



# Annual Vestry Meeting and Annual Parochial Church Meeting 2022

Monday 23 May  
7.45pm

Agenda  
Minutes  
Reports & Accounts

# St. Bartholomew's APCM

## Monday 23 May 2022 - 7.45pm

### Annual Vestry Meeting

1. Apologies for absence
2. Minutes of the last Vestry Meeting – 24 May 2021
3. Election of Church Wardens

### Praise, Bible Reading and Prayer

### Annual Parochial Church Meeting

1. Apologies for absence
2. Minutes of the last APCM – 24 May 2021
3. Electoral Roll Report
4. PCC Trustees' Report
5. Financial Statements of the PCC
6. Church Wardens' Annual Fabric Report
7. Deanery Synod Report
8. Election of Lay Representatives on Deanery Synod
9. Election of PCC Lay Representatives
10. Appointment of Independent Examiner
11. Date of the 2023 APCM – tbd May 2023
12. Any other business

## **Minutes of St. Bartholomew's AVM and APCM meeting 24 May 2021**

IRL welcomed church members gathered on Zoom.

### **Annual Vestry Meeting at 7.50pm 24 May 2021**

Present: 52

Apologies: 12

Steve Edrich and Mike Pauley were thanked for their care and service as retiring church wardens.

Simon Tinling and John Fletcher were elected as new church wardens.

Minutes of previous meeting - the minutes were accepted as a true record.

Proposer: Tim Ling

Seconder: Alison Humphrey

Meeting closed at 7.55pm

### **Bible Reading and Prayer**

Tim Ling read and shared from Ephesians 4 – each of us have gifts for serving and for helping others to serve.

### **Annual Parochial Church Meeting at 8.02pm 24 May 2021**

Present: Rev. Ian Lewis and 51 members

Apologies for absence: 12

Minutes of last APCM (19 October 2020) – the minutes were accepted as true record.

Proposer: Anna Allan

Seconder: Sam Medworth

#### Electoral Roll report

The Electoral Roll Officer is Mrs. Jennifer Singh. Following a revision there are 216 members on the Church Electoral Roll. Of these, 40 live in the parish and 176 live outside the parish. This compares with a total of 218 on the roll in March 2020. Our membership for the purposes of Parish Share is 301 (compared with 301 in the previous year).

The report was adopted.

Proposer: Alison Humphrey

Seconder: Alan Dickson

#### PCC Trustees report

Ian Lewis paid generous tribute and thanks to the hard work (both visible and invisible) of volunteers, staff and Standing Committee who had served the church in numerous ways during the time of pandemic. John Fletcher had provided particular expertise. With disappointment it was noted that it had not been possible to take forward the proposal with St John's – Tim Ling and Riverside were thanked for their hard work and patience.

The report was adopted.

Proposer: Gideon King

Seconder: Alex Williams

#### Financial Statements of the PCC

Nathan Thomas (Treasurer) thanked all those who had contributed to the finances of the church, we also thank the Lord for his generous provision through challenging times. Nathan gave an overview of the accounts noting the increase in giving following Partnership Sunday. Trading income was of course down but so too was expenditure resulting from closure of buildings. We move from 2020 to 2021 with a better surplus than budgeted. Nevertheless, we still aspire to fulfil the Charity Commission advice to retain 1 months spending in reserves at all times which for us involves building our reserves to c£30,000-£35,000.

Nathan and all those working with the church finances (Meirion Edwards, Jen Harper, Jenny Singh and Andrew Dawes) were thanked for their care and hard work.

The 2020 Financial Statements were adopted as a true record.

Proposer: Seren Barker

Seconder: John Fletcher

#### Annual Fabric report:

Ian Lewis thanked all those involved in the maintenance of the church buildings and grounds plus Mike and Steve as churchwardens. Tim Ling commended the work of Peter Spackman in the church gardens.

The report was accepted.

Proposer: Tim Jenkins

Seconder: Sam Medworth

#### Deanery Synod report

The report was accepted.

Proposer: Jude Dent

Seconder: Jenny Croxford

#### Election of PCC Lay representatives on Deanery Synod

There is 1 vacancy at present. Tom King was elected unopposed.

#### Election of PCC members

There are 7 vacancies at present. The 7 nominees; Steve Edrich, Rob Eaton, Meirion Edwards, Helen Thorn, Gideon King, Alan Dickson and Andrew Dawes were elected unopposed to the PCC.

