



**The Parochial Church Council of the Ecclesiastical
Parish of St. John the Baptist, Peterborough**
Charity registration number 1127813

**Annual Report
and
Financial Statements
of the
Parochial Church Council
for the year ended 31st December 2020**

Incumbent:

Reverend Canon Ian Black
26 Minster Precincts
Peterborough
Cambridgeshire
PE1 1XZ

Bank:

Barclays Bank plc
1 Church Street
Peterborough
Cambridgeshire
PE1 1XZ

Independent Examiner:

MA Jackson FCA DChA
Azets Holdings Limited
Ruthlyn House
90 Lincoln Road
Peterborough
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PE1 2SP

**THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF
ST JOHN THE BAPTIST, PETERBOROUGH**

PARISH INFORMATION

Parish	Peterborough Parish Church St John the Baptist with St Luke	
Incumbent	Reverend Canon Ian Black 26 Minister Precincts Peterborough Cambridgeshire PE1 1XZ	<i>Resigned 22 May 2021</i>
Bank	Barclays Bank Plc 1 Church Street Peterborough Cambridgeshire PE1 1XE	
Independent Examiner	Mark Jackson FCA DChA Azets Holdings Limited Ruthlyn House 90 Lincoln Road Peterborough Cambridgeshire PE1 2SP	

**THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF
ST JOHN THE BAPTIST, PETERBOROUGH**

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE BAPTIST, PETERBOROUGH

COUNCILLORS REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

The Parochial Church Council (PCC) is pleased to present its report together with the financial statements for the year ended 31st December 2020.

OUR PARISH VISION AND MISSION

The PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. St John's and St Luke's are open and inclusive communities of faith, seeking to be living witnesses to God in Jesus Christ. This is expressed through three core values: being

- open and inclusive,
- worshipping and faithful, and
- loving and serving.

In these we seek to live the mission of the church and draw others into its life and community.

Everything we do falls under five key areas:

- **Prayer and worship**
- **Serving and caring**, being an active presence in the community
- **Learning together** – nurturing faith, telling the story, providing a credible witness to the Gospel of Jesus Christ and enabling room for different understandings to exist alongside one another
- **Justice** – where faith leads to action for the wellbeing of all people
- **Stewardship** of the environment, promoting ecological concern and reducing the churches' carbon footprint.

These mirror the Five Marks of Mission of the Anglican Communion:

- **Tell** – Good news of God in Jesus Christ, God's Kingdom
- **Teach** – Faith, Baptism and Confirmation, help all grow and deepen faith
- **Tend** – Care and Love
- **Transform** – Make a difference in the world for the wellbeing of all
- **Treasure** – Creation, be good stewards of the earth and its resources.

OUR VISION FOR THE WIDER USE OF ST JOHN'S

As the historical parish church for Peterborough, The Church of St John the Baptist was consecrated to witness to the presence of the living God in the heart of the city and amid human life, in all its variety and complexity, in its joys and in its sorrows. In order to develop enhanced public benefit and make the most of its strategic location today, we aim to live the vision and mission through being:

- a place of hospitality and refreshment and centre for resources and information
- a concert and arts venue for the city – an inspiring space in which all that is good in human creativity and endeavour can be witnessed and celebrated, through the performing arts, public discourse, lecture and exhibition

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COUNCILLORS REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

- a place of tranquillity at the centre of the city where appropriate professional advice and counselling services can be offered and signposted.

PREMISES

The PCC has maintenance responsibilities for the church buildings: The Parish Church of St John the Baptist, Church Street, Peterborough and the daughter church of St Luke, Mayor's Walk, Peterborough.

The vicarage is situated at 26 Minster Precincts, Peterborough and is maintained by the Diocese.

All Saints Mar Thoma Church signed a 25-year lease to rent St John's Hall in Mayor's Walk as of July 2018 and as such is responsible for the maintenance of this premises. An annual inspection will be undertaken by the PCC of St John's Hall and was completed in December identifying some minor areas requiring improvement, which have been completed.

