

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 December 2021
for
The Parochial Church Council of Keynsham

Moore
Chartered Accountants
30 Gay Street
Bath
BA1 2PA

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for the Year Ended 31 December 2021

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The Parochial Church Council of Keynsham

Report of the Trustees

for the Year Ended 31 December 2021

ADMINISTRATION OF THE PARISH

Keynsham Parochial Church Council is part of the Church of England. It is a member of the Deanery of Chew Magna and the Diocese of Bath and Wells. It administers the ecclesiastical parish of Keynsham which is situated midway between Bristol and Bath in the County of Bath & North East Somerset.

The centres of population within the ecclesiastical parish are the town of Keynsham and the villages of Burnett, Chewton Keynsham and Queen Charlton. The centres of worship within the Parish are the churches of St John the Baptist, the High Street, Keynsham; St Francis, Warwick Road, Keynsham; St Michael in the village of Burnett and St Margaret in the village of Queen Charlton.

The address for the Keynsham Parochial Church Council is:
The Parish Office, 1, The Park, Keynsham, Bristol, BS31 2BL.
Tel: 0117 9863354
Email: office@keynshamparish.org.uk
Website: www.keynshamparish.org.uk

All the churches can be contacted through the Parish Office.

CHARITY DETAILS

The name of the charity is:

The Parochial Church Council of the Ecclesiastical Parish of Keynsham
and the Registered Charity Number is: **1128845**

INCUMBENT

The Team Rector is Revd Dr Stephen M'Caw. He can be contacted via the Parish Office.

BANKERS

Keynsham PCC	National Westminster Bank plc. CCLA Investment Management Ltd,	Knowle Branch, 290 Wells Road, Knowle, Bristol. BS4 2QA Senator House 85 Queen Victoria Street London EC4V 4ET
St. John the Baptist	HSBC CCLA Investment Management Ltd,	34, High Street, Keynsham, BS31 1DQ Senator House 85 Queen Victoria Street London EC4V 4ET
St. Francis	TSB Bank plc.	13/15, High Street, Keynsham, BS31 1DP
St. Margaret	HSBC CCLA Investment Management Ltd	34, High Street, Keynsham, BS31 1DQ Senator House 85 Queen Victoria Street London EC4V 4ET
St. Michael	National Westminster Bank plc.	Knowle Branch, 290 Wells Road, Knowle, Bristol. BS4 2QA

The Parochial Church Council of Keynsham

Report of the Trustees
for the Year Ended 31 December 2021

CCLA Investment Management Ltd

Senator House
85 Queen Victoria Street
London EC4V 4ET

ACCOUNTANT & INDEPENDENT EXAMINER

Moore – Chartered Accountants, 30 Gay Street, Bath, BA1 2PA

CHURCH ARCHITECTS

St. John the Baptist	George Chedburn	Chedburn Dudley, Glove Factory Studios, 1, Brook Lane, Holt, Bradford-on-Avon, BA14 6RL
St. Francis	George Chedburn	Chedburn Dudley, Glove Factory Studios, 1, Brook Lane, Holt, Bradford-on-Avon, BA14 6RL
St. Margaret	George Chedburn	Chedburn Dudley, Glove Factory Studios, 1, Brook Lane, Holt, Bradford-on-Avon, BA14 6RL
St. Michael	George Chedburn	Chedburn Dudley, Glove Factory Studios, 1, Brook Lane, Holt, Bradford-on-Avon, BA14 6RL

QUINQUENNIAL INSPECTIONS –

Are expected within the Parish as follows:

St. John the Baptist Church	August 2023
St. Margaret Church	March 2025
St. Francis Church	April 2023
St. Michael Church	November 2025

All the churches, halls and the One Community Trust building are in a good state of repair, and are maintained regularly.

LEGAL ADVISER

Parochial Church Council
Tel: 01749 674747

Harris and Harris Solicitors

14, Market Place, Wells, Somerset, BA5 2RE

The Parochial Church Council of Keynsham

Report of the Trustees

for the Year Ended 31 December 2021

MEMBERSHIP OF KEYNSHAM PAROCHIAL CHURCH COUNCIL FROM THE ANNUAL MEETING IN APRIL 2021
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Clergy:

Team Rector & Chairman	Revd Dr Stephen M'Caw
Missioner and Team Vicar	Revd Mike Burke
Team Vicar	Revd Anika Gardiner
Curate	Revd Nigel Williams

Diocesan Synod: Mrs Sue Lloyd

Deanery Synod: Mrs Sue Lloyd (St J)
Mrs Christine Woodward (St J) (resigned 18/1/2022)

St. John's Churchwardens: Mr Steve Scott
Mrs Lesley Organ

St. Margaret's Churchwardens: Mr Chris McFee
(one vacancy)

St. Michael's Churchwardens: Mrs Rosemary Turner
Dr Nick Milton

St. Francis' Churchwardens: Mr Martin Buton
(one vacancy)

Elected Members:

Mr Julian Anderson	(St J)
Mrs Anne Hewett	(St J)
Dr Christopher Newton	(St J)
Mrs Jenny Owen	(St J)
Dr Richard Pannett	(St J)
(one vacancy)	(St J)
Mr Robert Cook	(St F) (From Sept 2020)
(two vacancies from St Francis)	
Mrs Janet Lane	(St Margaret, Queen Charlton)
Mr Graham Lenton	(St Michael, Burnett)

Co-opted Members (co-opted by the PCC, by dint of chairing a PCC subcommittee):

Mrs Sue Sprague (Worldwide Mission Committee)
Mrs Jane Stockall (Stewardship Committee)

In addition co-opted:

Mrs Sharon Burroughs
Mrs Jane Singleton
Mr Tim Winship

Officers of the Keynsham Parochial Church Council:

Lay Chair:	Mrs Sue Lloyd	(elected from the membership)
Treasurer:	Dr Christopher Newton	(elected from the membership)
Secretary:	Mrs Sharon Burroughs	(elected from the membership)

The Parochial Church Council of Keynsham

Report of the Trustees

for the Year Ended 31 December 2021

DONATIONS FROM THE TRUSTEES DURING 2021

It is estimated that during 2021 £19,564 was donated by trustees to the charity, and during 2020 a total of £20,334 was donated by trustees to the charity.

STRUCTURE, GOVERNANCE AND MANAGEMENT

THE KEYNSHAM PAROCHIAL CHURCH COUNCIL

Keynsham Parochial Church Council (afterwards referred to as 'the PCC') follows in the appointment of its members, both the Church of England's Church Representation Rules 2020, and the District Scheme as formally determined by Diocesan Bishop's Council on May 8th 1996 and as implemented prior to the Annual Church Meeting (APCM) held on the 7th April 1997.

The scheme agreed on 7th April 1997 sets out a structure for each of the five churches in the Parish to have a District Council, and to be represented at the Parochial Church Council. The PCC has delegated various powers (e.g. care of the church fabric and some control of finances) to the five District Church Councils (afterwards referred to as 'the DCCs') - one for each church, but such delegation is without prejudice to the exercise by the Parochial Church Council of Keynsham of its functions, powers and duties whenever it shall deem fit to exercise them, in particular concerning the holding of real property and employing staff and other matters for which a body corporate is required.

All those who attend church services are encouraged to register on the Electoral Roll of one of the churches in the Parish, and thereby become eligible to attend District and Parish annual meetings, vote at the annual meetings, and be eligible to be elected to District and Parochial Church Councils, as outlined in the Church Representation Rules 2020.

Full meetings of the PCC are held every other month five times a year, normally on the second Tuesday in the month. The PCC Standing Committee meets as it needs to, up to five times a year, usually on the second Tuesday of the month, alternating month by month with the PCC. The Standing Committee has the power to transact the business of the PCC between its meetings, subject to any directions given by the PCC. Its members are the clergy, the PCC lay chair, the PCC treasurer and secretary, and all the churchwardens and deputy churchwardens of the parish, although only one churchwarden and deputy churchwarden from any individual church need attend.