#### Appointment of Sidespersons

Proposer: Andrew Dawes

Seconder: Jenny Singh

All the listed nominees were appointed as sidespersons:

Eunice Campbell	Jean Melksham
David Coulson	Robert Moore
Tanya Coulson	Michael Pauley
Jenny Croxford	Bridget Poulson
Dinah Darby	Philip Poulson
Andrew Dawes	Evie Rawes
Sandra Dawes	Ann Richardson
Jude Dent	Jean Robertson
Alan Dickson	Tabitha Robertson-Barnett
Heather Dickson	 Maria Sables
Margaret Edwards	Hilda Salisbury
Meirion Edwards	Hannah Shepherd
Alison Fletcher	William Shepherd
John Fletcher	Jennifer Singh
Mela Gillard	Nathan Thomas
Brian Glynn	Helen Thorn
Jean Godfrey	Heather Tining
Hilary/Izzy Haig	John Todman
Andrew Heath	Colin Voutt
Robyn Heath	Alexandra Williams
Lucy Hovil	Mark Williams
Hilla Huhtinen	H. Liz Williams
Peter Johnston	
Alison King	
Andrew King	
Frances Lewis	
Linda Lewis	
Ros Ling	
Jenny McKim	
Linda Medworth	

#### Appointment of Independent Examiner

Iain Nettleton will be asked if he is willing to continue as our independent examiner of accounts for 2021.

Proposer: Nathan Thomas

Seconder: Anna Allan

#### Date of APCM for 2022

It was agreed to delegate a date decision to the PCC (no later than the end of May)

Proposer: Ian Lewis

Seconder: Andrew Dawes

#### AOB

Alison King and Roger Salisbury each expressed thanks to staff and volunteers for the hard work undertaken in such a challenging year.

The APCM closed at 8.42pm

Further to the APCM a brief time of prayer was held.



## The Parochial Church Council of Bath, St. Bartholomew

# **Annual Report and Accounts**

Year ended 31 December 2021

Registered Charity No. 1127684

# Trustees Report

## Administrative information

St. Bartholomew's Church is situated in King Edward Road, Bath. It is part of the Diocese of Bath and Wells within the Church of England. The correspondence address is St. Bartholomew's Church Office, 1 King Edward Road, Bath BA2 3PB.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission - THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BATH, ST. BARTHOLOMEW (Charity No. 1127684)

PCC members who have served from 1st January 2020 to 31<sup>st</sup> December 2020 are:

*Incumbent:* Rev'd Preb. Ian Lewis (Chair)

Assistant Minister: Rev'd Tim Ling

*Associate:* Rev'd Dr Jem Hovil  
Minister

*Wardens:* Mr Steve Edrich (Vice Chair) (until APCM 2021)  
Mr Mike Pauley (until APCM 2021)  
Dr John Fletcher (following APCM 2021)  
Mr Simon Tinling (Vice Chair) (following APCM 2021)

### *Representatives on Deanery Synod:*

Miss Mela Gillard  
Mr Tom King (following APCM 2021)  
Mrs Christine Lewis  
Mr Colin Voutt

### *Elected members:*

Mrs Rosemary Bethell  
Mr Andrew Dawes (PCC Secretary)  
Mrs Jude Dent (until APCM 2021)  
Mr Alan Dickson  
Mr Rob Eaton (following APCM 2021)  
Mr Steve Edrich (following APCM 2021)  
Mr. Meirion Edwards (Assistant PCC Treasurer)  
Dr John Fletcher (until APCM 2021)  
Dr Alison Humphrey  
Mr Gideon King (following APCM 2021)  
Mr James Norval  
Mrs Hannah Shepherd  
Mr Nathan Thomas (PCC Treasurer)  
Ms Helen Thorn  
Mr Charlie Ward  
Mrs Alexandra Williams (Parish Safeguarding Officer)

## Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC operates through a number of committees and groups that meet between full meetings of the PCC and when necessary. From May 2015 onwards we began to put a new structure in place. The following groups/committees met during 2020:

### **Standing Committee**

Membership: Rev. Ian R. Lewis (Chair), Mike Pauley (until APCM 2021), Steve Edrich (until APCM 2021),

*Charlie Ward, Nathan Thomas, Lucy Hovil, Andrew Dawes, Tim Ling, Hannah Shepherd, John Fletcher, Simon Tinling (following APCM 2021).*

The Standing Committee has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC. This year it has met to discuss Covid closings and openings, strategic priorities, the church budget, and monitor our financial position. It supervises our employment of staff as a church, making recommendations on staffing, job-descriptions and salaries; overseeing advertising, interviewing and appointment to posts; overseeing the annual job appraisal process with all PCC employees. The committee seeks to keep up-to-date on employment legislation and makes recommendations to the PCC in that area. The Standing Committee also oversees Health and Safety issues and the implementation of the Safeguarding Policy. Our Health and Safety and Fire Officer is Andrew Dawes. Our Safeguarding Officer for child protection and vulnerable adults is Alex Williams.

