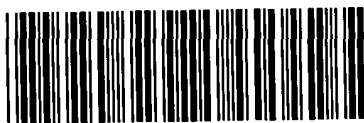


COMPANY REGISTRATION NUMBER 04700056

**THE CAMBRIDGE THEOLOGICAL FEDERATION
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 AUGUST 2015**

Charity Number 1099953

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THE CAMBRIDGE THEOLOGICAL FEDERATION COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2015

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THE CAMBRIDGE THEOLOGICAL FEDERATION COMPANY LIMITED BY GUARANTEE

MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS

REGISTERED CHARITY NAME The Cambridge Theological Federation

CHARITY NUMBER 1099953

COMPANY REGISTRATION NUMBER 04700056

**PRINCIPAL AND REGISTERED
OFFICE**

The Bounds
Westminster College
Lady Margaret Road
Cambridge
CB3 0BJ

TRUSTEES

Prof David Frost
The Ven. Hugh McCurdy
Mrs Carol Reekie
Rev Canon Andrew Norman
Dame Mary Tanner
Prof Judith Lieu
Rt Rev Stephen Conway
Dr Oonagh O'Brien
Rev Dr Jane Leach
Mr John Harrison
Rev Neil Thorogood
Rev Nigel Uden
Rev Prof John Bell
Mrs Roberta Canning
Rev Canon Chris Chivers
Rev Dr Alex Jensen
Dr Ian Randall

SECRETARY

Mrs Sharon Williamson

AUDITOR

Streets Audit LLP
Chartered Accountants
& Statutory Auditor
Charter House
62-64 Hills Road
Cambridge
CB2 1LA

BANKERS

Barclays Bank Plc
Bene't Street
Cambridge
CB2 3PZ

THE CAMBRIDGE THEOLOGICAL FEDERATION COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 AUGUST 2015

The trustees, who are also directors for the purposes of company law, present their report and the financial statements of the company for the year ended 31 August 2015.

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 1 of the financial statements.

THE TRUSTEES

The trustees who served the company during the period were as follows:

Prof David Frost	
Mrs Sarah Livesey	(Resigned 22 June 2015)
The Ven. Hugh McCurdy	
Mrs Carol Reekie	
Rev Canon Martin Seeley	(Resigned 31 March 2015)
Miss Gladys Bland	(Resigned 30 March 2016)
Rev Canon Dr Ian McIntosh	(Resigned 31 August 2015)
Rev Canon Andrew Norman	
Prof David Thompson	(Resigned 22 June 2015)
Dame Mary Tanner	
Prof Judith Lieu	
Rt Rev Stephen Conway	
Dr Oonagh O'Brien	
Rev Dr Jane Leach	
Mr John Harrison	
The Ven. Trevor Jones	(Resigned 22 June 2015)
Rev Neil Thorogood	
Rev Nigel Uden	
Rev Prof John Bell	
Mrs Laura Fawcett	(Appointed 1 September 2014 and Resigned 22 June 2015)
Mrs Roberta Canning	(Appointed 22 June 2015)
Dr Ian Randall	(Appointed 22 June 2015)

Trustees appointed post year end:

Rev Canon Chris Chivers	(Appointed 22 September 2015)
Rev Dr Alex Jensen	(Appointed 1 January 2016)

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is constituted as a company limited by guarantee and is governed by its memorandum and articles of association. The registered charity number is 1099953.

THE CAMBRIDGE THEOLOGICAL FEDERATION COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 AUGUST 2015

STRUCTURE, GOVERNANCE AND MANAGEMENT *(continued)*

The Full Members of the Cambridge Theological Federation (CTF) are:

Eastern Region Ministry Course	Ecumenical
Institute for Orthodox Christian Studies	Orthodox
Margaret Beaufort Institute of Theology	Roman Catholic
Ridley Hall	Anglican
Wesley House	Methodist
Westcott House	Anglican
Westminster College	United Reformed

The Associate Members are:

Cambridge Centre for Christianity Worldwide (formerly the Henry Martyn Centre for the Study of Mission and World Christianity)
Woolf Institute

The charitable company is run by a group of directors, the Governing Council, who meet regularly for the purpose of maintaining its performance and making strategic decisions. They delegate management to the Federation Management Committee, comprising the Principals of the Member Bodies, in addition to the Federation's Executive Director, the Registrar and the Director of Post-graduate Programmes. The Management Committee is chaired by one of the Principals elected on a rotational basis.

