

The Parish of Frindsbury with Upnor and Chattenden



LOVING – SERVING – CHANGING

Annual report and financial statements for the year ended 31 December 2022

Incumbent

The Reverend Nicholas Cooper
Frindsbury Vicarage
4 Parsonage Lane
Frindsbury
Rochester
Kent, ME2 4UR

Registered charity number 1127928

www.allsaintsfrindsbury.org.uk

The Parish of Frindsbury with Upnor and Chattenden

Annual Report for the year ended 31 December 2022

The report of the PCC has been prepared in accordance with the financial reporting standard for smaller entities (effective January 2005)

OUR PARISH VISION

Our focus as a Church remains summarised in our statement of purpose:

‘Loving – Serving – Changing’.

Governance and Membership as at 31 December 2022

Members of the PCC are either *ex-officio* or elected at the Annual Parochial Church Meeting. The members of the PCC are the trustees of the charity.

Vicar: The Reverend Nicholas Cooper (*ex officio*)

Churchwardens: No Churchwardens were elected in May 2022.

Deanery Synod representatives: Jan Young and Andrew Whiteley (both elected October 2020)

LLM/Readers licensed to the Parish: Judith Armitt, Judy Carr, Carole Morrad (*ex officio*)

Elected members: Jennifer Barnard, John Bloomfield, Catherine Heffernan, Jane Hughes, Anne Levy, (resigned September 2022) Anne Maillardet (died September 2022), Robert Mayhew, Nan McAleer, Alison Mings (Treasurer), Peter Robbins, Victoria Webster, Elizabeth Williams (all elected May 2022)

Pioneer Minister: The Reverend Sue Vallente-Kerr

The following are not voting members or trustees but in are attendance and/or receipt of papers:

PCC Secretary: Sue Jones

The responsibility of members of the PCC as Trustees remains unchanged, ensuring that it is solvent, well run and delivering its charitable purposes.

The PCC met 6 times during 2022 with an average attendance of 71%. The PCC has a Standing Committee which meets to transact minor business between the PCC meetings. It met 3 times during the year.

A new Electoral Roll was prepared in April 2022 and numbered 109.

Although ‘in person’ worship had resumed, provision was still made for those worshipping at home to receive a paper copy of the service and DVD if wished or to join a livestream of the service via Zoom.

Risk Management

The PCC has examined the major strategic and operational risks and reviews risks on a regular basis, particularly in the light of Covid-19. The PCC confirms that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to mitigate these risks and any difficulties caused by the need to self-isolate according to guidelines.

All reports received by the PCC from its subcommittees are required to identify and highlight any health and safety risks and implications for safeguarding practice.

The PCC follows the guidelines for Serious Incident Reporting to the Charity Commission and National Safeguarding Team.

Safeguarding

Following the introduction of the Safeguarding and Clergy Discipline Measure 2016:

Vicki Webster continued in her role as Parish Safeguarding Officer.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults) at the appropriate dates of the Measure coming into force.

The PCC adopted the House of Bishops 'Promoting a Safer Church' safeguarding policy statement.

All reports received by the PCC from its subcommittees are required to identify and highlight any safeguarding risks.

During the year the PCC Safeguarding subcommittee continued to highlight the importance of safeguarding, to review our practice, to make recommendations and arrange training.

General Data Protection Regulations

Data continues to be stored under the consents granted.

A Brief Summary of the Year

During 2022 our pattern of worship continued with 2 services: 8.30am at St Philip & St James, Upnor and 10.00am at All Saints, Frindsbury. Services at 10.00am continued to be live-streamed and materials were sent to those worshipping at home. Our regular activities and events (including Concerts and Christmas Fayre, Tower Ringing and Handbell Ringing) resumed this year.

Our Annual Parochial Church Meeting and Election of Churchwardens was held in All Saints Church on Sunday 29 May 2022.

Ministry to young families continued with monthly meetings through Up4It led by Pioneer Minister, Sue Vallente-Kerr. She also visited schools for assemblies and lessons.

At Christmas, Pioneer Minister, Sue Vallente-Kerr organised hamper deliveries for families in need of some extra help.

Our Baby and Toddler Group, now Little Lights, restarted with additional volunteers in 2022; babies and toddlers met weekly on Tuesdays with parents and carers for activities, toys, Bible story and singing.

