

Information concerning St Chad's Charitable aims and objectives for submission to the Charities Commission

Aims and Purposes

St Chad's Parochial Church Council (PCC) is the governing body of the Church and is responsible, along with the incumbent (Reverend Toby Hole) in promoting in the ecclesiastical parish, the whole mission of the church, pastoral, liturgical, evangelistic, social and ecumenical.

Objectives and Activities

The objectives and activities of the PCC are in accordance with the guidelines on public benefit. These objectives and activities can be summarised as:

- Public worship to which every resident of the parish is welcome and invited to join;
- Pastoral work through the ministry of the occasional offices;
- A thriving ministry amongst the elderly and housebound including, but not limited to, a network of home visitors, various friendship groups and organised trips and excursions;
- Youth work that involves both church and non-church young people;
- The use of the church buildings for community activities;
- Teaching about the Christian faith and the ethics of being a disciple of Jesus Christ;
- Distributing a proportion of our voluntary giving to other charitable organisations within and without the diocese of Sheffield;
- The encouragement of an active volunteer force from within the congregation to become involved in other Sheffield-based charities eg. Sheffield BESOM and Street Pastors.

Mission Action Plan 2017

The Mission Action Plan, agreed early in 2017 had the following points:

1. To build up a community of Christians confident and committed in prayer.
2. To foster inter-generational friendship and unity across the church.
3. To develop a physical space and a spiritual culture that intentionally reaches out and welcomes the stranger, the vulnerable and the lost.
4. To encourage the growth in Christian faith and living outside of regular Sunday worship.

At the Parochial Church Council Meeting in May 2019 these points were appraised and progress was reported on all four.

Report on activities in 2020

Ministry at St Chad's was severely impacted by the global pandemic which meant that from Sunday 22nd March until 4th July the church building was completely closed. After that date (with a further closure in November) the church building was opened for small services but the vast majority of our activities were curtailed or closed down.

The St Chad's Youth Worker, Nick Seaman, remained leading youth work online and the decision was made not to furlough him. Church services continued on line, both live-streamed and recorded to YouTube. These were very well received. An online Alpha course was also run.

Connecting with the local community proved a challenge given the government restrictions, but the Foodbank continued to run and church members connected with those outside of the church using WhatsApp and other digital means. A generous donation by a member of the congregation enabled the church to help out financially some of those who had lost work because of the lockdown.

Structure Governance and Management

The method of appointing the PCC is set out in the Church representation rules. The PCC in 2018 consisted of the incumbent, the curate both churchwardens, two deanery synod representatives and nine elected members of the congregation. The PCC has specific responsibility for the regulation of public worship in the church as well as the finances and fabric of the church buildings. In 2018 the PCC met seven times with subcommittees meeting in between each meeting. Subcommittees have responsibility for implementing the Mission Action Plan. Minutes of all committees are kept and available for inspection on request. Each PCC member serves a term of three years. St Chad's has two churchwardens who are expected to serve for three years as churchwarden and two years as a deputy churchwarden.

An administrator working across the four churches in the Mission Partnership is employed through Church of England strategic funding. This is fully funded for two years. From November 2019 the Partnership has had to find funds to supplement a tapered funding scheme. The youth worker is mentioned above. Income is received through lettings of Church House (a converted Edwardian

house in the parish), through advertising in the church parish magazine and through the giving of the congregation. Pleasingly the 2020 accounts showed a healthy surplus.

Administrative Information

St Chad's church is the parish church for Woodseats in the diocese of Sheffield.

The correspondence address is:

St Chad's Parish Office

Linden Avenue

Sheffield

S8 0GA

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity excepted from registration with the Charity Commission.

PCC members are elected to serve for a three-year term by those whose names are on the electoral roll. In October 2020 there were 131 names on the roll, a small increase from the previous year.

