PEMBROKE COLLEGE MISSION TRUSTEES' REPORT AND UNAUDITED ACCOUNTS FOR THE YEAR ENDED 31 JULY 2013

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees Sir Richard Dearlove KCMG

Dr Tim Forse

Dr Loraine Gelsthorpe Mr Michael Kuczynski Mr Sam Fleming

The Rev'd Canon Brian Watchorn

Miss Eleanor Goodison The Rev'd Dr James Gardom

Dr Richard Gibbs Mr Michael Mitchell Mr Andrew Morris Mr John Nevin

Charity number 211025

Principal address 80 Tatum Street

Walworth London SE17 1QR

Independent examiner Noel and Co Chartered Accountants

4, Parliament Close, Prestwood

Great Missenden Buckinghamshire

HP16 9DT

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2013

The trustees present their report and accounts for the year ended 31 July 2013.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's Trust Deed, the Charities Act 2011 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Structure, governance and management

The charity was established in 1885, under the Rules of Mission (as amended on 25th February 1994). The charity's objects are to:-

- a) promote Christianity through its connection with Pembroke College, Cambridge in accordance with the principles of the Church of England
- b) advance education and provide facilities for social welfare and leisure activities at the South London premises of the charity.

The trustees who served during the year were:

Sir Richard Dearlove KCMG

Dr Tim Forse

Dr Loraine Gelsthorpe

Mr Michael Kuczynski

Mr Sam Fleming

The Rev'd Canon Brian Watchorn

Rear Admiral Alastair Ross

Miss Eleanor Goodison

The Rev'd Dr James Gardom

Dr Richard Gibbs

Mr Michael Mitchell

Mr Andrew Morris

Mr John Nevin

(Resigned 15 October 2012)

Structure of organisation

The Executive Committee of Trustees has overall responsibility for the activities of the charity. The Trustees delegate the day-to-day management of the Charity to the Warden, who remains accountable to the Trustees in all matters. The Executive Committee meets four times a year; smaller sub-groups meet more frequently if required. The Pembroke House Youth Club and the Pembroke Academy of Music (PAM) each have Management Committees composed of the project Director, the Warden, local stakeholders and people with related expertise. The Executive Committee receives written reports each quarter from each project lead, and follows up those reports as appropriate.

In September 2010 the Reverend David Evans took up the post of Warden.

St Christopher's Church fulfils the Christian objectives with which Pembroke College Mission was established and is integral to the life of Pembroke House. The Vicar of the Parish is also Warden of Pembroke House, and the post of Vicar is funded by the Church of England Diocese of Southwark. Projects run at Pembroke House are intended to advance education and social welfare for local residents irrespective of all faiths and none.

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 JULY 2013

Risk Management

The Trustees authorized and all staff accepted a new Staff Handbook containing all policies and procedures. A Risk Register identifies major risks. Financial risks are monitored by the Trustee responsible for the accounts, and are reported to the Trustees' meetings. On and off site activities are assessed for risk on an individual basis, if necessary in conjunction with Pembroke House's insurers, and all staff and, where relevant, volunteers are checked with the Disclosure snd Barring Service.

Context and Need

According to research carried out by the Church Urban Fund this year, based on the 2011 census: 'On the overall deprivation scale, where 1 is the least deprived in the country, this parish ranks 12075 out of 12775 parishes in England. This means that the parish is among the most deprived in the country.

'The most significant poverty-related issue in this parish is the relatively high rate pensioner poverty. The next most significant issue is the relatively high rate of lone parenthood.

' Child poverty, pensioner poverty, working age poverty and lone parenthood in this parish are amongst the highest in the country. Male life expectancy in this parish is amongst the lowest nationally. Female life expectancy and qualification levels in this parish are lower than average compared with other parishes nationally'.

According to the Department of Communities and Local Government's index of Multiple Deprivation (2010) the parish is within the nation's 10% most deprived for the overall IMD, income, crime and disorder, living environment, income deprivation affecting children index and income deprivation affecting older people index.