### **Finance and Employment Committee**

*Membership: Rev Ian R. Lewis (Chair), Nathan Thomas, Meirion Edwards, Mark Williams, Andrew Dawes.*

This committee has primary responsibility for the regular oversight of our finances, and for issues of employment in cooperation with the Standing Committee.

### **Missionary Committee**

*Membership: Ian Lewis, John and Vanda Todman, Bev Probert, Jen Harper, Colin Voutt, Christine Lewis, Alex & Leanne Lee, Annabel Mundy, Sarah Makroum & Alan Dickson.*

This committee, which includes non-PCC members, supervises our support for World Mission. This is carried out through links with individuals, organisations and agencies working in the UK and overseas, stimulating interest and prayer within the church. This committee also recommends the allocation of the PCC missionary tithe and monitors its payment to organisations and individuals.

## **Objectives and Activities**

Bath, St. Bartholomew PCC has the responsibility of co-operating with the incumbent, Rev. Preb. Ian R. Lewis in promoting in the ecclesiastical parish the whole mission of the Church; pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for St. Bartholomew's Church and associated property.

In planning our activities throughout the year, the PCC and the incumbent have taken due regard to the guidance on public benefit published by the Charity Commission and we consider that the public benefit realised is adequately demonstrated in this report.

## **Achievements and Performance**

### **Church attendance**

The Electoral Roll Officer is Mrs. Jennifer Singh. Following a revision there are 205 members on the Church Electoral Roll. Of these, 44 live in the parish and 161 live outside the parish. This compares with a total of 216 on the roll in March 2021. Our membership for the purposes of Parish Share is 301 (compared with 301 in the previous year).

### **Review of the year**

The PCC (and Standing Committee, which acts as an executive committee for the PCC) has considered a number of issues in relation to ministry during the year, but our main focus, inevitably, has been on managing church life during and out of the pandemic:

- The Standing Committee and PCC, with specific advice from John Fletcher and church/government sources, has managed the different aspects of church life through changing stages of the pandemic, including periods of lock-down and the gradual easing of restrictions. This involved services where booking (and allocation of socially distanced seating) was required; outdoor services; return to indoor services with a progressive removal of restrictions (no masks while moving around, reintroduction of refreshments, masks while singing, no restrictions but provision for mask-wearers and appropriate ventilation of the building). We maintained a consistent policy for all services, but different groups/individuals have felt able to move towards "normality" at differing paces. Having stopped the pre-recorded online service, we have purchased and set up (with Archdeacon's permission) equipment for live-streaming to facilitate those who are still unable to attend St. Bart's in person. This has been a challenging time, but we have been encouraged by a sense of unity as we have sought to navigate these uncharted waters!
- The PCC (and wider church) were informed of the Vicar's intention to retire later in 2022. The Standing Committee had been aware of this likelihood for a couple of years and had been working of

“succession planning” until that was interrupted by the pandemic. That work has now begun afresh and in earnest.

- Following the announcement of the Vicar's retirement and our review of the church post-pandemic, we have begun a process of “consolidation for growth” to facilitate church life during the period of covid-recovery and through the twelve or so months of a vacancy. This has been an opportunity to look at current areas of strength and weakness and consult across the whole church to find appropriate ways forward.
- In the light of recent reports from other churches in the UK and abroad around safeguarding and healthy church leadership, the PCC took a number of actions including signing up to the Safer Places Pledge and initiating an evaluation of our safeguarding and leadership culture. The evaluation will be published in May.
- The PCC and Standing Committee planned a programme of opportunities for the church to respond to the Living in Love and Faith process. Unfortunately, due to the pandemic and illness only one LLF course took place.
- The PCC and Standing Committee considered the possibility of using the Vine Project (Matthias Press) to begin a reshaping of our culture as a church more intentionally around disciple-making. Due to the challenges of covid-recovery, it was decided to put this on hold.
- We have begun planning for the Passion for Life mission in Spring 2022.
- Following Bev Probert's resignation (with effect from 31 August 2022) as Pastoral Assistant for Children and Youth we have begun a process of appointing a Youth and Children's Ministry Lead.
- Following the appointment of Hannah Pearce as Communications Officer, we have developed our website further and changed aspects of our regular communications. We have also agreed a social media policy based on the Church of England guidance.
- The following items are ongoing: the PCC has agreed ways in which we can develop the involvement of more women and men in leading our services; actioning this is still in progress. Following sermons on social justice and care for the World, we have agreed to explore how we can respond more fully as a church in these areas.
- We continued to encourage support for our mission partners in the UK and around the World through the Mission Support Group.