The PCC is responsible for making decisions on all matters of general concern and importance to the Parish including the ministry and mission of the Parish, the employment of staff, how the PCC's finances are managed and funds spent, the safeguarding of children and vulnerable adults, and health and safety matters.

There are two PCC subcommittees: the Worldwide Mission Committee and the Stewardship Committee. The Worldwide Mission Committee is concerned with the Parish's support of Mission outside the Parish, and the Stewardship Committee with financial stewardship within the Parish. These subcommittees are subject to the PCC as final decision maker.

CHEWTON KEYNSHAM MISSION CHURCH

By agreement of the membership, the Church of Chewton Keynsham ceased functioning at the end of 2020.

2021 has been a transition year. This has included the process of offering the membership of the Eco-Church a home at St Francis; bringing the Chewton Keynsham Church finances under the umbrella of the central PCC account; deciding to proceed with selling the building once diocesan permission has been obtained and preparing to formally agree at the Annual Parochial Church Meeting on 3rd May 2022, a Parish Scheme for the governance of the parish which no longer includes Chewton Keynsham Church as a district.

The Parochial Church Council of Keynsham

Report of the Trustees for the Year Ended 31 December 2021

This transitional year has included the preparation of a final set of accounts for Chewton Keynsham, but not the overt inclusion of Chewton Keynsham members on PCC, except for the co-option of Mrs Jane Singleton.

RISKS TO THE CHARITY

The risks the charity faces are **financial, reputational, legal and operational**

The **financial** risk of insolvency is covered by a variety of means, and is also related to capital of good will so crucial to a church's functioning. Financial risk is minimised by having accountable and comprehensive systems in place within the parish structures at multiple levels; being adequately insured by the Ecclesiastical Insurance Group (a group with considerable church experience); and being part of the much larger Diocese of Bath and Wells, which in turn is part of the Church of England. For the last nine years the credit the Diocese have offered, by way of accepting late payment of the Parish's Contribution to the Diocese ('Parish Share'), has illustrated the support available from the latter source.

A major risk the Parish faces in its functioning is that of the decline of its **reputation** and social capital, both of the good will within the churches and the good relations the churches within the parish enjoy with the wider community around them. These good relations are kept and improved by valid consultation, considerate neighbourliness, on-going service to the community and adherence to the Charity's main objectives. Such attitudes are a fundamental part of the Parish's functioning and intrinsic to its ethos.

The statutory and **legal** requirements of health and safety, employment and charity law, and those around the issues of safeguarding of vulnerable adults, youth and children are all included in the work of the PCC and DCCs.

The Parish Safeguarding Policy follows that of the guidance of the Diocese of Bath and Wells, and the national Church of England. There is an annual report to the PCC and Annual Parochial Church Meeting.

All the churches and church halls have their own Health and Safety policies. There is combined report for the main site of St John's Church, the Parish Hall, and the One Community Trust Garage. The PCC reviews these annually, and professional advice is sought when appropriate.

The **operational** risks to the church buildings in the parish are covered by regular maintenance, five yearly architectural inspections and adequate insurance.

COVID-19 PANDEMIC

The measures being taken by Government in the UK aiming to limit the harm to individuals from the virus and preserve healthcare capacity for the severely ill, involved a high degree of social disruption. This had a very significant impact on the activities of Keynsham Parochial Church Council during both 2020 and 2021. The implications for the charity's activities, and consequent income and expenditure were huge.

During the crisis the Parish has closely followed the advice of the National Government, the National Church of England and the Diocese of Bath and Wells. The Church buildings have been closed for periods of time correlating with national lockdowns and in addition six of the eight staff furloughed at a variety of times. Church activity has continued but moved partly or entirely online.

The Parochial Church Council of Keynsham

Report of the Trustees for the Year Ended 31 December 2021

The financial position at the end of 2020 was far better than feared at the beginning of the year, in large part due to the faithful ongoing giving of parishioners, and also the support of HMRC for furloughed staff, the local authority: BANES for loss of St John's/Parish hall hire and from the Diocese by way of relief of Parish Share.

The financial position at the end of 2021 continued to hold up in large part due to the faithful ongoing giving of parishioners, and also the support of HMRC for furloughed staff. Finances were more stretched than in 2020, but the Parish has weathered the storm, praise God.

OBJECTIVES AND ACTIVITIES

The PCC is committed to the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. To this end it maintains worship in all five churches on a weekly basis and many other activities beside. A full report of each of the churches' activities in the last year is usually published each year in an additional PCC Annual Report available on request.

STAFF EMPLOYED

The PCC employs eight staff to further its objectives:

- Parish Youth Worker –Ms Philippa Lovell for 20 hours/week.
- Parish Office Manager to administer the Parish Office - Ms Pam Gardner for 20 hours/week until the end of July 2021 with Mrs Judy Yeo-Walker starting (and overlapping) for 20 hours/week from 21st June 2021.
- Facilities Manager - Mrs Vicki MacRae for 20 hours/week until the end of May 2021 and Mrs Vanessa Body from 23rd August 2021 for 20 hours/week.
- Children and Families Worker – Ms Izzy Brown from 5th September 2021 for 20 hours/week.
- Caretaker of the St John's site - Mr Steve Spiteri for 12 hours/week. (He is paid from St John's District Council funds.)
- St John's Music Director - Mr Christopher Thomas for 20 hours/week until 7th November 2021. (He is paid from St John's District Council funds.)
- Caretaker of St Francis - Mrs Jenny Minty for 11 hours/week. (She is paid from St Francis District Council funds.)
- Assistant Caretaker of St Francis - Mrs Katie Pointer for 6 hours/week from 19th April 2021 9 hours/week. (She is paid from St Francis District Council funds.)

There are also people that the parish pays as self-employed or for their sessional work as cleaners or organists. There are in addition many, many volunteers who ensure the Parish functions smoothly in countless ways including for example Churchwardens, Treasurers, Leaders of Mothers' Union and Kidzone, flower arrangers, etc..

PUBLIC BENEFIT

In accordance with the Charities Act 2011, the Charity Commission requires a charity to demonstrate that each of its aims provide an identifiable benefit to the public or a section of the public. In this section the Charity Commission's specific guidance to charities that have the advancement of religion as a major aim has been followed. The PCC (Powers) Measure 1956 states that the PCC 'is to cooperate with the minister in promoting in the Parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical'. The activities within Keynsham Parish that surround each of these four aims are described below, along with the accompanying identifiable public benefit.

In every case Keynsham PCC is committed to enabling as many people as possible to join in the activities of the Parish and to receive its benefits. Sunday worship is widely advertised and is open to all comers, pastoral care is available for all who ask, and social activities are usually promoted for the whole community.

The Parochial Church Council of Keynsham

Report of the Trustees for the Year Ended 31 December 2021

EVANGELISTIC (THE ADVANCEMENT OF RELIGION)

The practice and promotion of the Christian faith via Sunday and midweek worship, the yearly Alpha Course, weekly homegroups, Mothers' Union meetings, and other such activities, provides meaning and purpose in the life of the adherents, offers a moral framework for life choices and also a means of developing and maintaining spiritual wellbeing. This is not confined to only regular worshippers and members, since visitors and new members are welcome, and further the Christian faith encourages the service and loving of others and the working for the wider good of whole society ('You shall love your neighbour as yourself').

In addition the maintaining of the historical fabric of the five churches, the burden of which falls on to the five District Church Councils, which are constituents of the PCC (see page 3), thereby ensures the preservation of the historic fabric for the whole community. In addition the church buildings provide a sacred space for the wider community for both specific occasions, and for visitors to drop in, in order to reflect, pray and enjoy the quiet. (The largest church, St John's, is open each day Monday to Friday). The churchyards of St Michael, Burnett, and St Margaret, Queen Charlton are available for burials for members of the public resident in the respective villages.

