</u>	<u>1,163,566</u>	<u>7,591,713</u>

WESTMINSTER COLLEGE CAMBRIDGE

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 December 2021 (continued)

11 ANALYSIS OF NET ASSETS BETWEEN FUNDS (Continued)

Charity:	General funds	Designated funds	Restricted funds	Endowment funds	Total
Fund balances at 31 December 2021 are represented by:	£	£	£	£	£
Intangible assets	4,394	-	-	-	4,394
Tangible assets	1,391,008	3,907,019	120,676	323,044	5,741,747
Investment assets	280,937	330,079	353,180	953,701	1,917,896
Investment in subsidiary	10,000	-	-	-	10,000
Net current assets	37,950	91,674	117,392	-	247,016
Total net assets	1,724,289	4,328,772	591,248	1,276,745	7,921,054

Charity:

Fund balances at 31 December 2020 are represented by:

Intangible assets	8,789	-	-	-	8,789
Tangible assets	1,475,026	4,081,734	-	323,044	5,879,804
Investment in subsidiary	247,597	290,908	311,267	840,522	1,690,294
Investment assets	10,000	-	-	-	10,000
Net current assets	(12,700)	90,245	192,256	-	265,085
Total net assets	1,728,712	4,462,887	503,523	1,163,566	7,853,972

12 SUMMARY OF FUND MOVEMENTS

2021 Movements

	Balance 1 Jan 2021	Incoming Resources	Resources Expended	Transfers between funds	Gains/(losses) on investment assets	Balance 31 Dec 2021
	£	£	£	£	£	£
Capital Funds - Group & Charity						
College General Fund	323,044	0	0	0	0	323,044
Chair Endowment Fund	436,738	0	0	0	58,808	495,547
College Library Fund	67,208	0	0	0	9,050	76,257
Book Grants Fund	24,367	0	0	0	3,281	27,648
EW Todd Memorial Fund	7,728	0	0	0	1,041	8,769
Janet Hastings Barlow Fund	31,527	0	0	0	4,245	35,772
Lewis & Gibson Scholarship Fund	272,954	0	0	0	36,754	309,708
Total Capital Funds - Charity	1,163,566	0	0	0	113,179	1,276,745
Designated Funds - Group & Charity						
Sale of Nestle Library Fund	293,323	8,902	0	(8,902)	39,172	332,495
Access Fund	68,883	3,419	(2,571)	(3,000)	0	66,731
Development Fund	4,088,788	0	(174,715)	0	0	3,914,073
Alumni Fund	11,892	1,029	(448)	3,000	0	15,473
Total Designated Funds	4,462,887	13,349	(177,734)	(8,902)	39,172	4,328,772

WESTMINSTER COLLEGE CAMBRIDGE

NOTES TO THE FINANCIAL STATEMENTS CONTINUED
for the year ended 31 December 2021 (continued)

12 SUMMARY OF FUND MOVEMENTS (Continued)

	Balance 1 Jan 2021 £	Incoming Resources £	Resources Expended £	Transfers between funds £	Gains/(losses) on investment assets £	Balance 31 Dec 2021 £
Restricted Funds - Group & Charity						
Healey Legacy Fund	5,632	0	0	0	0	5,632
Chair Endowment Fund	6,395	15,264	0	(15,264)	0	6,395
College Library Fund	44,384	3,220	(2,558)	0	5,118	50,164
Book Grants Fund	12,621	946	(200)	0	0	13,366
EW Todd Memorial Fund	2,583	288	0	0	229	3,100
Janet Hastings Barlow Fund	12,084	1,196	0	0	1,018	14,298
Peter Barraclough Travel Fund	13,455	357	0	0	1,571	15,383
Mary Tod Memorial Fund	3,232	64	0	0	283	3,579
Principal's Discretionary Fund	81,359	2,309	(160)	0	9,060	92,568
Reid Lecture Fund	219,009	5,598	0	0	24,633	249,240
Lewis & Gibson Scholarship Fund	17,770	8,352	0	(2,925)	0	23,197
Bursary Fund	10,000	0	0	0	0	10,000
Tower Fund	75,000	29,325	0	0	0	104,325
Total Restricted Funds - Group & Charity	503,523	66,919	(2,918)	(18,189)	41,913	591,248
Unrestricted Funds						
General Fund - Charity	1,305,122	1,225,011	(1,152,814)	27,091	33,340	1,437,750
General Fund - Subsidiary	156,615	82,186	(60,991)	0	0	177,809
Total Unrestricted Funds - Group & Charity	1,461,737	1,307,196	(1,213,804)	27,091	33,340	1,615,559
Totals	7,591,713	1,387,464	(1,394,456)	0	227,603	7,812,324