### **Standing Committee**

The Standing Committee has focused its time primarily in a few areas: the impact and management of Covid, our succession planning, the ongoing management of our finances, and congregation leadership and church structure. The committee has also overseen decisions on staffing, and the detailed work on the budget.

### **The Mission Support Group**

The Missionary Committee now has representation from all congregations. It met to set the tithe allocation for the 2022 budget. Notwithstanding the Covid pandemic, the church has continued to be active in supporting mission in the UK and abroad, although the usual visits from our mission partners has been inevitably restricted. This year the committee has begun a review of how we support mission across the Church.

### **Safeguarding:**

St. Bartholomew's Church has adopted and follows the Church of England/Diocese of Bath and Wells Safeguarding and Safer Recruitment Policies. Alex Williams is our church safeguarding officer and Andrew Dawes is responsible for our safer recruitment procedures (including DBS). We have continued to promote safeguarding training using the Church of England's online products and more specialist training at the Diocese. There have been no reported incidents or concerns. The PCC has asked Naomi Pauley (retired school Head) to do an evaluation of our safeguarding practices and ethos.



## Financial Review

As the PCC's income is greater than £250,000, the accounts are presented on the accruals basis.

**Unrestricted Funds:** Unrestricted income over the year was £367,242, a 3.6% increase from 2020. This increase reflected the generous responses to Partnership Sunday in 2020 leading to a 3.95% increase in income from donations.

Total expenditure during the year was £363,908, an increase over the amount incurred in 2020 as a result of the church buildings being closed for much of 2020. The expenditure remained £14,000 below the amount incurred in 2019 due to lower activity during the COVID-19 pandemic.

Overall, there was a net surplus on unrestricted reserves for the year of £3,334. The PCC budget for the year was to breakeven and the additional surplus received has helped rebuild the reserves following investment in the appointment of a second Assistant Minister.

There were no significant capital purchases in 2021.

**Restricted Funds:** In addition to these unrestricted funds, the church operated nine restricted funds (2020: 9) for which the income is for specified purposes. Major income to/expenditure from these funds included:

- Continued support to the South West Gospel Partnership training scheme: hosting the course and seconding the Assistant Minister one day a week to run it. In addition, we have continued to employ an administrator to support the scheme. These costs were reimbursed.
- Continued employment of an administrator for Partners in Service, which provides support for DBI. These costs are reimbursed.
- Specific gifts to cover the training costs of one of the Ministry Trainees.

**Loans:** The church did not receive nor have any outstanding loans at the end of 2021.

**2022 Budget:** The 2022 budget reflects an expected return to activity levels from before the Covid-19 pandemic. Budgeted expenditure is the same as that incurred in 2019 resulting in a budgeted deficit of £10,200. The PCC considered this budgeted deficit and the forecast for the following four years and noted that the budget would result in the reserves policy being met in 2025. In light of the challenges presented by the Covid-19 pandemic, the PCC considered the intention to rebuild reserves over a number of periods to be appropriate.

**Reserves Policy:** The PCC policy is hold sufficient reserves to cover one month's expenditure.

# Parochial Church Council of St Bartholomew, Bath

Charity Number 1127684

## Statement of financial activities

Year ended 31 December 2021

		Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
	Note			2021	2020
<b>INCOMING RESOURCES</b>		£	£	£	£
Donations and legacies	2(a)	356,933	10,662	367,595	364,361
Income from investments	2(b)	5	-	5	110
Church activities	2(c)	9,727	26,631	36,358	39,268
Other incoming resources	2(d)	577	-	577	7,675
<b>TOTAL INCOMING RESOURCES</b>		<b>367,242</b>	<b>37,293</b>	<b>404,535</b>	<b>411,414</b>
<b>RESOURCES EXPENDED</b>					
Charitable Activities	3(a)	33,551	20,942	54,493	48,506
Church activities	3(b)	328,672	30,257	358,929	351,984
Depreciation	3(c)	1,685	13,874	15,559	14,605
Governance costs	3(d)	-	-	-	19
<b>TOTAL RESOURCES EXPENDED</b>		<b>363,908</b>	<b>65,073</b>	<b>428,981</b>	<b>415,114</b>
<b>NET INCOMING RESOURCES</b>		<b>3,334</b>	<b>(27,780)</b>	<b>(24,446)</b>	<b>(3,700)</b>
<b>TRANSFER BETWEEN FUNDS</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>3,334</b>	<b>(27,780)</b>	<b>(24,446)</b>	<b>(3,700)</b>
<b>BALANCES B/FWD 1 JANUARY</b>		<b>25,296</b>	<b>420,462</b>	<b>445,758</b>	<b>449,458</b>
<b>BALANCES C/FWD 31 DECEMBER</b>		<b>28,630</b>	<b>392,682</b>	<b>421,312</b>	<b>445,758</b>

