

2020 Report and Accounts for the Parochial Church Council of the Ecclesiastical Parish of Crofton, Stubbington Charity number 1128473



Due to Covid-19, much of our worship was experienced online in 2020

Preface

This document has been produced by the Parochial Church Council of Crofton Parish to fulfil two legal requirements:

1. The Church Representation Rules (Rule 9(1) (b)) require 'an annual report on the proceedings of the parochial church council and the activities of the parish generally' to be received by the Annual Parochial Church Meeting (APCM). The meeting is then free to discuss it.
2. As a registered charity Crofton Parish receives certain financial benefits from the government. The PCC members are trustees of this charity. The charity must provide an annual report and accounts to the Charity Commission to show responsible management and use of its funds. To qualify as a charity, it is also required to demonstrate that its aims are for the public benefit.

However, even though there are legal requirements to produce this document, it is a joy and privilege to report how God brought us through the most exceptional year when the Covid-19 pandemic changed the world.

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Aim and Purposes

The Parochial Church Council [PCC] of Crofton Parish 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.

The PCC has responsibility for the parish church of Holy Rood and the church of St Edmund the Martyr. It also has maintenance responsibilities for Holy Rood Church Centre and 7 Darren Close (a residential house).



Holy Rood and St. Edmund the Martyr Churches

A Timeline for Crofton Parish in 2020

2020 will be remembered for the Covid-19 Coronavirus pandemic. As well as causing over 80,000 deaths in the UK during the year, the restrictions put in place to control the spread of the virus led to much social, educational, and economic upheaval.

The adjustment needed to keep our congregation safe and to meet the government's guidelines and restrictions, while still being a place of Christian worship, witness, and support, is much of what we need to report this year. However, it is not all that has happened. One development during the year, that may well be more significant than Covid-19 in the future life of the Parish, is the partnership formed with the newly established North Gosport parish. A timeline giving the key dates and actions during 2020 is given below.

After the arrival of the pandemic everyone, including our staff and leadership team and our members were learning new skills and techniques. We were thankful for the roll-out of the highspeed internet over the previous years. Crofton Parish made heavy use of the Zoom Video Conferencing system for meetings, the Facebook social media platform was used to announce news and events and their live streaming facilities were used for television-like broadcasts of services, YouTube enabled us to make pre-recorded worship and study videos available for people to watch in their own time, the website continued to provide details of current activities and links to other resources, and email was used to distribute the weekly Vicar's Letter. We found that through the internet we were reaching people both locally and further afield who would normally have no contact with the Parish.

Several words rapidly appeared in common use, and often overuse, after the seriousness of Covid-19 was realised. Soon every situation was "unprecedented". "Social distancing" and "lockdown" described the need to keep apart from others and stay at home to prevent the spread of the virus.

"New normal" was used to indicate a change to a new lifestyle; however, what the new normal was constantly changed! The Parish had to put a lot of effort into adapting to the changing circumstances. Even as early as July Richard England wrote in one of his weekly updates –

"Change is a constant in church life. However, in 2020 alone we have had to manage 2 or 3 major changes to church life. These have been the kind of sweeping changes that we would normally implement over months, if not years. As one pastor friend put it, 'The Church is called to agility, not stability.' We are a pretty agile church, but this season is testing for all of us."

January 5th *The initial reports of a virus outbreak in Wuhan, China, raised few concerns.*
Holy Rood's morning services start to meet at 10am rather than 9:30. Today is the 2021 Vision Sunday and launch of the Year of Invitation.

January 31st
The Faith in the Musicals evening was well attended. This was one of the preliminary events prior to the Summer Festival being planned for July.

February 8th
Family Fun Afternoon, the only one this year.

February 9th *Storm Ciara hits the South of England.*
The evening service is cancelled because of the weather!

February 24th

PCC discusses the possibility of Crofton partnering with a new parish being created in North Gosport.

March 10th

Covid-19 infections and deaths are starting to occur, and people are being warned to take precautions.

The Parish requests people don't attend services if they are not feeling well or have been to countries where there is a higher incidence of Covid-19.

March 15th

The first Facebook Live stream of part of a Holy Rood morning service takes place, there is a congregation at the service and St. Edmund's also meets.

March 16th

Government request people work from home and only travel if it is essential. The Church of England announces that public worship is suspended.

Crofton Parish announces there will be an online service on Sunday mornings, and online Evening Prayer on Monday and Friday evenings. Holy Rood is open for private prayer on four mornings a week.

In a letter to the congregations Rev. Richard England says we are in a "Trust Moment" and asks people to "Trust God – Play Your Part – Love Your Neighbour".

March 22nd

This is the first Sunday where there are only online services, this week's comes from Holy Rood Church.

March 23rd

As Covid-19 cases continue to rise and hospital services are stretched the Government announces the first lockdown; everyone must stay at home except in a very limited number of circumstances.

Both churches are closed. There are no services or private prayer. The only access to the churches is for security checks.

Staff have to work from home. The parish makes use of the government furlough scheme which pays 80% of the wages of staff who cannot do their work from home. Some furloughed staff are able to return to work in the summer, others remain on furlough for the rest of the year.

Hire of the Church Centre rooms is not possible; this is a serious hit on the parish finances.

March 29th

The first "Church at Home" from the Vicarage. During this lockdown, Sunday Church at Home and Monday and Friday evening prayer continues from the Vicarage, the Curates house and the Yeandle house. This is backed up by resource packs for families and the congregation is encouraged to join in with "viral activities".



Church at Home from the Vicarage

April 11th

Congregations are not able to meet to celebrate Easter Day; instead, celebrations are online.

After Easter the Parish starts to broadcast Bible studies online, and also runs an online Alpha course on Thursday mornings.

April 25th

Crofton Parish APCM is postponed.

May 11th

Lockdown restrictions begin to be slowly lifted. Initially there are no changes affecting how churches can meet,

May 7th

The first Church Council [PCC] meeting since lockdown is held online using Zoom. PCC continues to meet via Zoom for the rest of the year.

June 15th

Regulations are changed to allow private prayer in churches (singing is not allowed).

During the first week of July St. Edmund's and Holy Rood both open for periods of private prayer during the week.

The office staff and group leaders are producing many Covid-19 Meeting Plans and Risk Assessments to ensure all activities are safe and meet the ever-changing regulations. This continues throughout the year.

Acorn pre-school start to meet again in the Parish Centre, but there is hardly any other room hire for the remainder of the year.

July 5th

After further lifting of restriction, the Sunday morning service is broadcast from Holy Rood Church and rebranded as Church Online. Rather than evening prayer on Monday and Friday, a weekly Sunday evening broadcast that includes times of worship, reflection and Compline starts.

Youth and children start to meet using Zoom.

The "One River Many Streams" series is launched as a prelude to the Parish being able to meet in groups of up to 45 people (Streams). This is the number of people who could meet in Holy Rood with the required social distancing. The name came from Psalm 46: "There is a river whose streams make glad the city of God".

July

The new parish of North Gosport, comprising the former parishes of Rowner, Bridgemary and Elson is officially established with the help of a National Church of England strategic grant. Crofton Parish will work in partnership with North Gosport; Richard England is appointed Interim Team Rector and Jude Greenfield Interim Team Vicar.

August

13 Streams meet during the month. St. Edmund's holds two Services of the Word (no singing) where up to 22 "family units" could attend. A Thursday morning, Service of the Word, starts at Holy Rood; this is particularly for people who are not online or are isolated. Small sub-groups of Young at Hearts meet for cream tea.

August 2nd

Rather than a large group from the Parish going to the New Wine conference, parishioners are encouraged to join the online New Wine United conference during the week and on this Sunday.

August 8th *Regulations change to require the wearing of face coverings in church (and elsewhere).*

August 17th – 21st

The Wonder Zone virtual holiday club is held online for primary school children.

September *Schools return*

St Edmund's starts to hold in-person services each week, the congregation is divided into two, each half attending on alternate weeks. Crofton United and Crofton Youth start to meet in-person.

September 12th

The first of a monthly Zoom meeting for ladies – "Woman's Hour" starts on Saturday evenings.

September 14th *The number of Covid-19 cases are rising again. Restrictions are tightened, although there are no changes that affect churches. However, the completing of Track and Trace forms is required in churches.*

October 4th

The Parish holds the REBUILD Gift Day. Including Gift Aid, over £40,000 is given online, by bank transfer or cheque.



Online Evening Worship

October 11th

Crofton Community Harvest Festival is held online, video resources are provided to schools.

October 14th *England is split into different Tiers according to the Covid risk in the area. Fareham is placed in the lowest, medium risk, tier.*

October 17th & 18th

Rather than the usual annual Memorial Service for people who have been bereaved, Holy Rood church was opened for private prayer and reflection and the lighting of a candle.

October 23rd

Holy Rood Men's Shed hold an in-person meeting.

October 25th

The delayed Annual Meeting is held using Zoom. Holy Rood is open for people to attend in person, but no one took up this opportunity. Jim Nolan is finally able to stand down as Churchwarden 18 months after his term should have completed!