MEMBERSHIP OF THE PCC

Members of the PCC are either ex-officio, co-opted or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules. Due to the COVID-19 pandemic the 2020 Annual Parochial Church Meeting was cancelled and members of the PCC rolled over from 2019. During the year the following served as members of the PCC:

Incumbent	Reverend Canon Ian Black
Wardens	Vernon Bull Judy Barsby Alun Williams
Deanery Synod Representatives	Judy Barsby June Bull – Electoral Roll Officer, Diocesan Synod Representative, Health and Safety Officer
Elected Members	Frances Donaldson-Badger – Secretary (in attendance from APCM) Margaret Lilliman Jim Reynolds Sue Knight Lai Julian Megan Reynolds Wendy Dyer Ian Sherratt Louisa Sherratt

Until November 2020

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE BAPTIST, PETERBOROUGH

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Trevor Brewer is in attendance for PCC meetings as Treasurer in a non-voting capacity.

Frances Donaldson-Badger is in attendance for PCC meetings as Secretary in a non-voting capacity.

The PCC met on 8 occasions in 2020 with an average attendance of 12 members.

The number of members that could be elected to the PCC stand at 9 as the Electoral Roll numbers are below 100. The current electoral roll permits two representatives are allowed to the Deanery Synod. Deanery Synod members will be elected at the 2021 APCM.

Standing Committee

The Standing Committee of the PCC is a statutory committee with power to transact emergency business between meetings and other business as instructed by the Council. The Standing Committee comprised the Vicar and Churchwardens together with the Treasurer and Secretary and this also serves as the Health and Safety Committee.

Working Groups and Other Appointments

The PCC has appointed several working groups for different areas of interest in the life of the church and the parish. The Social Committee provides and co-ordinates informal activities including the Harvest meal, Patronal Festival meal as well as lunches. Unfortunately due to the COVID-19 pandemic the planned social events had to be cancelled. The Finance Committee consisted of the Incumbent, Treasurer, Administrator, Judy Barsby, June Bull and Rosie Haynes.

Our Churchwardens were Vernon Bull, Judy Barsby and Alun Williams. The PCC would like to thank the Wardens for all their hard work and service over the year. Megan Reynolds served as the Parish Safeguarding Officer until November 2020 and oversaw the Safeguarding policies and working practices. The finance team was Trevor Brewer (Treasurer & Parish Giving Officer), Rosie Haynes, and the Office Administrator (Jonathan Hanley until March 2020, Duncan Garfield from March 2020). Jonathan and Rosie acted as Cash Counters. Stewardship Recording was carried out by Trevor Brewer and the Administrator. Payroll services were provided Azets. June Bull was our Electoral Roll Officer and the Health and Safety Officer. The PCC would like to thank everyone for their hard work and contribution throughout a difficult year.

The PCC was represented on the executive of Churches Together in Central Peterborough (CTiCP) by Alun Williams and Reg Tomblin.

In addition, the Vicar, Alun Williams and June Bull represented the PCC on the St John's Development Board Community Interest Company. This exists to promote the use of the church for appropriate artistic and cultural purposes.

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COUNCILLORS REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

The Parish Administrator provides support with church administration, financial processing and events coordination. Jonathan Hanley gave his notice from the Administrator role early January 2020; the PCC would like to thank Jonathan for his hard work over the years and wish him all the best for the future. Duncan Garfield took over the role in March 2020.

SAFEGUARDING

The PCC takes its responsibilities for the care of everyone in the church seriously. It follows the Safeguarding Policies for the Diocese of Peterborough and everyone who works with children, young people and vulnerable adults is recruited following the Safer Recruiting procedures, including checks made with the Disclosure and Barring Service, where appropriate.

The Safeguarding Policy is reviewed annually so that it is current and regular meetings are held between the Vicar and Safeguarding Officer to review its implementation. Matters of concern are referred to the Diocesan Safeguarding Advisors, in accordance with the Safeguarding Policy. Safeguarding is a standing item on the PCC agenda.

The Parish Safeguarding Officer was Megan Reynolds until November 2020. We are grateful to her for work for the parish in this role over a number of years. Sue Knight took on the role from 28th November.

CHURCH ATTENDANCE AND WIDER COMMUNITY

The Electoral Roll as at 31 December 2020 stood at 76 members, with 25 resident within the parish and 51 non-resident.

The Electoral Roll was unable to be renewed in March 2020 due to the COVID-19 pandemic. As the Electoral Roll stands under the 2020 Church Representation Rules, 9 persons may be elected to serve on the PCC in addition to 2 Deanery Synod representatives. The Deanery Synod representatives will be elected for a three-year term at the 2020 APCM.