The parish walk continued to take part on a monthly basis and was well attended.

Our Drop-In Café re-opened on Tuesday mornings from March 2022 under the new name of Pilgrims' Pantry, welcoming regular visitors from the church and community. All Saints Craft Group meets monthly within Pilgrims' Pantry. In April, a community event at the café, followed by a quiz evening, to raise funds for Ukraine, was very well supported by the church and community.

UpChat Café – intergenerational café at St Philip & St James – also re-opened post Covid and has been well attended.

Home Groups have met through the year, for fortnightly Bible study, including a 6 week Lent Course, Women of Holy Week, by Paula Gooder.

The Parish Hall, which underwent major refurbishment in 2021, re-opened under new management. Casual and regular hall bookings have risen considerably, and the PCC is grateful to the volunteers undertaking the bookings and co-ordination of maintenance.

A new cleaner was appointed for the Parish Hall and All Saints Church in January 2022.

In October 2022 All Saints Church was awarded with the A Rocha Eco Church Bronze Award. The PCC acknowledged the hard work in the area of EcoChurch by the late Anne Maillardet, who sadly died in September 2022. The Eco Group has continued to meet to discuss priorities. A successful Clothes Swap Event was held as part of a Harvest event in October 2022.

In 2022 in the parish we conducted 8 Baptisms, 1 Thanksgiving for the Gift of a Child, 3 Weddings, 1 Blessing of Marriage, 14 funerals and 16 Interment of Ashes.

Despite another challenging year there were many things to continue to be thankful for including:

- Church members' faithful financial support.
- Acceptance by Church members of the changes to services.
- Church members' active participation in worship and music by the All Saints Singers and church musicians.
- The ministry exercised by the Pastoral Team which continued to contact weekly those in our congregation who are elderly and living on their own.
- Some young families who have become regular members of the congregation.
- The support and work by those who maintain our buildings and churchyard.

Buildings and Churchyard

All Saints

- The Quinquennial inspection was carried out to All Saints, Frindsbury
- Fixed electrical inspections took place at the church and Parish Hall.
- A horse chestnut tree was removed, with permission, from All Saints Churchyard.
- Repairs took place to All Saints tower clock

St Philip & St James

- The Quinquennial inspection was carried out.
- Fixed electrical inspection took place at the church.
- Due to storm damage the weathervane at St Philip & St James was removed and placed inside the church awaiting repairs to enable it to be returned. The lightning conductor was repaired and a second down conductor installed.
- Following a leak, work took place to the ceiling in the vestry area; some tiles were replaced and a lead fillet put at the junction of the felt and tiles. The adjacent timber was treated and the fungal growth removed.

Financial Statements for the Year ended 31 December 2022

Financial Summary

The accounts for 2022 show that for the 12 months to the end of December 2022 there was a surplus on the parish accounts of £3,747 before taking account of the movement in value of the endowment investments. A loss on the valuation of the investments resulted in an overall net loss of £8,566.

Detailed explanation of the full year results

Income from unrestricted funds was above expectations mainly due to a successful trading year for the parish hall. The General fund generated a shortfall of £4,384 while the parish hall made a surplus of £7,917.

The figure for planned giving is very encouraging in the current circumstances and I am grateful to all those who have continued to give by standing order as well as to those who have set up new standing orders.

The Parish Hall had a successful year with income totalling £24,433 from regular hirers and casual bookings. The increased use of the hall by other community organisations as well as for private events reflects the efforts of the parish hall management team and has justified the refurbishment of the facility in particular the improvements to the kitchen made during 2021.

It is also pleasing to note the contribution to the general fund from the cafes launched in 2022 in the parish hall and at Upnor as well as the new children's group in the parish hall.

General fund costs excluding charitable giving are some £6,000 higher than 2021. Clergy housing costs were exceptionally high as the result of an undiagnosed leak in the water pipes at the vicarage which has been mended. Administration costs are higher due to the impact of inflation on supplies. The running costs of the 2 churches and the parish hall are higher in 2022 compared to 2021 due to rise in utility bills despite the parish benefitting from the government cap on the unit rates charged for the supply of both gas and electricity. It is very pleasing to report that as a result of a number of fundraising efforts the parish was able to donate over £3,000 to Tearfund in respect of its Ukraine appeal.

