



**THE PAROCHIAL CHURCH COUNCIL OF LONG DITTON SURREY
(ST. MARY'S CHURCH LONG DITTON)**

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

**REGISTERED WITH THE CHARITY COMMISSION
NUMBER: 1128898**

REPORT OF THE PAROCHIAL CHURCH COUNCIL

Vision: Following Christ, Serving You

The Vision of St Mary's Church means that we prioritise:

- (i) Helping those around us discover faith in Jesus Christ;
- (ii) Developing and strengthening our links in the community;
- (iii) Engaging a new generation with the good news of the Gospel; and
- (iv) Deepening our discipleship and spirituality.

A ADMINISTRATIVE INFORMATION

The general functions of the Parochial Church Council (PCC) of the Parish of St Mary's are set out in the Parochial Church Council Measure and The Church Representation Rules. It is the duty of the Rector and the PCC to consult together on matters of general concern and importance to the parish. The PCC works in co-operation with the incumbent in promoting in the parish the whole mission of the church: pastoral, evangelistic, social and ecumenical. Additionally, the PCC is required to consider and discuss matters concerning the Church of England or any other matter of religious or public interest, but not the declaration of the doctrine of the Church. The Charities Act also enjoins all charities to demonstrate that their aims are for the public benefit. Accordingly, the PCC has had regard, where relevant, to the public benefit guidance issued by the Charity Commission in carrying out its activities, as described below.

The PCC is responsible for the maintenance and repair of St Mary's Church building (which is Grade 2 listed) and situated in a conservation area at the junction of Church Road, Rectory Lane and Woodstock Lane North (OS grid reference TQ173659). The PCC is registered with the Charity Commission Number 1128898. The correspondence address for St Mary's Church is: The Rectory, 5 Church Meadow, Long Ditton, Surrey KT6 5EP or The Parish Office, St Mary's Community Hall, Church Road, Long Ditton Surrey KT6 5HH.

PCC Membership:

Members of the PCC are appointed in accordance with the Church Representation Rules or co-opted by the PCC during the year. The following served as members of the PCC in 2019/20:

Incumbent	The Revd Dr Kuhan Satkunanayagam	Ex officio
<u>Until 18 October 2020</u>		
Churchwardens	Peter Topp	Ex officio
	Joanne Hall	Ex officio
Honorary Officers	Kim Taylor – Honorary Treasurer	Elected Member of PCC
	Penny Fussell – Honorary Secretary	Elected Member of PCC
Deanery Synod	Cat Smith	Ex officio
Representatives	Diana Jemmett	Ex officio

Elected Members of the Council	Don Anderson	Retires 2020
	Sue Michalczyk	Resigned January 2020
	Tessa Vallings	Retires 2020
	Kim Taylor	Retires 2021
	Penny Fussell	Retires 2021
	Ann Leeson	Retires 2021
	Lucky Thobela	Retires 2022
	Janet Critchley	Retires 2022
	Chris Howard	Retires 2022

3 vacancies

From 18 October 2020 until 25 April 2021

Churchwardens	Peter Topp	Ex officio
	Susan Rider	Ex officio
Honorary Officers	Kim Taylor – Honorary Treasurer	Elected Member of PCC
	Penny Fussell – Honorary Secretary	Elected Member of PCC
Deanery Synod Representatives	Cat Smith	Ex officio
	Diana Jemmett	Ex officio
	Chris Howard	Ex officio
Elected Members of the Council	Kim Taylor	Retires 2021
	Penny Fussell	Retires 2021
	Ann Leeson	Retires 2021
	Lucky Thobela	Retires 2022
	Janet Critchley	Retires 2022
	Peter Brown	Retires 2023
	Tashi Lasalle	Retires 2023
	Julia Watts	Retires 2023.

