

**FINANCIAL STATEMENTS
OF THE
PAROCHIAL CHURCH COUNCIL
OF THE
PARISH OF ALL SAINTS, FOUR OAKS, SUTTON COLDFIELD
FOR THE YEAR ENDED 31st DECEMBER 2020
KNOWN AS**

ALL SAINTS' CHURCH, FOUR OAKS

<u>INCUMBENT:</u>	THE REVEREND CANON D.A. LEAHY ALL SAINTS' VICARAGE 26 ALL SAINTS' DRIVE FOUR OAKS SUTTON COLDFIELD B74 4AG
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<u>BANKERS:</u>	(CHURCH)	H.S.B.C. BANK P.L.C. 1, GREAT CORNBOW HALESOWEN
	(CENTRE)	H.S.B.C. BANK P.L.C. 289, LICHFIELD ROAD FOUR OAKS SUTTON COLDFIELD.

<u>INDEPENDENT EXAMINER :</u>	FRANCES TAYLOR BSc FCA FCIE 1 SHAW CROFT SHERIFFHALES SHROPSHIRE TF11 8SP
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CONTENTS

Annual Report	2 - 8
Independent Examiner's Report	9
Statement of Financial Activities	10
Balance Sheet	11
Accounting Policies	12 - 13
Notes to the Financial Statements	14 – 21

ALL SAINTS' CHURCH, FOUR OAKS, SUTTON COLDFIELD **ANNUAL REPORT 2020**

AIM AND PURPOSES

All Saints Four Oaks Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Rev'd Canon Adrian Leahy, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC also has responsibility for maintaining the church building and All Saints' Church Centre and grounds, including the community building and storage building which is occupied under licence by the Scout and Guide groups affiliated to All Saints.

OBJECTIVES AND ACTIVITIES

The PCC is committed to enabling as many people as possible to worship at our church and to become part of the parish community at All Saints. The PCC maintains an overview of the Worship, Music and Discipleship sub-committee, which considers worship in the parish and makes suggestions on how our services can involve the many groups that live within our local area. Our worship, both in formal services and other activities such as Messy Church, puts faith into practice through prayer and scripture, music and sacrament. The PCC also oversees the Mission, Outreach and Communication sub-committee, which co-ordinates our mission work, both within the parish and further afield. Other sub-committees reporting to the PCC are the Church Centre committee, which oversees the Centre managers and decides the broad strategy of how the Centre can further the aims of the church; the Children and Families committee which focuses on the inclusion of young people within the All Saints family, and the Charities committee which recommends the allocation of funds raised for mission and charity work. There is also a Pastoral team which assists the clergy with pastoral care of those in need, particularly the sick and infirm, and works in conjunction with the PCC.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit, and especially the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer, learning about the Gospel and developing their knowledge and trust in Jesus Christ.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work

To facilitate this work, the PCC understands that it is important that the fabric of the church building, the Church Centre and the community buildings is regularly maintained. In order to identify any risks in relation to buildings, professional quinquennial inspections are performed. The last inspection of the Church was held in 2019, and the report received just before the end of that year. The building has been well maintained in the past and only minor works were recommended. Due to exceptional circumstances, it was not possible to commence these works during 2020, but they will be carried out as soon as possible. Professional inspections of electrical systems, gas boilers, fire extinguishers and the church lightning conductor are also performed periodically and insurance arrangements regularly updated. As an added security measure, the Church Centre is covered by CCTV. The PCC has also put in place a Health and Safety policy and a Safeguarding policy to which Centre hirers are required to adhere, a Privacy policy and policies for responding to Domestic Abuse, Lone Workers and Whistle-blowers. All policies are reviewed and updated annually. Separate funds are kept for the maintenance of buildings, the organ and the Curate's House.

ACHIEVEMENTS AND PERFORMANCE

The year has been dominated by the Covid 19 pandemic, and for extended periods all church buildings have had to remain closed. At all times close attention has been paid to guidance issued by the government, the Church of England, the Diocese of Birmingham and other authorities, in relation to the operation of the church and the Centre buildings.

While church activities have continued to be led by the Vicar Adrian Leahy, the parish has benefited greatly from the assistance given by the Rev'd Averil Lauckner and her husband John Hawthorne.

Worship, Music and Discipleship

The PCC aims to offer a range of services in a variety of styles during the week and over the course of the year that our community find both beneficial and spiritually fulfilling.

All are welcome to attend our regular services.

In accordance with the Church Representation Rules 2006, the Electoral Roll was updated prior to the 2020 Annual Parochial Church Meeting (APCM) planned for April. Due to the pandemic the APCM was delayed until October, before which Electoral Roll was again updated, and then listed 130 members (128 members in 2019).

The last Sunday service held in church before public worship was suspended due to the pandemic took place on 15th March. The following week the Vicar circulated the planned Mothering Sunday service by post and email, together with details of how to access internet based services. He also gave information about how church members could keep in touch and help one another. By 29th March the clergy had introduced services using Zoom video conferencing, hosted by Adrian and Averil, with invaluable technical support from John Hawthorne. Regular Sunday morning services have been held via Zoom throughout the rest of the year.