St John's has been connected with the school of the same name in Keynsham since Victorian times and contributes to the spiritual and moral education of the children at the school by two church members and the Team Rector serving as governors, the Team Rector, Curate and Children & Families Worker leading assemblies, and the school attending specific services in the church of St John's three times a year.

The Two Rivers Church of England School in Keynsham which began its life in September 2020 is also connected in an evolving and similar way to St John's Church of England School. One church member is a governor, the Team Rector and Curate and a team of people lead collective worship, and the school attends specific services in the Church of St John's occasionally.

PASTORAL

All who reside within the ecclesiastical parish of Keynsham are entitled to a Church of England baptism, wedding or funeral, and those who are associated in other ways with the parish often make use of the opportunity e.g. to marry in the parish. The pastoral care that the clergy and others provide, aims to express Christian caring through the contacts with families and individuals as well as during the Christian services such as funerals themselves. Follow up care for bereaved families includes an invitation to an autumn commemoration service in which the deceased is named and comfort offered.

In 2019 the Parish conducted 18 church funerals and 20 funerals at a crematorium or cemetery; 14 weddings and 39 baptisms. During 2020 much of this activity was severely reduced by the COVID-19 pandemic.

In 2021 the Parish activity began to return to pre-pandemic levels. There were 21 church funerals and 36 funerals at a crematorium; 9 weddings and 17 baptisms.

The pastoral care of members of the church is a central part of the church's daily activities including visiting the sick at home and in hospital. A good deal of care is offered informally by members of the church community as well as by formal pastoral care structures and the clergy.

The churches within the parish function act as very important social networks not only for their members but for people in the community as a whole. People are prayed for by name (with their permission) during Sunday services whether or not they attend church.

The Parochial Church Council of Keynsham

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SOCIAL

The church of St John's and the adjacent Parish Hall are buildings maintained at the Parish's expense and are available for hire for wider public use. The church is available for concerts; the Parish Hall, for Karate, Keep Fit, Mums and Toddlers, NHS Blood Donation sessions and other similar things including private parties.

St Francis Church having first undertaken the thermal insulation and double glazing of both the church and hall, completed in early 2016 the final phase of its refurbishment project by building a two storey extension to its hall. The resultant facilities have resulted in an increased take up of use by the local community with Brownies and Mums and Toddlers and other groups.

Concerts are occasionally held in the churches in Burnett and Queen Charlton.

In 2021 the Parish gave away £18,183 to charitable causes, over half of which was to support the link parish of Chipata South in Zambia. The money was given via the charity 'Hands of Compassion', to help fund the building of a new school.

In 2020 the Parish gave away £10,657 to charitable causes, and in 2019 the Parish gave away £10,454 to charitable causes.

ECUMENICAL

The Anglican Parish of Keynsham is a partner within the organisation known as 'Churches Together in Keynsham and Saltford', which is made up of all the churches in Keynsham (Baptist, Methodist, Pentecostal and Roman Catholic and others), and the Anglican church in Saltford. This umbrella organisation as well as promoting harmony and co-operation between the denominations, and thereby contributing to the religious harmony within the town, contributes to social care with e.g. the 'Friends in Need' scheme. This scheme links volunteer drivers with those requiring lifts to doctors' surgeries or hospitals for their health care needs. In addition the churches of the town of Keynsham support and work with Keynsham Town Council, and the village churches likewise with their Parish Council for the wider community's thriving and common good.

ACHIEVEMENTS AND PERFORMANCE

Again, a full report of the all the churches' activities in the last year is usually published each year in an additional PCC Annual Report available on request. During the early part of 2021 much of this activity was severely reduced by the COVID-19 pandemic, although vital activities such as Sunday service continued online. The details about the many of the activities that occur in the parish can be seen on the parish website (www.keynshamparish.org.uk).

ELECTORAL ROLL

There were 280 members of the Parish of Keynsham currently. Details are:

	April 2021	Additions	Removals	April 2022
St John's	205	6	13	198
St Francis	32	0	1	31
St Margaret's	36	0	2	34
St Michael's	16	1	0	17
Total	289	7	16	280

The Parochial Church Council of Keynsham

Report of the Trustees
for the Year Ended 31 December 2021

FINANCIAL REVIEW

GENERAL – a) end of year debt

The overall picture of the parish's finances is that they have remained remarkably stable despite the shock of 'Covid,' and have even improved slightly. A crucial measure of this is the fact that in 2021 the Parish (in reality St John's) finished the year owing only £18,950 in outstanding Parish Share to the Diocese of Bath and Wells.

This was less than 2020, when the parish finished the year owing £28,289 in outstanding Parish Share. This was £25,601 for St John's and £2,688 for Chewton Keynsham. By way of comparison, in 2019 St John's finished the year owing the diocese £22,740 and Chewton Keynsham finished the year owing £3,941.

During 2021 Chewton Keynsham's Parish Share was paid by the central PCC account, in part from contributions from Eco-congregation (former Chewton Keynsham) members but also from central parish funds. The process of closing the Church has been subsidised in part by the other four churches' contributions, accumulated during 2020.

GENERAL – b) financial positions of each Church (unrestricted funds)

The situation with regard to each of the individual churches is shown in the table below:

For 2021

	End of year balance of income versus expenditure of unrestricted funds for 2021	Carry over surplus or deficit of all unrestricted funds at the end of 2021
St John	£29,322 (NB £27,328 legacies)	£17,921
St Francis	£323	£21,922
St Margaret, QC	Minus £2,644	£5,870
St Michael, Burnett	£1,170	£8,193
Chewton Keynsham	£447	£2,927

By way of comparison for 2020

	End of year balance of income versus expenditure of unrestricted funds for 2020	Carry over surplus or deficit of all unrestricted funds at the end of 2020
St John	£2,592	Minus £11,401
St Francis	Minus £552	£21,599
St Margaret, QC	Minus £4,266	£8,514
St Michael, Burnett	Minus £939	£6,993
Chewton Keynsham	£1,895	£2,480

By way of comparison for 2019

	End of year balance of income versus expenditure of unrestricted funds for 2019	Carry over surplus or deficit of all unrestricted funds at the end of 2019
St John	£2,630	Minus £13,993
St Francis	£3,789	£22,151
St Margaret, QC	£6,254	£12,780
St Michael, Burnett	£170	£7,932
Chewton Keynsham	Minus £1,080	£585

The Parochial Church Council of Keynsham

Report of the Trustees for the Year Ended 31 December 2021

THE @ONE PROJECT

In November 2010 the former Rectory building on the St John's site was purchased by the parish for £315,000. Along with costs to convert the use of the building and the ancillary costs of legal fees of £27,674, the total cost to the Parish was £342,674.

The purchase was made possible by a loan from the Diocese of Bath and Wells of £225,000, alongside loans and gifts from private individuals, and a loan of £49,500 from PCC designated reserves.

Through the hard work and energy of the 'Rectory Development Group', a group largely of volunteers, a huge sum of money was raised in grants and donations, such that at the end of 2016, the amount outstanding was only £67,517 to the Diocese and £26,500 to the Parochial Church Council.