Objectives and review of activities

The splendidly refurbished building is beginning to fulfil its potential as a place where people can gather, learn, meet each other, express themselves, worship and have fun. We are incredibly fortunate to have this wonderful, warm, light, dry community centre and church - with no debt lingering from the refurbishment.

This is a place where wonderful things happen. Some of them are run by Pembroke House, and some are run by partner organizations with expertise and experience that we do not have. Our Community Garden, Older People's Lunch Club, Pembroke Academy of Music, and Inclusive Dance project for learning disabled young people are doing excellent work that we're proud of. DT17, a movement-based project intended to help young people aged 9-13 to help them address issues of identity and dysfunctional patterns of behaviour was funded for a year from January 2013. We continued to host computer-based Cognitive Behavioural Therapy run by Southwark Pyschological Therapies, Narcotics Anonymous, the Prince's Drawing School's Southwark Club, and were delighted to welcome The Choir with No Name, for people who have experienced homelessness or life on the edges of society; they sing together and eat together weekly. And we look forward to welcoming IntoUniversity, a university access project with four full-time members of staff due to take up residence in the Lower Hall on weekdays from September 2013.

Grisel Tarifa was appointed Director of Projects in June 2012 and worked part-time until September 2012, when she started work full time

The trustees have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission.

Financial review

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 JULY 2013

The accounts show a loss of £25,000, after charging £50,000 for depreciation and benefiting from an increase in the value of investments by £14,000. The underlying financial position is relatively stable following some dramatic swings around the time of the major refurbishment. The arrival of IntoUniversity should further improve the financial security of the Mission and enable the work of serving the community to increase whilst at the same time allow for increased maintenance and enhancement of the residential properties which are the responsibility of the Trustees.

Restricted and Designated Funds

With the conclusion of the refurbishment the Trustees have undertaken a review of the various Restricted and Designated Funds. No changes are proposed to the treatment of Restricted Funds. Within Designated Funds, the Development Fund has been concluded, the Houses Fund has been renamed Future Capital Repairs Fund and a Contingency Fund has been created. Each Fund has been set at £75,000. The Capital Repairs Fund will cover costs in addition to normal running repairs, which can be reasonably expected to be needed in Pembroke House and residential properties over the next three years. The Contingency Fund will ensure that Pembroke House will be able to continue the charity's current activities in the event of a significant drop in funding, while attention is given to raising additional funds. The Trustees consider these changes to be appropriate and prudent to meet the challenge of sustaining the charity in the medium term.

Plans for the future

The newly refurbished building remains full of potential. We continue to seek to realize that potential, to which end we hope to appoint a full-time Projects Officer. Part of the responsibility of the Projects Officer will be to coordinate a Community Audit, to establish the unmet needs in the local community, as well as helping us to improve the way we monitor and evaluate our projects, and to produce a Strategic Plan and Fundraising Strategy, which will compliment our Five Year Plan. Our Five Year Plan, approved in early 2011, states that Pembroke House will be 'a locally-focussed, centre based Charity whose work is targeted to those in the greatest need in the area of Walworth. We will be driven by the need we identify amongst the local community, and consistently work to understand that need. We will act as bridge; a bridge between the local community and the specialist providers available to support

On behalf of the board of trustees

The Rev'd Dr James Gardom	
Dated:	

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF PEMBROKE COLLEGE MISSION

I report on the accounts of the charity for the year ended 31 July 2013, which are set out on pages 5 to 16.

Respective responsibilities of trustees and examiner

As the charity's trustees, you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144(2) of the Charities Act 2011 (the 2011 Act) does not apply and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

- (a) which gives us reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;

have not been met; or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Linda Noel FCA Noel and Co Chartered Accountants