The PCC members elected to serve on the PCC at the Annual Parochial Meeting on 22nd October 2020 were as follows:

Incumbent: The Reverend Toby Hole
Curate: The Reverend James Norris

Churchwardens: Ann Firth
 Ann Lomax

Treasurer: Jonathan Millard

Elected Members: Linda Jones (PCC secretary)
 Alison Manning
 Kevin Blow
 Colin Foster
 Daryl Twibey (Deanery Synod)
 Tim Hopkinson
 Ann Allen
 Dawn Mosley
 Christine Carr
 Nathan Edwards

Parochial Church Council of St Chad's, Sheffield
Statement of Financial Activities

For the year ended 31st December 2020

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL 2020 £	FUNDS 2019 £
<u>INCOMING RESOURCES</u>					
Voluntary Income	2a	128,378.11	9,914.98	138,293.09	143,156.36
Activities for generating funds	2b	10,500.26	-	10,500.26	11,272.54
Investment income	2c	578.79	-	578.79	535.56
Incoming resources from charitable activities	2d	1,824.50	-	1,824.50	3,595.00
Total Incoming Resources		141,281.66	9,914.98	151,196.64	158,559.46
<u>RESOURCES EXPENDED</u>					
Charitable Activities	3a	133,984.11	3,456.48	137,440.59	157,970.70
Other resources used	3b	2,514.81	-	2,514.81	2,803.93
Total Resources Expended		136,498.92	3,456.48	139,955.40	160,774.63
Net Incoming / (Outgoing) Resources before transfers		4,782.74	6,458.50	11,241.24	(2,215.17)
Transfer between Funds		(1,320.00)	1,320.00	-	-
Net movement after transfers		3,462.74	7,778.50	11,241.24	(2,215.17)
<u>Reconciliation of Funds</u>					
Total Funds brought forward		346,687.07	4,208.05	350,895.12	353,110.29
Total Funds carried forward		350,149.81	11,986.55	362,136.36	350,895.12

The notes on pages 3 to 7 form part of these accounts

Parochial Church Council of St Chad's, Sheffield

Balance Sheet at 31st December 2020

		2020	2019
	Notes		£
FIXED ASSETS			
Church House, 56 Abbey Lane	4a	300,000.00	300,000.00
CURRENT ASSETS			
Bank Current account		35,790.27	41,926.68
CCLA account		24,845.27	4,766.48
Accounts Receivable	5	5,137.03	7,106.77
	Total Current Assets	65,772.57	53,799.93
LIABILITIES			
Accounts payable	6	(3,636.21)	(2,904.81)
	Total Liabilities	(3,636.21)	(2,904.81)
	NET ASSETS	362,136.36	350,895.12
Represented by			
Surplus / (deficit)		11,241.24	(2,215.17)
Starting Balances		350,895.12	353,110.29
	TOTAL FUNDS	362,136.36	350,895.12
Represented by Funds			
	7		
Unrestricted		350,149.81	346,687.07
Restricted		11,986.55	4,208.05
		362,136.36	350,895.12

Notes to the financial statements

For the year ended 31st December 2020

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP 2005.

The financial statements have been prepared under the historical cost convention and include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Funds

Designated Funds are unrestricted funds set aside by the PCC for a particular purpose. Funds so designated by the PCC can be redesignated by the PCC and so designation does not prevent funds being spent on any other purpose.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest and (b) donations, grants or fees received for a specified object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due and when the amounts can reasonably be quantified. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over or when awarded, if that award creates a binding obligation on the PCC. The diocesan share is accounted for when paid. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory. For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Freehold land and buildings were previously revalued. In line with the transitional arrangements allowed under FRS102, the PCC has decided to hold these assets at cost, with the cost based on the revalued amount at the date of transition.

Equipment used within the church premises is capitalised at cost and depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £1,000 or less are written off as an expense.

St Chad's PCC (Woodseats)

Church of England Defined Contributions Scheme

For eligible salaried employees who commenced employment after 1st November 2011, St Chads PCC (Woodseats) (PB Classic) participates in the Pension Builder Scheme section of Church Workers Pension Fund (CWPF) for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The CWPF has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014.