Following discussion within the Community Management Group overseeing the @One Project on behalf of the Parochial Church Council, and within the Parochial Church Council, and after consultation with external advisors, the decision was made by the Parochial Church Council meeting on 2nd February 2015 for the @One Project to become a separate charity. The separate charity known as The One Community Trust Keynsham (charity number 1163878) was registered as a charitable incorporated organisation on 7th October 2015, with the charitable objects as:

The One Community Trust operates from a Christian ethos, & is based at the @One building in Keynsham, adjacent to St John's Church. Our objectives are:

- To promote community benefit for the support and advancement primarily, but not exclusively, of the young people of Keynsham, regardless of belief.*
- To give them the confidence and faith to change their lives.*
- To further support and relieve, through charitable actions, those in need (by reason of youth, age, ill health, disability, financial hardship or other disadvantages) who are living in Keynsham and the surrounding district, by organising and supporting healthy and enjoyable community activities & providing associated services throughout the year.*

At the end of 2019 the PCC owed £72,803 (£1,946 having been added as interest for the year). There were no repayments to the Diocese during 2019, or the previous 3 years as arranged beforehand with Diocese. During 2020 repayments have recommenced with the One Community Trust paying £6,469 during 2020 in lieu of rent; leaving £67,947 owing with the addition of interest. During 2021 the One Community Trust paid £6,281 in lieu of rent; leaving £63,075 owing with the addition of interest.

The Parochial Church Council continues to take a close supportive interest in the One Community Trust.

LEGACY POLICY

The Parochial Church Council adopted a Legacy policy at its meeting on 12th January 2016. [This was after having invited the individual churches to consider a policy of their own, but their feedback to the Parochial Church Council was that they would prefer a parish wide one.]

The policy is:

"The Keynsham Parochial Church Council (PCC) reaffirms its commitment to encouraging people to make and review their Wills as part of their Christian stewardship.

It welcomes church members leaving gifts in their Wills for the general purposes of the parish, and if they wish to specific churches within the parish. The PCC's policy is to use gifts in Wills to fund significant development projects in the parish whether buildings, equipment, or staff. Because it may not be possible to fulfil specific donor requests, we prefer gifts to be subject to minimum restrictions."

RESERVES

RESERVES POLICY

The Policy of each of the five individual churches is to maintain sufficient unrestricted funds to cover necessary foreseeable expenditure, and retain a positive financial balance at all times.

For the three biggest accounts of St Francis, St John's and the Central PCC accounts, the ideal is to have sufficient cash at bank available to cover three months of staff costs and regular expected expenditure.

It is our policy to invest our reserve funds with CCLA Investment Management Ltd, Senator House, 85 Queen Victoria Street, London EC4V 4ET.

RESERVES CURRENTLY HELD

	Reserves held at 31st December 2021	Reserves held at 31st December 2020
Keynsham PCC Totals	General = £108,729 Fixed Assets (net of loans) Restricted = £167,876 Unrestricted = £1,138,540 Other Restricted = £17,125 Other Designated = £26,075 Endowment = £46,383	General = £104,530 Fixed Assets (net of loans) Restricted = £174,324 Unrestricted = £1,156,480 Other Restricted = £22,171 Other Designated = £12,610 Endowment = £40,572
St John the Baptist, Keynsham	General = £17,921 Restricted = £6,690	General = £(11,401) Restricted = £9,742
St Francis, Keynsham	General = £17,922 Designated = £4,000 Restricted = £1,010	General = £17,599 Designated = £4,000 Restricted = £1,010
Chewton Keynsham Mission Church	General = £2,927 Restricted = £1,158	General = £2,480 Restricted = £1,158
St Margaret, Queen Charlton	General = £5,528 Designated = £342 Restricted = £1,726	General = £7,946 Designated = £568 Restricted = £3,721
St Michael, Burnett	General = £8,163 Restricted = £8,540	General = £6,993 Restricted = £8,540

As can be seen the reserves held by the five churches are small.

Approved by order of the PCC on and signed on its behalf by:

.....
Revd Dr Stephen M'Caw
Team Rector/Chair of the PCC

.....
Dr Christopher Newton
PCC Treasurer

Independent Examiner's Report to the Trustees of
The Parochial Church Council of Keynsham

Independent examiner's report to the trustees of The Parochial Church Council of Keynsham

I report to the charity trustees on my examination of the accounts of The Parochial Church Council of Keynsham (the Trust) for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in Scotland (ICAS) which is one of the listed bodies.

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

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

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

Mr M Powell ICAS
Institute of Chartered Accountants in Scotland (ICAS)
Moore
Chartered Accountants
30 Gay Street
Bath
BA1 2PA

Date:

The Parochial Church Council of Keynsham

Statement of Financial Activities
for the Year Ended 31 December 2021

		Unrestricted	Restricted	Endowment	31.12.21	31.12.20
	Notes	funds	funds	funds	Total	Total
		£	£	£	funds	funds
					£	£
INCOME AND						
ENDOWMENTS FROM						
Donations and legacies	2	307,990	15,386	-	323,376	289,022
Other trading activities	3	20,754	110	-	20,864	10,246
Investment income	4	33	-	1,178	1,211	1,417
Other income	5	59,001	-	-	59,001	71,843
Total		387,778	15,496	1,178	404,452	372,528
EXPENDITURE ON						
Charitable activities	6					
Parish office expenses		29,631	-	-	29,631	29,643
Church running expenses		47,389	17,524	-	64,913	46,854
Hall running expenses		24,338	14,038	-	38,376	17,415
Other		52,349	7,523	-	59,872	52,544
Mission and charitable giving		18,038	145	-	18,183	10,657
Work of the P.C.C		204,069	-	-	204,069	214,705
Other	8	-	-	1,178	1,178	1,140
Total		375,814	39,230	1,178	416,222	372,958
Net gains on investments		-	-	5,811	5,811	2,597
NET						
INCOME/(EXPENDITURE)		11,964	(23,734)	5,811	(5,959)	2,167
Transfers between funds	18	(12,240)	12,240	-	-	-
Net movement in funds		(276)	(11,494)	5,811	(5,959)	2,167
RECONCILIATION OF FUNDS						
Total funds brought forward		1,273,620	196,495	40,572	1,510,687	1,508,520
TOTAL FUNDS CARRIED FORWARD		1,273,344	185,001	46,383	1,504,728	1,510,687

The notes form part of these financial statements

The Parochial Church Council of Keynsham

Balance Sheet

31 December 2021

	Notes	Unrestricted funds £	Restricted funds £	Endowment funds £	31.12.21 Total funds £	31.12.20 Total funds £
FIXED ASSETS						
Tangible assets	13	1,222,616	180,772	-	1,403,388	1,427,776
Investments	14	-	-	46,383	46,383	40,572
		1,222,616	180,772	46,383	1,449,771	1,468,348
CURRENT ASSETS						
Debtors	15	27,359	-	-	27,359	25,216
Cash at bank		50,538	70,134	-	120,672	124,292
		77,897	70,134	-	148,031	149,508
CREDITORS						
Amounts falling due within one year	16	(27,169)	(2,830)	-	(29,999)	(39,222)
NET CURRENT ASSETS		50,728	67,304	-	118,032	110,286
TOTAL ASSETS LESS CURRENT LIABILITIES		1,273,344	248,076	46,383	1,567,803	1,578,634
CREDITORS						
Amounts falling due after more than one year	17	-	(63,075)	-	(63,075)	(67,947)
NET ASSETS		1,273,344	185,001	46,383	1,504,728	1,510,687

The notes form part of these financial statements

The Parochial Church Council of Keynsham

Balance Sheet - continued
31 December 2021

FUNDS	18		
Unrestricted funds		1,273,344	1,273,620
Restricted funds		185,001	196,495
Endowment funds		<u>46,383</u>	<u>40,572</u>
TOTAL FUNDS		<u>1,504,728</u>	<u>1,510,687</u>

The financial statements were approved by the members of the Parochial Church Council and authorised for issue on and were signed on its behalf by:

.....
Revd Dr Stephen M'Caw
Team Rector/Chair of the PCC

.....
Dr Christopher Newton
PCC Treasurer

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The charity's accounts comprise the activities of:

St John the Baptist, Keynsham
St Francis, Keynsham
St Margaret's, Queen Charlton
St Michael's, Burnett
Chewton Keynsham Mission Church
The Parochial Church Council Central
The Keynsham Parish Clergy Fees Account

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law including the former rectory freehold premises and the related loan from the Diocese. They do not include the accounts of other church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Incoming resources

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

Planned giving is only recognised when received.