November 5th *With Covid-19 cases still increasing a limited time Lockdown 2 is introduced.*

In-person services and Stream meetings are suspended.

November 8th *Village Remembrance Service is cancelled.*

An online remembrance service is broadcast from Holy Rood.

December 2nd *Lockdown 2 ends, a new Tier system is introduced with Fareham in Tier 2. Socialising is not allowed in church.*

Thursday morning Holy Rood services and St. Edmund's services resume as previously. Streams also resume meeting in person, all Streams manage a meeting before Christmas.

December 3rd

The annual Christingle Service is held online, information packs explaining how to make Christingles had been sent to all families.

December 5th & 6th

The Parish joined in a Virtual Prayer Weekend.

December 8th *Mass vaccination programme starts in England.*

December 13th

People post their photographs on Facebook for Christmas Jumper Sunday.

Rather than the normal Carols by Candlelight service there is an online Carols at Home service. The service consisted of new recordings and recordings made at previous year's services. The service was shared with North Gosport.

December 19th *As the Covid-19 situation worsens Fareham is placed in Tier 3, however Gosport is in Tier 4 which is equivalent to a full lockdown.*

Despite extremely poor weather, there are two outdoor Car Park Carols services at Holy Rood.

Christmas Week

The Sunday morning Zoom Nativity is the first-time families can join in and be seen by incorporating a Zoom video conferencing session into the Facebook Live stream.

The Sunday afternoon FOCOC Nine Lessons and Carols is a live stream of a video created from previous years' sound recordings.

The Wednesday Live Nativity, which was going to be held outside, had to be cancelled.

On Thursday morning there is an in-person Christmas Eve communion service at Holy Rood.

There was an in-person early Christmas morning communion service at St. Edmund's. The hope of having a limited congregation at Holy Rood on Christmas Day was not feasible, so the main Christmas celebration was only online.

December 26th *Fareham moves to Tier 4, near enough a full lockdown.*

2021

As the Parish entered the new year there was the hope that the vaccination programme, which was rapidly gathering speed, would provide an end to the pandemic, but the short-term outlook was worrying as confirmed cases, hospital admissions and deaths from Covid-19 reached their highest recorded levels.

Ministry Area Reports for 2019

Vicar's Introduction and Report

Dear Crofton Parish,

I'm writing this report as we near the anniversary of March 23rd 2020, when the first 'Stay at Home' order was issued by the Prime Minister and we went into lockdown 1.0. It has been a year like no other and, though we are still in the midst of the Covid19 storm, our APCM gives us the chance to reflect on what we've learned, lost, gained and how we've grown.

(This is a slightly longer Vicar's Report than usual. I'm sure you'll understand why.)

A 'Trust Moment' like no other

Losing so much of our life together so quickly thrust all of us into a strange new world. Many of the things we rely on to help us on our faith journeys – physical gatherings, sung worship, etc – were taken away. For each of us, in our own way, this was a 'trust moment'. We had to discover for ourselves whether God could be trusted in a time like this. For some, that meant rediscovering habits of prayer and Bible reading; for others, it meant learning new technologies like Zoom and Facebook so we could continue to be a community together.



We marked the retirement of Rev. Beryl Stares after 30 years of ministry.

As 2020 went on, we tried to learn what it meant to be a scattered/separated community, drawing on the transition from gathered to scattered in Acts 7-8 with our motto of 'One River, Many Streams'. It hasn't been easy. For some of us, it's been too much, and we haven't coped at all – which is okay. No 'Trust Moment' is pleasant at the time but, as Hebrews 12.11 says, 'Later on, however, it produces a harvest of righteousness and peace for those who have been trained by it.' By embracing the testing and challenge of this year – by allowing it to be a 'trust moment' – I believe we're being trained and prepared for what comes next.

Acknowledging our losses

In spite of what we might have learned through this year, we must also acknowledge what we've lost: family celebrations that went unmarked, funerals that couldn't be attended, children's education disrupted, grandchildren hardly seen, jobs furloughed and under threat, alongside the loss of the normal hustle and bustle of everyday life.

I wonder if, for many of us, it will only be during the gradual reopening of the next few months that we come to terms with how difficult it's all been and how much stress we have been under. As a Parish, we have had losses, too. Most of them were quite minor (no Summer Festival, for example) but one in particular – the loss of John Guest – will stay with us for years to come.

Moving forward into recovery and rebuilding will happen best if we can practice 'radical acceptance' of the losses and stresses of the past year: acknowledging the strain that we've been under and that the journey back to normality might not be straightforward.

What we've gained

Yet, through 2020, there have been gains as well as losses. For such a turbulent year, a remarkable number of people have joined Crofton Parish – some in-person, others online. When we can fully return to in-person services, both churches will have plenty of new faces in them!

We've also taken remarkable steps forward in our ability to operate as a community online. In the early days of the pandemic, I was both humbled and impressed by the variety of ways in which home groups and others found ways to continue functioning. We moved online with great speed and skill, embracing WhatsApp, Zoom, YouTube and Facebook (as well as old-fashioned phone calls).

If there's one thing I'm proud of, it's that we managed to stay 'live' on Sunday mornings for Church at Home and Church Online. The only pre-recorded Sunday of the whole year was Dec 27. As always, I am so grateful for both the upfront team, who had to learn new skills, and the tireless work of our tech team – especially Kathryn England, Gill Nolan and Simon Swindells – who have helped us keep improving our digital offering through the year.

We don't want to lose what we've gained in this area. So, look out for ways in which we continue to practise digital presence even while we return to in-person gatherings later in 2021... hopefully!

How we've grown

As well as new people joining Crofton through 2021, we have grown into a Resource Church through our new partnership with North Gosport Parish. It has been such a joy to see this emerge from a seed of hope and prayer into a concrete, long-term relationship between our two parishes. What a privilege for us to be asked by Portsmouth Diocese to take on this new role!

You'll be hearing more about what this means for both parishes in the weeks and months ahead. For now, please continue to pray for the congregations of the three churches: St Thomas' in Elson, St Matthew's in Bridgemary and St Mary's in Rowner and the new clergy who will be serving them in partnership with Crofton – Jude Greenfield and Samantha Martell.

Finally

Like many of you, I have mixed feelings about the last year and even the things we can celebrate are overshadowed by the complete disruption we have experienced. However, as we look with cautious optimism to a post-Covid world, I can say two things with confidence:

1. God has been faithful, always bringing good out of bad;
2. Crofton Parish is an incredible place, full of wonderful people, and there's nowhere else I would rather be during a global pandemic.

Thank you for being wonderful, for joining in online, for trusting God and for your generosity and support over this last year. From this 'trust moment', I believe that we will emerge more aware of our need for each other and for God's grace, yet more confident in his goodness and his good purposes for us in the next season.

With love,

Richard England

Youth, Children and Families

In 2020, we launched Crofton United which combined Climbers (infants) and Explorers (juniors) into the hall together, with the opportunity for small age-appropriate groups as well. Crofton United has songs, drama and games and is all about getting to know Jesus.

In 2020, we had 105 children (0-11s) and 33 youth (11-18) on our registers.

Vision (school years 7-9) continued to meet in an upper room of the church centre on Sunday mornings to spend time together and discover more about God. For school years 10-13, Vision Plus became Explosion and met occasionally either at the church centre or in Costa in the village.

With the start of lockdown at the end of March, all in-person groups were cancelled. Children and youth were sent resource packs to do at home each week, and could access online resources such as the church's YouTube playlists. Wonder Zone, a holiday club aimed at Years 5 and 6, ran for one week in the summer with pre-recorded material, packs and Zoom calls.



Families joined in the Facebook Nativity Service on Zoom

In the autumn term, Crofton United relaunched and met every fortnight in the church on Sunday afternoons. In the November lockdown, Crofton United reverted to Zoom calls on Sunday afternoons. Christmas packs were sent to children and youth in December. Chats with people on doorsteps were really appreciated.

The youth met on Zoom in the summer, and in the Autumn we were able to meet in the hall on Sunday evenings, alternate weeks to Crofton United. We had pizza together, a short input from Jude, and discussion groups. This youth gathering was growing in number, depth and relationship. The group met online during the November lockdown.

Family Fun Afternoons took place on Saturdays (2pm - 3:30pm) before lockdown and attracted high numbers of families who wouldn't normally come to church. We had one Family Fun Afternoon in 2020.

Little Fish, a welcoming and safe space for parents, carers and pre-school children, continued to grow in January and February. During the height of the first lockdown, Little Fish had a regular online story time on the Little Fish Facebook page, which stopped in the summer.

Our contact with Crofton School continued in 2020 with Ichthus lunchtime sessions, and they requested an article for their Easter mailing. School assemblies could not be done in person, but we made a Christmas school assembly movie for local primary schools and another version for Crofton School.

Engagement with children and youth had intervals of disruption during 2020 but the teams discovered new ways to engage creatively, notably by using Zoom calls, making in-person groups Covid-secure, and delivering packs to people's doors.