2020 Movements

	Balance 1 Jan 2020 £	Incoming Resources £	Resources Expended £	Transfers between funds £	Gains/(losses) on investment assets £	Balance 31 Dec 2020 £
Capital Funds - Group & Charity						
College General Fund	323,044	0	0	0	0	323,044
Chair Endowment Fund	410,896	0	0	0	25,842	436,738
College Library Fund	63,231	0	0	0	3,977	67,208
Book Grants Fund	22,925	0	0	0	1,442	24,367
EW Todd Memorial Fund	7,271	0	0	0	457	7,728
Janet Hastings Barlow Fund	29,662	0	0	0	1,865	31,527
Lewis & Gibson Scholarship Fund	256,804	0	0	0	16,150	272,954
Total Capital Funds - Charity	1,113,833	0	0	0	49,733	1,163,566
Designated Funds - Group & Charity						
Sale of Nestle Library Fund	276,110	8,722	0	(8,722)	17,213	293,323
Access Fund	60,600	12,399	(4,116)	0	0	68,883
Development Fund	4,266,619	0	(177,831)	0	0	4,088,788
Alumni Fund	11,599	5,033	(4,739)	0	0	11,893
Total Designated Funds	4,614,928	26,154	(186,686)	(8,722)	17,213	4,462,887

NOTES TO THE FINANCIAL STATEMENTS CONTINUED
for the year ended 31 December 2021 (continued)

2020 Movements (continued)

	Balance 1 Jan 2020 £	Incoming Resources £	Resources Expended £	Transfers between funds £	Gains/(losses) on investment assets £	Balance 31 Dec 2020 £
Restricted Funds - Group & Charity						
Healey Legacy Fund	5,632	0	0	0	0	5,632
Chair Endowment Fund	0	21,291	0	(14,895)	(1)	6,395
College Library Fund	40,722	3,155	(1,741)	0	2,249	44,385
Book Grants Fund	12,090	731	(200)	0	(0)	12,620
EW Todd Memorial Fund	2,200	283	0	0	101	2,583
Janet Hastings Barlow Fund	10,464	1,172	0	0	448	12,084
Peter Barraclough Travel Fund	12,415	350	0	0	690	13,455
Mary Tod Memorial Fund	3,044	63	0	0	125	3,232
Principal's Discretionary Fund	75,793	4,039	(2,455)	0	3,981	81,359
Reid Lecture Fund	207,825	5,485	(5,126)	0	10,824	219,009
Lewis & Gibson Scholarship Fund	22,085	8,184	(12,500)	0	0	17,769
Bursary Fund	10,000	0	0	0	0	10,000
Tower Fund	0	75,000	0	0	0	75,000
Total Restricted Funds - Group & Charity	402,270	119,752	(22,021)	(14,895)	18,417	503,523
Unrestricted Funds						
General Fund - Charity	1,534,302	1,222,166	(1,489,613)	23,617	14,650	1,305,122
General Fund - Subsidiary	147,053	108,648	(99,086)	0	0	156,615
Total Unrestricted Funds - Group & Charity	1,681,355	1,330,814	(1,588,700)	23,617	14,650	1,461,737
Totals	7,812,385	1,476,721	(1,797,407)	(0)	100,013	7,591,712

13 DESIGNATED FUNDS**(a) Sale of Nestle Library**

This fund arose from the sale of a German language theological library in 1996 when the Board of Governors set aside the proceeds for an unspecified future purpose. The Trustees agreed in 2010 to hold this fund as a reserve fund.

(b) Development

This fund met the costs of the College refurbishment programme in 2013-14, and now holds the assets acquired as a result.

(c) Access fund

This fund was set up by the Board of Governors in 2014, using part of the proceeds of sale of two properties in 2013. It is intended to provide financial assistance where needed to those wishing to access the College's courses and activities.

(d) Alumni Fund

This fund was set up by the Board of Governors in 2018 when The Friends of Westminster and Cheshunt Colleges was disbanded; its remaining funds were transferred to Westminster College. The fund will be used to help Alumni maintain links with the College.

NOTES TO THE FINANCIAL STATEMENTS CONTINUED
for the year ended 31 December 2021 (continued)

14 RESTRICTED FUNDS

- (a) The Restricted Funds of the College, their incoming resources and resources expended are shown in the Summary of Fund Movements. Many arise from past donations or bequests and all are being used for their specified purposes to the extent that available funds and relevant purposes allow.
- (b) The Healey Legacy fund may be used for academic or general purposes, the only restriction being that the authority of the Senatus is required.
- (c) The Reid Lecture Fund is used to meet the costs of a lecture which takes place 'at least every three years' at Westminster College.
- (d) The Principal's Discretionary Fund are funds that are at the discretion of the Principal and is used mainly for student support.
- (e) The College Library Fund is used to meet some of the costs of running the College library.
- (f) The Lewis & Gibson Scholarship Fund helps provide a scholarship each year for a student studying to become a URC minister.