Collections are recognised when received by or on behalf of the PCC.

Legacies are accounted for as soon as the PCC is notified of its legal entitlement, the amount can be estimated with sufficient accuracy and it is probable that the amount will be received.

Income tax recoverable on gift aid donations is recognised when the donation is received.

Sales of books and other items sold in the shop are recognised at point of sale.

Fees arising from the use of properties are recognised when the fee is due.

1. ACCOUNTING POLICIES - continued

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes VAT which cannot be recovered, and is classified under headings of the statement of financial activities to which it relates.

Expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.

Expenditure on charitable activities includes all costs incurred by the charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

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 payable.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- Straight line over 50 years
Solar panels	- Straight line over 10 years
Office equipment	- Straight line over 4 years

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

2. DONATIONS AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Donations			
Planned giving	203,341	-	203,341
Gift Aid	48,146	1,293	49,439
Gift Aid collection	3,662	-	3,662
Cash collections	3,652	-	3,652
Donations, appeals	33,940	8,814	42,754
Legacies			
Legacies (St John)	15,249	-	15,249
Grants receivable			
Diocese of Bath & Wells for Children & Families worker	-	-	-
Bath & Wells Diocesan of Change Bells		1,100	1,100
Friends of St John		2,131	2,131
St John's Bellringers		2,048	2,048
	307,990	15,386	323,376

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Donations			
Planned giving	199,044	-	199,044
Gift Aid	42,647	1,015	43,662
Gift Aid collection	2,664	-	2,664
Cash collections	3,490	-	3,490
Donations, appeals	32,599	5,969	38,568
Grants receivable			
Diocese of Bath & Wells for Children & Families worker	-	1,594	1,594
	280,144	8,578	289,022

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

3. OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Fundraising events and activities	7,147	-	7,147
Harvest lunches	-	110	110
Mission income	12,990	-	12,990
Use of Church facilities (CK)	617	-	617
	20,754	110	20,864

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Fundraising events and activities	5,628	-	5,628
Harvest lunches	4,356	142	4,498
Use of Church facilities (CK)	120	-	120
	10,104	142	10,246

4. INVESTMENT INCOME

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £
Other interest received	33	-	1,178	1,211

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £
Other interest received	276	1	1,140	1,417

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

5. OTHER INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Parish hall and St John's church lettings	15,277	-	15,277
Other rents received (SF)	11,751	-	11,751
Fees	23,546	-	23,546
Office services and other income	322	-	322
Solar panel rebates (SJ)	624	-	624
Government grants for Covid Job Retention Scheme	1,200	-	1,200
One Community repayment of loan	6,281	-	6,281
	59,001	-	59,001

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Parish hall and St John's church lettings	19,400	-	19,400
Other rents received (SF)	5,093	-	5,093
Fees	13,455	-	13,455
Office services and other income	2,867	483	3,350
Solar panel rebates (SJ)	715	-	715
Covid relief received from Diocese	12,814	-	12,814
Government grants for Covid Job Retention Scheme	10,547	-	10,547
One Community repayment of loan	6,469	-	6,469
	71,360	483	71,843

6. CHARITABLE ACTIVITIES COSTS

EXPENDITURE ON CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Mission and Charitable giving	18,038	145	18,183
Diocesan parish share	170,015	-	170,015
Fees	16,008	-	16,008
Other groups and activities	1,926	-	1,926
Youth & Children and Families workers salary and expenses	16,120	-	16,120
Support costs	153,707	39,085	192,792
	375,814	39,230	415,044
	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Mission and Charitable giving	10,300	357	10,657

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

6. CHARITABLE ACTIVITIES COSTS - continued

Diocesan parish share	178,250	-	178,250
Fees	11,677	-	11,677
Other groups and activities	1,984	-	1,984
Youth & Children and Families workers salary and expenses	21,200	1,594	22,794
Support costs	<u>136,018</u>	<u>10,438</u>	<u>146,456</u>
	<u>359,429</u>	<u>12,389</u>	<u>371,818</u>

EXPENDITURE ON CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Charitable giving £	Work of the P.C.C £	Support Costs £	Total Funds 2021 £	Total Funds 2020 £
Mission and Charitable giving	18,183	-	-	18,183	10,657
Diocesan parish share	-	170,015	-	170,015	178,250
Fees	-	16,008	-	16,008	11,677
Other groups and activities	-	1,926	-	1,926	1,984
Youth & Children and Families workers salary and expenses	-	16,120	-	16,120	22,794
Parish office expenses	-	-	29,631	29,631	29,643
Church running expenses	-	-	64,913	64,913	46,854
Hall running expenses	-	-	38,376	38,376	17,415
Other	-	-	59,872	59,872	52,544
	<u>18,183</u>	<u>204,069</u>	<u>192,792</u>	<u>415,044</u>	<u>371,818</u>

7. GRANTS PAYABLE

	31.12.21	31.12.20
	£	£
Missionary and charitable giving	<u>18,183</u>	<u>10,657</u>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

7. GRANTS PAYABLE - continued

	2021	2020
	£	£
Hands of Compassion (Chipata South Zambia School)	11,071	-
World Mission Appeal	2,099	2,645
CMS	1,750	-
Beloved	875	-
Scripture Union	875	-
Foodbank	750	817
Zambia school	400	400
Sisters of church	225	225
Bath Welcomes Refugees	118	-
Diocese Bells	20	20
Church Mission Society	-	1,000
Prime	-	1,000
The Church Army	-	1,000
inHope (Bristol)	-	1,000
Bath & Wells Zambia	-	500
Dorothy House	-	450
Street Light Trust	-	400
Crisis	-	400
PCC Worldwide Mission Committee	-	400
Mind	-	200
Send a cow	-	155
Arocha	-	45
	<hr/>	<hr/>
	18,183	10,657
	<hr/>	<hr/>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

8. OTHER

	Unrestricted Fund £	Endowment Funds £	Total Funds 2021 £
Endowment fund income paid to St John's Wardens	-	1,178	1,178
	Unrestricted Fund £	Endowment Funds £	Total Funds 2020 £
Endowment fund income paid to St John's Wardens	-	1,140	1,140

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2021 nor for the year ended 31 December 2020.

10. STAFF COSTS

	2021 £	2020 £
Wages and Salaries (including employer pension contributions)	67,040	58,700

The PCC employs eight staff to further its objectives:

Parish Youth Worker - Ms Philippa Lovell for 20 Hours/week.

Parish Office Manager to administer the Parish Office - Ms Pam Gardner for 20 hours/week until the end of July 2021 with Mrs Judy Yeo-Walker starting (and overlapping) for 20 hours/week from 21st June.

Facilities Manager - Mrs Vicki MacRae for 20 hours/week until the end of May 2021 and Mrs Vanessa Body from 23rd August 2021 for 20 hours/week.

Children and Families Worker – Ms Izzy Brown from 5th September 2021 for 20 hours/week.

Caretaker of the St John's site - Mr Steve Spiteri for 12 hours/week. (He is paid from St John's District Council funds.)

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

10. STAFF COSTS - continued

St John's Music Director - Mr Christopher Thomas for 20 hours/week until 7th November 2021. (He is paid from St John's District Council funds.)

Caretaker of St Francis - Mrs Jenny Minty for 11 hours/week. (She is paid from St Francis District Council funds.)

Assistant Caretaker of St Francis - Mrs Katie Poynter for 6 hours/week and then from 19th April 2021 9 hours/week. (She is paid from St Francis District Council funds.)