Reserves

Unrestricted cash reserves available to spend now increased by some £10,000 to £49,587. These are available to cover future costs of repairs and maintenance to our churches and parish hall as well as future shortfalls in income. It is the PCC's policy to maintain unrestricted reserves sufficient to fund three months expenditure.

The Parish holds £22,419 of restricted reserves and £95,683 of endowment reserves.

Funds not required immediately are invested in either the Diocesan General Deposit Account, the CBF Church of England Deposit fund, the CBF Church of England Investment Fund or the COIF Investment Fund managed by CCLA Investment Management Ltd.

Financial statements prepared by Alison Mings ACMA, CGMA (treasurer)

Statement of Financial Activities for the year ended 31 December 2022

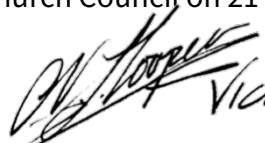
		Unrestricted	Restricted	Endowment	Total Funds	
		Funds	Funds	Funds	2022	2021
Note		£	£	£	£	£
Income and Endowments						
Voluntary income	2(a)	74,790	275		75,065	80,090
Activities for generating funds	2(b)	5,923			5,923	0
Income from investments	2(c)	3,168			3,168	2,800
Income from church activities	2(d)	33,736			33,736	13,067
Other incoming resources	2(e)	3,203	1,272		4,475	1,470
Total income		120,821	1,547	0	122,368	97,427
Expenditure						
Church activities	3(a)	117,166	1,330		118,496	110,021
Generation of voluntary income	3(b)	124			124	76
Total expenditure		117,290	1,330		118,620	110,097
Net income / (expenditure) before investment gains		3,531	217	0	3,748	-12,671
Net gains/(losses) on investments	5(b)			-12,313	-12,313	12,950
Net income / (expenditure)	14	3,531	217	-12,313	-8,565	279
Transfer between funds		2,668	-2,668		0	0
Net movement in funds		6,199	-2,451	-12,313	-8,565	279
Total funds brought forward		684,788	24,870	107,996	817,654	817,375
Total funds carried forward		690,987	22,419	95,683	809,089	817,654

Balance Sheet as at 31 December 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2022 £	2021 £
Fixed assets						
Tangible	6(a)	629,622	-		629,622	633,540
Investments	6(b)			92,701	92,701	105,014
		629,622	-	92,701	722,324	738,554
Current assets						
Debtors and prepayments	7	15,576			15,576	14,455
Short term deposits	8	27,453	17,321	2,982	47,756	57,519
Cash at bank and in hand	8	22,133	5,098		27,232	9,850
		65,162	22,419	2,982	90,563	81,825
Liabilities						
Creditors: amounts falling due in one year	9	3,798	-		3,798	2,726
Net current assets		61,364	22,419	2,982	86,765	79,099
Total net assets		690,987	22,419	95,683	809,089	817,654
Parish funds	10-12					
Unrestricted		690,987			690,987	684,788
Restricted			22,419		22,419	24,870
Endowment				95,683	95,683	107,996
		690,987	22,419	95,683	809,089	817,654

Approved by the Parochial Church Council on 21 March 2023 and signed on its behalf by:

Rev Nicholas Cooper, Vicar



VICAR

The notes on pages 5 to 14 form part of these accounts.

Notes to the Financial Statements

1. 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 PCCs, and with the Regulations' "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 have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. 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 affiliation to another body, nor those that are informal gatherings of church members.

Funds

Unrestricted funds

These represent the income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project.

Restricted funds

These are income funds that must be spent on restricted purposes.

Endowment funds

These are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted.

Notes to the Financial Statements continued.

Recognition of income and endowments

Income

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the income 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 incoming resources are accounted for gross.

Expenditure

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

Assets

Consecrated and beneficial property of any kind is excluded from the accounts by Section 10(2) (a) and (c) of the Charities Act 2011.

Depreciation on fixed asset properties has not been provided in these accounts as any charge is not considered material, on the basis that the asset has either, a very long useful life; or a residual value, based on its current value, which is not materially different from its carrying value.

Moveable church furnishings held by the 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). No inalienable property was acquired in 2021 and 2022.