4 vacancies

PCC Advisers

Bankers	Barclays Bank plc, Barclays Business Centre, 6 Clarence Street, Kingston-upon-Thames, Surrey KT1 1NY
Buildings	The PCC currently employs John Bailey as its architect
Independent Examiner	Mr Martin Perrin MA, FCA, Chartered FCSI

Sub-Committees

The PCC operates through a number of sub-committees which meet at agreed times during the year and then report to the PCC:

- (i) **Standing Committee.** This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the PCC. The Standing Committee elected by the PCC for the year comprises the Rector, the Churchwardens, the Honorary Treasurer, the Honorary Secretary and Diana Jemmett (an elected Deanery Synod Representative and therefore ex officio member of the PCC).
- (ii) **Community Hall.** This committee is responsible for the maintenance and management of St Mary's Community Hall for use by the parish and local

community. The committee works to maintain proper budgetary control whilst ensuring external funding requirements are met and health and safety matters comply with current legislation. Appropriate licensing laws and insurance cover is maintained.

- (iii) ***Social Team.*** This team aims to co-ordinate a regular programme of social events and to provide support for any special or fund-raising events.

Churchyard, buildings, health and safety

The Rector and Churchwardens continue to liaise with Elmbridge Borough Council to ensure the grounds are kept safe and presentable. Rob's Garden Services are employed to undertake 'gardening' tasks particularly in the Garden of Rest. The Rector and Churchwardens are also responsible for oversight of the maintenance and development of the buildings and churchyard structures (old mortuary, Garden of Rest walls, stone tablets etc.), as well as any relevant legislation relating to the building, staff, and visitors' and volunteers' health and safety. They are supported in these responsibilities by several volunteers from the church community.

Safeguarding

The PCC considers that it has, to the best of its knowledge, taken all reasonable steps to comply with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have due regard to House of Bishop's guidance on safeguarding children and vulnerable adults.

General Data Protection Regulation

The PCC, to the best of its knowledge, considers that all reasonable steps have, and continue to be taken to comply with the GDPR that came into effect in May 2018. A data audit was conducted, and a Privacy Notice published.

B REVIEW OF PCC PROCEEDINGS OVER THE PAST YEAR

The following report is provided by the Hon Secretary

The PCC met six times over the past year.

The Covid-19 pandemic of course had a profound impact not only on the concerns and business of the PCC but also on the practicalities of its operation. The concept of virtual meetings and events, so alien to us before last March has come to be so very vital. The pandemic and the resulting Government guidelines and rules have exacerbated existing issues but also shown how flexible and adaptive St Mary's can be, as well as bringing to the fore skills and priorities not necessarily realised before amongst the PCC and church community.

Zoom has become a word with which we have all become so very familiar and which has enabled some semblance of normality and social connectivity to continue. All meetings of the PCC have been held via Zoom and the PCC has been pleased to encourage the use of this platform and the live streaming of services. However, they were very mindful of the need to ensure that people were given appropriate support in getting to grips with the technology. The Churchwardens and the Pastoral Assistants should be thanked for taking up this mantle. The PCC is greatly indebted to the Rector for so speedily and

willingly adapting in the first lockdown in 2020 to holding weekly services on Zoom; and to Chris Collins, supported by Cat Smith, Don Anderson and Martin and Julia Bowyer, without whom the live streaming of Sunday's services would not have been so readily achieved.

Latterly, the PCC has begun the interesting debate about the future of recording services. Once all Covid related restrictions have been lifted the normal routine of worship will return. However, it might be that live streaming and/or recording services could continue to have a role in the church's outreach.

Whilst the PCC has continued to meet, neither of its sub-committees have done so. The Churchwardens and Rector have been responsible for the day-to-day management of the church's response to the Government guidelines and the impact on worship and church activities. They are to be hugely commended for attending to the ever-changing rules enabling the church to be open and congregations attend services as and when permitted.