Wednesday morning services resumed via Zoom with effect from 1st April, and provide a quieter more reflective experience. The Vicar also introduced Zoom "drop in" sessions to discuss any concerns. Where possible, special services were also provided by Zoom, including those throughout Holy Week and Easter, and later in the year the annual service of Thanksgiving.

On 12th July it was possible to host the Zoom service from the church building instead of clergy homes, which posed additional technical challenges, and from 19th July a limited number of pre-booked places were available for members of the congregation to attend the morning service in church, subject to strict safety procedures. Later in the year there were further periods of lockdown resulting in the intermittent closure of the church.

Although there was a pause in provision of Messy Church for families with young children, a few successful Zoom sessions were held during the year. Following a popular December service, monthly Messy Church services are being resumed in 2021. The PCC continues to look for ways of strengthening the connection between these families and the Sunday and Wednesday congregations and also hope to introduce some of the adults attending Messy Church to other areas of All Saints life. A Zoom Christingle service also proved popular. The Children and Families sub-committee maintains an overview of our provision for our younger members.

There have of course been aspects of our worship which it has not been possible to continue, such as parade services attended by scout and guide groups affiliated to All Saints, evening services held jointly with our neighbouring parish of St James and occasional services of Churches Together in Four Oaks, all of which have had to be suspended for the time being. Carol services for the local

schools were not able to take place and baptisms and weddings had to be postponed. The important funeral ministry continued, although in a very different way, and due to restrictions on attendance, many services were also streamed on the internet.

Mission, Outreach and Communication

Over past years there have been many regular activities at All Saints which involve outreach into the local community, including the toddler group and the various scouting and guiding groups affiliated to the church. The thriving Mothers' Union does valuable work both locally and worldwide, and the well-established luncheon club provided freshly cooked meals twice a week for elderly and socially isolated local residents. The Church Centre provides a valuable community resource for a large variety of local organisations. Where possible there has been some online provision, but most activities have been unable to take place for much of the year.

It is the policy of the PCC to donate at least 5% of income from normal giving to a wide range of local, national and international missions and charities, and the Charities sub-committee of the PCC makes a recommendation to the PCC of organisations to be supported. Although major fundraising activities such as the Christmas market and various social events had to be cancelled in 2020, a special appeal to church members for funds to support missions and charities was well supported. There has been a pause in the work in Asia of the missionary family that All Saints has been supporting for several years, but we were able to make an emergency donation to assist the Diocese of Birmingham.

All Saints has started exploring the path to becoming an Eco Church, and this remains a long term goal. Consideration continues to be given to how the Church Centre can be better used for mission purposes.

The parish magazine is produced monthly, but for most of the year this had to be distributed via post or email. The weekly information sheet is also emailed or posted to all church members on the database, and the Vicar has comprehensively upgraded the church website and Facebook page which contain several useful links.

Deanery Synod

Three members of the PCC also sit on the Deanery Synod which is intended to provide the PCC with an important link between the parish and the wider structure of the church. The Synod met 3 times during the year of which 2 were by zoom..

Church Centre

We are very fortunate to have such a splendid Church Centre building, which has always been very well used, both by church groups and paying clients, and we also have the benefit of a modern community building and store, used mostly by the scout and guide groups affiliated to All Saints, but also hired out to paying clients. A Church Centre report is attached to this annual report.

Pastoral Care

All Saints has a Pastoral Team which is intended to assist the clergy in visiting the sick, frail and bereaved in the parish. When circumstances allow, Home Communion will again be available to those who request it and Mothers' Union hope to resume keeping in touch with baptism families by delivering anniversary cards.

Churches Together in Four Oaks

All Saints has two representatives on the committee of Churches Together in Four Oaks, and it is hoped that their regular activities will resume as soon as possible. These include joint services three times a year and on Good Friday, social events, the delivery of Easter cards and carol singing.

FINANCIAL REVIEW

The combined 2020 accounts for the Church and Centre showed deficits of £6,827 and £4,753 respectively, a total of £11,580 for the year compared with a surplus of £9,039 in 2019. As far as the Church is concerned we reported a surplus of £5,028 in 2019 and there are two main reasons for this significant change. In 2019 we received a legacy of £10,000 compared with two legacies received in 2020 amounting to £3,000, and we provided a donation of £10,000 to the Diocese in 2020 to assist with financial problems caused by the Covid pandemic. The donation to the Diocese was coupled with an agreement in May to pay our annual Diocese Common Fund requirement of £65,716 up front by temporarily using our reserves rather than paying on a monthly basis as usual.

Comments relating to the Centre are included later in this report and therefore, the details given below relate solely to the Church.

Not surprisingly owing to the limited number of services able to be held in Church during 2020, and the restricted numbers able to attend, there was a reduction of £6,749 in normal giving and tax recovery under gift aid compared with the previous year. However we are particularly fortunate in that a significant number of our members contribute by bankers order and these of course continued to be received as normal. Naturally it was difficult for those normally contributing by way of stewardship envelopes or cash in being able to hand over their giving. However we are extremely grateful to those who went out of their way to ensure that their contributions were received.