We are so grateful for the children and youth teams who have adapted remarkably during this challenging year to disciple and serve our young people.

Dan Greenfield

Seniors - Young at Heart

Young at Heart has been an active part of the church in 2020. We now have over 80 people, both in the church and in the community, who attend our events and we hope this will continue to grow in 2021. Despite difficult times we have managed to contact people and to hold several events ranging from a film with a cream tea early in the year, to delivering Goody Bags comprising of



A Young at Heart Socially Distanced Tea

cake tea and a card when we were unable to meet in person. As life eased a little in the summer, we were able to hold events for individuals to meet in a safe way and enjoy the delights of tea cake and chat. With a monthly changing situation, we adapted appropriately with regular telephone contact and were able to offer two support groups on separate occasions looking at aspects of wellbeing and support.

As Christmas approached, to support the church and community, we held a Young at Heart Christmas service in Holy Rood. We were able to safely accommodate 62 people who enjoyed the service and were given a small Goody bag to take home.

Jenny Wilford

Worship Ministry

The worship ministry at Holy Rood also incorporates our audio, visual and media provision and has, by the grace of God and the hard work of our volunteers, been truly transformed this year. At the beginning of the first lockdown when singing in worship together was halted, Lou Holdstock, Simon Curtis and I made recordings of worship songs for use during Church At Home and on YouTube. I'm grateful to them for making time to learn new skills which facilitated our new way of worshipping together.

With our bands no longer meeting to rehearse and musical worship suspended, the absence of our musicians and worship leaders has been hugely felt across the church and we thank God for each one of them. In July, we sang together again, recording "God I Look To You" from our homes for the launch of "One River, Many Streams". We began livestreaming simple worship on Sunday evenings during the summer and are increasingly able to do this now on Sunday mornings. It has been very encouraging to see people offering to provide worship in their Streams and to see creative ways to worship and pray emerging in these smaller congregations.

For Advent 2020, I asked church members to take part in recording "O Little Town of Bethlehem" in their homes which, when edited together, had the wonderful effect of allowing our church to sing together in worship once more. I was grateful to have recordings of carols and performances from previous years to use in worship for "Christmas At Home". On 19th December, the lifting of restrictions allowed us to gather in a very wet and stormy church car park to sing carols and worship together for the first time in a long time.

We are particularly grateful to Simon Swindells and Gill Nolan who have both put in huge amounts of time and energy to learning how to livestream on Facebook and to use the associated technology. Our thanks also goes to Margaret Quirk and her team for providing flowers most weeks. We have a small but growing team of people broadcasting Church Online every Sunday, who have learnt new skills in



Recordings from members of the Worship Team edited into one

staging, lighting, camera work, sound, visuals and livestreaming. Their commitment to serving in this way enables us to meet together to worship Jesus as a church.

It continues to be our joy and our priority to give glory to God, no matter the circumstances. Please pray for us as we discern where God is leading us in the coming months.

Kathryn England

Safeguarding

The PCC recognises that it has the responsibility to provide a safe environment for all and strives to achieve this aim. Due to the confidential nature of this area of the Parish's work the PCC has established a Safeguarding Team, led by Marian Graham, to oversee this work. The team meet on a regular basis to review and discuss any safeguarding issues that have arisen and reports regularly to the PCC.

During 2020:

- The Safeguarding Team have continued to process the timely renewals of both Confidential Declaration Forms and also DBS checks to ensure that when activities are able to resume volunteers have the appropriate safeguarding cover.
- Volunteers who came forward to offer their services to help this year were checked if it was deemed necessary for the tasks being undertaken.
- Risk Assessments for online meetings with Young People and Children were completed to ensure necessary safeguards for both Adults and Young People were in place.

Marian Graham

Deanery, Diocese and Wider Church

Crofton Parish is part of Fareham Deanery in the Diocese of Portsmouth. The parish seeks to play its role in the wider Church of England family. As a parish we commit to the deanery covenant, signed at the yearly Archdeacon's Visitation.

Diocesan Synod met three times during the year, once in person and twice via Zoom. The Diocese has been concentrating on its Live | Pray | Serve initiative that seeks to equip people to **live** as disciples of Christ; to **pray**, individually and together as worshipping communities; and to **serve** our local neighbourhoods and society together. The Diocesan finances were, however, badly hit by

the pandemic and cost savings had to be made, this included redundancies among diocesan staff and the start of planning to improve the effectiveness of mission in parishes while reducing the number of clergy. With the establishment of their partnership with North Gosport, Crofton were “ahead of the game” on this process.

Deanery Synod met only once, in person, in February. 2020 was the year when Deanery Synod members were elected. In most parishes, as in Crofton, these elections did not take place until the APCMs in October.

Simon Swindells

Administration

During 2020 the Admin Team, working both in the office and from home, endeavoured to make sure that Crofton Parish kept in contact with all of the members of its Congregation.

At the beginning of the first lockdown the priority was to ensure that the Congregational Database on ChurchSuite was up to date, so as to be able to ascertain who within the congregation was able to receive email communication and who would need to receive contact via a phone call.

Richard's weekly email kept people informed and once it was possible hard copies were hand delivered to those who do not have email or internet access.

Another large piece of work was to allocate every person from the Holy Rood congregation to a Stream and send out invitations via email or hard copy, hand delivered by volunteers.

The various lockdowns during the year meant there was no room hire to manage and therefore Claire Willis, our Admin Assistant, was furloughed during these periods. Claire's role expanded at the end of the year when the Treasury Assistant role started to move into the office.

The Parish Office oversaw the help@croftonparish.org.uk email address which allows people to ask for help and to offer assistance. It also dealt with any prayer requests that came through on the prayer@croftonparish.org.uk. We also welcomed new people who had watched our services online and were keen to join us and be added to our Congregational Database.

The Crofton Parish Admin Team would like to thank all those volunteers who have assisted with requests for shopping, collection of prescriptions and delivery of letters and packages during 2020.

Working through the Covid-19 pandemic certainly provided us with some challenges. The biggest of these was working remotely from home, but we quickly made good use of video calling and Zoom meetings to ensure that we stayed connected and maintained communication channels. The Admin Team took the opportunity to ensure that we were completely aware of everyone within our Worshipping Community, highlighting those who didn't have online access and ensuring that they received phone calls. This proved invaluable when it came to organising everyone into Streams - we now feel that we know exactly who is part of each church's congregation. We also made great use of ChurchSuite to communicate with members of Crofton Parish, by emailing out Richard's weekly letter and printing and delivering hard copies to those not online.

Technology proved invaluable and we all feel that we have either improved or learnt new skills which we will continue to use as we go through 2021!

Vicki Edwards

Staff and Volunteers

Each one of us has a role within the body of Christ. 2020 has given us opportunities to use our God given skills to serve Him, often in new ways. Much of what is provided centrally within Crofton Parish is led and run by teams of volunteers. The PCC are grateful for the time given by so many to serve in so many ways. A big THANK YOU to you all who have helped out in the last year.

Each year the Charlie Crane Cross is presented to a volunteer to recognise the 'behind the scenes' work that goes on. The decision was made that the award wouldn't be presented in 2020 so Dave Brown was able to enjoy it for a further year.

In some areas of parish life, it is felt that the addition of staff members to work alongside and lead volunteers will enable growth. There is a mix of paid and volunteer staff members within the team. These people will often lead the way with new initiatives and ways of doing things. I think we can applaud them all with the steep learning curve many have faced in 2020, particularly in the use of technology. We are blessed to have a dedicated staff team working within the parish.

There were a few changes within the staff team during the year. These include:

- Craig Peel was appointed as our part time caretaker in February
- Jude Greenfield resigned as one of our part time children and families workers. The timing of this enabled her to begin a new focus on North Gosport Parish
- Heather Brown was made redundant in November because the paid role of Children and Family Assistant was not needed any longer. Heather brought much to her role and it was with some sadness that this decision was reached.

The parish has made use of the Government's Job Retention Scheme (furlough); a number of staff were furloughed during 2020. The PCC are grateful for the positive attitude from staff and their willingness to be flexible during this time.

Everything that happens within the parish relies on individuals. If you feel that God is prompting you to volunteer in a new or different way, then please do get in touch via the church office.

Julie Mizen

Mission Support

Despite the financial pressures of the year Crofton Parish was able to meet the bulk of its commitment to support Christian charities at home and abroad. Our approved four criteria were used to evaluate bids from charities.

Timeline

The Mission Giving Group met on 9 March to assess the bids and make recommendations to the PCC.

At the May PCC it was decided that In order to manage our finances prudently, and to protect cashflow, we should make payments in two tranches. Approval was given to pay the first 50% of each bid.

The October PCC agreed that a second payment could be made to bring our total giving as close to £17,000 as possible. This was done bringing our total giving for the year to £16,995.

Distribution

Our long term partners are, CMS; Open Doors; School of Ministries and TearFund. Each of these received their full £2000. We also gave £500 to New Wine.