The trustees determine the general policy of the charity. The day to day management is delegated to the Registrar, Mrs Sharon Williamson, who make decisions with the guidance of the trustees as appropriate.

OBJECTIVES AND ACTIVITIES

The Federation's objectives are to advance the Christian faith, to advance religious, ecumenical education in accordance with the doctrine and principles of the Christian faith, and to prepare men and women for ordained or lay ministry and service within the Christian churches.

The Cambridge Theological Federation brings together the teaching and learning of nine institutes and courses through which people of different churches, including Anglican, Methodist, Orthodox, Reformed and Roman Catholic, train for various forms of Christian ministry and service. Its Vision Statement, adopted in March 2010, states:

"The Cambridge Theological Federation exists to serve the mission of God in the world, as that mission is expressed and worked out in the life of the Church. Our vision is centred in the transforming love of Christ, who is the Wisdom of God, and this vision is given life by the transforming power of the Holy Spirit of God. The form and content of our endeavours, therefore, are rooted in the life of God, whose self-giving activity is the joy of the Church and the hope of the world.

Our vision for today grows out of the Great Commission, out of the Vision statement held by the Federation since the early 1990s, and out of the fundamental purposes of the Federation as stated in our Memorandum and Articles of Association:

- the advancement of the Christian faith;
- the advancement of religious, ecumenical education in accordance with the doctrine and principles of the Christian faith;
- the preparation of men and women for ordained or lay ministry and service within the Christian churches.

THE CAMBRIDGE THEOLOGICAL FEDERATION COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 AUGUST 2015

OBJECTIVES AND ACTIVITIES *(continued)*

This vision is given shape by the nature and needs of the contemporary world for Christian leadership which is theologically and pastorally wise, mission oriented, and committed to collaborative ways of discerning the truth with love. Given our particular location in Cambridge, it is natural that the Federation should seek to develop a role in thought leadership in terms of the wider church, and to share the evolution of these ideas internally and externally. The Federation intends its member institutions to grow together in effectiveness in serving God's Kingdom across four key domains:

- Innovation and creativity for mission in today's world;
- Excellence and accessibility in education and formation for Christian ministries and discipleship;
- Distinctive contribution to the Church's ecumenical endeavour;
- Engagement with the world-wide Church and higher education in learning and scholarship."

In the exercise of their powers to that end the Directors have paid due regard to the published guidance from the Charity Commission on the operation of the Public Benefit requirement under the Charities Act 2006. We believe that the Federation meets the requirement in the following ways:

- by the provision of regular communal acts of worship to encourage and facilitate the practice of the Christian religion by those training for ministry and their families;
- by supporting the theological colleges which are members of the Federation in raising awareness of religious beliefs and practices;
- by providing education in accordance with the principles and practices of the Christian religion;
- by providing opportunities through Social Context Placements for members of the Federation to engage in prison, hospital and school chaplaincy work;
- by providing training for members of the Federation in pastoral and liturgical work, both within and beyond faith communities;
- by providing opportunities for continuing ministerial education for ministers across the eastern region, through both formal educational programmes and training offered for placement supervisors, academic tutors and others.