All expenditure incurred in the year on consecrated or beneficed buildings or on the repair of moveable church furnishings is written off.

Investments are valued at market value at the year end.

Notes to the Financial Statements continued.

Short term deposits include cash held on deposit either with the CBF Church of England Funds, with the Diocese or at HSBC bank.

Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired. The organs at All Saints and Upnor are being depreciated on a straight-line basis over 25 years and equipment used within the church premises on a straight-line basis over 4 years. Parish hall fixtures and fittings are being depreciated over 10 years on a straight-line basis.

Notes to the Financial Statements continued.

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2022 £	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £
2 Income and endowments								
2(a) Voluntary income								
Collections and giving	54,036			54,036	50,499			50,499
GAYE	550			550	650			650
Tax recoverable	12,558	0		12,558	11,042			11,042
Donations, appeals, etc	4,097	275		4,372	10,526			10,526
Legacies	0			0	1,000			1,000
Grants	3,549	0		3,549	2,272	4,100		6,372
	74,792	275	0	75,067	75,990	4,100		80,090
2(b) Activities for generating funds								
Fund raising	5,923			5,923				
	5,923	0	0	5,923				
2(c) Income from investments								
Dividends and interest	3,168			3,168	2,800			2,800
	3,168	0	0	3,168	2,800			2,800
2(d) Income from church activities								
Church hall lettings	24,433			24,433	4,693			4,693
Other church activities	1,419			1,419				
Fees for weddings and funerals	7,884			7,884	8,374			8,374
	33,736	0	0	33,736	13,067			13,067
2(e) Other incoming resources								
Insurance claim	3,016			3,016	700			700
Other parish income	187	1,272		1,459	432	338		770
	3,203	1,272	0	4,475	1,132	338		1,470
Total Income	120,821	1,547	0	122,368	92,989	4,638		97,427

Notes to the Financial Statements continued.

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2022 £	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £
3 Expenditure								
3 (a) Church activities								
Missionary and charitable giving								
Tearfund	3,078			3,078				
Medway Foodbank	0			0	10			10
	3,078	0	0	3,078	10			10
Ministry: diocesan parish share	52,891			52,891	52,440			52,440
Other ministry costs	6,336			6,336	2,978			2,978
Church running and maintenance	18,963	0		18,963	21,190	27		21,217
Church hall running costs	14,727			14,727	12,364			12,364
Depreciation of church equipment and hall fixtures and fittings	3,917			3,917	3,917			3,917
Upkeep of churchyard	2,756			2,756	2,896			2,896
Mission and youth work	822	0		822	343	391		734
Administration costs	13,675	1,330		15,006	13,258			13,258
Other expenses	0	0		0		207		207
	114,088	1,330	0	115,418	109,386	625		110,011
3 (b) Raising funds								
Generation of voluntary income	124			124	76			76
Total resources expended	117,290	1,330	0	118,621	109,472	625		110,097

Notes to the Financial Statements continued.

4 STAFF COSTS

	2022	2021
wages and salaries	£13,529	£13,236
<u>Average no. of employees</u>	<u>2</u>	<u>2</u>

During the year the PCC employed a Parish administrator and hall cleaner, both part-time, but no payments were large enough to attract social security costs.

5. Related parties

During the year the parish employed Mrs Sue Jones, wife of a Churchwarden as Parish Administrator who was paid £9,236.

6 Fixed assets

6(a) Tangible		(All unrestricted)			Total
		Parish Hall £	Church Equipment £	Parish Hall Fixtures and Fittings £	£
Cost of valuation	At 1 January 2022	600,000	29,536	19,699	649,235
	Additions at cost				-
	At 31 December 2022	600,000	29,536	19,699	649,235
Depreciation	At 1 January 2022		13,726	1,970	15,695
	Charge for the year		1,948	1,970	3,917
	At 31 December 2022		15,673	3,940	19,613
Net Book Value	At 31 December 2022	600,000	13,863	15,759	629,622
	At 31 December 2021	600,000	15,811	17,729	633,540

Equipment includes a projector, organ, speakers, other music equipment, a safe and Wi-fi equipment at All Saints and St Philip and St James.

Notes to the Financial Statements continued.