The Curate's House, 2 Knightsbridge Close, Four Oaks, continues to be let out producing an annual rental of £15,000, although this was partially offset by agent's fees, some repairs and normal overheads totalling £3,813. We were also very fortunate to receive legacies of £1,000 from the estate of the late Mrs Jean Burley, a longstanding member of All Saints which was used to refurbish the gates by the war memorial, and £2,000 from the estate of William T. Colman. Our sincere thanks must also be passed on to Valerie Timmins who donated £1,000 in memory of her late husband Brian, which enabled us to purchase a much needed replacement laptop.

As mentioned earlier in this report our usual Christmas Market was unable to take place, the proceeds of which is normally utilised towards our giving to missions and charities. However a very successful appeal was launched towards the end of the year, which raised £2,891, and this will be used towards our charitable giving early in 2021. Our grateful thanks to all concerned.

Clearly with the reduced use of the Church building we saw some reduction in the normal running costs and, whilst we needed to provide the necessary equipment to set up our zoom services, these have proved to be extremely successful.

CENTRE REPORT

The Church Centre is a pleasant environment for Church and Community activities but has had a difficult year. The beginning of the year showed the business increasing with regular bookings and numerous weekend parties, mainly for children, booked for the future. In April this all changed, and the business was forced to close due to lockdown controls for the corona virus pandemic. It was

necessary to put in place new policies and arrangements, as advised, and unfortunately, future bookings and bookings for vulnerable groups had to be cancelled or postponed. This had a marked effect on the Income but running costs still had to be met. A government grant of £10,000 was applied for and received. The staff were furloughed but continued to receive wages and the cost of this was borne by the government scheme. The staff were awarded pay rises in April based on the increases to the Real Living Wage.

As the lockdown arrangements changed, there was the opportunity to reopen in September for some of our groups, who cooperated with all the necessary procedures and were very pleased to be able to continue their businesses. The office managers came back to work but it was not possible to open the bar. This changed in November when lockdown procedures again came into place and the business closed. Fortunately, we have again benefitted from local government grants which have helped immensely in helping to pay the running costs.

These running costs have been kept to a minimum, but a severe water ingress in the Dorothy Watkins lounge was repaired, and other costly necessary maintenance repairs were carried out. There have been the usual annual service costs for kitchen equipment, boiler servicing, door and partition maintenance, alarm services, electrical system maintenance and equipment testing plus additional expenditure related to the virus and hygiene supplies. Plans to further improve the building are paused but the building is in good repair and it has not been necessary to draw money from the reserve funds, which was a blessing.

However, this has meant the end of year account showing a loss of £4,000 and no transfer of money to church accounts as it is the aim to achieve. The loss would have been much more without the government grants! Prior to the lockdown, planned initiatives to try to prevent losses on the bar had proved to be successful increasing bar membership and bar use. There had also been an increase in the number and types of groups, particularly for young children, using the Centre. Much of this can be attributed to the hard work of the Centre managers and staff.

The Community Buildings, in All Saints' Drive, are used primarily by all the uniformed groups (but are managed by and included in the finances of the Centre), continue to be self-financing. This has been difficult this year as the buildings have had little use and no service charge income from the Scouts and Guides. Whilst new hiring groups are using the building when possible and bringing in new income streams, this has not been enough to offset a loss of nearly £2,800. Running costs of the building in 2020 were similar to the previous year except for an exceptionally high water use cost which is an ongoing investigation.

When it is possible to open the Centre and continue with the busy atmosphere created by people of all ages, we are confident that all will be well. In the meantime, we look forward to a bright future when the buildings will continue to be an important part of the mission of All Saints' Church.

RESERVES POLICY

It is the policy of the PCC to maintain free reserves at least sufficient to cover three areas: £100,000 to spend on mission initiatives over the next five years, £100,000 to cover the possibility of major repairs being required to the building, and enhancing and equipping it to suit the needs of a growing church; and a sum to cover six months running costs, which based on 2020 costs, amounts to just over £80,000, making £280,000 in total. Current free reserves amount to £315,142, so we are in compliance with the policy at 31st December 2020. It is of course recognised that 2020 was somewhat unusual owing to the difficulties caused by the Covid pandemic and six months running costs would normally amount to just over £100,000.

PLANS FOR FUTURE PERIODS

It remains important for the PCC to continuing making a full Common Fund contribution as requested by the Diocese. 2020 has presented significant challenges, but clergy and church members have been quick to learn and adapt to different forms of worship. It is likely that more investment will be made in audio visual equipment in the coming year, and services will continue to be shared online for the foreseeable future, enabling our worship to be more flexible, and accessible to a greater number of people.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of Parochial Church Council members is set out in the Church Representation Rules. At All Saints the membership of the PCC consists of the incumbent (our Vicar), the Curate (if in post), members of Deanery Synod, the Churchwardens, co-opted members and members elected at the annual meeting by those on the church electoral roll. All members of the congregation are encouraged to register on the roll and are invited to stand for election to the PCC.

The PCC is responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. The full PCC met once in person, four times by Zoom and once by email correspondence during 2020, with an average attendance of 86%. The PCC has complied with its duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. The various sub-committees listed below are responsible to the PCC and report back to it regularly, with minutes of their decisions circulated to all PCC members and discussed by the full PCC as necessary

Standing Committee

This is the only committee required by law. It meets to transact PCC business between PCC meetings, subject to any directions given by the PCC. It covers fabric and finance matters, including income, expenditure and reserves, and considers Christian Stewardship. It also oversees PCC policies and procedures.