There are also people that the parish paid as self-employed or for their sessional work as organists.

11. 2020 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
INCOME AND ENDOWMENTS FROM				
Donations and legacies	280,444	8,578	-	289,022
Other trading activities	10,104	142	-	10,246
Investment income	276	1	1,140	1,417
Other income	71,360	483	-	71,843
Total	362,184	9,204	1,140	372,528
EXPENDITURE ON				
Charitable activities				
Parish office expenses	29,643	-	-	29,643
Church running expenses	44,086	2,768	-	46,854
Hall running expenses	17,415	-	-	17,415
Other	44,874	7,670	-	52,544
Missionary and charitable giving	10,300	357	-	10,657
Work of the P.C.C	213,111	1,594	-	214,705
Other	-	-	1,140	1,140
Total	359,429	12,389	1,140	372,958
Net gains on investments	-	-	2,597	2,597
NET INCOME/(EXPENDITURE)	2,755	(3,185)	2,597	2,167
RECONCILIATION OF FUNDS				
Total funds brought forward	1,270,865	199,680	37,975	1,508,520
TOTAL FUNDS CARRIED FORWARD	<u>1,273,620</u>	<u>196,495</u>	<u>40,572</u>	<u>1,510,687</u>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

12. SUPPORT COSTS

	Parish office expenses £	Church running expenses £	Hall running expenses £
Office and secretarial salaries	20,749	-	-
Photocopying	-	-	-
Postage and stationery	1,121	-	-
Office equipment	5,958	-	-
Office consumables including IT	1,803	-	-
Light, heat and water	-	8,442	4,044
Insurance	-	5,352	1,904
Repairs and maintenance (incl. churchyard)	-	35,075	22,122
Music director and organist (SJ)	-	16,044	-
Cleaning and caretaking (SJ)	-	-	10,306
Accountancy and professional fees	-	-	-
Depreciation	-	-	-
Clergy and ministry expenses	-	-	-
Caretaker costs (SF)	-	-	-
Organ, choir and music costs (SF and SJ)	-	-	-
Interest on loan from Diocese of Bath & Wells	-	-	-
Other expenses	-	-	-
	29,631	64,913	38,376
		Total funds	Total Funds
	Other	2021	2020
	£	£	£
Office and secretarial salaries	-	20,749	21,599
Photocopying	720	720	758
Postage and stationery	-	1,121	1,422
Office equipment	-	5,958	3,698
Office consumables including IT	-	1,803	2,166
Light, heat and water	-	12,486	13,066
Insurance	-	7,256	7,203
Repairs and maintenance (incl. churchyard)	-	57,197	21,087
Music director and organist (SJ)	-	16,044	14,307
Cleaning and caretaking (SJ)	-	10,306	8,606
Accountancy and professional fees	7,800	7,800	7,800
Depreciation	24,388	24,388	24,388
Clergy and ministry expenses	3,970	3,970	4,386
Caretaker costs (SF)	9,546	9,546	7,877
Organ, choir and music costs (SF and SJ)	2,898	2,898	1,684
Interest on loan from Diocese of Bath & Wells	1,408	1,408	1,615
Other expenses	9,142	9,142	4,794
	59,872	192,792	146,456

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

13. TANGIBLE FIXED ASSETS

	Freehold property £	Plant and machinery £	Fixtures and fittings £	Totals £
COST				
At 1 January 2021 and 31 December 2021	<u>1,615,000</u>	<u>17,855</u>	<u>7,880</u>	<u>1,640,735</u>
DEPRECIATION				
At 1 January 2021	188,800	17,855	6,304	212,959
Charge for year	<u>23,600</u>	-	<u>788</u>	<u>24,388</u>
At 31 December 2021	<u>212,400</u>	<u>17,855</u>	<u>7,092</u>	<u>237,347</u>
NET BOOK VALUE				
At 31 December 2021	<u>1,402,600</u>	-	<u>788</u>	<u>1,403,388</u>
At 31 December 2020	<u>1,426,200</u>	-	<u>1,576</u>	<u>1,427,776</u>

The freehold property consists of :

St John's Church Hall, which is held by the PCC on behalf of the DCC of St John the Baptist, Keynsham.

Chewton Keynsham Mission church, which is held by the PCC on behalf of the DCC of Chewton Keynsham Mission Church.

The @ONE St John's Youth and Community Centre (formerly The Rectory) was purchased in Autumn 2010 for £315,000.

All freehold property is recognised using a previous depreciated replacement cost valuation as a deemed cost on transition to SORP (FRS 102). These assets are being depreciated from their valuation year of 2012.

14. FIXED ASSET INVESTMENTS

	Unlisted investments £
MARKET VALUE	
At 1 January 2021	40,572
Revaluations	<u>5,811</u>
At 31 December 2021	<u>46,383</u>
NET BOOK VALUE	
At 31 December 2021	<u>46,383</u>
At 31 December 2020	<u>40,572</u>

There were no investment assets outside the UK.

Investments comprise the following:

1,823 income shares in the Central Board of Finance Investment Fund of which 963 shares are the Fabric expendable endowment fund and 860 shares are the Poor and Aged permanent endowment fund. The market value of these shares at 31 December 2021 was £42,691 (2020:£37,348).

179 COIF Charities Investment Fund, income units which are the J. Bowles permanent endowment fund. The dividends received are paid over to St. John's Wardens Account. The market value of these shares at 31 December 2021 was £3,681 (2020:£3,224).

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.21	31.12.20
	£	£
Other debtors	14,430	9,912
Gift aid receivable	<u>12,929</u>	<u>15,304</u>
	<u>27,359</u>	<u>25,216</u>

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.21	31.12.20
	£	£
Diocesan parish share	18,950	28,289
Other creditors	<u>11,049</u>	<u>10,933</u>
	<u>29,999</u>	<u>39,222</u>

17. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	31.12.21	31.12.20
	£	£
Other creditors	<u>63,075</u>	<u>67,947</u>

During 2017 the loan repayment date was extended from 31 December 2020 to 31 December 2034. Interest is payable at 2% above variable Bank of England base rate and is charged annually in arrears. The interest may be settled or added to the capital balance outstanding. Although the loan term is until 31 December 2034, the trustees intend to repay the loan as soon as possible.

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

18. MOVEMENT IN FUNDS

	At 1.1.21 £	Net movement in funds £	Transfers between funds £	At 31.12.21 £
Unrestricted funds				
General fund	104,530	16,459	(12,260)	108,729
Mission worldwide (PCC)	4,516	(1,581)	-	2,935
Kidzone (SJ)	393	-	-	393
Sidmouth parish weekend (PCC)	552	-	-	552
Keynsham parish ministry (PCC)	483	-	-	483
750yrs Celebrations fund (SJ)	(20)	-	20	-
Keynsham parish development (PCC)	1,019	1	-	1,020
Lee Abbey (PCC)	238	-	-	238
Reserve fund (SF)	4,000	-	-	4,000
Fabric fund (QC)	568	(224)	-	344
Growing leaders course (PCC)	194	-	-	194
Legacy fund (SJ)	-	15,249	-	15,249
Capital assets fund (PCC)	1,156,480	(17,940)	-	1,138,540
Holiday at home (PCC)	667	-	-	667
	1,273,620	11,964	(12,240)	1,273,344
Restricted funds				
Kitchen equipment fund (SJ)	1,825	-	-	1,825
Fabric and equipment fund (SJ)	3,125	(13,696)	12,079	1,508
Choir fund (SJ)	1,226	(359)	-	867
Outreach fund (SJ)	1,207	-	-	1,207
Organ fund (SJ)	878	-	-	878
Building work fund (SJ)	200	(200)	-	-
Harvest supper (QC, CK)	58	(10)	-	48
Music & worship fund (SJ)	254	-	-	254
Fabric fund (St M, B)	6,295	-	-	6,295
Boiler/Property fund (QC)	965	(1,965)	-	(1,000)
Piano fund (SJ)	300	(300)	-	-
New door fund (CK)	(94)	-	-	(94)
Clock Gilding fund (QC)	20	-	-	20
Church toilet and kitchenette extension appeal (SM,B)	1,245	-	-	1,245
Bell fund (QC)	1,721	(20)	-	1,701
Solar panels fund (PCC)	1,576	(788)	-	788
The One Community Trust	172,748	(5,660)	-	167,088
Video fund (SF)	340	-	-	340
CTKS (CK)	357	-	-	357
Youth Club fund (SF)	375	-	-	375
Sunday Club (SF)	295	-	-	295
Church Maintenance fund (CK)	852	-	-	852