The other charities that received a gift were:

A2B; CedarOak Support Trust; Children's Heaven (Ethiopia); Crowhurst Healing Centre; Europe2Europe; Farm4Life (1st tranche only); India Inland Mission; Mustard Seed Songs; Scripture Union; Tears of Hope (Namibia); Transforming Lives for Good (1st tranche only).

John Elgie

Fabric Reports

Holy Rood Church

Despite, or perhaps because of the pandemic, it is good to be able to report that the condition of the fabric of Holy Rood church is largely as it was at the end of 2019.

One of the main changes in 2020 was that Craig Peel started work as caretaker in the spring and he has been able to keep on top of general maintenance jobs.

Externally this year has been mainly garden maintenance, other than a gap from March till June when the church was closed during the first lockdown.

The main internal change in the church during 2020 was the evolution of the tech systems to accommodate services being streamed online from the church. The AV and PA systems will continue to be adapted and upgraded as services move towards a hybrid state between in-person and online.

In February there was a leak in the joint between the south aisle roof and the Nave wall which led to a small plaster fall. This was fixed before Easter.

The quinquennial report for the inspection carried out in November 2016 has never been received and will become obsolete in 2021 in any case. Arrangements for the next inspection are already under discussion.

Martin Yeandle

St. Edmund the Martyr Church

During the year, when permitted and complying with social distancing etc., Services and Private Prayer sessions were held at St Edmund's, as recorded in the Annual Report Timeline. At all times these Services and Prayer times were well attended.

As usual, until the arrival of Covid-19 and the resultant lockdowns, the members of the cleaning and flower arranging teams worked to their normal high standards, thereby making the Church welcoming to all. The Friends of Crofton Old Church (FOCOC) also held their regular social and fund-raising events. With the assistance of Kathryn England and Gill Nolan an online version of the FOCOC Nine Lessons and Carols was made available on the Sunday before Christmas.

During the fine weather in June and the beginning of August FOCOC took the opportunity for several items of outside maintenance to be undertaken. These items included the repainting of the Bellcote with Weathervane, repainting of rainwater gutters/down pipes, replacement of lost or damaged tiles on south facing roof slopes and the refurbishment of a small window over the chancel arch. In addition, the grassy slope outside the south chapel door was replaced by a couple of steps.

When the roof was refurbished in 2007 English Heritage required us to salvage as many of the tiles as possible for reuse. This requirement was met by using new tiles on the north facing slopes and the salvaged tiles on the south facing slopes. The problem with using the salvaged tiles is that we have no idea when or how the tiles were manufactured. Since the roof refurbishment there have been a few tiles on the south slopes that have either slid in part or complete off the roof.

A faculty was therefore obtained to install tile guards along the lower edges of the south facing roof slopes in order to prevent anyone being struck by a sliding tile or bit of one. It was expected to have had this work carried out before the end of 2020 but the knock-on effects of the pandemic delayed the manufacture of the grills. It is now hoped that this work will be carried out in the first half of 2021.

The necessary inspections (Central Heating, Portable Appliance Testing etc.) and other routine maintenance tasks (lightbulb changing, grass cutting etc.) were successfully undertaken as was the five-year electrical inspection of the fixed wiring in the church.

Unfortunately, the lockdown restrictions prevented the Quinquennial Inspection from being carried out. It is hoped that this will now take place in the first quarter of 2021.

Gary Willcocks

The Parish Centre

The Parish Centre was very little used in 2020 compared with most years. Along with the rest of the site it was completely closed between March and June in the first lockdown after which the Nursery reopened, and the staff team began to use the offices in a limited way. In September and October use picked up a little with a few external lettings, but the November lockdown stopped everyone other than Acorn and the staff team from having access once again.

The Lincat water heater broke down and was considered beyond economic repair. A decision on replacing it has not yet been taken due to lockdowns.

The Beech room has been turned into a recording studio which is very well used.

Cleaning of the centre has continued to be contracted out with hours varying as required throughout the year.

Martin Yeandle

No7 Darren Close (Curates House)

The only significant work required was the repair of storm damaged fencing which took place in July. The outside light unit was also replaced in June.

Martin Yeandle

Financial Review

General Fund – a cash surplus of £20,000 largely thanks to our Rebuild Gift Day

As with many other churches and charities, the Covid-19 pandemic had a significant impact on PCC finances in 2020. We experienced a reduction in weekly income because we lost nearly all donations from in service collections and saw much lower rental income because our church centre was closed for most of the year due to Covid-19 restrictions. As a result of this, we were expecting an underlying deficit of at least £30,000 in 2020 and held a 'Rebuild' 2020 Gift Day in October. This saw an extremely generous response from our church members, raising c. £42,000 including gift aid. In addition, we transferred £8,000 of reserves that we had previously earmarked for community mission activities to bolster our general undesignated funds. In total, we were able to grow the cash balance of our general fund (excluding designated funds) by £20,000 during the year.

During 2020 we made use of the government furlough scheme (grants of around £5,000), and managed our costs in order to mitigate as much of the impact of Covid-19 as possible (delaying staff recruitment, reducing utility costs). We also made the difficult decision to slightly reduce our mission giving but were still able to support charities and mission partners through £17,000 of gifts. We paid our parish share for 2020 in full, despite the obvious pressure on our finances.

In 2020 we also were extremely fortunate to receive £11,000 in legacies, and a one-off donation of £25,000 (plus gift aid) that will be used specifically to upgrade our IT and AV equipment (£20,000 plus gift aid earmarked for this) and support our staff wellbeing (the remaining £5,000 plus gift aid).

At the end of 2020, our cash reserve on the general fund stands at £224,000. This includes £53,000 of unspent legacies and £15,000 which will be required to repair the tower roof (the funds for which were received in 2017). We also have the following designated cash balances: £14,000 for community mission activities, £14,000 for seniors' ministry, £23,000 for AV and IT equipment, and £6,000 for staff wellbeing. The remaining cash balance of £99,000 (which grew by £20,000 in 2020) equals slightly more than 3 months of expenditure, in line with our reserves policy (see below).

Looking ahead to 2021, it is our expectation that we will need to draw very heavily on reserves. Our 2021 budget assumes that we will face a deficit of around £40,000 because we expect Covid-19 restrictions to continue for much of the year, significantly reducing our income from in service collections and our ability to earn income from renting out our church centre. Potential reductions in the level of mission giving and additional transfers from designated funds listed above may be required to reduce our deficit and support our general fund. The PCC will make these decisions later in the year. We are not planning another gift day in 2021.

Total position including restricted funds

Our total cash funding position, including restricted funds, grew by £78,000 during the year. General funds (including those designated for specific purposes) increased by £46,000 (due mainly to legacies and donations for specific purposes, combined with our in year surplus), and restricted funds grew by £32,000 – largely due to investment growth relating to the fund which was set up in 2015 (enabled by the generous legacy left by Annie [Nancy] Price). This value of this fund now stands at just over £255,000.

In total, our accounting income in 2020 was £363,000. This is £38,000 higher than the value in 2019, mainly because of the gift day in 2020, plus higher one off donations and legacies, offsetting reductions in collection giving and rental income. Total costs in 2020 were £319,000, which was £33,000 lower than in 2019, mainly due to lower staff costs from vacancies. As such, we had a total

accounting surplus, for both general and restricted activities, including non-cash movements such as depreciation and provisions, of £44,000. In addition, we saw £24,000 of growth in the value of our restricted investment fund, resulting in a net increase in funds of £68,000 in total.

Legacy Policy

The PCC has a policy to use legacies for specific projects and not to 'lose' them in general funds. The legacies we receive are hugely helpful to the parish and we hope that more parishioners will consider leaving a legacy in the coming years.

Reserves Policy

In 2011 the PCC agreed that three months' running costs should be retained as reserves. This means that approximately £80,000 was required as reserves during 2020. As described above, excluding legacies and amounts earmarked for specific repairs and other initiatives (e.g. seniors, AV and IT, staff wellbeing), our remaining general fund cash balance at the end of 2020 is slightly higher than this policy. However, we expect the value to reduce below 3 months expenditure by the end of 2021 due to the impact of Covid-19. As the Parish now has more employees than in 2011, and we regularly consider new initiatives and activities associated with our 2020 Vision and other programmes, we will be carefully monitoring our reserves policy to ensure that this strikes the right balance between being good stewards of the resources we have, but also generous supporters of the work that God is doing in our parish.

Steve Lazell

PCC Report

The PCC met eight times in 2020 (the same number as in 2019). Only the first two meetings were held in person, the remainder were held using Zoom. The PCC quickly adapted to meeting via Zoom, there were even comments that it was easier to hear!



Crofton Cat with the new churchwarden Martin Yeandle (left) and the retiring warden Jim Nolan (right)

As the APCM had to be delayed until October, the new PCC only met once in 2020. The task groups that had started to meet in 2019 were suspended for most of 2020. With the need for fast decision making, the Standing Committee met more often than normal.