4, Parliament Close, Prestwood Great Missenden Buckinghamshire HP16 9DT

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2013

		Unrestricted	•	Restricted	Total	Total
	New	funds	funds	funds	2013	2012
In a series was a sure a	Notes	£	£	£	£	£
Incoming resources Incoming resources from						
generated funds						
Voluntary income	2/3	33,397	-	50,732	84,129	145,198
Investment income		5,777	-	-	5,777	9,134
Incoming resources from						
charitable activities Rents - Properties		58,420			58,420	58,705
Rents - Hall		17,452	_	_	17,452	6,115
Tronce Train						
Total incoming resources		115,046	-	50,732	165,778	219,152
B						
Resources expended Charitable activities		74,686	19,820	108,429	202,935	176,122
Governance costs		2,160	19,620	100,429	2,160	1,800
Governance costs						
Total resources expended	4	76,846	19,820	108,429	205,095	179,258
Net incoming/(outgoing) resources						
before transfers		38,200	(19,820)	(57,697)	(39,317)	39,894
		00,200	(10,020)	(01,001)	(00,011)	00,001
Transfers between funds		(24,808)	19,820	4,988		
Net incoming/(outgoing) resources		13,392	-	(52,709)	(39,317)	39,894
Unrealised gain on revaluation of investments		13,658	_	_	13,658	3,998
Net movement in funds		27,050	-	(52,709)	(25,659)	43,892
Fund balances at 1 August 2012		104,681	150,000	1,510,151	1,764,832	1,720,939
Fund balances at 31 July 2013		131,731	150,000	1,457,442	1,739,173	1,764,831

BALANCE SHEET AS AT 31 JULY 2013

		20	013	20)12
	Notes	£	£	£	£
Fixed assets					
Tangible assets	7		1,423,874		1,470,266
Investments	8		156,956		143,298
			1,580,830		1,613,564
Current assets					
Debtors	9	5,628		12,382	
Cash at bank and in hand		160,704		149,799	
Craditara, amazota fallina dua within		166,332		162,181	
Creditors: amounts falling due within one year	10	(7,989)		(10,914)	
Net current assets			158,343		151,267
Total assets less current liabilities			1,739,173		1,764,831
Income funds					
Restricted funds	11		1,457,442		1,510,151
Unrestricted funds:			131,731		104,681
Designated funds	12		150,000		150,000
			1,739,173		1,764,831
The accounts were approved by the Trus	stees on				
Sir Richard Dearlove KCMG			he Rev'd Dr Jam		

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2013

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Charities Act 2011.

1.2 Incoming resources

Donations, legacies and other forms of voluntary income are recognised as incoming resources when receivable or receivable, whichever is the earlier.

Grants are credited to the statement of financial activities when received or receivable, which ever is earlier.

1.3 Tangible fixed assets and depreciation

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land is not depreciated

Freehold buildings Building costs over 50 years.

Fixtures, fittings & equipment 20% straight line

The costs of the boiler house are being depreciated over 15 years, the estimated useful life of the asset.

1.4 Investments

Fixed asset investments are stated at market value.

1.5 Accumulated funds

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2013

2	Voluntary income	Designated &			
		Unrestricted	Restricted	Total	Total
		funds	funds	2013	2012
		£	£	£	£
	Donations and gifts	33,397	17,732	51,129	56,652
	Grants	-	33,000	33,000	88,546
		33,397	50,732	84,129	145,198
	Unrestricted funds and designated funds				
	Pembroke College Cambridge College Members			17,898	17,680
	Ernst & Young			8,142	-
	Pembroke College Cambridge Members - Appeal Fu	und (Note 1)		3,232	3,217
	Wates Foundation for core costs			-	3,500
	Building repairs fund			-	1,450
	Other			4,125	500
				33,397	26,347
	Restricted funds				
	Individual anonymous donation for children and your	ng people		-	10,000
	Pembroke Academy of Music - Ernst & Young			2,500	-
	Pembroke Academy of Music - Pembroke College d			6,477	8,228
	Pembroke Academy of Music - other contributions a	nd door takings		4,205	9,478
	Inclusive Dance project - Ernst & Young			2,500	-
	Community Artist			283	-
	Lunch club			1,767 -	2,599 -

Note 1

With the conclusion of the refurbishment the donations for the appeal fund have been allocated to the general purposes of the charity.