6(b)	Investments (all endowment funds)	£
	Market value 1 January 2022	105,014
	Annual revaluation	<u>-12,313</u>
	Market value 31 December 2022	<u>92,701</u>

7 Current assets

Debtors (Unrestricted funds)

	2022	2021
	£	£
Income tax recoverable	12,000	11,000
Other income due	812	1,420
Prepayments	<u>2,764</u>	<u>2,035</u>
	<u>15,576</u>	<u>14,455</u>

8 Cash Balances	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2022	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2021
	£	£	£	£	£	£	£	£
Cash in hand and at bank	22,133	5,098	-	27,232	2,300	7,550	-	9,850
Short term deposits	27,453	17,321	2,982	47,756	37,217	17,321	2,982	57,519
	49,587	22,419	2,982	74,987	39,517	24,871	2,982	67,369

Notes to the Financial Statements continued.

9 Liabilities

	2022 £	2021 £
Amounts falling due within one year		
Creditors for goods and services	3,798	2,726
	<u>3,798</u>	<u>2,726</u>

10. Funds

Restricted Funds in 2022 comprise the Hand Bell Ringers Fund, music funds, the Gavin Jupp Memorial Fund and AV Equipment. The Endowment Funds are managed by CCLA and comprise various funds set up in past years, which require income to be spent on the running costs of All Saints, St Phillip and St James and the churchyards.

11. Endowment Investment Funds

CBF Income shares		
131001137S	Church Repair Anderson	10,041
131001138S	L I Frindsbury Paine	29,504
131001193S	Upnor Parish Room	1,488
131001212S	MD (Bonham Pennistone Bourne)	5,868
131001192S	Anderson	5,041
131001139S	Anderson Endowment	5,041
131001523S	Frindsbury QAB	2,128
CBF Fixed Interest		
131001025F	Church Expenses	473
		<u>59,585</u>

Notes to the Financial Statements continued.

COIF funds		
247790001T	S Fulkes Charity	2,613
325350001T	Newlands Field Charity	18,530
279710001T	Lesser Parish Field Charity	11,126
053820001T	J Rich National School	817
		33,086
Total Endowment funds		92,701

The PCC also holds £46,721 in designated funds in respect of the running of the parish hall and future repairs to the churches.

12. Fund Movements

Summary of fund movements

	Unrestricted Funds		Restricted funds	Endowment funds	Total
	General	Designated			
	£	£	£	£	£
Balance at 1 January 2022	649,092	35,696	24,870	107,996	817,654
Incoming resources	96,209	24,614	1,547		122,369
Resources expended	-100,593	-16,697	-1,330		-118,622
Investment gains				-12,313	-12,313
Transfer between funds	440	3,108	-2,668		0
Balance at 31 December 2022	644,268	46,721	22,419	95,683	809,089

Notes to the Financial Statements continued.

13. Statement of cash flows

	Note	2022 £	2021 £
Cash flows from operating activities:			
Net cash provided by (used in) operating activities	14	7,615	-11,450
purchase of equipment		0	-2,147
purchase of fixtures and fittings		0	-19,699
Net cash provided by (used in) financing activities		7,615	-33,297
cash at the beginning of the period	9	67,369	100,666
cash at the end of the period	9	74,987	67,369

14. Reconciliation of net income/(expenditure) to net cash flow from operating activities

	Note	2022 £	2021 £
Net surplus / shortfall per the SOFA		-8,566	279
Adjustments for:			
Depreciation	6(a)	3,917	3,917
(Gain) / loss on investments	6(b)	12,313	-12,950
(Increase) / decrease in debtors	7	-1,121	1,829
Increase / (decrease) in creditors	8	1,072	-4,526
Net cash provided by (used in) operating activities		7,615	-11,450



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF FRINDSBURY WITH UPNOR & CHATTENDEN

**On accounts for the year
ended**

31 December 2022

**Charity no
(if any)**

117928

Set out on pages

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended **31/12/2022**.

**Responsibilities and
basis of report**

As the charity's trustees, you are responsible for the preparation of the
accounts in accordance with the requirements of the Charities Act 2011
("the Act").

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.

**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 which gives me
cause to believe that in, any material respect:

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

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

25/04/23

Name:

Katherine Gray

**Relevant professional
qualification(s) or body
(if any):**

Address:

6 Colegate Drive, Bearsted, Kent ME14 4DP

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.