Throughout 2020 the PCC continued to review and monitor that the Parish met the many legal and regulatory requirements placed on a Church of England parish and a UK charity. These cover diverse areas including Safeguarding, Employment Law, Charity Law, Data Protection Law, Health and Safety Regulations, Building Regulations, Financial Regulations, Church Law, Accessibility Requirements, Copyright Requirements etc. and in 2020 the often-changing Covid-19 regulations. The PCC are grateful for the staff and volunteers who have become skilled in these areas and continue to ensure that the Parish meets all their obligations.

The financial implications of Covid-19 dominated the PCC meetings' agendas - PCC were thankful for Steve Lazell's work as Treasurer and the clarity of his reports and wisdom in his proposals. Other topics that were regular agenda items were the Parish's partnership with North Gosport and the effect Covid-19 regulations were having on the Parish's staff.

Simon Swindells

Structure, Governance and Management

Administrative Information

Holy Rood Church and Parish Centre is situated on Gosport Road, Stubbington. St. Edmund's Church is situated on Lychgate Green, Stubbington.

The correspondence address for the Parish is The Parish Office, Holy Rood Church, Gosport Road, Stubbington, Hampshire, PO14 2AS.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2017) and a charity registered with the Charity Commission as charity number 1128473. The members of the PCC are the trustees of the charity.

PCC Membership

Members of the PCC are either ex-officio, co-opted, elected to Deanery Synod or PCC by the Annual Parochial Church Meeting (APCM) or elected to Diocesan Synod in accordance with the Church Representation Rules. Members of the congregations are encouraged to register on the Electoral Roll and to consider standing for election to the PCC or Deanery Synod.

Due to Covid-19, the Annual Meeting was not held until October, PCC members whose term of office was due to complete in April therefore had an extra six months in office. James Nolan completed his term as Churchwarden at the APCM after 7½ years; Martin Yeandle was elected in his place and joined Julie Mizen who was re-elected as Churchwarden.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The maximum size of the PCC and number of Deanery Synod members are determined by the size of the parish's electoral roll. In 2013 the APCM agreed to limit the number of PCC representatives to twelve. Each member's elected period is for three years, four members are elected for the full term each year. Crofton Parish had four elected members of Deanery Synod until the Synod term completed, Crofton's representatives then increased to five for the elections at the APCM.

The Scheme, approved at the 2019 APCM, to appoint two deputy churchwardens for St. Edmund's came into force at the APCM. Sorel Mitchell and Gary Willcocks were appointed and have ex-officio places on the PCC. The motion, approved at the 2019 APCM to remove the ex-officio places of Readers on the PCC also came into force at the APCM.

PCC members who have served at any time during 2020 are:

Ex-officio PCC Members

Incumbent and PCC Chair: Rev. Richard England

Assistant Minister: Rev. Colin Prestidge

Curates: Rev. Dan Greenfield
Rev. Jude Greenfield

Churchwardens: Jim Nolan (until APCM 25th October)
Julie Mizen
Martin Yeandle (from APCM 25th October)

Deputy Churchwardens Gary Willcocks (from APCM 25th October)
Sorel Mitchell (from APCM 25th October)

Readers: Gary Willcocks (until APCM 25th October)

Elected PCC Members

Elected Members of Diocesan Synod:

Stuart Forster
Simon Swindells
Beth Yeandle

Elected Members of Deanery Synod:

Dave Brown
Jonathan Ellis (until APCM 25th October)
Stuart Forster
James Nolan (from APCM 25th October)
Simon Swindells

Elected Members of the PCC:

Robert Byles
Richard Cragie
Sarah Donaghy
John Elgie
Jo Genter
John Guest (until John's death on 5th October)
Emily Horne (from APCM 25th October)
Steve Lazell
Karen Wainwright
Ruth Williams
Martin Yeandle (until APCM 25th October)

Co-opted Members:

Sorel Mitchell (until APCM 25th October)

Roles and Committees assigned by the PCC:

Vice-Chair:	James Nolan (until 26 th November PCC) Julie Mizen (from 26 th November PCC)
Treasurer:	Steve Lazell
Secretary:	Simon Swindells
Electoral Roll Officer:	Vicki Edwards
Standing Committee:	Incumbent, Churchwardens, PCC Secretary and Treasurer
Finance Committee:	Steve Lazell (chair), Rev Richard England, James Nolan, Julie Mizen, Jane Dilloway, Simon Swindells, Brian Cariss
Safeguarding Committee:	Rev. Richard England, Marian Graham, Vicki Edwards, Mary White (until July 2020)
Mission Giving Committee:	Rev. Richard England, John Elgie, Jeff Gennings, and Evelyn & Jim Palmer

Disability Awareness:	Mara Curtis
Health and Safety:	John Elgie
Data Compliance Officer:	Simon Swindells

Clergy and other licensed ministers

At the end of 2020 the following are licensed to officiate at services in the Parish -

Vicar:	Rev. Richard England
Assistant Minister:	Rev. Colin Prestidge
Curates:	Rev. Dan Greenfield Rev Jude Greenfield
Retired Clergy:	Rev. Ted Goodyer Rev. Wing Man Tsang
Readers and PTOs	Colleen Tsang Karen Wainwright Gary Willcocks

Staff Team

The Parish leadership team comprises paid and volunteer members.

Vicar:	Rev. Richard England
Vicar's PA:	Sue Elgie
Worship and Festivals Team Leader:	Kathryn England
Parish Manager:	Vicki Edwards
Assistant Minister:	Rev. Colin Prestidge
Training & Discipleship Team Leader:	Beth Yeandle
Curates:	Rev. Dan Greenfield and Rev Jude Greenfield
St. Edmund's	Gary Willcocks
Seniors	Jenny Wilford

Staff Employed by the PCC in 2020

Children and Families Team Lead:	Rev. Dan Greenfield Rev. Jude Greenfield (until September)
Children and Families Support Worker:	Heather Brown (until November)
Parish Manager:	Vicki Edwards
Administrative Assistant:	Claire Willis
Treasurer's Assistant:	Jane Dilloway
Caretaker:	Craig Peel (from 26 th May)
Security:	Danny Corp

Contract Positions working for PCC in 2020

Weddings and Baptism Administration fulfilled by Gill Nolan

Cleaner Kerena Ferris

Payments to PCC Members or people Connected to PCC Members

The PCC are aware of several cases where PCC members, or others closely connected to PCC members are either employed or receive payments from the PCC. The PCC ensure that these PCC members are not involved in discussion or decisions involving their payment or the connected person's payments.

Employed PCC members in 2020

- Dan Greenfield
- Jude Greenfield

PCC members with Connected Persons receiving payments in 2020

- Dave Brown connected to Heather Brown
- Jim Nolan connected to Gill Nolan
- John Elgie connected to Claire Willis
- Chris Willis connected to Claire Willis

Worship Services and Statistics

Worship

2020 started with the same pattern of services as at the end of 2019. The changing restrictions put in place to control Covid-19 meant there was no fixed pattern from March onwards; "A Timeline for Crofton Parish in 2020" on page 6 lists what changes were made.

Attendance Statistics

The Parish's statistics were reported to the Diocese as normal, however, as this was a year severely affected by Covid-19, some of the values reported and comparisons with other years are meaningless. In the table numbers in brackets are the number reported in 2019, the 2020 worshipping community includes those worshipping in-person on Sundays and in Streams, and those attending online services.

	Holy Rood	St. Edmund's	Total
Electoral Roll at APCM			379 (369)
Average Sunday Attendance Adults	n/a	n/a	n/a
Average Sunday Attendance under 16s	n/a	n/a	n/a
Easter Day Attendance	n/a	n/a	n/a
Advent special service in-person attendance	n/a	n/a	n/a
Christmas Eve & Day in-person attendance	31 (328)	24 (381)	55 (709)
Worshipping Community	562 (554)	156 (160)	718 (714)
Children baptised	5	1	6
Children brought for thanksgiving	0	0	0
Youth & adults baptised	1	0	1
Number of couples married or blessed	1	1	2
Funerals in church or conducted by minister	28	16	42

Annual Report Approval

Annual Report approved by the PCC on *25th March 2021* and signed on their behalf by
Rev. Richard England, Incumbent and Chair of the PCC

A handwritten signature in black ink, appearing to read 'R England', with a long horizontal flourish extending to the right.

PCC Annual Accounts for the year ended 31st December 2020



**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF CROFTON, STUBBINGTON**

**ANNUAL ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

Registered Charity Number 1128473

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CROFTON, STUBBINGTON

I report to the charity trustees on my examination of the accounts of the PCC of the Ecclesiastical Parish of Crofton for the year ended 31st December 2020.