Church Centre committee

This committee provides strategic leadership and ensures accountability, oversight and assurance for the performance of the Church Centre and Community Buildings, including the support of the Centre managers.

Worship, Music and Discipleship committee

This plans, in co-operation with the Vicar, all aspects of liturgy and worship, music both within and outside worship, and the development of disciples at All Saints.

Mission, Outreach and Communication committee

This plans, in co-operation with the Vicar, the mission and outreach of the Church within the parish and wider community, and oversees all forms of communication.

Pastoral Team

Members of the team assist the clergy in the pastoral care of church members.

Children's and Families' committee

This committee plans provision for children, particularly Messy Church and all age worship, and oversees our links with local schools and youth organisations.

Charities committee

This recommends to the PCC how charity monies should be distributed to missions and charities.

ADMINISTRATIVE INFORMATION

All Saints is the Church of England Parish Church in Four Oaks, in the Deanery of Aston and Sutton Coldfield and the Diocese of Birmingham.

Address: All Saints' Church, Belwell Lane, Four Oaks, Sutton Coldfield, B74 4TR

Incumbent: Reverend Adrian Leahy

The Parochial Church Council is a body corporate established by the Church of England and operates under the PCC Powers Measure 1956 and Church Representation Rules 2006. It is a charity registered with the Charity Commission (Charity number 1127355).

During 2020 the following served as members of the PCC:

Incumbent	The Rev'd Canon Adrian Leahy (Chairman)
Church Wardens	Mrs Val Timmins
	Mrs Louise Richmond
Elected members	Mrs Kay Baker (Vice chair)
	Mr Barrie Blizzard
	Mr John Blundell (Treasurer)
	Mr Alan Cowie (Centre Chairman)
	Mrs Rosamund Douglas (Secretary)
	Mrs Linda Lewis (Centre Secretary)
	Mr Derek Limbert
	Mr David Phillips
	Mrs Libby Prakash (to January 2020)
	Mrs Dorothy Russell (Centre Treasurer)
	Mr David Willey (to November 2020)
	Mr Andrew Wood (Deputy Warden)
Deanery Synod	Mrs Jennifer Blundell
	Mrs Julia Limbert
	Mr Geoffrey Meeson (from APCM 2020)
	Mr Adrian Warner (to April 2020)
	Mrs Valerie Warner (Deputy Warden to APCM 2021)

Approved by the Parochial Church Council on 24th March 2021 and signed on its behalf by

.....Rev'd Canon Adrian Leahy (Chairman)

Independent Examiner's Report to the Trustees of All Saints' Church, Four Oaks, Parochial Church Council.

I report to the trustees on my examination of the accounts of All Saints' Church, Four Oaks, Parochial Church Council ('the church') for the year ended 31 December 2020 which are set out on pages 10 to 21.

Respective Responsibilities of Trustees and Examiner

As the charity trustees of the Church you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act'). The Church's trustees consider that an audit is not required for this year under section 144 (2) of the 2011 Act and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under 145(5)(b) of the 2011 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 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 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

I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1) accounting records were not kept in respect of the Church as required by section 130 of the 2011 Act; or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

.....

DATE: 1st April 2021

Frances Taylor BSc, FCA, FCIE
FR4Good Ltd
1 Shaw Croft, Sheriffhales, Shropshire, TF11 8SP

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS, FOUR OAKS, SUTTON COLDFIELD
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Endowment Funds</u>	<u>Total Funds 2020</u>	<u>Total Funds 2019</u>
	£	£	£	£	£
Income & Endowments from:					
Donations and legacies (1a)	75,615	-	-	75,615	90,374
Activities for Generating Funds (1b)	1,050	3,791	-	4,841	9,259
Income from Church Activities (1c)	45,767	519	-	46,286	97,813
Other Income (1d)	15,499	184	-	15,683	13,056
Income from Investments (1e)	7,648	56	-	7,704	8,207
Total Income	145,579	4,550	-	150,129	218,709
Expenditure on:					
Church Activities (2a)	158,550	2,590	-	161,140	207,949
Raising Funds (2b)	569	-	-	569	1,721
Total Expenditure	159,119	2,590	-	161,709	209,670
Net Income/Expenditure	(13,540)	1,960	-	(11,580)	9,039
Unrealised Gains - Properties - Shares	13,729	-	-	13,729	31,462
Net Movement of Funds	189	1,960	-	2,149	40,501
Reconciliation of funds:					
Total funds brought forward	2,528,180	13,084	-	2,541,264	2,500,763
Total funds carried forward	2,528,369	15,044	-	2,543,413	2,541,264

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS' CHURCH, FOUR OAKS
BALANCE SHEET AT 31 DECEMBER 2020

	<u>Note</u>	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>
		£	£	£	£
<u>Fixed Assets</u>					
Tangible Fixed Assets	4a			1,999,838	1,999,838
Investment Assets	4b			213,389	199,660
Total Fixed Assets				2,213,227	2,199,498
<u>Current Assets</u>					
Bar Stock		670	1,510		
Debtors	6	10,183	17,178		
Cash at Bank & in hand (incl. deposits with the Central Board of Finance of C.of E. and Julian Hodge Bankers)	7	323,188	332,000		
Total Current Assets		334,041	350,688		
Less Liabilities-Amounts falling due within one year	8	(3,855)	(8,922)		
Net Current Assets				330,186	341,766
Net Assets				2,543,413	2,541,264
<u>Funds of the Charity</u>					
Unrestricted	5			2,528,369	2,528,180
Restricted	5			15,044	13,084
Total Funds				2,543,413	2,541,264