2020 was an unprecedented year which saw our Churches close for the first time in history for a large part of the year. During imposed National Lockdowns services quickly moved to online streaming from 16th March until 19th July when Services could resume. Private Worship was re permitted from June 15th with St John's Church being one of the first Churches to re open. A further National Lockdown during November 2020 saw Churches close its doors again with St John's briefly opening in December. The streamed services reached St John's community well and also attracted new worshippers.

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COUNCILLORS REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

REVIEW OF THE YEAR

The Ministry

Canon Ian Black continued as our Vicar during 2020. Ian Black continued his additional role as Rural Dean until 12th March. He was also a Residentiary Canon of the Cathedral, apportioned 75% (Parish), 25% (Cathedral).

Whilst it has been a year unlike any other, a lot has still been achieved within the parish, with several new initiatives being successfully introduced. The PCC remained the same as 2019 for much of the year as we were unable to hold the APCM meeting, the 2021 APCM meeting is scheduled to take place and additional volunteers and representatives are always needed and welcome.

Although much has been achieved in the parish, some areas have suffered as a result of the pandemic, it has been extremely difficult to understand our true financial position and the Accounts for 2019 were submitted late. The momentum and progress made increasing income via the Churches being used for events was lost as a result of not being able to open for the majority of the year and the financial position remains challenging. The re-designation of the Sunday School Maintenance Fund was completed in January 2021 as St John's Fund for the Ecclesiastical Purposes of the Parish and will help in the short term.

Several meetings were held to refresh the vision and mission of the parish. These meetings were open to the congregation and the fruit of this work is reflected at the beginning of this report.

The PCC approved window grilles to be fixed to the three windows at the east end of St John's church late 2019 subject to the necessary funding becoming available. The grilles are to protect the historically important stained glass from further damage. The Vestry Window stained glass has been repaired and grilles have been fitted, further funding was received for the remaining two windows at the East End, secured from direct donations, online Crowdfunding page and a grant. The remaining grilles will be fitted during 2021. The PCC would like to extend its sincere thanks to everyone who donated so generously.

The external lights and paving licence with the City Council was for ten years in 2010. After this point either party could give notice to terminate. The licence has not been terminated by either party and the agreement rolls on. Following legal advice, the PCC decided to keep the status quo and not renegotiate the terms with the Council at this time. The Council have approached the PCC with a view to changing the external lights to LED lights, which the PCC approved, the new lights will be installed during 2021.

A Contactless Donations Box was agreed and has been in use since late 2019. This was in response to research indicating that donations are moving towards contactless giving especially among younger people. We have been unable to measure the impact of this initiative as the

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COUNCILLORS REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

church footfall has been dramatically reduced whilst the church has been closed due to the pandemic.

St John's continues to reap the benefit of a closer relationship with civic and cultural influences in the city with St John's being used for a wide variety of events organised by the St John's Development Board, such as Tuesdays till Two and various concerts early in the year whilst it was possible. These initiatives when possible contribute to an increased footfall by keeping the church open, as well as raising the church's profile at the heart of the city centre. Our thanks to Alun Williams who worked hard to generate and host these events.

On Saturdays, the regular church volunteers staffed the café. We are grateful to Marshfields School for staffing the café on Wednesday mornings during term time and to teams from various charities during school holidays. Wendy Dyer sold souvenirs while staffing the welcome counter at both the Saturday and Wednesday cafés. In 2020 the café was only able to operate until 14th March, and during this time raised £1826.70 for church funds.

When the church is open a knitting group meets on Saturday mornings, which added to the knitted goods on sale. This also provides a valuable opportunity for people to meet socially.

The PCC maintained a good relationship with All Saints Mar Thoma Church who lease St John's Hall. This church provides a regional base for a church community, whose origins are in South India, which is in communion with the Church of England. Throughout the year the PCC considered plans brought by the Mar Thoma Church to adapt St John's Hall and approved the introduction of external security cameras. An annual inspection was undertaken by the PCC of St John's Hall and was completed in December identifying some minor areas requiring improvement. During the year All Saints Mar Thoma Church contacted the PCC requesting some financial support with regards to their lease payments, as of the end of the year payments have been made on time. The Insurance for the building was secured by the PCC and will have to be recouped from All Saints Mar Thoma in accordance with the lease agreement.