ACHIEVEMENTS AND PERFORMANCE

In accordance with its objectives, the Federation has continued its principal activity of providing theological education and training for students of its Member Bodies and others from the East Anglia region. More than 300 students were registered with the Federation. The majority were studying for one or other of the awards listed below, but the total also includes exchange students visiting for one or more terms and others attending in-house courses run by the Federation's member institutions. Following is the total number of students engaged on programmes in 2014/15:

THE CAMBRIDGE THEOLOGICAL FEDERATION COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 AUGUST 2015

ACHIEVEMENTS AND PERFORMANCE *(continued)*

Through the University of Cambridge	
Certificate in Theology for Ministry (CTM)	1
Diploma in Theology for Ministry (DTM)	2
Bachelor of Theology for Ministry	31
BA in Theology and Religious Studies (Tripos)	15
PhD	6
Through Anglia Ruskin University:	
BA (Hons) Christian Theology	14
MA in Pastoral Theology	57
MA in Christian Theology	16
PG Cert in Christian Theology	1
PG Dip in Christian Theology	1
Professional Doctorate in Practical Theology	45
PhD	8
Through Durham University (Common Awards):	
Certificate in Theology, Ministry and Mission	19
Diploma in Theology, Ministry and Mission	76
Graduate Diploma in Theology, Ministry and Mission	12
BA (Hons) in Theology, Ministry and Mission	29

The Federation transitioned to the Church of England's Common Awards Framework for theological education in 2014-15. The Common Awards programmes are validated by Durham University. Consequently, the Federation has closed registrations for the undergraduate programmes (FdA, BA, Cert He and Dip HE) offered in partnership with Anglia Ruskin University. Students enrolled on ARU programmes in 2013-14 were able to complete with ARU or transfer to Durham University, depending on criteria.

The Maurice & Hilda Laing Trust responded positively to the Estates Review which they had funded, encouraging the Federation to undertake some more scoping work on the eight areas it had identified as priorities for future development. This work is still on-going.

FINANCIAL REVIEW

The Federation's total incoming resources from charitable activities for the year amounted to £950,669 (£915,988 - 2013/14). Of that amount, income from the Federation's management of the registry activities in relation to the students attached to the Federation amounted to £653,910 (£829,183 - 2013/14). The reduction for this year is due to the transitioning of the validation of awards from Anglia Ruskin University to Durham University and fluctuating student numbers during this transitional period. In addition, included within incoming resources is a further grant of £296,759 (£86,805 - 2013/14) from the Maurice & Hilda Laing Trust in support of new offices for the Federation. The grant also funds the work of the Executive Director of the Federation in furtherance of the development of a research strategy and improving educational and administrative capabilities.

Overall expenditure amounted to £780,515 (£876,049 - 2013/14). The costs of charitable activities (Notes 5 & 6) amounted to £750,106 (£847,741 - 2013/14) of which £627,267 (£699,139 - 2013/14) related to theological educational training and £122,639 (£148,602 - 2013/14) related to support costs. Governance costs amounted to £30,409 (£28,308 - 2013/14) and included £23,749 (£23,028 - 2013/14) for legal and professional fees in relation to the new Federation offices. Staff costs, including pension and social security costs, were £271,664 (£266,857 - 2013/14).

THE CAMBRIDGE THEOLOGICAL FEDERATION COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 AUGUST 2015

FINANCIAL REVIEW *(continued)*

Balance Sheet

Net current assets at the end of the year amounted to £328,864 (£242,911 - 2013/14). Unrestricted funds amounted to £230,900 (£162,315 - 2013/14). These are sufficient to cover approximately 3 months of normal operating costs. There are no current borrowing facilities in place at this time.

Risk Management

The Trustees have assessed the major risks to which the Federation is exposed, in particular those related to the operations and finances of the Federation, and are satisfied that systems are in place to mitigate our exposure to the major risks.

Subsequent Events

There are no subsequent events to report.

Reserves Policy

The Governing Council has agreed a policy of holding three months operating costs in the General Reserve.