Responsibilities and basis of report

As the charity's trustees of the Ecclesiastical Parish of Crofton (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Ecclesiastical Parish of Crofton are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Crofton Parish's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Chartered Institute of Management Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

Signed:



Name: Mr Richard Kendall ACMA
Member, Chartered Institute of Management Accountants
Address: 65, Garstons Close, Titchfield, Fareham, PO14 4EP
Date: 10/03/2021

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDED 31 DECEMBER 2020

Note – throughout the financial report, there may be minor discrepancies in the totals if the pence are not being shown due to rounding

Crofton PCC - 1128473
Statement of Financial Activities
For the period from 01 January 2020 to 31 December 2020

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	Prior Year Total
<i>Incoming resources</i>					
Incoming resources from generated funds					
Voluntary income	319,873	14,476	—	334,349	265,821
Investment income	11,828	321	—	12,150	12,437
Incoming resources from charitable activities	12,298	1,957	—	14,255	40,778
Other incoming resources	2,220	551	—	2,771	6,632
Total income	346,220	17,305	—	363,525	325,668
<i>Resources used</i>					
Cost of generating funds					
Fundraising trading cost of goods sold and other	—	—	—	—	—
Charitable activities	304,402	14,190	—	318,592	351,953
Governance costs	146	60	—	206	210
Total expenditure	304,548	14,250	—	318,798	352,163
Net income / (expenditure) resources before transfer	41,672	3,055	—	44,727	(26,495)
<i>Transfers</i>					
Gross transfers between funds - in	19,126	375	—	19,501	48,936
Gross transfers between funds - out	(19,398)	(103)	—	(19,501)	(48,936)
<i>Other recognised gains / losses</i>					
Gains / losses on investment assets	—	23,668	—	23,668	41,932
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—
Net movement in funds	41,400	26,995	—	68,395	15,438
<i>Reconciliation of funds</i>					
Total funds brought forward	322,272	371,740	—	694,011	678,574
Total funds carried forward	363,672	398,735	—	762,406	694,011

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

BALANCE SHEET AS AT 31 DECEMBER 2020

	Total Funds £	Prior Year Funds £
Fixed assets		
Tangible assets	207,570	215,127
Investments	255,007	231,339
	462,577	446,466
Current assets		
Stocks and work in progress	60	413
Debtors	9,172	10,461
Cash at bank and in hand	335,416	281,063
	344,649	291,938
Liabilities		
Creditors: Amounts falling due in one year	44,819	44,392
Net current assets less current liabilities	299,830	247,546
Total assets less current liabilities	762,406	694,011
Total net assets less liabilities	762,406	694,011
Represented by		
Unrestricted		
Unrestricted - General fund	306,711	279,885
Designated		
Designated - AV & IT	22,310	—
Designated - Staff Wellbeing	6,250	—
Designated - Community Mission Fund	13,488	27,000
Designated - Mens Shed	76	—
Designated - Seniors Worker	14,836	15,386
Restricted		
Restricted - Audio Visual Fund	825	825
Restricted - Organ Fund	10,566	10,202
Restricted - Traidcraft - End of Year	555	726
Restricted - Agency collection	1,421	1,663
Restricted - Bible Reading Notes - End of Year	301	409
Restricted - Coffee Morning	—	103
Restricted - Fixed Asset Restricted Fund	33,478	34,981
Restricted - FOCOC - End of Year	348,584	320,076
Restricted - Flower Fund - End Of Year	323	73
Restricted - Church Gable Reserve Fund	2,681	2,681
Funds of the church	762,406	694,011

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

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

1.2 Funds

Restricted funds represent:

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

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

1.3 Incoming resources

Voluntary income and capital sources

Planned giving, collections and donations are recognised when received by or on behalf of the PCC.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. All incoming resources are accounted for gross.

Other ordinary income

Rental income from the letting of church premises is recognised when the rental is due.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognized in the same accounting year.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on revaluation of investments at 31 December. This applies to the CBF Investment Fund (restricted, FOCOC).

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. All other expenditure is recognised when it is incurred and is accounted for gross.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

1.5 Fixed assets

Consecrated property and movable church furnishings

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

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £500 or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

Other fixed assets

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land is not depreciated	
Freehold buildings	2% straight line
Equipment	20% reducing balance
Fixtures, fittings & equipment	15% reducing balance

Individual items of capital expenditure with a purchase price of £1000 or less are written off when the asset is acquired.

1.6 Investments

Investments are valued at market value at 31 December 2020

1.7 Current assets

Amounts owing to the PCC at 31 December 2020 in respect of all income are shown as debtors less provision for amounts that may prove uncollectable.

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

1.8 Stock

Stock is valued at the lower of cost and net realisable value.

1.9 Pensions

The PCC operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme. From 1 February 2017 the PCC has been operating a Workplace Pension scheme with Nest pensions in accordance with legislation and direction from the Diocese.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

	Unrestricted	Designated	Restricted	Endowment	TOTAL	
					This year	Last year
Incoming resources						
<i>Incoming resources from generated funds</i>						
0101 - Gift Aid - Bank S/O	46,985	—	360	—	47,345	71,890
0102 - Gift Aid - Bank S/O Specific	398	—	—	—	398	—
0110 - Parish Giving Scheme Income	104,322	—	—	—	104,322	76,072
0120 - Non Gift Aid Envelope Scheme	4,217	—	—	—	4,217	11,798
0201 - Other Planned Giving (inc CAF)	10,324	—	—	—	10,324	8,944
0301 - Loose Plate Collections	3,838	—	—	—	3,838	11,183
0501 - Gift Aid - One Offs	10,885	25,000	11,597	—	47,482	25,106
0502 - Gift Aid - One Offs Specific	33,016	—	—	—	33,016	—
0550 - Non Gift Aid - One Offs	1,451	100	1,731	—	3,282	4,192
0551 - Non Gift Aid - One Offs Specific	170	—	—	—	170	10
0601 - Tax Recoverable on Gift Aid	27,375	6,250	682	—	34,307	27,168
0602 - Tax Recoverable on PGS Giving	24,373	—	—	—	24,373	17,842
0701 - Legacy - Whole Parish	11,000	—	—	—	11,000	—
0704 - Grant - Income	9,439	—	—	—	9,439	4,320
0705 - CK Grant Income	360	—	—	—	360	—
0706 - Crofton 2020 Income	370	—	—	—	370	7,000
0901 - Sundry Donations	—	—	106	—	106	297
1020 - Bank Interest	828	—	321	—	1,150	1,209
1021 - Dividend Income	—	—	—	—	—	228
1030 - Rent - Property	—	—	—	—	—	—
1031 - Rent - Mast	11,000	—	—	—	11,000	11,000
<i>Incoming resources from generated funds Totals</i>	300,352	31,350	14,797	—	346,499	278,258
<i>Incoming resources from charitable activities</i>						
1230 - Hall Hire	9,153	—	—	—	9,153	24,573
1231 - Coffee Income	103	—	85	—	188	881
1232 - Office Income	1,043	—	—	—	1,043	1,475
1233 - Traidcraft Income	—	—	945	—	945	1,842
1234 - Other Income (Little Fish)	1,274	—	—	—	1,274	5,342
1235 - Fetes & Bazar	116	—	927	—	1,043	5,034
1236 - Other Income (Alpha, Yng at Hrt)	499	6	—	—	505	452
1237 - CK Ongoing Income	105	—	—	—	105	1,179
1238 - Sunday Lunches Income	—	—	—	—	—	—
<i>Incoming resources from charitable activities Totals</i>	12,293	6	1,957	—	14,255	40,778
<i>Other incoming resources</i>						
1101 - Other Incoming Resources	2,220	—	551	—	2,771	6,632
<i>Other incoming resources Totals</i>	2,220	—	551	—	2,771	6,632
Grand total Income	314,865	31,356	17,305	—	363,525	325,668