Policies were reviewed regularly and managed via a Policy Schedule to ensure correct working practices are followed within the churches. The Safeguarding Policy was updated.

Links have been maintained with Eco Church; work will continue during 2021.

Whilst services are available in the church, Pew Bags continue to be available containing resources for younger children attending worship. This enables them to remain in their pews so that they can take part in the service throughout. There is also additional space in the café should it be required.

St John's musical tradition has been led by the Director of Music, Elizabeth Arkell. Unfortunately services have been unable to have a choir or signing for the majority of the year due to the pandemic, but music has been supplied for the online services.

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COUNCILLORS REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

The congregation is well represented on the rota of servers, readers, intercessors, Eucharistic assistants and sidespersons. Fresh flowers were arranged in both churches each week when open by Barbara Pickering, Lena Hartley, Judy Barsby and Margaret Lilliman, supported by additional volunteers at major festivals.

Usually Sunday services conclude with coffee at St Luke's and coffee and sherry at St John's. These provide occasions for enjoyment and fellowship to complete the worship. It has been very sad that this tradition has not been able to continue during the pandemic to reduce mixing as much as possible and the spreading of the virus. There was a Traidcraft stall at St John's at the beginning of the year. Unfortunately the charity Cards for Good Causes shop based at St John's was not able to run this year.

Worship and Mission

The worship at both churches has traditionally been based on Common Worship with robed servers and choir complemented by the singing of a responsorial psalm and anthems during the Eucharist at St John's. At St Luke's CDs provided the accompaniment for hymn singing.

This in the main has had to be replaced with an online streamed service from St John's church which the congregation and wider community have been pleased to watch and contribute to. A grant from AllChurches was obtained to provide a professional online streaming of services and events going forward, this will be implemented during 2021.

In previous years a monthly service of Night Prayer with prayers for wholeness and healing at St Luke's led by Canon Ian was held as well as an annual Memorial service to which those who have been bereaved during the year were invited, where possible these have been continued online.

Remembrance Sunday was also marked with an Act of Remembrance during an online service due to restrictions.

Ash Wednesday, Maundy Thursday and Good Friday were all marked with special services online.

Communion has not been able to continue at the care homes in the parish – St Margaret's House and The Maltings since the beginning of the year, as well as regular communion to housebound members of the congregation to prevent the spread of the virus.

The popular Crib Service at Christmas had to be replaced with an online Christingle service with carols.

Christmas was celebrated with a mix of online and Eucharists in St John's.

Despite the pandemic, services continued to be held in St John's, subject to the regulations and guidance issued by the authorities. Unfortunately, partly due to the timing of the online service,

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it was not possible for services to resume in St Luke's, although a special service to mark St Luke's patronal festival was held there in October.

Ties were maintained with the two schools in the parish, The Peterborough School (where the vicar is a governor) and West Town Academy

We remained an accredited member of Inclusive Church and are working towards gaining an Eco Church award.

Church Buildings

St John's church remains sturdy and of sound structure and good order throughout. The fabric of St Luke's is also in a good state of repair.

Following the quinquennial inspection carried out in 2019 by our architect, Stephen Oliver, major projects were undertaken to care for St John's, such as works to replace the stonework, re-mortar and insert steel rods in the Tower and West Aisle Roof loose mortar was removed and made safe. Contractors have been appointed for the Chancel Roof re-covering and Quinquennial repairs at St Luke's, with work starting January 2021.

Financial

The parish met all its liabilities during 2020, with the Parish Share being paid in full despite the significant increase due to the revised calculation implemented during 2018.

Work continued to re-designate the fund known as the Sunday School Maintenance Fund for the wider ecclesiastical purposes of the parish. Notice was submitted to the Charity Commission at the request of our auditors. The Charity Commission confirmed that it sees no reason to object to the change. The proposal had previously been approved by the Diocesan Board of Finance.

The PCC used the Government Furlough scheme where it was not possible for employees to work.

The 2019 Accounts were submitted late but have been ratified.

Roles and Responsibilities of the Council

The Council is required to prepare financial statements for each financial year which give a true and fair view of its state of affairs at the end of the year and of its income and expenditure for that period.