PLANS FOR FUTURE PERIODS

Following the Federation's approval to offer the Common Awards programmes, validated by Durham University, students who met the required criteria were transferred onto the new programmes from September 2014. A total of 132 students were enrolled. The Ministry Division of the Church of England granted exemption for the University of Cambridge's BA (Tripos), Bachelor of Theology for Ministry (BTh) and Certificate/Diploma in Theology for Ministry (CTM), which will continue to be recognised as appropriate vehicles for ministerial training. The Federation's application to offer the Common Awards MA in Theology, Ministry and Mission from September 2015 was approved. The Federation's application to offer the MA in Theology, Ministry and Mission in a distance format was also approved. Students currently enrolled on the MA in Christian Theology and the MA in Pastoral Theology can complete their dissertations and receive their degrees from Anglia Ruskin; students with 60 or fewer credits completed with ARU will transfer to the MA in Theology, Ministry and Mission. The MA programmes offered with ARU will no longer accept new students after 2014-15.

Recent changes in national legislation mean that the Federation will be taking on a number of roles in relation to its students which were formerly undertaken by its partner universities. These relate to both financial matters - particularly in relation to student loans - and to immigration policy. The Federation will therefore be the focus of a series of inspections and reviews from external bodies during 2015/16, including the Quality Assurance Agency, the Higher Education Funding Council for England and the UK Border Agency.

TRUSTEES' RESPONSIBILITIES STATEMENT

The trustees (who are also the directors of the Cambridge Theological Federation for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

THE CAMBRIDGE THEOLOGICAL FEDERATION COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 AUGUST 2015

TRUSTEES' RESPONSIBILITIES STATEMENT *(continued)*

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and the income and expenditure of the company 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;
- make judgements and accounting estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

AUDITOR

Streets Audit LLP are deemed to be re-appointed under section 144 of the Charities Act 2011.

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as each trustee is aware, there is no relevant audit information of which the company's auditor is unaware; and
- each trustee has taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the company's auditor is aware of that information.

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Signed by order of the trustees



Mrs Sharon Williamson
Company Secretary

25.05.2016

THE CAMBRIDGE THEOLOGICAL FEDERATION COMPANY LIMITED BY GUARANTEE

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE CAMBRIDGE THEOLOGICAL FEDERATION

YEAR ENDED 31 AUGUST 2015

We have audited the financial statements of the Cambridge Theological Federation for the year ended 31 August 2015 on pages 10 to 19. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the company's trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company'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 anyone other than the company and the company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITOR

As explained more fully in the Trustees Annual Report, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of financial statements and for being satisfied that they give a true and fair view.

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly 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 responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

OPINION ON FINANCIAL STATEMENTS

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2015 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

THE CAMBRIDGE THEOLOGICAL FEDERATION COMPANY LIMITED BY GUARANTEE

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE CAMBRIDGE THEOLOGICAL FEDERATION *(continued)*

YEAR ENDED 31 AUGUST 2015

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
- the charitable company 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 require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees Annual Report.

Streets Audit LLP

STREETS AUDIT LLP
Chartered Accountants & Statutory Auditor

Charter House
62-64 Hills Road
Cambridge
CB2 1LA

27/5/2016

Streets Audit LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

**THE CAMBRIDGE THEOLOGICAL FEDERATION
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND
EXPENDITURE ACCOUNT)**

YEAR ENDED 31 AUGUST 2015

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2015 £	Total Funds 2014 £
INCOMING RESOURCES					
Incoming resources from generating funds:					
Voluntary income	2	4,596	–	4,596	2,568
Investment income	3	229	68	297	732
Incoming resources from charitable activities	4	<u>653,910</u>	<u>296,759</u>	<u>950,669</u>	<u>915,988</u>
TOTAL INCOMING RESOURCES		<u>658,735</u>	<u>296,827</u>	<u>955,562</u>	<u>919,288</u>
RESOURCES EXPENDED					
Charitable activities	5/6	(649,130)	(100,976)	(750,106)	(847,741)
Governance costs	7	<u>(30,409)</u>	–	<u>(30,409)</u>	<u>(28,308)</u>
TOTAL RESOURCES EXPENDED		<u>(679,539)</u>	<u>(100,976)</u>	<u>(780,515)</u>	<u>(876,049)</u>
NET INCOMING RESOURCES BEFORE TRANSFERS					
Transfer between funds	9 10	(20,804) 89,388	195,851 (89,388)	175,047 –	43,239 –
NET INCOME FOR THE YEAR		<u>68,584</u>	<u>106,463</u>	<u>175,047</u>	<u>43,239</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>162,316</u>	<u>81,768</u>	<u>244,084</u>	<u>200,845</u>
TOTAL FUNDS CARRIED FORWARD		<u>230,900</u>	<u>188,231</u>	<u>419,131</u>	<u>244,084</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 12 to 19 form part of these financial statements.