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2013

3 Voluntary income grants: Restricted Funds

	Total 2013 £	Total 2012 £
Youth Club		
United St Saviour's	14,294	-
London Borough of Southwark	-	30,433
Charterhouse-in-Southwark	-	5,000
Dixie Rose Findlay CharitableTrust	-	2,000
Heygate TRA	-	600
Carr-Gregory Trust	-	500
Other	-	624
Pembroke Academy of Music		
The Worshipful Company of Tobacco Pipe Makers	10,000	-
St Olave's	1,500	-
John Lewis Partnership	-	2,000
Garrick Club	-	7,000
United St Saviours	-	4,500
Craigmyle Charitable Trust	-	5,000
Charterhouse Southwark	-	5,000
Carr-Gregory Trust	-	2,000
Community Projects		
United St Saviour's - Inclusive Dance	1,612	-
London Borough of Southwark - Walworth ABC	1,000	
London Borough of Southwark - Walking Project	3,500	
dt17	1,094	-
Near Neighbours		5,000
Peter Minet Trust		3,000
Trinity College (Arts Award)		1,160
Peabody Trust		1,400
Capital Jublilee Fund:Westminster Foundation		980
United St Saviours (for Lunch Club)		3,849
Heygate TRA		600
Other		50
Youth Summer Scheme		
Charterhouse-in-Southwark	-	7,850
	33,000	88,546

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2013

4 Total resources expended

	Salaries & staff £	Project costs £	Premises & Property £	Office & fundraising £	Depreciation £	Total 2013 £	Total 2012 £
Projects-Restricted Funds							
Youth summer scheme	3,050	6,365	-	-	-	9,415	160
Youth club	8,554	1,056	3,701	-	-	13,311	40,025
Pembroke Academy of Music	20,350	1,355	4,655	-	-	26,360	22,366
Inclusive Dance	5,255		2,120	-	-	7,375	-
dt 17	957		460	-	-	1,417	240
Lunch club	1,302	1,858	-	-	-	3,160	3,665
Garden	-	812	-	-	-	812	-
Arts Award	-	680	-	-	-	680	3,366
ABC	-	63	-	-	-	63	-
Walking	-	1,350	-	-	-	1,350	-
Play swap	1,490	36	-	-	-	1,526	-
Premises & property							
Repairs & maintenance	-	-	25,274	-	-	25,274	10,800
Utilities & council tax	-	-	12,936	-	-	12,936	9,611
Insurance	-	-	4,197	-	-	4,197	5,402
Cleaning	-	-	2,432	-	-	2,432	3,055
Depreciation - Building	-	-	-	-	41,116	41,116	41,116
Depreciation - Equipment	-	-	-	-	8,838	8,838	8,125
General							
Office	44,666		1,917	5,772	-	52,355	45,285
Independent Examination	-	-	-	2,160	-	2,160	1,800
Fundraising costs	-	-	-	1,254	_	1,254	-
Reallocations	-	-	(10,936)	-	-	(10,936)	(15,758)
	85,624	13,575	46,756	9,186	49,954	205,095	179,258
Totals 2012	74,238	15,991	28,868	10,920	49,241	179,258	

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2013

5 Trustees

During the year no Trustee received any payment for Professional services (2012: £0). No Trustee received any re-imbursement for travel costs.

6 Employees

Number of employees

The average monthly number of employees during the year was:

	2013 Number	2012 Number
Administration and finance	3	1
Project staff	2	3
	5	4
Wages and salaries	55,387	53,665
Social security costs	4,347	3,493
	59,734	57,158

There were no employees whose annual emoluments were £50,000 or more.

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2013

7	Tangible fixed assets			
		Land and	Fixtures,	Total
		buildings	fittings & equipment	
		£	£	£
	Cost			
	At 1 August 2012	1,597,346	46,876	1,644,222
	Additions		3,563	3,563
	At 31 July 2013	1,597,346	50,439	1,647,785
	Depreciation			
	At 1 August 2012	145,759	28,198	173,957
	Charge for the year	41,116	8,838	49,954
	At 31 July 2013	186,875	37,036	223,911
	Net book value			
	At 31 July 2013	1,410,471	13,403	1,423,874
	At 31 July 2012	1,451,587	18,679	1,470,266
	•			

8 Fixed asset investments

	£
Market value at 1 August 2012 Disposals at cost	143,298
Change in value in the year	13,658
Market value at 31 July 2013	156,956
Historical cost:	
At 31 July 2013	113,583
At 31 July 2012	113,583

The investments are held in units, forming part of the Pembroke College Cambridge Investment Trust Fund.