The Notes on the following pages form part of these accounts

# Parochial Church Council of St Bartholomew, Bath

Charity Number 1127684

## Balance Sheet

Year ended 31 December 2021

		Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
	Note	£	£	2021	2020
				£	£
<b>FIXED ASSETS</b>					
Tangible	5(a)	3,771	381,817	385,588	396,562
		3,771	381,817	385,588	396,562
<b>CURRENT ASSETS</b>					
Stock		100	-	100	100
Debtors	6	15,743	1,597	17,340	17,219
Cash at bank and in hand		17,633	9,581	27,214	38,506
		33,476	11,178	44,654	55,825
<b>LIABILITIES</b>					
Creditors: amount falling due in one year	7	8,617	313	8,930	6,629
Net current assets / (liabilities)		24,859	10,865	35,724	49,196
Total assets less current liabilities		28,630	392,682	421,312	445,758
Creditors: falling due after one year		-	-	-	-
<b>TOTAL NET ASSETS</b>		28,630	392,682	421,312	445,758
<b>PARISH FUNDS</b>					
Unrestricted		28,630	-	28,630	25,296
Restricted		-	392,682	392,682	420,462
		28,630	392,682	421,312	445,758

The Notes on the following pages form part of these accounts.

Approved by the Parochial Church Council on 9 May 2022

and signed on its behalf by Rev'd Preb. Ian R Lewis (PCC Chairman).

## Notes to the financial statements

Year ended 31 December 2021

### 1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

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

The financial statements 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

*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 or grants received for a specific 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. Details of the funds held are provided in Note 8.

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

#### Income recognition

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. Interest is accounted for when receivable. Rental income from the letting of church premises is recognised when the rental is due.

All other income is recognised when it is receivable. All incoming resources are accounted for gross.

#### Expenditure recognition

Grants and donations are accounted for when paid over, or when awarded, if that award creates a legal or constructive obligation on the PCC.

The PCC's policy on missionary support and charitable giving was agreed by the PCC in 2005. In accordance with this policy the PCC allocates an annual missionary tithe currently comprising 10% of unrestricted funds, which is accounted for in the current year. Any unpaid tithe at 31 December will remain within unrestricted funds and will not be expended in a subsequent financial year.

The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

#### Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993.

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, which can be inspected (at any reasonable time). For anything acquired prior to 2000, there is insufficient cost information available and therefore such assets are not valued

in the financial statements. Items acquired since 1 January 2000, and valued in excess of £1,000, have been capitalised and depreciated in the financial statements over their currently anticipated useful economic life on a straight-line basis.

The cost of the Church Centre up to its opening at the end of 2000 was £429,918. It is being depreciated on a straight line basis over 50 years with effect from that date, although its value (and hence depreciation) has increased annually in line with the additional expenditure on it since then.

Equipment used within the church premises is depreciated on a straight-line basis over five years for electrical equipment and 10 years for furniture and other items. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

#### **Preparation of accounts on a going concern basis**

The PCC reported a surplus on unrestricted funds for the year of £3,334. The trustees have undertaken a review of the income and expenditure for the next 12 months and are of the view that the PCC will continue to operate on a going concern basis for the next 12 months.