**THE CAMBRIDGE THEOLOGICAL FEDERATION
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

31 AUGUST 2015

	Note	£	2015 £	2014 £
FIXED ASSETS				
Tangible assets	12		90,267	1,173
CURRENT ASSETS				
Stocks	13	-		412
Debtors	14	87,013		32,303
Cash at bank and in hand		331,912		326,475
			<u>418,925</u>	<u>359,190</u>
CREDITORS: Amounts falling due within one year	15	(90,061)		(116,279)
			<u>328,864</u>	<u>242,911</u>
NET CURRENT ASSETS			328,864	242,911
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>419,131</u>	<u>244,084</u>
NET ASSETS			<u>419,131</u>	<u>244,084</u>
FUNDS				
Restricted income funds	17		188,231	81,769
Unrestricted income funds	18		230,900	162,315
TOTAL FUNDS			<u>419,131</u>	<u>244,084</u>


For the year ended 31 August 2015 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies but as this company is a charity, it is subject to audit under the Charities Act 2011.

Trustees' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the members of the committee and authorised for issue on the 25/5/16 and are signed on their behalf by:


Rev Neil Thorogood

Company Registration Number: 04700056

The notes on pages 12 to 19 form part of these financial statements.

THE CAMBRIDGE THEOLOGICAL FEDERATION COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2015

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), and the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005).

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The aim and use of restricted funds are set out in the notes to the accounts.

Incoming resources

Incoming resources are accounted for on a receivable basis.

Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred.

Charitable expenditure comprises those costs incurred by the charity in furtherance of the charity's objectives and represents the cost of goods and services and ancillary trading costs that have been incurred in charitable activities. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirement of the charity and include accountancy fees and costs linked to the strategic management of the charity.

Fixed assets

All fixed assets are initially recorded at cost. Assets costing over £500 and having an expected life greater than one year are capitalised.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Office equipment	- 25% reducing balance
------------------	------------------------

Assets under the course of construction are not depreciated until they are complete.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making allowance for obsolete and slow moving items. Cost is based on purchase price.

THE CAMBRIDGE THEOLOGICAL FEDERATION COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2015

1. ACCOUNTING POLICIES *(continued)*

Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

Pension costs

The company operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the company. The annual contributions payable are charged to the statement of financial activities.

Value added tax

As the Federation's activities are classified as exempt or non-business activities for the purposes of value added tax, the Federation is unable to reclaim the value added tax which it incurs on its purchases. Expenditure in these financial statements is therefore shown inclusive of value added tax.

2. VOLUNTARY INCOME

	Unrestricted Funds £	Total Funds 2015 £	Total Funds 2014 £
Donations			
Donations & other income	<u>4,596</u>	<u>4,596</u>	<u>2,568</u>

3. INVESTMENT INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2015 £	Total Funds 2014 £
Bank interest receivable	<u>229</u>	<u>68</u>	<u>297</u>	<u>732</u>