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

Streaming equipment (SJ)	654	(814)	161	1
Music Scholarship fund (SJ)	<u>73</u>	<u>78</u>	<u>-</u>	<u>151</u>
	196,495	(23,734)	12,240	185,001
Endowment funds				
P Smith Poor and Aged fund	17,619	2,521	-	20,140
P Smith Fabric fund	19,729	2,833	-	22,562
Bowles fund	<u>3,224</u>	<u>457</u>	<u>-</u>	<u>3,681</u>
	<u>40,572</u>	<u>5,811</u>	<u>-</u>	<u>46,383</u>
TOTAL FUNDS	<u><u>1,510,687</u></u>	<u><u>(5,959)</u></u>	<u><u>-</u></u>	<u><u>1,504,728</u></u>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

18. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	358,138	(341,679)	-	16,459
Mission worldwide (PCC)	12,990	(14,571)	-	(1,581)
Keynsham parish development (PCC)	1	-	-	1
Fabric fund (QC)	1,400	(1,624)	-	(224)
Legacy fund (SJ)	15,249	-	-	15,249
Capital assets fund (PCC)	-	(17,940)	-	(17,940)
	387,778	(375,814)	-	11,964
Restricted funds				
Fabric and equipment fund (SJ)	1,710	(15,406)	-	(13,696)
Choir fund (SJ)	299	(658)	-	(359)
Building work fund (SJ)	-	(200)	-	(200)
Harvest supper (QC, CK)	115	(125)	-	(10)
Boiler/Property fund (QC)	-	(1,965)	-	(1,965)
Piano fund (SJ)	100	(400)	-	(300)
Bell fund (QC)	-	(20)	-	(20)
Solar panels fund (PCC)	-	(788)	-	(788)
The One Community Trust	-	(5,660)	-	(5,660)
Streaming equipment (SJ)	7,885	(8,699)	-	(814)
Music Scholarship fund (SJ)	108	(30)	-	78
Bells and clock (SJ)	5,279	(5,279)	-	-
	15,496	(39,230)	-	(23,734)
Endowment funds				
P Smith Poor and Aged fund	511	(511)	2,521	2,521
P Smith Fabric fund	572	(572)	2,833	2,833
Bowles fund	95	(95)	457	457
	1,178	(1,178)	5,811	5,811
TOTAL FUNDS	404,452	(416,222)	5,811	(5,959)

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

18. MOVEMENT IN FUNDS - continued

2020 Comparatives for movement in funds

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	83,332	21,198	104,530
Mission worldwide (PCC)	4,660	(144)	4,516
Kidzone (SJ)	358	35	393
Sidmouth parish weekend (PCC)	552	-	552
Keynsham parish ministry (PCC)	482	1	483
750yrs Celebrations fund (SJ)	108	(128)	(20)
Keynsham parish development (PCC)	1,014	5	1,019
Lee Abbey (PCC)	238	-	238
Reserve fund (SF)	4,000	-	4,000
Fabric fund (QC)	840	(272)	568
Growing leaders course (PCC)	194	-	194
Capital assets fund (PCC)	1,174,420	(17,940)	1,156,480
Holiday at home (PCC)	667	-	667
	1,270,865	2,755	1,273,620
Restricted funds			
Kitchen equipment fund (SJ)	125	1,700	1,825
Fabric and equipment fund (SJ)	-	3,125	3,125
Choir fund (SJ)	1,226	-	1,226
Outreach fund (SJ)	1,207	-	1,207
Organ fund (SJ)	878	-	878
Building work fund (SJ)	200	-	200
Harvest supper (QC, CK)	43	15	58
Music & worship fund (SJ)	254	-	254
Fabric fund (St M, B)	6,294	1	6,295
Boiler/Property fund (QC)	2,129	(1,164)	965
Piano fund (SJ)	300	-	300
New door fund (CK)	1,250	(1,344)	(94)
Clock Gilding fund (QC)	20	-	20
Church toilet and kitchenette extension appeal (SM,B)	1,022	223	1,245
Bell fund (QC)	1,741	(20)	1,721
Solar panels fund (PCC)	2,364	(788)	1,576
The One Community Trust	178,408	(5,660)	172,748
Video fund (SF)	340	-	340
CTKS (CK)	357	-	357
Youth Club fund (SF)	375	-	375
Sunday Club (SF)	295	-	295

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

18. MOVEMENT IN FUNDS - continued

Church Maintenance fund (CK)	852	-	852
Streaming equipment (SJ)	-	654	654
Music Scholarship fund (SJ)	-		
	<hr/>		
	199,680	(3,185)	196,495
Endowment funds			
P Smith Poor and Aged fund	16,485	1,134	17,619
P Smith Fabric fund	18,460	1,269	19,729
Bowles fund	3,030	194	3,224
	<hr/>	<hr/>	<hr/>
	37,975	2,597	40,572
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>1,508,520</u>	<u>2,167</u>	<u>1,510,687</u>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

18. MOVEMENT IN FUNDS - continued

2020 Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	355,287	(334,089)	-	21,198
Mission worldwide (PCC)	4,356	(4,500)	-	(144)
Kidzone (SJ)	35	-	-	35
Keynsham parish ministry (PCC)	1	-	-	1
750yrs Celebrations fund (SJ)	1,100	(1,228)	-	(128)
Keynsham parish development (PCC)	5	-	-	5
Fabric fund (QC)	1,400	(1,672)	-	(272)
Capital assets fund (PCC)	-	(17,940)	-	(17,940)
	362,184	(359,429)	-	2,755
Restricted funds				
Kitchen equipment fund (SJ)	1,700	-	-	1,700
Fabric and equipment fund (SJ)	3,125	-	-	3,125
Children & families worker (PCC)	1,594	(1,594)	-	-
Harvest supper (QC, CK)	202	(187)	-	15
Fabric fund (St M, B)	1	-	-	1
Boiler/Property fund (QC)	260	(1,424)	-	(1,164)
New door fund (CK)	-	(1,344)	-	(1,344)
Church toilet and kitchenette extension appeal (SM,B)	223	-	-	223
Bell fund (QC)	-	(20)	-	(20)
Solar panels fund (PCC)	-	(788)	-	(788)
The One Community Trust	-	(5,660)	-	(5,660)
Streaming equipment (SJ)	1,876	(1,222)	-	654
Music Scholarship fund (SJ)	73	-	-	73
J Snow fund				
	150	(150)	-	-
	9,204	(12,389)	-	(3,185)
Endowment funds				
P Smith Poor and Aged fund	494	(494)	1,134	1,134
P Smith Fabric fund	553	(553)	1,269	1,269

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

18. MOVEMENT IN FUNDS - continued

Bowles fund	<u>93</u>	<u>(93)</u>	<u>194</u>	<u>194</u>
	<u>1,140</u>	<u>(1,140)</u>	<u>2,597</u>	<u>2,597</u>
TOTAL FUNDS	<u><u>372,528</u></u>	<u><u>(372,958)</u></u>	<u><u>2,597</u></u>	<u><u>2,167</u></u>

19. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2021.