2. INCOMING RESOURCES	Unrestricted funds	Restricted funds	TOTAL FUNDS	
	£	£	2021 £	2020 £
<b>2(a) Donations and legacies</b>				
Gift Aid Planned	230,546	1,789	232,335	224,015
Gift Aid Other	1,772	-	1,772	627
Gift Aid Paid Gross	14,869	1,556	16,425	31,815
Other Planned Giving	32,204	4,650	36,854	27,637
Collections at Services	3,960	1,360	5,320	6,391
Other Giving	-	30	30	816
Income Tax Recovered	60,166	1,277	61,443	61,234
Grants	13,416	-	13,416	11,826
Legacies	-	-	-	-
	<b>356,933</b>	<b>10,662</b>	<b>367,595</b>	<b>364,361</b>
<b>2(b) Income from investments</b>				
Interest	5	-	5	110
<b>2(c) Church activities</b>				
Bookstall	355	-	355	318
Church centre lettings	5,802	-	5,802	6,584
Other PCC trading	2,974	26,631	29,605	32,366
Fees	596	-	596	-
	<b>9,727</b>	<b>26,631</b>	<b>36,358</b>	<b>39,268</b>
<b>2(d) Other incoming resources</b>				
Other income	577	-	577	7,675
<b>TOTAL INCOMING RESOURCES</b>	<b>367,242</b>	<b>37,293</b>	<b>404,535</b>	<b>411,414</b>

3	RESOURCES EXPENDED	Unrestricted	Restricted	TOTAL	TOTAL
		funds	funds	2021	2020
		£	£	£	£
<b>3(a)</b>	<b>Charitable Activities</b>				
	Church overseas				
	Crosslinks (Jem Hovil)	4,704	-	4,704	4,500
	Delhi Bible Institute (incl. S&I Shaw schooling)	1,005	995	2,000	2,000
	Lesley & Philippe	4,502	-	4,502	4,700
	AWM	502	-	502	500
	Short Term Mission Grants	500	-	500	250
	Wycliffe Bible Translators: Lizzie Poole	8,700	-	8,700	8,900
	France Mission	1,500	-	1,500	1,000
	John & Jenny Miller	3,204	-	3,204	3,800
	Open Doors	1,000	-	1,000	700
	Relief & development				
	Tear Fund	290	1,039	1,329	796
	Home mission & other church				
	UCCF / CUs / Relay Workers	500	-	500	500
	Roger Carswell	3,504	-	3,504	3,800
	Will & Jess Harvey	-	-	-	500
	Pastoral Support / Grants				
	Project Timothy	3,640	-	3,640	360
	Fellowship Fund	-	-	-	-
	Ministry Training	-	18,908	18,908	16,200
		33,551	20,942	54,493	48,506

RESOURCES EXPENDED	Unrestricted funds	Restricted funds	TOTAL 2021	TOTAL 2020
	£	£	£	£
<b>3(b) Church Activities</b>				
Diocesan Parish Share	94,865	-	94,865	90,937
Staff Salaries & Grants	178,818	29,410	208,228	207,400
Expenses of the Incumbent	2,400	-	2,400	2,600
Assistant Staff Expenses	6,012	-	6,012	6,403
Upkeep of Church	1,729	-	1,729	712
Upkeep of Services	9,538	-	9,538	7,829
Upkeep of Grounds	1,017	-	1,017	99
Training, Mission & Pastoral	9,622	200	9,822	5,360
Administration	9,308	-	9,308	7,740
Church Utility Bills	4,394	-	4,394	5,045
Bookstall	342	-	342	1,252
Church Centre	8,249	-	8,249	7,683
Brunel Manor	-	-	-	300
Other PCC Trading	2,378	647	3,025	8,624
	328,672	30,257	358,929	351,984
<b>3(c) Depreciation</b>				
Depreciation Church Centre and church	1,685	13,874	15,559	14,605
	1,685	13,874	15,559	14,605
<b>3(d) Governance Costs</b>	-	-	-	19
<b>TOTAL RESOURCES EXPENDED</b>	<b>363,908</b>	<b>65,073</b>	<b>428,981</b>	<b>415,114</b>

#### 4(a) STAFF COSTS

During the year the PCC employed an average of 9 (2020: 9) staff with the following total costs:

Gross salaries	163,327
Social security	11,946
Pension contributions	17,200
Total	192,383

These are distributed in the accounts as follows:

- Salaries: Assistant Ministers, Operations Manager, Pastoral Assistants, Administrator, Facilities Caretaker, Communications Secretary, administrative support for SWGP and Partners in Service;
- Church Centre: Cleaner

During the year no (2020: 0) individual received employee benefits exceeding £60,000.



The PCC considers that its key management personnel during the year consisted of the Incumbant Vicar, the Assistant Ministers and the Operations Manager. Details of the amount of employee benefits and expenses received by the key management personnel are included in note 4(c).

#### **4(b) PENSIONS**

Bath St Bartholomew PCC participates in the Pension Builder Scheme section of 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 Church Workers Pension Fund 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**

Bath St Bartholomew PCC participates in the Pension Builder Scheme section of CWPF for lay staff. CWPF is administered by the Church of England Pensions Board, which holds the CWPF assets separately from those of the Employer and other participating employers.