**THE CAMBRIDGE THEOLOGICAL FEDERATION
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2015

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2015 £	Total Funds 2014 £
Diploma fees	15,260	–	15,260	–
Library fees and fines	206	–	206	577
Per capita levy	83,120	–	83,120	147,509
BTh fees	21,390	–	21,390	28,800
CTM fees	870	–	870	10,850
MA fees	77,041	–	77,041	72,978
BA funding from Anglia Ruskin	10,146	–	10,146	17,149
BTh funding from University of Cambridge	218,752	–	218,752	270,108
Professional Doctorate Fees	163,724	–	163,724	104,355
Validation fee for FdA/BA students	–	–	–	56,014
Estates review	–	296,759	296,759	86,805
Common awards	14,240	–	14,240	–
Summer Schools	15,972	–	15,972	22,629
Study Skills Tuition	–	–	–	560
Membership fees	4,020	–	4,020	5,760
ERTP Income	–	–	–	7,500
BA fees	16,064	–	16,064	69,084
Social context placement fees	3,300	–	3,300	5,830
January intensives fees	9,805	–	9,805	9,480
	<u>653,910</u>	<u>296,759</u>	<u>950,669</u>	<u>915,988</u>

5. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2015 £	Total Funds 2014 £
Theological education and training	526,491	100,976	627,467	699,139
Support costs	122,639	–	122,639	148,602
	<u>649,130</u>	<u>100,976</u>	<u>750,106</u>	<u>847,741</u>

6. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly £	Support costs £	Total Funds 2015 £	Total Funds 2014 £
Theological education and training	<u>627,467</u>	<u>122,639</u>	<u>750,106</u>	<u>847,741</u>

**THE CAMBRIDGE THEOLOGICAL FEDERATION
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2015

7. GOVERNANCE COSTS

	Unrestricted Funds	Total Funds 2015	Total Funds 2014
	£	£	£
Audit fees	6,660	6,660	5,280
Legal and professional fees	23,749	23,749	23,028
	<u>30,409</u>	<u>30,409</u>	<u>28,308</u>

8. ANALYSIS OF SUPPORT COSTS

	Total 2015	Total 2014
	£	£
Staff costs	61,757	99,382
Premises	32,460	24,241
Other costs	28,422	24,979
	<u>122,639</u>	<u>148,602</u>

9. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	2015	2014
	£	£
Staff pension contributions	14,334	15,549
Depreciation	293	392
Auditors' remuneration:		
- audit of the financial statements	6,660	5,280
- other fees (see below)	3,041	6,317
	<u>24,328</u>	<u>27,938</u>

Auditor's fees

The fees charged by the auditor can be further analysed under the following headings for services rendered:

	2015	2014
	£	£
Audit	6,660	5,280
Computer consultancy	3,041	6,317
	<u>9,701</u>	<u>11,597</u>

10. FUND TRANSFERS

The charity has received restricted income from Laing, as shown in note 17 and part of the restricted income was to cover capital expenditure. During the year the Federation has spent £89,388 of that restricted income and therefore a transfer has been made between restricted and general funds to represent this expense. The Federation does not consider there to be any further restriction of the use of the capital assets.

**THE CAMBRIDGE THEOLOGICAL FEDERATION
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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2015

11. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2015	2014
	£	£
Wages and salaries	239,375	235,203
Social security costs	17,955	16,105
Other pension costs	14,334	15,549
	<u>271,664</u>	<u>266,857</u>

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2015	2014
	No	No
Number of staff	<u>9</u>	<u>9</u>

No employee received remuneration of more than £60,000 during the year (2014 - Nil).

12. TANGIBLE FIXED ASSETS

	Land and buildings £	Other plant & machinery etc. £	Total £
COST			
At 1 September 2014	–	22,367	22,367
Additions	89,388	–	89,388
At 31 August 2015	<u>89,388</u>	<u>22,367</u>	<u>111,755</u>
DEPRECIATION			
At 1 September 2014	–	21,194	21,194
Charge for the year	–	294	294
At 31 August 2015	<u>–</u>	<u>21,488</u>	<u>21,488</u>
NET BOOK VALUE			
At 31 August 2015	<u>89,388</u>	<u>879</u>	<u>90,267</u>
At 31 August 2014	<u>–</u>	<u>1,173</u>	<u>1,173</u>

The land and buildings above represents assets under the course of construction.