In preparing these financial statements the council is required to:

- i) Select suitable accounting policies and apply them consistently
- ii) Make judgements and estimates that are reasonable and prudent

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COUNCILLORS REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

- iii) Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the church will continue as such.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the church. The trustees are also responsible for safeguarding the assets of the church and hence for taking reasonable steps for the prevention and detection of fraud.

Alan Williams

PCC Vice-Chairman

Date: *17 September 2021*

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE BAPTIST, PETERBOROUGH

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE BAPTIST, PETERBOROUGH

I report to the members of The Parochial Church Council of the Ecclesiastical Parish of St John the Baptist, Peterborough ('the Church') for the year ended 31 December 2020, which are set out on pages 9 to 18.

Responsibilities and basis of report

As the members of the PCC, you are responsible for the preparation of the financial statements in accordance with the Church Accounting Regulations 2006 ('the regulations'), and the requirements of the Charities Act 2011 ('the 2011 Act'). You consider that the audit requirement of the Regulations and the 2011 Act do not apply.

I report in respect of my examination of the Church's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. 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 charity as required by section 130 of the 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.



M A Jackson FCA DChA
Azets Holdings Limited
Date: 22 - 9 - 2021

Ruthlyn House
90 Lincoln Road
Peterborough
PE1 2SP

**THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF
ST JOHN THE BAPTIST, PETERBOROUGH**

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted Fund £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS	
						2020 £	2019 £
INCOME FROM:							
Voluntary Income	2(a)	45,452	-	10,302	-	55,754	55,762
Activities for Generating funds	2(b)	808	2,821	-	-	3,629	11,461
Investment income	2(c)	9,226	172	8,361	-	17,759	18,937
Church Activities	2(d)	13,912	-	521	-	14,433	23,455
Other Incoming Resources	2(e)	1,863	-	14,633	-	16,496	1,564
TOTAL INCOME		71,261	2,993	33,817	-	108,071	111,179
EXPENDITURE ON:							
Cost of generating voluntary income	3(a)	-	-	-	-	-	-
Fundraising trading: cost of goods sold & other cost	3(b)	450	-	-	-	450	1,395
Church Activities	3(c)	96,749	1,987	31,243	-	129,979	114,885
Governance costs	3(d)	2,160	-	-	-	2,160	1,054
TOTAL RESOURCES EXPENDED		99,359	1,987	31,243	-	132,589	117,334
NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES		(28,098)	1,006	2,574	-	(24,518)	(6,155)
Change in market value of Investment Transfers		-	-	-	11,811	11,811	84,833
		28,701	(34,364)	5,663	-	-	-
NET MOVEMENT IN FUNDS		603	(33,358)	8,237	11,811	(12,707)	78,678
BALANCE brought forward at 1 January		12,094	316,855	67,482	548,203	944,634	865,956
BALANCE carried forward at 31 December		12,697	283,497	75,719	560,014	931,927	944,634

The notes on pages 11 to 20 form part of these accounts

**THE PAROCHIAL CHURCH COUNCIL
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BALANCE SHEET AS AT 31 DECEMBER 2020

	Notes	2020 £	2019 £
FIXED ASSETS			
Tangible	5	224,227	225,406
Investments	6	560,014	548,203
		<u>784,241</u>	<u>773,609</u>
CURRENT ASSETS			
Debtors	7	1,054	11,838
Cash at bank and in hand	8	150,900	173,587
		<u>151,954</u>	<u>185,425</u>
CURRENT LIABILITIES			
Creditors: amounts falling due in one year	9	4,268	14,400
		<u>4,268</u>	<u>14,400</u>
TOTAL NET ASSETS			
		<u>931,927</u>	<u>944,634</u>
PARISH FUNDS			
Unrestricted	10	12,697	12,094
Designated	11	283,497	316,855
Restricted	12	75,719	67,482
Endowment funds	13	560,014	548,203
		<u>931,927</u>	<u>944,634</u>

Approved by the Parochial Church Council on 16-06-21 and signed on its behalf by



Alun Williams
PCC Vice-Chairman

The notes on pages 11 to 20 form part of these accounts

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 ACCOUNTING POLICIES

Charity information

The Peterborough Parish Church (named after St John the Baptist) is the historic Parish Church for Peterborough. Today it is home to a vibrant Church community and is in the Church of England Diocese of Peterborough.