CWPF has two sections:

1. the Defined Benefits Scheme
2. the Pension Builder Scheme, which has two subsections;
  - a. a deferred annuity section known as Pension Builder Classic, and,
  - b. a cash balance section known as Pension Builder 2014.

#### **Pension Builder Scheme**

#### **Pension Builder Scheme**

Both sections of the Pension Builder Scheme are classed as defined benefit schemes.

**Pension Builder Classic** provides a pension, 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. Discretionary increases may also be added, depending on investment returns and other factors.

**Pension Builder 2014** is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared is payable, unreduced, from age 65.

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. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and 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 the contributions payable (2021: £17,200, 2020: £15,286).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2019. The next valuation is due as at 31 December 2022.

For the Pension Builder Classic section, the valuation revealed a deficit of £4.8m on the ongoing assumptions used. At the most recent annual review, the Board chose to grant a discretionary bonus of 3% following improvements in the funding position over 2021. There is no requirement for

deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £5.5m 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, Bath St Bartholomew PCC could become responsible for paying a share of the failed employer's pension liabilities.

#### 4(c) PAYMENTS TO PCC MEMBERS

During the year, four PCC members or those connected with them were employed by the PCC in the following capacities:

<b>Name and Position</b>	<b>Salary Costs inc Expenses £</b>
Charlie Ward, Assistant Minister	38,456
Andrew Dawes, Operations Manager	22,048
Tim Ling, Assistant Minister	39,516

In addition, the Incumbent Vicar and Associate Minister, whilst not employed by the PCC, received the following:

<b>Name and Position</b>	<b>Expenses and Mission Support £</b>
Ian Lewis, Vicar	2,400
Jem Hovil, Associate Minister	4,704

One sixth of Charlie Ward's employment costs (salary, tax & NICs and pension) was reimbursed to the PCC by the SWGP through donations to a restricted fund (see Note 8a).

## 5. FIXED ASSETS

### 5(a) Tangible Fixed Assets

	Freehold land & buildings (restricted)	Church equipment (restricted)	Church equipment (unrestricted)	Total
ACTUAL/DEEMED COST	£	£	£	£
At 1 January 2021	647,639	22,709	9,669	680,017
Release of restricted reserves				0
Additions at cost			4,585	4,585
At 31 December 2021	647,639	22,709	14,254	684,602
DEPRECIATION				
At 1 January 2021	257,473	17,184	8,798	283,455
Charge for year	12,953	921	1,685	15,559
At 31 December 2021	270,426	18,105	10,483	299,014
Total	377,213	4,604	3,771	385,588

The freehold land and buildings comprise the Church Centre.

### 5(b) Investments

No investment assets are currently held by the PCC.

	Unrestricted funds	Restricted funds	TOTAL FUNDS	
	£	£	2021 £	2020 £
<b>6 DEBTORS</b>				
Tax recoverable	15,448	297	15,745	16,008
Prepayments and accrued income	295	1,300	1,595	444
Other debtors	-	-	-	767
	15,743	1,597	17,340	17,219
<b>7 LIABILITIES</b>				
<i>Amounts falling due in one year</i>				
Income received in advance	-	-	-	-
Accruals for utilities and other costs	8,617	313	8,930	6,629
Mission Tithe outstanding	-	-	-	-
	8,617	313	8,930	6,629
<i>Amounts falling due after one year</i>	-	-	-	-

## FUNDS

### 8a Restricted Funds

The accounts include a number of restricted funds.

Certain funds have been established to encourage giving for specific purposes, these being the Fellowship Fund for local needs and the Ministry Training and Support Fund to support church members undertaking training and others supported by the church.

Other funds are set up in response to donations made or income received for specific purposes.

The final group of funds relates to accounting for particular activities within the life of the church: gifts towards the Brunel Manor church weekend; the SWGP and Partners in Service (see Note 4b).

#### Restricted Funds

	Missionary	Fellowship fund	Ministry Fund	Brunel Manor
Balance at 1 January 2021	747	6,275	14,240	(2,101)
Incoming resources	3,186	-	7,476	-
Resources expended	(2,034)	(200)	(21,691)	-
Balance at 31 December 2021	1,899	6,075	25	(2,101)

	Partners in Service	SWGP	Baptistry Fund	Student Events
Balance at 1 January 2021	41	-	5,000	647
Incoming resources	12,379	14,252	-	-
Resources expended	(12,376)	(14,252)	-	(647)
Balance at 31 December 2021	44	-	5,000	-

	Gift days	Fixed assets
Balance at 1 January 2021	-	395,614
Incoming resources	-	-
Resources expended	-	(13,874)
Balance at 31 December 2021	-	381,740

### 8b Designated Funds

There were no designated funds during the year ended 31 December 2021 (2020: 0).