15 RELATED PARTY TRANSACTIONS

Westminster College Cambridge is a charity whose governance is controlled by United Reformed Church Trust, a company limited by guarantee (Company number 135934, Registered Charity number 1133373) and the principal purposes and activities of which are to advance the Christian religion for the benefit of the public in accordance with the doctrines, principles and usages, and the Scheme of Union of the United Reformed Church. The United Reformed Church Trust appoints a majority of the Board of Governors. The principal address of United Reformed Church Trust is 86 Tavistock Place, London WC1H 9RT. Consolidated financial statements can be obtained from the secretary at this address.

During the year the United Reformed Church Trust paid £365k (2020: £390k) to Westminster College as a contribution to the teaching costs of the College and the College's membership of the Federation.

16 THE UNITED REFORMED CHURCH FINAL SALARY SCHEME

The College contributed £97,196 (2019: £170,039) to The United Reformed Church Final Salary Scheme, a pension scheme principally for lay staff which is administered by TPT Retirement Solutions Trust (formerly The Pensions Trust). At 31 December 2021, 18 College staff were contributing members (via the principal employer, The United Reformed Church) out of a total of about 153 active members. The scheme is a defined benefit scheme but the College is unable to identify its share of the underlying assets and liabilities – each member in the scheme pays a common contribution rate.

The most recent formal actuarial review of the scheme was at 30 September 2019, when the scheme had a surplus of £2,689,000. The assumptions underlying that valuation include:

- Discount rate: Initial rate of gilt yield curve plus 1.84% p.a. at the valuation date tapering linearly to gilt yield curve plus 0.5% p.a. over a transition period of 15 years for past service liabilities and 33 years for future service liabilities
- Pensionable earnings growth of CPI Inflation plus 0.75% p.a. at each term
- Price inflation and pension increases at RPI Inflation less 1% p.a. at each term
- Retirement age (active members) of 65, with maximum commutation

Contributions by members is currently 7.5% of pensionable salary.

17 CAPITAL COMMITMENTS

As at 31 December 2021, the College was committed to a contract for repairs to be carried out on the College building tower totalling £539,539 (excluding a contingency of £53,954). As at 31 December 2021, £118,719 of this amount had been paid leaving a balance to be paid in 2022 of £474,774. The funds to pay for this have been raised through the sale of a property in 2021 and donations made in 2020 and 2021.

NOTES TO THE FINANCIAL STATEMENTS CONTINUED
for the year ended 31 December 2021 (continued)

18 CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 December 2020

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £	Total Funds 2019 £
Donations and legacies							
Donations		845	15,317	78,822	-	94,984	22,523
Grants receivable	2	408,843	2,115	-	-	410,958	59,992
Legacies		-	-	-	-	-	-
		409,688	17,432	78,822		505,942	82,515
Charitable activities							
Academic services		462,670	-	-	-	462,670	422,106
Academic accommodation & conferences		160,287	-	-	-	160,287	463,800
		622,957	-	-	-	622,957	885,906
Other trading activities	3	274,693	-	-	-	274,693	787,586
Investment Income	4	1,519	8,722	40,930	-	51,171	50,760
Other income							
Management fees		12,870	-	-	-	12,870	14,296
Other income		9,088	-	-	-	9,088	6,832
		21,958	-	-	-	21,958	21,128
Total income and endowments		1,330,815	26,154	119,752		1,476,721	1,827,895
Expenditure on:							
Raising funds							
Trading expenditure	3	378,603	-	-	-	378,603	650,533
Charitable activities:							
Academic services	5(a)	715,628	8,856	22,021	-	746,505	639,106
Academic accommodation & conferences	5(b)	494,469	-	-	-	494,469	633,882
College Development		-	177,830	-	-	177,830	166,209
		1,210,097	186,686	22,021	-	1,418,804	1,439,197
Total expended		1,588,700	186,686	22,021	-	1,797,407	2,089,730
(Loss)/Surplus from trading and charitable activities		(257,885)	(160,532)	97,731	-	(320,686)	(261,835)
Net gains /(loss) on investments		14,650	17,213	18,417	49,733	100,013	245,988
Net (expenditure)/income		(243,235)	(143,319)	116,148	49,733	(220,673)	(15,847)
Transfers		23,617	(8,722)	(14,895)	-	-	-
Net movement in funds		(219,618)	(152,041)	101,253	49,733	(220,673)	(15,847)
Total funds brought forward at 1 January		1,681,355	4,614,928	402,270	1,113,833	7,812,386	7,828,233
Total funds carried forward at 31 December		1,461,737	4,462,887	503,523	1,163,566	7,591,713	7,812,386