1.1 Accounting convention

These accounts have been prepared in accordance with FRS102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015. The charity is a Public Benefit Entity as defined by FRS 102.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these accounts are rounded to the nearest pound.

1.2 Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Income

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. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All income is accounted for gross, as long as it is capable of financial measurement.

1.4 Resources expended

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

1.5 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

1.6 Financial instruments

The charity has elected to apply the provision of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to a contractual provision of the instrument.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 ACCOUNTING POLICIES

1.7 Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with section 10(2)(a) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for 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 the year 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1,000 so all such expenditure has been written off when incurred.

No cost information is available for the church hall so it is included at a deemed cost being its 2012 valuation.

The property is not depreciated due to the high value placed on the building, the longevity of its existence, which in turn suggests the longevity of its future existence.

Equipment used within the church premises is depreciated on a straight-line basis over four to five years.

1.8 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. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Designated funds are funds set aside by the PCC for a specific purpose.

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

Endowment funds are funds held for the long term investment.

1.9 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of revision and future periods where the revision affects both current and future periods.

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**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2020**

2 INCOME

	Unrestricted Fund £	Designated Funds £	Restricted Funds £	TOTAL FUNDS 2020 2019 £ £	
2(a) Voluntary Income					
Planned giving stewardship	35,310	-	-	35,310	34,670
Tax recoverable	2,562	-	587	3,149	9,690
Collections (open plate)	824	-	-	824	4,852
Gift Aid envelopes	1,310	-	-	1,310	2,159
George Wyman Bequest Income to Curate Fund	568	-	-	568	513
Donations and legacies	4,878	-	9,715	14,593	3,878
	<u>45,452</u>	<u>-</u>	<u>10,302</u>	<u>55,754</u>	<u>55,762</u>
2(b) Activities for generating funds					
Coffee mornings	-	2,821	-	2,821	9,256
Social event	288	-	-	288	665
Traidcraft	520	-	-	520	1,540
	<u>808</u>	<u>2,821</u>	<u>-</u>	<u>3,629</u>	<u>11,461</u>
2(c) Investment income					
Dividends	9,123	-	8,361	17,484	18,088
Interest	103	172	-	275	849
	<u>9,226</u>	<u>172</u>	<u>8,361</u>	<u>17,759</u>	<u>18,937</u>
2(d) Church activities					
Church hire and hall rent	11,406	-	-	11,406	18,972
Flowers	-	-	305	305	627
Fees	2,096	-	176	2,272	2,896
Trading income - cards & picture sales	410	-	40	450	960
	<u>13,912</u>	<u>-</u>	<u>521</u>	<u>14,433</u>	<u>23,455</u>
2(e) Other incoming resources					
Insurance and dilapidation claims	-	-	6,788	6,788	1,564
Tower fund	-	-	145	145	-
Grant income	1,863	-	7,700	9,563	-
	<u>1,863</u>	<u>-</u>	<u>14,633</u>	<u>16,496</u>	<u>1,564</u>
TOTAL INCOME	<u>71,261</u>	<u>2,993</u>	<u>33,817</u>	<u>108,071</u>	<u>111,179</u>

**THE PAROCHIAL CHURCH COUNCIL
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**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2020**

3 RESOURCES EXPENDED

	Unrestricted Fund £	Designated Funds £	Restricted Funds £	TOTAL FUNDS	
				2020 £	2019 £
3(a) Cost of generating voluntary income					
Planned giving	-	-	-	-	-
	-	-	-	-	-
3(b) Fundraising trading: cost of goods sold & other costs					
Traidcraft	450	-	-	450	1,395
	450	-	-	450	1,395
3(c) Church activities					
Missionary and charitable giving	31	-	10	41	6,170
Parish Share	52,620	-	-	52,620	51,231
Utilities	6,721	-	-	6,721	7,043
Routine maintenance	345	-	89	434	1,409
Church fabric maintenance	-	1,987	29,937	31,924	8,692
Quinquennial work	-	-	-	-	1,140
Organ maintenance	-	-	768	768	744
Incumbent expenses	2,551	-	-	2,551	1,450
Insurance	9,037	-	-	9,037	8,203
Upkeep of services	865	-	20	885	1,143
Administration	5,652	-	47	5,699	6,567
Wages and salaries	16,754	-	-	16,754	16,963
Stewarding and music services	478	-	288	766	2,347
Flowers expenditure	-	-	84	84	507
Diocesan fees	516	-	-	516	784
Depreciation	1,179	-	-	1,179	492
	96,749	1,987	31,243	129,979	114,885
3(d) Governance costs					
Independent examiners fees	1,260	-	-	1,260	1,054
Accountancy Fees	900	-	-	900	-
	2,160	-	-	2,160	1,054
TOTAL RESOURCES EXPENDED	99,359	1,987	31,243	132,589	117,334