The regular business of the PCC has continued. The important policies of Safeguarding and Health & Safety, and the risk assessments of the church and Community Hall, were reviewed and adopted. The all-important maintenance of the church building, churchyard and Community Hall continued under the guidance and management of the Churchwardens reporting to the PCC on key works, expenditure and issues. In the previous financial year, the PCC had decided to use the Finch Trust to restore both the Finch memorial grave and the Godfrey memorial grave and this work was completed last year - both graves now are sound and beautiful. The extremely generous bequest of Miss Jean Arscott, which has been placed in the Fabric Maintenance Fund at the request of Miss Arscott's executors, will enable the PCC to continue to properly plan and enable essential works to be undertaken within the church.

The pandemic has most certainly exacerbated some issues principally church finances. Whilst the PCC welcomed the Diocesan reduction in expected Parish Share payments, the PCC had to make the difficult decision not to pay in full the Parish Share payments that continued to be expected of St Mary's. To do otherwise would have put St Mary's in a financially untenable position. A major concern for the coming year will be to address the decreasing income and to launch a much-needed Stewardship Campaign.

The pandemic has delayed the need to find leaders for Sunday Club but this remains a very real issue. Without volunteers to run and help with Sunday Club the ability to render service to families and young people of the church community will be sorely undermined. On a more positive note, under the leadership of Chris Howard and Tashi Lasalle the Pizza & Bible Night has continued, the Zoom platform providing a vital means for the young people to continue to meet and discuss a wide variety of topics. Cat Smith has also provided regular Zoom socials for our junior choristers. Attending to providing activities and opportunities for children and young people to feel welcome and thrive at St Mary's as the lockdown restrictions are eased will be a key challenge for the PCC in the next year.

The pandemic inevitably has meant that compromises have had to be made. The Lychgate magazine has continued to be produced but not always in a hard copy format.

Fees from advertisers are key to financing the publication of the magazine but the PCC has been aware that some advertisers have been adversely affected by the pandemic and so unable to pay the fee. A sensitive and pragmatic approach to collecting the fees has had to be taken. Similarly, whilst the Community Hall has been closed to users, the PCC agreed that it was only correct to continue to support the Hall's cleaners.

The PCC was sad to see the departure at Christmas of Douglas Tang as Director of Music. Douglas, with the Rector, had brilliantly met the challenge of the pandemic to provide music for the online services, introducing a rich variety of settings and anthems. The PCC is greatly appreciative of Douglas's work to develop the choir, its expertise and repertoire and wishes him well with his future. Douglas had initiated a review of the choir, its ambitions and aims which the PCC has debated. The PCC is delighted that Julia Bowyer and Cat Smith have agreed to work with the choir over the coming months to continue developing the choir, working with Michael Stevenson playing the organ.

Looking forward, the PCC recognised the challenges that faces St Mary's to build the community and to grow its finances. The PCC welcomed new opportunities and was delighted to learn that Professor Alison Baverstock will serve her title post at St Mary's. Alison begins her 4 year part-time non-stipendiary curacy in July 2021.

FINANCIAL REVIEW 2020

Financial review:

In 2020 total receipts in the General Fund were £95,000 (2019: £132,000). This fall was caused by the reduction and interruption of all forms of giving and fundraising caused by the COVID-19 pandemic. To pick out a few highlights, planned giving fell to £69,000 (2019: £82,000); collections fell to £2,685 (2019: £9,308); income from the church hall fell to £5,734 (2019: £15,011); and there could be no church fund raising activities at all. In contrast, for the benefit of the Fabric Maintenance Fund within Restricted Funds, the PCC received in the year an extremely generous legacy from the estate of Jean Arscott totalling £58,000. This is the largest legacy that the PCC has received in living memory and possibly the largest legacy it has ever received. It will be well spent.

Expenditure in the General Fund was £91,000 for the year (2019: £129,000). In response to the onset of the pandemic, the PCC sought to economise wherever possible, and indeed managed to reduce expenditure outside the Parish Share from £55,000 in 2019 to £45,000 in 2020. However a significant reduction in Parish Share contribution could not be avoided: this was £45,600 in 2020, down from £74,000 in 2019. Adjusted for credits related to COVID-19, the Diocese had requested a Parish Share of £75,180 for the year. Because the PCC does not have the capacity to pay the shortfall of £29,580 in the foreseeable future, the shortfall has not been recognised as a creditor in these financial statements. This is a similar position to last year where the shortfall was £8,299; the accumulated shortfall is therefore £37,879.