## 10. LEGACIES

There were no legacies made in 2021 (2020: 0).

## Independent Examiners report

I report to the trustees on the financial statements of the charity for the year ended 31 December 2021, which are set out on pages 2 to 16.

### Respective responsibilities of trustee and examiner

The charity's trustees are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ("the Act"). The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 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.

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Basis of independent examiner's statement

My examination was carried out in accordance with 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 the 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

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Chartered Institute of Public Finance and Accountancy.

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in, any material respect,

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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



Iain Nettleton FCPFA MBA  
15 Marshalswick Lane  
St Albans  
22 May 2022

# Church Wardens' Fabric Report 2021

The Church Wardens have ensured that the terrier, inventory and log book for the Parish Church of Bath, St. Bartholomew have been kept up to date over the past year, and believe that the documents are accurate and to the best of their knowledge complete.

## ***The following actions have been taken with regard to the church buildings during the twelve-month period ending 31st December 2021:***

- a) All fire extinguishers have been serviced.
- b) The fire alarm system and emergency lights have been inspected and maintained.
- c) The lift has been inspected and serviced.
- d) The grass cutting and hedging of the church grounds has been carried out. Our thanks to Peter Spackman and Andrew Jones.
- e) The gas central heating boilers have been serviced.
- f) Annual PAT has taken place.
- g) Our Quinquennial Survey of May 2021 did not raise any significant issues (next one 2026).
- h) Our 5 year fixed wiring survey of 2021 did not raise any issues (next one April 2026).
- i) Patio areas have been cleaned and timber benches treated.
- j) The church floor has been regularly cleaned and resealed.
- k) Church and centre carpets have been cleaned.
- l) Painting has taken place both internally and externally.
- m) Accessible internal and external church windows cleaned.
- n) Repointing of stonework
- o) The PCC continues to have maintenance contracts for the fire alarm system, fire extinguishers, lift, sliding hall screens and cleaning of windows.

## ***Recommended immediate actions from last Quinquennial Survey (2021)***

Repointing by stone mason has been done but ongoing monitoring recommended plus monitor east gable door and west gable vent plus ridge tiles/pointing to nave and soft wood cladding above main entrance.

## ***The following actions remain under discussion by the PCC:***

Replacement of broken pavers at front of main church doors (Archdeacon's permission has been granted). Replacing the carpet on the church dais. Future aspirations include a kitchen upgrade and possible installation of a baptistry.

## ***Expressions of thanks:***

This was a year which was hard for many as the Coronavirus pandemic showed new variants and continued to make meeting together difficult. Online services worked on many levels as people stepped up to sing, read, pray, teach, film, edit, splice and upload. Most of us were able to worship, have fellowship and pray together, if virtually, and we even saw new people joining. So we kept on being "church", but it wasn't "church" as we would normally expect it to be. We found ways to be with each other in spirit even though not physically present (1 Cor 5:3a), but we also experienced what it was like to give up meeting together, to miss encouraging each other and spurring one another on, to love and good deeds (Hebrews 10 v 26). Later in the year we were able to meet together again with a new appreciation that church is all of us meeting

together as the body of Christ. As Paul wrote in Ephesians 4 v 11 and 12 “It was he who gave some to be apostles, some prophets, some evangelists, and some to be pastors and teachers, to prepare God’s people for works of service, so that the body of Christ may be built up...” We thank the Lord for the gift of our pastors and teachers and we also thank all those at St Bart’s who do works of service whether recorded on rotas or invisibly in encouraging others as this is what makes church work and what builds up the body of Christ at St Bart’s.

Simon Tinling & John Fletcher  
Churchwardens

## Deanery Synod Report 2021

The Deanery Synod held two meetings, the first in May online and discussed coming out of exile/pandemic. The second was held in October, the Dean reviewed the past 18 months and Living in Love and Faith was discussed in groups along with ideas for future synod meetings. Mela Gillard is a member of the Deanery Mission and Pastoral Group. We continue to work closely with a number of other churches both Anglican and from a variety of denominations in the city and across the South West – especially through the South West Gospel Partnership.

Mela Gillard