4 WAGES AND SALARIES

During the year the PCC employed a number of people. The total cost of these appointments was £14,548 (2019 - £16,963), including employer's national insurance contributions.
The average number of employees on the payroll during the year was 3 (2019 - 3).
No employees have been paid over £60,000 per annum during 2020 or 2019.

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5 FIXED ASSETS

	Property £	Equipment £	Total £
Tangible			
Cost or valuation:			
At 1 January 2020	220,000	12,029	232,029
Additions	-	-	-
At 31 December 2020	220,000	12,029	232,029
Depreciation:			
At 1 January 2020	-	6,623	6,623
Charge for the year	-	1,179	1,179
At 31 December 2020	-	7,802	7,802
Net Book value:			
At 1 January 2020	220,000	5,406	225,406
At 31 December 2020	220,000	4,227	224,227

The property comprises of the church hall at Mayors Walk, Peterborough.

A valuation of the property was undertaken by Jolliffe Daking, Chartered Surveyors, on 6 December 2012.

6 INVESTMENTS

	2020 £	2019 £
Brought forward	548,203	463,370
Change in market value during the year	11,811	84,833
Carried Forward	560,014	548,203

The investments are administered by Peterborough Diocesan Board of Finance on behalf of the Church and held with CCLA and M&G Equities.

7 DEBTORS

	Unrestricted Fund £	Designated Funds £	Restricted Funds £	TOTAL 2020 £	2019 £
Tax recoverable on stewardship	-	-	-	-	9,160
Accrued income	1,054	-	-	1,054	761
Prepayments and accrued interest	-	-	-	-	65
Other debtors	-	-	-	-	1,852
	1,054	-	-	1,054	11,838

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**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2020**

8 CASH AT BANK AND IN HAND

	Unrestricted Fund £	Designated Funds £	Restricted Funds £	TOTAL 2020 £	2019 £
CCLA Investment Accounts:					
CBF St John's Burial Fund Interest Account	2,520	-	-	2,520	13,916
Deposit Account (Sale of Holdich Street)	-	27,507	17,647	45,154	44,963
Saint Johns Fabric Fund	-	-	7,035	7,035	7,005
Saint Lukes Fabric Fund	-	-	15,004	15,004	14,941
Barclays Current Account	12,785	-	35,725	48,510	59,716
Virgin Savings Account	-	31,763	-	31,763	31,763
Cash in hand	606	-	308	914	1,283
	15,911	59,270	75,719	150,900	173,587

9 CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Fund £	Designated Funds £	Restricted Funds £	TOTAL 2020 £	2019 £
Accruals for utilities and other costs	4,268	-	-	4,268	14,400
	4,268	-	-	4,268	14,400

10 UNRESTRICTED FUNDS

	Balance as at 1.1.20 £	Incoming Resources £	Resources Expended £	Transfers £	Balance as at 31.12.20 £
General account	-	71,261	(99,359)	37,221	9,123
CBF St John's Burial Fund Interest Account	12,094	-	-	(8,520)	3,574
	12,094	71,261	(99,359)	28,701	12,697

The CBF St John's Burial Fund Interest Account unrestricted fund, is money held separately from the main account, but can be used for any purpose.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE BAPTIST, PETERBOROUGH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

11 DESIGNATED FUNDS

	Balance as at 1.1.20 £	Incoming Resources £	Resources Expended £	Transfers £	Balance as at 31.12.20 £
Holdich Street sale	71,195	172	-	(34,364)	37,003
Church hall	220,000	-	-	-	220,000
Dilapidations settlement	22,655	-	-	-	22,655
Coffee shop	1,018	2,821	-	-	3,839
Saint John's Fabric Fund	1,987	-	(1,987)	-	-
	316,855	2,993	(1,987)	(34,364)	283,497

The Holdich Street Sale fund relates to proceeds from the sale of a property on Holdich Street as well as the sale of treasury stock, which have been designated for the purpose of the fabric of the church. The PCC decided to use Holdich Street designated funds to maintain a minimum reserve of unrestricted funds to cover annual wages.