Approved by the Parochial Church Council on 24th March 2021:

Rev'd Canon D.A. Leahy.....Vicar/Chairman

Mrs. V. Timmins.....Churchwarden

Mrs. L. Richmond.....Churchwarden

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS' CHURCH, FOUR OAKS
AT 31 DECEMBER 2020

Accounting Policies

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS102.

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCC's together with the regulation's 'true and fair view' provisions, together with FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and reporting by Charities SORP (FRS102).

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the financial statements of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value, and properties which are valued at the figure used by Ecclesiastical Insurance as indicated and the professional valuation of the Curate's House.

Going Concern

All Saints' Church, Four Oaks, is dependent upon the regular donations of its members. The balance sheet remains strong and a balanced budget has been prepared for 2021. On this basis the PCC has presented the accounts on a going concern basis.

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Restricted funds are those funds that must be spent on restricted purposes and details of the funds held and restrictions are provided in Note 5.

Income

Donations & Legacies, Charitable Activities

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on Gift Aid donations is recognised when the donation is received.

Grants and Legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount is quantifiable and its ultimate receipt by the PCC is probable.

Funds raised by events have been accounted for gross.

Other Income

Hiring income from letting the Church Centre is recognised when the hire is due.

Income from Investments

Dividends are accounted for when due and payable, and interest entitlements are accounted for as they accrue.

Gains and losses on Investments

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at year end.

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS' CHURCH, FOUR OAKS
AT 31 DECEMBER 2020

Accounting Policies continued

Expenditure

Donations

Grants and donations are accounted for when paid over.

Activities directly relating to the work of the Church

The diocesan parish share is accounted for when due, as are any other items of expenditure.

Fixed Assets

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Movable church furnishings

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC are listed in the church inventory, which can be inspected (at any reasonable time).

Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £3,000. They are valued at cost or else for gifts-in-kind, at a reasonable estimate of their open market value on receipt.

As previously stated, properties have been measured at figures assessed by Ecclesiastical Insurance or professional valuers. No depreciation is provided on the buildings, as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. An impairment review has been carried out at the year end with no loss identified.

Investments

Investments are valued at market value and revalued at the end of the year.

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rental or other income are shown as debtors, less provision for amounts that may not be collectable, if necessary.

Short-term deposits include cash held on deposit either with the CBF Church of England funds, Julian Hodge (Bankers) or at the bank.

Bar stocks are held at cost or, where lower, net realisable value.

Current Liabilities

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the PCC to that expenditure. It is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Employee benefits – pensions

A defined contribution scheme is operated. The costs of post employment benefits are recognised as a liability and an expense and is allocated to the relevant fund to which it relates.

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS' CHURCH, FOUR OAKS
AT 31 DECEMBER 2020
Notes to the accounts

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Endowment Funds</u>	<u>Total Funds 2020</u>	<u>Total Funds 2019</u>
	£	£	£	£	£
<u>INCOME & ENDOWMENTS FROM:</u>					
<u>(1a) Donations and legacies</u>					
Envelopes incl. weekly payments under Gift Aid	12,296	-	-	12,296	17,830
Annual, Quarterly & Monthly payments under Gift Aid	44,923	-	-	44,923	41,309
Income Tax recovered	12,349	-	-	12,349	14,733
Collections (Open plate)	860	-	-	860	3,426
Sundry Donations	2,187	-	-	2,187	3,076
Legacies: Mrs. C. Harris	-	-	-	-	10,000
Mrs.J.Burley	1,000	-	-	1,000	-
W.T.Colman	2,000	-	-	2,000	-
Total 2020	75,615	-	-	75,615	-
<i>Total 2019</i>	<i>89,220</i>	<i>1,154</i>	<i>-</i>		<i>90,374</i>
<u>(1b) Activities for Generating Funds</u>					
Collections for Charitable Purposes	-	3,791	-	3,791	3,120
Christmas Market	310	-	-	310	4,844
Magazine Advertisements	740	-	-	740	1,295
Total 2020	1,050	3,791	-	4,841	
<i>Total 2019</i>	<i>6,379</i>	<i>2,880</i>	<i>-</i>		<i>9,259</i>
<u>(1c) Income from Church Activities</u>					
Fees (Weddings & Funerals)	1,217	-	-	1,217	1,864
Fees (Choir & Director of Music)	-	-	-	-	215
Flower Guild (Fees & Donations)	271	-	-	271	663
Social Events	-	-	-	-	490
Magazine Sales	405	-	-	405	517
<u>Church Centre:</u>					
Subscriptions	406	-	-	406	306
Hire of Hall	22,198	-	-	22,198	64,277
Bar Sales	4,107	-	-	4,107	19,060
Misc. Income	1,631	-	-	1,631	3,477
Service Charge	712	-	-	712	4,814
Interest	204	-	-	204	329
Donations	148	-	-	148	263
Fund Raising Events	332	519	-	851	1,538