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

	Unrestricted	Designated	Restricted	Endowment	TOTAL	
					This year	Last year
Resources used						
<i>Charitable activities</i>						
1801 - Missionary Tithes	14,495	—	—	—	14,495	21,500
1851 - Other Mission Giving	—	—	—	—	—	100
1901 - Diocesan Parish Share	177,903	—	—	—	177,903	171,088
XXX - Staff costs	55,559	—	—	—	55,559	80,652
2062 - Working Exp Seniors Worker	—	—	—	—	—	469
2101 - Working Exp of Clergy	2,797	—	—	—	2,797	4,032
2102 - Working Exp of Youth Worker	10	—	—	—	10	810
2104 - Working Exp - Worship & D'Ship	578	20	—	—	589	—
2130 - Parsonage House Exp (Vicarage)	421	—	—	—	421	519
2170 - Education & Training Budget	773	—	—	—	773	1,829
2180 - Alpha Costs	—	—	—	—	—	485
2202 - Youthwork Costs	513	112	—	—	625	3,651
2203 - Children and Youth Ministry	587	—	—	—	587	711
2301 - Church Running - Insurance	3,924	—	—	—	3,924	3,774
2310 - Church Running - Office Costs	3,150	—	269	—	3,420	3,689
2320 - Church Running - Coffee Costs	467	—	—	—	467	1,695
2330 - Holy Rood Church Maintenance	1,268	—	9,944	—	11,212	4,093
2331 - Cleaning - Church Centre & Other	5,295	—	190	—	5,485	7,781
2333 - Centre Consumables	1,143	—	—	—	1,143	2,537
2340 - Upkeep of Services	325	—	—	—	325	3,714
2345 - Flowers	110	—	187	—	297	1,510
2350 - Upkeep of Churchyard	64	—	—	—	64	502
2362 - Licence Fees	1,191	—	—	—	1,191	1,017
2363 - Publicity	993	—	41	—	1,034	466
2365 - Other Expenses	696	80	939	—	1,715	4,510
2370 - Outreach - Little Fish	537	—	—	—	537	2,987
2371 - Outreach - Young at Heart	—	388	—	—	388	395
2375 - Community Mission	—	5,512	—	—	5,512	535
2376 - CK Ongoing Exp	349	—	—	—	349	1,616
2377 - CK Grant Exp	70	—	—	—	70	828
2378 - Leadership Team Exp	48	—	—	—	48	230
2380 - Traidcraft Expenses	—	—	1,117	—	1,117	1,858
2401 - Church Utility - Electric	3,867	—	—	—	3,867	5,068
2410 - Church Utility - Gas	7,195	—	—	—	7,195	5,427
2420 - Church Utility - Water	537	—	—	—	537	470
2450 - AV / PA System Expenses	—	2,670	—	—	2,670	443
2501 - General Depreciation	6,054	—	—	—	6,054	7,651
2502 - Restricted Depreciation	—	—	1,503	—	1,503	1,604
2560 - Centre Maintenance Structural	1,703	—	—	—	1,703	1,154
2561 - Waste Contract	591	—	—	—	591	647
2841 - Darren Close Costs	2,406	—	—	—	2,406	376
Charitable activities Totals	295,620	8,782	14,190	—	318,592	351,953
<i>Governance costs</i>						
2601 - Governance Costs & Audit Fee	—	—	—	—	—	—
2602 - Governance Costs (Bank Charges)	146	—	60	—	206	210
Governance costs Totals	146	—	60	—	206	210
Resources used Grand totals	295,766	8,782	14,250	—	318,798	352,163

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

4. Analysis of Fund Movements

Crofton PCC

Fund Movement Summary

Period 1 January 2020 to 31 December 2020

Fund	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Fund balances Carried forward
AVIT - AV & IT	---	25,000	2,690	—	—	22,310
AV - Audio Visual Fund	825	—	—	—	—	825
BRN - Bible Reading Notes - End of	409	257	365	—	—	301
HRR - Church Gable Reserve Fund	2,681	—	—	—	—	2,681
Coffee - Coffee Morning	103	—	—	(103)	—	—
Cr2020 - Community Mission Fund	27,000	—	5,512	(8,000)	—	13,488
FOCOC - FOCOC - End of Year	320,076	15,649	10,808	—	23,668	348,584
FArest - Fixed Asset Restricted Fund	34,981	—	1,503	—	—	33,478
Flower - Flower Fund - End Of Year	73	62	187	375	—	323
MensShed - Mens Shed	—	100	24	—	—	76
Organ - Organ Fund	10,202	364	—	—	—	10,566
SnrWkr - Seniors Worker	15,386	6	556	—	—	14,836
StaffWell - Staff Wellbeing	—	6,250	—	—	—	6,250
Traidcraft - Traidcraft - End of Year	726	945	1,117	—	—	555
General - General fund	279,885	314,865	295,766	7,728	—	306,711
None - Agency collection	—	28	270	—	—	—
Totals	692,348	363,525	318,798	—	23,668	760,985

including agency fund, total is shown below:

Total Above	£760,985
Agency Collection & Other	£ 1,421 ¹
TOTAL balance sheet	£762,406

¹ Agency collection movements in the table above should be ignored as they are incorrectly included in the report by the accounting software. The total fund balance above needs to be adjusted by the Agency collection and other value, which was £1,421 at the end of 2020, and which is shown on page 4. This value represents the total of agency balances within nominals 6501 and on 6699, plus other minor fund adjustments.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

5. Employees

Number of employees

The average monthly number of employees during the year was:

	2020 Number	2019 Number
Parish Manager	1	1
Administrators #	2	1.6
Verger *	0.6	0.8
Youth Worker	0	1
Childrens Worker	2	2
Security	1	1
Assistant Childrens Worker	1	1
Total	7.6	8.4

treasurer assistant and admin assistant; * for 7 months of 2020

Employment costs

	2020	2019
	£	£
Wages and salaries	52,232	76,662
Social security costs	905	473
Other pension costs	2,422	3,517
Total	55,559	80,652

There were no employees whose annual emoluments were £60,000 or more.

There were no disclosable transactions in respect of PCC members, persons closely connected with them or other related parties.

The staff numbers reflect the number of people employed and not the hours they work.

There is one full time employee and the rest are part time. The total hours worked during 2020 was the equivalent of approximately 2.5 full time employees.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

6. Tangible fixed assets for use by the PCC

	Land and Buildings	Equipment	Fixtures & Fittings	TOTAL
Cost				
At 1 January 2020	240,155	40,248	94,369	374,772
Additions	-	-	-	-
Disposals	-	-	-	-
At 31 December 2020	240,155	40,248	94,369	374,772
Depreciation				
At 1 January 2020	51,071	36,248	72,326	159,645
Charge for the year	2,900	803	3,854	7,557
Disposal	-	-	-	-
At 31 December 2020	53,971	37,051	76,180	167,202
Net book value				
At 31 December 2019	189,084	4,000	22,043	215,127
At 31 December 2020	186,184	3,197	18,189	207,570

7. Fixed asset investments for use by the PCC

CBF Investment Fund

Value at 1 st January 2020	£231,339
Additions made during the year	£ 0
Increase in market value	£ 23,668
Value at 31 st December 2020	£255,007

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

8. Debtors

	2020 £	2019 £
Furlough claim due from HMRC	509	-
Income tax (Gift aid) recoverable	<u>8,663</u>	<u>10,461</u>
TOTAL	9,172	10,461

9. Liabilities: amounts falling due within one year

	2020 £	2019 £
Charitable giving	19,000	21,500
Agency accounts	3,061	25
Accruals and deferred income	<u>22,758</u>	<u>22,867</u>
TOTAL	44,819	44,392

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

10. Statement of Assets and Liabilities by Fund

		Balance	Previous Balance
Investments			
6461: CBF Investment Fund - Asset			
FOCOC - End of Year	Restricted	255,007	231,339
		255,007	231,339
	Investments	255,007	231,339
Tangible assets			
6430: Freehold Property Cost b/f - Asset			
Fixed Asset Restricted	Restricted	50,010	50,010
Fund			
General fund	Unrestricted	190,145	190,145
		240,155	240,155
6434: Freehold Property Depreciation b/f - Asset			
Fixed Asset Restricted	Restricted	(18,029)	(17,029)
Fund			
General fund	Unrestricted	(35,942)	(34,042)
		(53,971)	(51,071)
6440: Equipment Cost b/f - Asset			
Fixed Asset Restricted	Restricted	25,761	25,761
Fund			
General fund	Unrestricted	27,703	27,703
		53,464	53,464
6441: Equipment Additions - Asset			
Audio Visual Fund	Restricted	825	825
Fixed Asset Restricted	Restricted	(825)	(825)
Fund			
		—	—
6442: Equipment Disposals - Asset			
Fixed Asset Restricted	Restricted	(12,147)	(12,147)
Fund			
General fund	Unrestricted	(1,069)	(1,069)
		(13,216)	(13,216)
6444: Equipment Depreciation b/f - Asset			
Fixed Asset Restricted	Restricted	(22,614)	(22,395)
Fund			
General fund	Unrestricted	(24,528)	(23,746)
		(47,141)	(46,140)
6445: Equipment Depreciation in year - Asset			
Fixed Asset Restricted	Restricted	(176)	(219)
Fund			
General fund	Unrestricted	(627)	(782)
		(803)	(1,001)

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

10. Statement of Assets and Liabilities by Fund (contd)

		Balance	Previous Balance
6446: Equipment Depreciation Disposal - Asset			
Fixed Asset Restricted Fund	Restricted	9,877	9,877
General fund	Unrestricted	1,017	1,017
		10,893	10,893
6450: Fixtures & Fittings Cost b/f - Asset			
Fixed Asset Restricted Fund	Restricted	46,479	46,479
General fund	Unrestricted	33,282	33,282
		79,761	79,761
6451: Fixtures and Fittings Additions - Asset			
General fund	Unrestricted	18,162	18,162
		18,162	18,162
6452: Fixtures and Fittings Disposals - Asset			
Fixed Asset Restricted Fund	Restricted	(2,544)	(2,544)
General fund	Unrestricted	(1,010)	(1,010)
		(3,554)	(3,554)
6454: Fixtures & Fittings Depreciation b/f - Asset			
Fixed Asset Restricted Fund	Restricted	(43,531)	(43,146)
General fund	Unrestricted	(31,396)	(26,427)
		(74,927)	(69,573)
6455: Fixtures and Fittings Depreciation in yr - Asset			
Fixed Asset Restricted Fund	Restricted	(327)	(385)
General fund	Unrestricted	(3,527)	(4,969)
		(3,854)	(5,354)
6456: Fixtures and Fittings Deprec'n Disposals - Asset			
Fixed Asset Restricted Fund	Restricted	1,770	1,770
General fund	Unrestricted	831	831
		2,601	2,601
Tangible assets		207,570	215,127