The Church hall fund is the designated funds represented by the investment in the church hall and dilapidation settlement.

The coffee shop is the designated funds from incoming donations and sales less any charitable donations made as a result of the fundraising activity.

12 RESTRICTED FUNDS

	Balance as at 1.1.20 £	Incoming Resources £	Resources Expended £	Transfers £	Balance as at 31.12.20 £
Saint John's Fabric Fund	30	24,244	(29,937)	5,663	-
Saint Luke's Fabric Fund	11,302	-	(89)	-	11,213
Income from Reichmann Bequest Fund	1,503	474	-	-	1,977
The St John's Fund - for the Ecclesiastical Purposes of the Parish	52,021	7,887	(308)	-	59,600
Income from Muriel Elizabeth Snowdon Fund	559	-	-	-	559
Income from Book of Remembrance Fund	538	10	(10)	-	538
Organ restoration	66	897	(768)	-	195
Special restriction fund	512	305	(84)	-	733
Contactless donations box	941	-	(47)	-	894
Toilet twinning	10	-	-	-	10
	67,482	33,817	(31,243)	5,663	75,719

The Saint John's Fabric Fund represents funds held for the purpose of the fabric of St Johns Church.

The Saint Luke Fabric Fund represents funds held for the purpose of the fabric of either St Luke's Church or St John's Church.

Income from Reichman Bequest represents income from the endowment fund in respect of the assistant curated fund.

As described in note 13, the 'Income from the Sunday School maintenance fund' has been redesignated as 'The St John's Fund - for the Ecclesiastical Purposes of the Parish'. This fund represents the income from the related endowment fund which may be applied for the Ecclesiastical purposes of the Parish.

The Book of remembrance fundraising activity has reached its conclusion and the fund has been used to purchase a book and to build a cabinet, in which to place the book. The Cabinet and book have been included in fixed assets and the remaining fund will be reduced each by a depreciation factor.

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**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2020**

13 ENDOWMENT FUNDS

	Balance as at 1.1.20 £	Incoming Resources £	Sale of Treasury Stocks £	Changes in Market Value £	Balance as at 31.12.20 £
Reichmann Bequest	15,834	-	-	1,055	16,889
The St John's Fund - for the Ecclesiastical Purposes of the Parish	263,441	-	-	17,558	280,999
Burial Ground Fund	268,928	-	-	(6,802)	262,126
	548,203	-	-	11,811	560,014

The Reichman Bequest represents an investment from a bequest in the will of Mrs A E Reichmann in 1934, from which the income is to be paid as an augmentation to the Assistant Curates Fund.

The Sunday School Maintenance Fund has been redesignated this year as The St John's Fund - for the Ecclesiastical Purposes of the Parish. This has been agreed by the Trustees and the Diocesan Board of Finance.

The Burial Ground fund represents funds received from the Peterborough Development Corporation following the compulsory purchase of the old burial ground. The funds can be used for any purpose.

14 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Notes	Unrestricted Fund £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2020 £
Fund balances at 31 December 2020 represented by:						
Fixed Assets		-	220,000	4,227	560,014	784,241
Current Assets:						
Debtors	7	1,054	-	-	-	1,054
Bank	8	15,911	59,270	75,719	-	150,900
Current Liabilities	9	(4,268)	-	-	-	(4,268)
		12,697	279,270	79,946	560,014	931,927

15 RELATED PARTY TRANSACTIONS

The church is one of 7 legal members of Churches Together in Central Peterborough, a separate charity. During the year a contribution of £300 (2019: £450) was made to the work of that charity

The church receives rental income from St John The Baptist (Peterborough) Development C.I.C. in respect of events held in the church. There are Directors and members common to both Organisation.

The George Wyman bequest to the curate fund. The church wardens are the trustees with interest received being paid to the church. During the year £568 (2019: £513) was received.