Government Grant Income	14,136	-	-	14,136	-
Total 2020	45,767	519	-	46,286	
<i>Total 2019</i>	<i>97,813</i>	<i>-</i>	<i>-</i>		<i>97,813</i>
<u>(1d)- Other Income</u>					
Curate's House Rent	15,000	-	-	15,000	7,363
VAT Recoverable;-					
Maintenance	82	184	-	266	514
Ins.Claim re Roof Repair	-	-	-	-	5,179
HMRC Grant re Cleaner	417	-	-	417	-
Total 2020	15,499	184	-	15,683	
<i>Total 2019</i>	<i>12,868</i>	<i>188</i>	<i>-</i>		<i>13,056</i>
<u>(1e) Income from Investments</u>					
Dividends and Interest	7,648	56	-	7,704	8,207
TOTAL 2020	7,648	56	-	7,704	
<i>TOTAL 2019</i>	<i>8,110</i>	<i>97</i>	<i>-</i>		<i>8,207</i>
Total Income 2020	145,579	4,550	-	150,129	
<i>Total Income 2019</i>	<i>214,390</i>	<i>4,319</i>	<i>-</i>		<i>218,709</i>

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS' CHURCH, FOUR OAKS**AT 31 DECEMBER 2020****Notes to the accounts continued**

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Endowment Funds</u>	<u>Total Funds 2020</u>	<u>Total Funds 2019</u>
	£	£	£	£	£
<u>EXPENDITURE ON:</u>					
<u>(2a) Church Activities Missionary & Charity Giving:</u>					
<u>(i) Missionary Societies</u>					
C.M.S	-	900	-	900	2,000
U.S.P.G.	100	-	-	100	150
<u>(ii) Relief & Development Agencies</u>					
Chernobyl Children's Lifeline	100	-	-	100	150
Christian Aid	250	-	-	250	-
Christian Blind Mission	150	-	-	150	-
Diocese - Malawi Fund	250	-	-	250	250
Mary's Meals	100	-	-	100	-
Practical Action	150	-	-	150	150
Water Aid	-	-	-	-	150
Worldvision	312	-	-	312	312
<u>(iii) Home Missions & Other Church Societies</u>					
Bible Reading Fellowship	100	-	-	100	-
Children's Society	-	-	-	-	510
Church Army	150	-	-	150	150
Church Homeless Trust	150	-	-	150	150
Churches Together in Four Oaks	-	-	-	-	121
Church Urban Fund	150	-	-	150	150
College of St Barnabas, Lingfield	-	-	-	-	200
Salvation Army	150	-	-	150	-
<u>(iv) Secular Charities</u>					
Acorns Hospice	150	-	-	150	250
Age UK	-	-	-	-	100
Birmingham Child. Hospital	-	-	-	-	225
Camphill Village Trust	-	-	-	-	150
Cancer Research UK	150	-	-	150	150
Dementia UK	150	-	-	150	150
Disaster Emergency Committee	150	-	-	150	150
DEC (Idai Cyclone Appeal)	-	-	-	-	370
Edward's Trust	100	-	-	100	150
Livability	100	-	-	100	150
Parkinsons UK	100	-	-	100	-
Poppy Appeal	-	-	-	-	82
R.S.V.P. Birmingham	-	-	-	-	105
Samaritans	150	-	-	150	150
Save the Children Fund	150	-	-	150	150
St. Basil's Centre	-	-	-	-	150

St.Giles Hospice	200	-	-	200	250
URC.Sutt.Cold. Foodbank	-	-	-	-	150
West Mids. Air Ambulance	200	-	-	200	-
Donation to Diocese	10,000	-	-	10,000	-
Sundry Expenditure					
Ministry:					
Diocese Common Fund	65,716	-	-	65,716	67,714
Clergy Travel Expenses	120	-	-	120	383
Vicarage Expenditure	712	-	-	712	455
Curate's House Exp	3,813	-	-	3,813	7,352
Church Music	5,064	67	-	5,131	5,560
Church Running Expenses & Maint.(Incl.Organ)	9,485	1,104	-	10,589	12,333
Church Grounds	2,820	-	-	2,820	3,600
Upkeep of Services	1,786	-	-	1,786	785
Sundries	200	-	-	200	403
Magazine Expenses	1,112	-	-	1,112	1,425
Support Costs (incl.Training & Mission)	-	-	-	-	401
Books/Other Materials	-	-	-	-	1,854
Flower Guild(Flowers & Materials)	44	-	-	44	557
Hospitality	-	-	-	-	140
Children's/Young People Activities	248	-	-	248	289
Admin/Prof.Fees (Church only see Centre below)	2,885	-	-	2,885	2,373
Social Events	-	-	-	-	234
Retention payment	-	-	-	-	1,237
Quinquennial Repairs	-	-	-	-	-
Equip/Repairs/Grounds	1,690	-	-	1,690	6,331
	-	-	-	-	-
Church Centre:					
Bar Stock- Opening	1,449	-	-	1,449	1,228
Closing	(668)	-	-	(668)	(1,449)
Vend.Mach.Stock- Opening	61	-	-	61	35
Closing	(2)	-	-	(2)	(61)
Salaries/Bar Staff Wages	14,091	-	-	14,091	33,059
Equip/Repairs/Grounds	7,088	-	-	7,088	8,556
Running Expenses	19,819	-	-	19,819	29,886
Bar Expenditure	2,227	-	-	2,227	9,690
Admin/Prof.Fees	4,983	-	-	4,983	5,227
Fund Raising Events	95	-	-	95	581
Donation to CMS Appeal	-	519	-	519	446
Total of Church Activities Missionary & Charity Giving 2020	158,550	2,590	-	161,140	
<i>Total 2019</i>	<i>203,774</i>	<i>4,175</i>	<i>-</i>		<i>207,949</i>