20. FUNDS

The unrestricted funds are as follows:

Mission Worldwide fund - this fund is used by the PCC's Worldwide Mission Committee to make grants to organisations engaged in local, national and international mission.

Kidzone Fund - Kidzone is income generated from Kidzone which will be donated to charities of the childrens' choice.

Sidmouth Parish weekend - monies are saved towards the cost of undertaking, every other year, a weekend in Sidmouth. The funds held will be utilised for the 2019 Sidmouth trip.

Keynsham Parish Ministry Fund - this fund was set up in 2007 for the creation, provision, maintenance and improvement of ministry and mission. It was funded from legacy money.

The 750 celebrations fund is monies raised during the 750th anniversary of the Church.

Keynsham Parish Development Fund - this fund was set up in 2001 for the purposes of development and enhancement of church buildings in Keynsham Parish to further their service to the parish and wider community. It was funded from part of the proceeds of the sale of the former curate's house (88 Chandag Road).

The Holiday at Home fund makes provision for an event run each summer for the parish by St John's Pastoral Committee to provide an opportunity for persons of restricted mobility to socialise and enjoy seasonal hospitality and excursions.

The St Francis reserve fund is monies set aside for future use.

The St Margaret's Fabric Fund is available for use for the maintenance of the fabric of the church at St Margaret's Queen Charlton.

The Growing Leaders course is funds raised from course attendees to meet the cost of the course, with any surplus available to be used by the PCC for any other purpose.

An unrestricted legacy received by St John's DCC was set aside in earlier years but in 2019 was released back to general funds.

20. FUNDS - continued

Capital Assets Fund - this fund represents the charity's fixed assets which have been funded from unrestricted funds. Depreciation charged against the assets reduces this fund and the balance on the fund at each year end is equal to the net book value at the year end of the fixed assets which have been funded by unrestricted funds.

The restricted funds are as follows:

The Kitchen equipment fund (SJ) is monies received to be spent on various equipment in the St John's hall kitchen.

The Fabric Fund (SJ) contains donations to be used solely for the maintenance of the Fabric of St John's Church.

The Solar Panels fund (PCC) was created to fund the acquisition of additional solar panels for the @One/Parish hall complex.

The Choir fund (SJ) is to be used for the purchase of music and other choir needs e.g. choir vestments.

The Outreach fund (SJ) is to be used to fund outreach projects.

The Organ fund (SJ) is to be used to pay for ongoing repairs and maintenance of the organ.

The Building works fund (SJ) is monies raised towards the cost of church building development works at St Johns.

The Children & Families worker fund is a grant received from the Diocese of Bath & Wells to assist with the cost of employing such a worker.

The Harvest Supper fund is monies raised at Harvest Supper for specific grant giving.

The Music and Worship fund (SJ) is to be used for the support of music, other than the choir.

The Video fund (SF) is to be used for the purpose of acquiring and maintaining video equipment.

The Fabric fund (SM,B) is to be used to fund repairs to, and maintenance of, the Fabric of St Michael's Church, Burnett.

The CTKS fund (CK) is to be used to pay for visiting speakers at the Eco-Services.

The Youth Club fund (SF) is monies received following the closure of a Youth Club and is to be used specifically for young people.

The One Community Trust contains funds raised for the purpose of purchasing and renovating the @One St John's Youth and Community Centre (formerly The Rectory).

20. FUNDS - continued

The Church Toilet and kitchenette extension fund (SM,B) is funding specifically raised towards the costs of a Church toilet and kitchenette extension at St Michael's Burnett. This work was completed summer 2018.

The Bell fund (QC) has been accumulated by the Bell Ringers over a number of years to be used towards the upkeep of the Bells, Bell Tower and Fabric.

The Sunday Club fund (SF) is used towards the cost of making and filling bags with toys and books to keep children occupied before and after Sunday School activities.

The Boiler/property fund (QC) contains funds raised for the purpose of meeting heating and other property costs at Queen Charlton.

The New Door fund (CK) is monies raised towards a new door at St Margarets.

The Clock Gilding fund (QC) is monies raised for that very purpose.

The Church maintenance fund (CK) was the receipt of a legacy which is to be used as a contribution towards the cost of planned work on the roots of a tree next to Chewton Keysham church. In 2019 the donor relaxed the restriction on the use of the funds to enable the remaining balance to be used for general church maintenance.

The Music scholarship fund (SJ) is for supporting chorist and muscians by scholarships.

The Streaming equipment fund (SJ) is to fund the purchase of streaming audio and visual equipment for St John.

The June Snow fund is a collection made in the memory of June Snow.

The endowment funds are as follows:

The Poor and Aged fund income shall be remitted to the incumbent and churchwardens of Keynsham who shall apply the same among the poor and aged inhabitants residing in the said ecclesiastical parish.

The Fabric fund capital and income shall be held for the incumbent and churchwardens of Keynsham who shall apply the same in or towards the upkeep of the fabric of the parish church of St John the Baptist, Keynsham.

The Bowles fund was shares received from the J Bowles charity, the income from which is paid to the St John's Wardens Account.

The Parochial Church Council of Keynsham

Detailed Statement of Financial Activities
for the Year Ended 31 December 2021

	31.12.21 £	31.12.20 £
INCOME AND ENDOWMENTS		
Donations and legacies		
District contribution for Diocese Parish share	203,341	199,044
Donations	46,406	42,058
Gift aid	53,101	46,326
Legacies	15,249	-
Grants	5,279	1,594
	323,376	289,022
Other trading activities		
Fundraising events	7,147	5,628
Harvest lunches	13,100	4,498
Use of church facilities	617	120
	20,864	10,246
Investment income		
Investment income	1,211	1,417
Other income		
Parish hall and St John's church lettings	15,277	19,400
Other rents received (SF)	11,751	5,093
Fees	23,546	13,455
Office services and other income	322	3,350
Solar panel rebates (SJ)	624	715
Covid relief from Diocese	-	12,814
Government grants for CJRS	1,200	10,547
One Community loan repayment	6,281	6,469
	59,001	71,843
Total incoming resources	404,452	372,528
EXPENDITURE		
Charitable activities		
Wages	20,749	21,599
Carried forward	20,749	21,599

This page does not form part of the statutory financial statements

The Parochial Church Council of Keynsham

Detailed Statement of Financial Activities
for the Year Ended 31 December 2021

	31.12.21 £	31.12.20 £
Charitable activities		
Brought forward	20,749	21,599
Light, heat and water	12,486	13,066
Insurance	7,256	7,203
Office equipment	5,958	3,698
Office consumables	1,803	2,166
Postage and stationery	1,841	2,180
Sundries	9,142	4,794
Diocesan parish share	170,015	178,250
Fees	16,008	11,677
Other groups and activities	1,926	1,984
Youth & Children and Families workers salary and expenses	16,120	22,794
Repairs and maintenance (including churchyard)	57,197	21,087
Music director and organist (SJ)	16,044	14,307
Cleaning and caretaking (SJ)	10,306	8,606
Accountancy and professional fees	7,800	7,800
Clergy and ministry expenses	3,970	4,386
Caretaker costs (SF)	9,546	7,877
Organ, choir and music costs (SF and SJ)	2,898	1,684
Freehold property	24,388	24,388
Interest on loan from Diocese of Bath & Wells	1,408	1,615
Grants to institutions	18,183	10,657
	415,044	371,818
Other		
Endowment fund income paid to St John's wardens	1,178	1,140
Total resources expended	416,222	372,958
Net expenditure before gains and losses	(11,770)	(430)
Realised recognised gains and losses		
Realised gains/(losses) on fixed asset investments	5,811	2,597
Net (expenditure)/income	(5,959)	2,167

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