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

10. Statement of Assets and Liabilities by Fund (contd)

		Balance	Previous Balance
6501: CAF Bank Crofton PCC - Asset			
AV & IT	Designated	22,310	—
Church Gable	Restricted	2,681	2,681
Coffee Morning	Restricted	--	103
Men of GOD Ministry	Designated	(40)	(40)
Men's Shed	Designated	76	—
Organ Fund	Restricted	9,564	9,204
Seniors Worker	Designated	14,836	15,386
Staff Wellbeing	Designated	6,250	—
Youthwork Fund	Restricted	280	280
General fund	Unrestricted	25,146	2,798
Agency collection	Restricted	3,600	804
		84,702	31,216
6503: CBF General Fund - Asset			
Community Mission	Designated	13,488	27,000
General fund	Unrestricted	70,855	56,987
		84,344	83,987
6505: FOCOC CAF - Asset			
FOCOC - End of Year	Restricted	42,457	38,005
		42,457	38,005
6506: CBF Organ Fund - Asset			
Organ Fund	Restricted	957	953
		957	953
6509: FOCOC CBF - Asset			
FOCOC - End of Year	Restricted	50,890	50,674
		50,890	50,674
6510: Flower Fund Barclays - Asset			
Flower Fund - End Of Year	Restricted	275	51
		275	51
6511: Bible Reading - Asset			
Bible Reading Notes - End of Year	Restricted	301	409
		301	409
6513: Charity Bank - Asset			
General fund	Unrestricted	70,756	75,285
		70,756	75,285
6590: CASH - Crofton PCC - Asset			
General fund	Unrestricted	90	90
		90	90
6591: FoCOC CASH A/c – Asset		101	57
6592: Flower Fund CASH A/c – Asset		48	22
6593: Traidcraft CASH A/c – Asset		494	313
Cash at bank and in hand		335,416	281,063

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

10. Statement of Assets and Liabilities by Fund (contd)

			Balance	Previous Balance
Debtors				
6480: Debtor - Gift Aid & Other - Asset				
FOCOC - End of Year	Restricted		130	—
Organ Fund	Restricted		45	45
General fund	Unrestricted		8,998	10,416
			9,172	10,461
	Debtors		9,172	10,461
Stocks and work in progress				
6470: Traidcraft Stock - Asset				
Traidcraft - End of Year	Restricted		60	413
			60	413
	Stocks and work in progress		60	413
Agency accounts				
6699: Agency collections - Liability				
General fund	Unrestricted		(13)	(11)
Agency collection	Restricted		3,074	36
			3,061	25
	Agency accounts		3,061	25
Creditors: Amounts falling due in one year				
6690: Charitable Giving Provision - Liability				
General fund	Unrestricted		19,000	21,500
			19,000	21,500
6695: Accruals Other - Liability				
General fund	Unrestricted		22,758	22,867
			22,758	22,867
	Creditors: Amounts falling due in one year		41,758	44,367
	Grand Total		762,406	694,011

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

11. Breakdown of Cash and Bank Accounts by Fund Type at December 2020

	Unrestricted	Restricted	Total
6501 : CAF Bank Crofton PCC	68,578	16,124	84,702
6505 : FOCOC CAF	-	42,457	42,457
6510 : Flower Fund Barclays	-	275	275
6511 : Bible Reading Bank Account	-	301	301
6590 : CASH - Crofton PCC	90	-	90
6591 : FoCOC CASH A/c	-	101	101
6592 : Flower Fund CASH A/c	-	48	48
6593 : Traidcraft CASH A/c	-	494	494
TOTAL Current Accounts and Cash	68,668	59,800	128,468
6503 : CBF General Fund	84,344	-	84,344
6506 : CBF Organ Fund	-	957	957
6509 : CBF FOCOC	-	50,890	50,890
6513 : Charity Bank Account	70,756	-	70,756
Total Deposit Accounts	155,101	51,847	206,948
Total Bank and Cash in hand	223,769	111,647	335,416
<i>Memo:</i>			
6461 : CBF Investment Fund (FOCOC)	-	255,007	255,007
Grand Total Including Investments	223,769	366,654	590,423

Balance as at 31/12/19 was £512,402. Cash and investment value has increased by £78,021.

PCC OF THE ECCLESIASTICAL PARISH OF CROFTON STUBBINGTON

NOTES TO THE ACCOUNTS FOR YEAR ENDED 31 DECEMBER 2020

Financial Summary

General Fund – a cash surplus of £20,000 largely thanks to our Rebuild Gift Day

As with many other churches and charities, the COVID-19 pandemic had a significant impact on PCC finances in 2020. We experienced a reduction in weekly income because we lost nearly all donations from in service collections and saw much lower rental income because our church centre was closed for most of the year due to COVID-19 restrictions. As a result of this, we were expecting an underlying deficit of at least £30,000 in 2020 and held a 'Rebuild' 2020 Gift Day in October. This saw an extremely generous response from our church members, raising c. £42,000 including gift aid. In addition, we transferred £8,000 of reserves that we had previously earmarked for community mission activities to bolster our general undesignated funds. In total, we were able to grow the cash balance of our general fund (excluding designated funds) by £20,000 during the year.

During 2020 we made use of the government furlough scheme (grants of around £5,000), and managed our costs in order to mitigate as much of the impact of COVID-19 as possible (delaying staff recruitment, reducing utility costs). We also made the difficult decision to slightly reduce our mission giving, but were still able to support charities and mission partners through £17,000 of gifts. We paid our parish share for 2020 in full, despite the obvious pressure on our finances.

In 2020 we also were extremely fortunate to receive £11,000 in legacies, and a one-off donation of £25,000 (plus gift aid) that will be used specifically to upgrade our IT and AV equipment (£20,000 plus gift aid earmarked for this) and support our staff wellbeing (the remaining £5,000 plus gift aid).

At the end of 2020, our cash reserve on the general fund stands at £224,000. This includes £53,000 of unspent legacies and £15,000 which will be required to repair the tower roof (the funds for which were received in 2017). We also have the following designated cash balances: £14,000 for community mission activities, £14,000 for seniors' ministry, £23,000 for AV and IT equipment, and £6,000 for staff wellbeing. The remaining cash balance of £99,000 (which grew by £20,000 in 2020) equals slightly more than 3 months of expenditure, in line with our reserves policy (see below).

Looking ahead to 2021, it is our expectation that we will need to draw very heavily on reserves. Our 2021 budget assumes that we will face a deficit of around £40,000 because we expect COVID-19 restrictions to continue for much of the year, significantly reducing our income from in service collections and our ability to earn income from renting out our church centre. Potential reductions in the level of mission giving and additional transfers from designated funds listed above may be required to reduce our deficit and support our general fund. The PCC will make these decisions later in the year. We are not planning another gift day in 2021.

Total position including restricted funds

Our total cash funding position, including restricted funds, grew by £78,000 during the year. General funds (including those designated for specific purposes) increased by £46,000 (due mainly to legacies and donations for specific purposes, combined with our in year surplus), and restricted funds grew by £32,000 – largely due to investment growth relating to the fund which was set up in 2015 (enabled by the generous legacy left by Annie [Nancy] Price). This value of this fund now stands at just over £255,000.

In total, our accounting income in 2020 was £363,000. This is £38,000 higher than the value in 2019, mainly because of the gift day in 2020, plus higher one off donations and legacies, offsetting reductions in collection giving and rental income. Total costs in 2020 were £319,000, which was £33,000 lower than in 2019, mainly due to lower staff costs from vacancies. As such, we had a total accounting surplus, for both general and restricted activities, including non-cash movements such as depreciation and provisions, of £44,000. In addition, we saw £24,000 of growth in the value of our restricted investment fund, resulting in a net increase in funds of £68,000 in total.

Legacy Policy

The PCC has a policy to use legacies for specific projects and not to 'lose' them in general funds. The legacies we receive are hugely helpful to the parish and we hope that more parishioners will consider leaving a legacy in the coming years.

Reserves Policy

In 2011 the PCC agreed that three months' running costs should be retained as reserves. This means that approximately £80,000 was required as reserves during 2020. As described above, excluding legacies and amounts earmarked for specific repairs and other initiatives (e.g. seniors, AV and IT, staff wellbeing), our remaining general fund cash balance at the end of 2020 is slightly higher than this policy. However, we expect the value to reduce below 3 months expenditure by the end of 2021 due to the impact of COVID-19. As the Parish now has more employees than in 2011, and we regularly consider new initiatives and activities associated with our 2020 Vision and other programmes, we will be carefully monitoring our reserves policy to ensure that this strikes the right balance between being good stewards of the resources we have, but also generous supporters of the work that God is doing in our parish.