Pension Builder Scheme

The Pension Builder Scheme of the CWPF is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes.

Pension Builder Classic provides a pension for members for payment from retirement, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Bonuses may also be declared, depending upon the investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement.

Pension contributions are recorded in an account for each member. This account may have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board to grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme. The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102 as it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers. This means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable (2020: £838, 2019: £821).

A valuation of the scheme is carried out once every three years. The most recent scheme valuation completed was carried out as at 31 December 2016. A valuation for 31 December 2019 was under way as at 31 December 2020.

For the Pension Builder Classic section, the valuation revealed a deficit of £14.2m on the ongoing assumptions used. At the most recent annual review, the Board chose not to grant a discretionary bonus, which will have acted to improve the funding position. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £1.8m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, St Chad's could become responsible for paying a share of that employer's pension liabilities.

St Chad's has 1 active member and 0 deferred members in the CWPF at 31st December 2020.

St Chad's Church, Woodseats - Income and Expenditure 2020

	Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
			2020	2019
2 INCOMING RESOURCES				
2a Voluntary Income				
Bank receipts (giftaided)	94,599.78	-	94,599.78	92,358.98
Envelope receipts (giftaided)	1,804.00	-	1,804.00	5,180.00
Tax recovered	24,813.05	-	24,813.05	24,463.46
Other planned giving	3,719.00	-	3,719.00	5,766.12
Loose plate collections	567.57	-	567.57	5,768.44
One-off gifts (giftaided)	125.00	-	125.00	1,601.00
One-off gifts (not giftaided)	2,749.71	-	2,749.71	5,735.65
One-off Grants	-	-	-	2,282.71
Sick & Needy Fund	-	9,914.98	9,914.98	-
	128,378.11	9,914.98	138,293.09	143,156.36
2b Activities for generating funds				
Church House lettings	7,392.76	-	7,392.76	6,240.03
Church lettings	262.50	-	262.50	1,695.81
Magazine/Books	2,845.00	-	2,845.00	3,336.70
	10,500.26	-	10,500.26	11,272.54
2c Investment Income				
Bank & CCLA interest	78.79	-	78.79	35.56
Rent from land & Buildings	500.00	-	500.00	500.00
	578.79	-	578.79	535.56
2d Incoming resources from charitable activities				
Fees for weddings & funerals	1,824.50	-	1,824.50	3,595.00
	1,824.50	-	1,824.50	3,595.00
Total incoming resources	141,281.66	9,914.98	151,196.64	158,559.46

		Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
				2020	2019
3	RESOURCES EXPENDED				
3a	Charitable activities				
	Missionary & charitable giving				
	Overseas: Open Doors	1,200.00		1,200.00	1,200.00
	Frontiers	1,000.00		1,000.00	1,000.00
	Wycliffe	1,000.00		1,000.00	1,000.00
	Tear Fund	1,250.00		1,250.00	1,250.00
	Home: Christians Against Poverty	1,050.00		1,050.00	1,050.00
	Church Army	800.00		800.00	650.00
	Besom	2,000.00		2,000.00	2,000.00
	Street Pastors	500.00		500.00	500.00
	Grace Food Bank	400.00		400.00	400.00
		<u>9,200.00</u>	<u>-</u>	<u>9,200.00</u>	<u>9,050.00</u>
	Ministry: C of E Common Fund	84,650.00		84,650.00	83,025.00
	Vicar expenses	751.12		751.12	910.29
	Curate expenses	455.05		455.05	510.72
	Other expenses	16.13		16.13	204.74
	Vicarage expenses	589.25		589.25	566.04
	Curate Housing expenses	369.00		369.00	268.00
	Church running & maintenance	13,359.26		13,359.26	11,684.80
	Church Reshaping / major repairs	2,488.25		2,488.25	15,206.28
	Worshipping	1,465.10		1,465.10	1,611.56
	Children/Youth Ministry	335.11		335.11	815.18
	Welcome	298.61		298.61	314.85
	Sick & Needy Fund	-	3,300.00	3,300.00	-
	Upkeep of Grounds	1,837.40		1,837.40	401.90
	Magazine	2,073.02		2,073.02	5,016.66
	Church House running & maintenance	2,417.14	156.48	2,573.62	3,773.36
	Church House major repairs	-		-	7,199.00
	Youth Minister salary	6,982.20		6,982.20	6,848.08
	Youth Minister Pension	418.93		418.93	410.72
	Verger	152.40		152.40	152.40
	Office Administrator	205.68		205.68	908.45
	Assistant Treasurer	1,219.23		1,219.23	2,502.44
	Mission Partnership Administrator salary	1,368.73		1,368.73	-
	Organ	-		-	1,600.00
	Church/Church House Cleaning	3,172.14		3,172.14	3,081.03
	Parish Training/Education	160.36		160.36	1,909.20
		<u>133,984.11</u>	<u>3,456.48</u>	<u>137,440.59</u>	<u>157,970.70</u>
3b	Other resources used				
	Office telephone & internet	547.70		547.70	481.74
	Printing & stationery	1,318.51		1,318.51	1,673.59
	Software & website	648.60		648.60	648.60
		<u>2,514.81</u>	<u>-</u>	<u>2,514.81</u>	<u>2,803.93</u>
	Total resources used	<u>136,498.92</u>	<u>3,456.48</u>	<u>139,955.40</u>	<u>160,774.63</u>

4 FIXED ASSETS

4a Tangible

		F/hold Land & Buildings
Gross book value	At 1st January 2020	300,000.00
	At 31st December 2020	<u>300,000.00</u>
Depreciation	At 1st January 2020	-
	Charge for the year	<u>-</u>
	At 31st December 2020	<u>-</u>
Net book value	At 31st December 2020	300,000.00

The freehold land and buildings are 56 Abbey Lane (Church House).

Church House is held at cost, with the deemed cost being the revalued amount upon transition to FRS102.

4b Investments

The church has no fixed asset investments

5 DEBTORS

Accounts receivable

2020	2019
5,137.03	7,106.77
<u>5,137.03</u>	<u>7,106.77</u>

6 LIABILITIES

Amounts falling due within one year

Accounts payable

3,636.21	2,904.81
<u>3,636.21</u>	<u>2,904.81</u>

7 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Restricted Funds	TOTAL 2020
Fixed Assets	300,000.00	-	300,000.00
Current Assets	53,786.02	11,986.55	65,772.57
Current Liabilities	(3,636.21)	-	(3,636.21)
	<u>350,149.81</u>	<u>11,986.55</u>	<u>362,136.36</u>

8 RELATED PARTY TRANSACTIONS

A trustee, Chris Carr, is remunerated for cleaning and church verger duties. She was paid £2,161 in the year. Chris Carr's daughter is an employee of St Chad's and was paid £822 in the year. The trustee takes no part in decisions regarding remuneration.

The spouse of a trustee, Nathan Edwards, is the Mission Partnership Administrator for the four CoE churches in the S8 postcode. She was paid £1,368.73 for St Chads' share during the year. The trustee takes no part in decisions regarding remuneration.

Approved by the Parochial Church Council on 10 May 2021 and signed on its behalf by:

Reverend Toby Hole Chairman

Ann Lomax Trustee

Independent examiner's report to the members of The Parochial Church Council ('the PCC') for the Ecclesiastical Parish of St Chad, Norton Woodseats

I report on the accounts of the PCC for the year ended 31 December 2020, which are set out on pages 1 to 7.

Respective responsibilities of members and examiner

The members of the PCC are responsible for the preparation of the accounts. The members of the PCC consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- 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 Commission. An examination includes a review of the accounting records kept by the PCC 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 members concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

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



Chris Peto

Member of the Institute of Chartered Accountants, England and Wales
Top Yard Bungalow, Main Road, S21 5RL
10 May 2021