13. STOCKS

	2015	2014
	£	£
Goods for resale	<u>–</u>	<u>412</u>

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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2015

14. DEBTORS

	2015	2014
	£	£
Trade debtors	56,325	18,189
Other debtors	28,407	2,982
Prepayments	2,281	11,132
	<u>87,013</u>	<u>32,303</u>

15. CREDITORS: Amounts falling due within one year

	2015	2014
	£	£
Trade creditors	19,132	34,649
PAYE and social security	5,856	3,589
Other creditors	65,073	78,041
	<u>90,061</u>	<u>116,279</u>

16. COMMITMENTS UNDER OPERATING LEASES

At 31 August 2015 the company had annual commitments under non-cancellable operating leases as set out below.

	2015		2014	
	Land and buildings £	Other items £	Land and buildings £	Other items £
Operating leases which expire:				
Within 1 year	6,000	138	31,152	-
Within 2 to 5 years	-	-	-	1,656
	<u>6,000</u>	<u>138</u>	<u>31,152</u>	<u>1,656</u>

17. RESTRICTED INCOME FUNDS

	Balance at 1 Sep 2014	Incoming resources	Outgoing resources	Transfers	Balance at 31 Aug 2015
	£	£	£	£	£
Estates review	16,937	-	(16,937)	-	-
Laing grant Eastern Region Training Partnership (ERTP)	-	296,759	(77,416)	(89,388)	129,955
	64,831	68	(6,623)	-	58,276
	<u>81,768</u>	<u>296,827</u>	<u>(100,976)</u>	<u>(89,388)</u>	<u>188,231</u>

THE CAMBRIDGE THEOLOGICAL FEDERATION COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2015

17. RESTRICTED INCOME FUNDS *(continued)*

Estates Review and Laing Grants: An initial grant from the Maurice and Hilda Laing Charitable Trust was given to fund an internal review of the Federation's activities. Following on from this review further grants were made available towards building development projects which benefit the Federation as a whole. The grant monies are paid by the Trust to reimburse specific expenditure by the Federation. See also note 10 in relation to the transfer between funds.

ERTP: As part of its commitment to the Eastern Region Training Partnership, the Federation holds the Partnership's funds within its bank account. Income is derived in part from annual subscriptions by signatories to the Covenant which established the ERTTP in 2008 and in part from a substantial grant to fund a Project Officer investigating lay training provision within the Eastern Region. This is a three-year project for which the bulk of the money was received in advance.

18. UNRESTRICTED INCOME FUNDS

	Balance at 1 Sep 2014	Incoming resources	Outgoing resources	Transfers	Balance at 31 Aug 2015
	£	£	£	£	£
Major projects	2,918	–	–	–	2,918
E-Learning project	122	–	–	–	122
Sinking fund to replace servers	913	–	–	–	913
General Funds	158,363	658,735	(679,539)	89,388	226,947
	<u>162,316</u>	<u>658,735</u>	<u>(679,539)</u>	<u>89,388</u>	<u>230,900</u>

Major projects

This fund was established by the Federation Management Committee in April 2008 to cover projects benefiting students across two or more Federation Houses.

E-Learning project

The balance in this fund is to be rolled over into the operating account.

Sinking fund

This fund was established by the Federation Management Committee in April 2011 to fund the replacement of the servers which run its computer network. The servers are shared with some of the member institutions, so the Federation's contribution forms only part of the total costs. Servers are replaced on a rolling basis.

THE CAMBRIDGE THEOLOGICAL FEDERATION COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2015

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Net current assets £	Total £
Restricted Income Funds:			
Laing grant	—	40,567	40,567
Eastern Region Training Partnership (ERTP)	—	58,276	58,276
	—	<u>98,843</u>	<u>98,843</u>
Unrestricted Income Funds	<u>90,267</u>	<u>230,021</u>	<u>320,288</u>
Total Funds	<u>90,267</u>	<u>328,864</u>	<u>419,131</u>

20. COMPANY LIMITED BY GUARANTEE

The Cambridge Theological Federation is a company limited by guarantee and the liability of the members is limited to £10 each.