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2013

2012	2013	Debtors
£	£	
1,190	-	Trade debtors
11,192	5,628	Sundry debtors - Investment income
12,382	5,628	
2012 £	2013 £	Creditors: amounts falling due within one year
£	2013 £	
£ 3,085	£	Trade creditors
£	£ - 1,047	Trade creditors Taxes and social security costs
£ 3,085 1,368 -	£ - 1,047 1,023	Trade creditors Taxes and social security costs Other creditors
£ 3,085	£ - 1,047	Trade creditors Taxes and social security costs

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2013

11 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at	Incoming	Resources		Balance at
	1 August 2012	resources	expended	Transfers between funds	31 July 2013
	£	£	£	£	£
Youth summer scheme	7,690	-	(9,415)	1,725	-
Pembroke Academy of Music	20,840	24,682	(26,360)	-	19,162
Youth Activities	9,132	14,294	(13,311)	-	10,115
Inclusive Dance	-	4,112	(7,375)	3,263	-
dt 17	2,760	1,094	(1,417)		2,437
Lunch club	2,781	1,767	(3,160)		1,388
Garden	2,781	-	(812)		1,969
Arts Award	680	283	(680)		283
ABC	-	1,000	(63)		937
Walking	-	3,500	(1,350)		2,150
Play swap	2,365	-	(1,526)		839
Buildings and assets	1,457,122	-	(42,960)	-	1,414,162
Social mobility project	4,000				4,000
	1,510,151	50,732	(108,429)	4,988	1,457,442

Description of Restricted funds

The Youth summer scheme provides activities for young people in the summer holidays.

Pembroke Academy of Music is an open access project for children.

Youth Club provides education and leisure activities for young people.

Inclusive Dance is a dance and drama project for young learning disabled adults.

dt17 is a dance and drama project for children.

Lunch club provides healthy food and social welfare for older people.

The garden facilitates local people to grow plants and learn about environmental issues.

The Arts Award supports young people to gain the Arts Award qualification.

The Walworth ABC, Walking and PlaySwap projects are community participation initiatives about Walworth.

Social mobility project - this fund is to be used for a research study on social mobility

Buildings and assets are grants and donations received during the re-development of the Centre and Church buildings for those specific purposes. This fund is being depreciated over the estimated useful life of the assets.

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2013

12 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds				
	Balance at Resources 1 August expended 2012		Transfers between funds	Balance at 31 July 2013	
Future Capital Repairs Fund (formerly Houses Fund) Contingency Fund	£ 75,000 75,000	£ (19,920)	£ 19,920 -	£ 75,000 75,000	
	150,000	(19,920)	19,920	150,000	

The Future Capital Repairs Fund is to provide for the upkeep of Pembroke House, the Residency and the Tatum Street properties.

The Contingency Fund is to provide funds for the running of Pembroke House and its projects in the event of a fall in income.

13 Analysis of net assets between funds

	Unrestricted funds	Designated funds	Restricted funds	Total
	£	£	£	£
Fund balances at 31 July 2013 are represented by:				
Tangible fixed assets	9,712	-	1,414,162	1,423,874
Investments	6,956	150,000	-	156,956
Current assets	123,052	-	43,280	166,332
Creditors: amounts falling due within one year	(7,989)			(7,989)
	131,731	150,000	1,457,442	1,739,173
Reconciliation of movements in unrealised gains on investment assets				
Unrealised gains at 1 August 2012	_	29,715	_	29,715
Gains on revaluations in year	6,956	6,702		13,658
Unrealised gains at 31 July 2013	6,956	36,417	-	43,373

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2013

14 Related parties

St Christopher's Church is integral to the life of Pembroke House. The Vicar of the Parish is also Warden of Pembroke House, and the post of Vicar is funded by the Church of England, Diocese of Southwark.

The charity's objects include the promotion of Christianity through its connection with Pembroke College, Cambridge. The Trustees include representatives from Pembroke College, Cambridge.