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS' CHURCH, FOUR OAKS

At 31 December 2020

Notes to the accounts continued

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Endowment Funds</u>	<u>Total Funds 2020</u>	<u>Total Funds 2019</u>
	£	£	£	£	£
<u>(2b) Raising Funds</u>					
Christmas Market	319	-	-	319	1,371
Stewardship Costs	250	-	-	250	350
Total of Raising Funds 2020	569	-	-	569	
<i>Total 2019</i>	<i>1,721</i>	<i>-</i>	<i>-</i>		<i>1,721</i>
<u>Total Expenditure 2020</u>	159,119	2,590	-	161,709	
<u>Total Expenditure 2019</u>	205,495	4,175	-		209,670

<u>3 Staff Costs</u>	<u>2020</u>	<u>2019</u>
Wages/Salaries	15,390	34,686
Nat. Insurance Costs		n/a
Pension costs	352	521
Freelance fees	4,882	4,740
Total	20,624	39,947
<p>During this period the PCC employed 2 Centre Managers, Bar Steward/Staff and Cleaner so that the average number of people employed by the PCC in the year was 8 (2019: 8). The Director of Music is paid on a freelance basis. The Vicar was reimbursed travelling expenses of £120. Apart from this no member received any reimbursement of expenses or remuneration.</p>		

<u>4a) Fixed Assets for use by the PCC</u>				<u>Total</u>
Tangible Fixed Assets	2, Knightsbridge Close, Four Oaks, Sutton Coldfield (Curate's House)	All Saints' Church Centre Belwell Lane, Four Oaks Sutton Coldfield	All Saints' Community Buildings, All Saints' Drive, Four Oaks, S/C	
	(i)	(ii)	(iii)	
Book Value at 31.12.19	249,950	1,074,493	675,395	1,999,838
Book Value at 31.12.20	249,950	1,074,493	675,395	1,999,838
<p>(i) Curate's House was purchased in 2009 and the open market valuation was completed by D.J.Abbott FRICS of Hollier Browne 3 March 2009. Buildings currently insured for £296,645</p>				
<p>(ii) The insurance valuation of the Church Centre building has been utilised for this purpose. However it should be noted that the property, which was constructed adjacent to the Church in 1973 at a cost of £41k, is built on benefice land. The valuation was updated by Ecclesiastical Ins. under their review in 2017 at £1,143,078, although we are advised that a reduction of 6% (£68,585) needs to be applied to take account of demolition/site clearance costs included in their original figure and this aspect is reflected in the value.</p>				

(iii) The Community Buildings, which are built on benefice land, were acquired by the Parish during 2006 as part of a development scheme and they are currently mainly used by the Guide and Scout organisations, although they are let out for other purposes. Again the insurance valuation has been utilised, which was updated by Ecclesiastical Ins. in 2017 at £718,505 and the 6% reduction (£ 43,110) has been applied as mentioned in the previous paragraph. It is acknowledged that the valuations included under (ii) and (iii) may not represent the current market values.

<u>(4b) Investments in the Central Board of Finance Investment Fund</u>	(Market Value at 31 December)	<u>2020</u>	<u>2019</u>
1,368 shares (Original Cost £2,987)		28,027	26,223
1,165.66 shares (Original Cost £2,115) Registered in the name of the Curates House Fund		23,881	22,345
3,832.30 shares (Original Cost £50,000) Registered in the name of Part Sale Proceeds of Old Vicarage. Purchased November 2014.		78,513	73,462
4,049.75 shares (Original Cost £55,000) Registered in the name of Part Sale Proceeds of Old Vicarage No: 2 Account. Purchased December 2015		82,968	77,630
		213,389	199,660
Market value at beginning of year		199,660	168,198
Un-realised gain/loss (-) on investment assets		13,729	31,462
Market value at end of year		213,389	199,660

<u>(5) Analysis of Net Assets by Fund</u>	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Endowment Funds</u>	<u>Total Funds 2020</u>	<u>Total Funds 2019</u>
Assets: Properties	1,999,838	-	-	1,999,838	1,999,838
Investments	213,389	-	-	213,389	199,660
Current Assets (Incl. Debtors, Stock, Bank/CBF Accounts/Julian Hodge and Cash in hand)	318,997	15,044		334,041	350,688
Current Liabilities	(3,855)	-	-	(3,855)	(8,922)
Fund Balances	2,528,369	15,044	-	2,543,413	2,541,264

Analysis of restricted funds	At 1.1.2020	Income	Expenditure	At 31.12.20
Missions & Charities fund	-	2,891	-	2,891
Organ fund	5,961	25	986	5,000
CD Smalley Legacy fund	7,123	30	-	7,153
	13,084	2,946	986	15,044

Analysis of restricted funds (prior year)	At 1.1.2019	Income	Expenditure	At 31.12.19
Organ fund	5,870	1,386	1,295	5,961
CD Smalley Legacy fund	7,070	53	-	7,123
	12,940	1,439	1,295	13,084

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS' CHURCH, FOUR OAKS**At 31 December 2020****Notes to the accounts continued**

<u>(6) Debtors</u>	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Endowment Funds</u>	<u>Total Funds 2020</u>	<u>Total Funds 2019</u>
Goods & Services	(82)	-	-	(82)	147
Prepayments & Accrued Income	10,265	-	-	10,265	6,831
Other Debtors	-	-	-	-	10,200
	10,183	-	-	10,183	17,178

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Endowment Funds</u>	<u>Total Funds 2020</u>	<u>Total Funds 2019</u>
	£	£	£	£	£
<u>(7) Cash at Bank & Other Deposits</u>					
Church: Current Accounts	11,221	2,891	-	14,112	19,641
Savings Accounts	4,152	-	-	4,152	142
Church Centre: Bank A/cs	4,224	-	-	4,224	18,470
Deposits with the Central Board of Finance of C of E					
Church Centre Reserve Funds	37,457	-	-	37,457	35,299
Community Building Reserve Fund	8,913	-	-	8,913	8,876
Fabric Fund	7,681	-	-	7,681	7,649
Curate's House Fund	26,704	-	-	26,704	27,300
Flower Guild	769	-	-	769	641
Organ Fund (for expenditure relating to the organ)	-	5,000	-	5,000	5,961
I.M.Thompson Legacy	596	-	-	596	593
Part Sale Proceeds of Old Vicarage	80,018	-	-	80,018	75,201
C.D.Smallley Legacy (for vestments)	-	7,153	-	7,153	7,123
Miss M Brancker Legacy	45,218	-	-	45,218	45,027
Mrs.C.A.Elson Legacy	1,043	-	-	1,043	1,039
Mrs.D.Blake Legacy	1,028	-	-	1,028	1,023
Dr.B.M.Chapman Legacy	3,071	-	-	3,071	3,058
Deposit with Julian Hodge (Bankers)					
Part Sale Proceeds of Old Vicarage	76,049	-	-	76,049	74,957
	308,144	15,044	-	323,188	332,000
<u>(8) Liabilities: Amounts falling due within one year</u>					
Accruals and Deferred Income	1,087	-	-	1,087	6,110
Goods and Services	2,271	-	-	2,271	1,607
Taxation and social security	(393)	-	-	(393)	-
Other Creditors	890	-	-	890	1,205
	3,855	-	-	3,855	8,922

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS' CHURCH, FOUR OAKS**At 31 December 2020****Notes to the accounts continued**

- (9) Based on the 2020 accounts the PCC has agreed to allocate £3,250 towards Missions and Charities. This will include the £2,891 raised in the appeal at the end of the year and these donations will be processed in 2021.
- (10) Parish Magazine produced a reduced surplus of £33 (£387 – 2019) owing mainly to a reduction in sales and fees for advertisements, but it still provides a particularly useful source of outreach around the Parish.
- (11) During the year the Church paid £1,299 to Mrs. A. E .Green (mother-in-law of a member of the PCC) in respect of her duties as cleaner, which was paid under the PAYE system. There was no balance due at the year end (2019: £nil).

In addition the Church Centre paid Professional fees totalling £2,455 to Mrs V.M.Wardell (daughter of a PCC member) for bookkeeping and consultancy work. There was no balance due at the year end (2019: £nil)

- (12) Allocation of 2020 Administration Costs (2019 figures in brackets)

<u>Cost</u>	<u>Charitable Activities</u>	<u>Raising Funds</u>	<u>How Allocated</u>
<u>Stationery/Administration</u>			
£3,409 (£2,482)	£3,159 (£2,132)	£250 (£350)	Normal Usage
(increased costs due to frequent mailings to members during Covid pandemic)			
<u>Telephone/Internet</u>			
£605 (£492)	£605 (£492)		Normal Usage
			Clergy
£439 (£618)	£439 (£618)		Normal Usage
			Church Centre
<u>Bank Charges</u>			
£460 (£538)	£460 (£538)		Normal Usage
			Church Centre
<u>Professional Fees</u>			
£2,455 (£2,470)	£2,455 (£2,470)		Book-keeping & Consultancy
			work for Church Centre
£750 (£700)	£750 (£700)		Independent Examination
			of 2020 and (2019) accounts
Total			
£8,118 (7,300)	£7,868 (£6,950)	£250 (£350)	

In conclusion, the PCC looks forward to continuing to play its part in developing the work of the Church in Four Oaks, and we must express our sincere appreciation to all who have supported All Saints during what has been a very difficult period due to the Covid pandemic. whether financially or in many other ways. It is recognized that we are very fortunate in having well maintained buildings and healthy financial reserves, which ensure that we are well placed for the future.