The outcome of the economies made and limited Parish Share paid was that the PCC was able to achieve a small surplus for the year on the General Fund of £3,592 and keep the balance on this Fund as at 31st December 2020 at a level commensurate with the needs of the PCC in managing its day to day working capital requirements.

Since the COVID-19 crisis continues to limit severely the income of the PCC in 2021, the PCC has had to take the decision to limit the Parish Share contribution at present to £3,000 a month, whilst the pandemic and its effects persist.

Reserves policy:

It is the policy of the PCC to have available in unrestricted funds at any one time sufficient cash to be able to meet its working capital requirements. Historical experience suggests that this requires a balance of between £5,000 and £10,000. The General Fund now stands at £8,908, which is adequate.

A handwritten signature in black ink, appearing to read 'K. Sathianandagurun', with a horizontal line underneath the name.

Chairman

Parochial Church Council of St. Mary's, Long Ditton

Statement of Financial Activities for the year ended
31 December 2020

	Notes	Unrestricted Funds <u>2020</u> £	Restricted Funds <u>2020</u> £	Endowment Funds <u>2020</u> £	Total <u>2020</u> £	Total <u>2019</u> £
<u>Income and Endowments</u>						
Voluntary income	2(a)	79,208	59,986	-	139,194	104,157
Activities for generating funds	2(b)	4,052	-	-	4,052	13,572
Income from investments	2(c)	1	250	-	251	242
Church activities	2(d)	11,522	-	-	11,522	21,377
<u>Total Income</u>		94,783	60,236	-	155,019	139,348
<u>Expenditure</u>						
Church activities	3	(90,751)	(6,417)	(8,000)	(105,168)	(143,322)
Raising funds		(440)	-	-	(440)	(2,376)
<u>Total Expenditure</u>		(91,191)	(6,417)	(8,000)	(105,608)	(145,698)
<u>Net Income/(Expenditure) before Investment Gains</u>						
		3,592	53,819	(8,000)	49,411	(6,350)
Net gains on investments		-	573	-	573	1,314
<u>Net Expenditure</u>		3,592	54,392	(8,000)	49,984	(5,036)
<u>Transfer between funds</u>						
		-	8,339	(8,339)	-	-
<u>Net Movement in Funds</u>		3,592	62,731	(16,339)	49,984	(5,036)
Total Funds brought forward at 1 January		5,316	12,502	312,224	330,042	335,078
Total Funds carried forward at 31 December		8,908	75,233	295,885	380,026	330,042

The notes on pages 10 to 21 form part of these Financial Statements.

The comparative figures for 2019 are analysed in columnar form in the Statement of Financial Activities for that year included in Note 11 to these Financial Statements.

Parochial Church Council of St. Mary's, Long Ditton
Balance sheet at 31 December 2020

	Notes	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Endowment Funds 2020 £	Total 2020 £	Total 2019 £
Fixed Assets						
Tangible assets	6(a)	-	-	295,885	295,885	303,885
Investments	6(b)	-	8,912	-	8,912	8,339
		-	8,912	295,885	304,797	312,224
Current Assets						
Debtors and prepayments	7	3,164	-	-	3,164	1,893
Cash at bank and in hand		9,664	66,321	-	75,985	23,555
		12,828	66,321	-	79,149	25,448
Liabilities						
Creditors: amounts falling due within one year	8	(3,920)	-	-	(3,920)	(7,630)
Net current assets		8,908	66,321	-	75,229	17,818
Total assets less current liabilities		8,908	75,233	295,885	380,026	330,042
Total Net Assets		8,908	75,233	295,885	380,026	330,042
Parish Funds:						
Unrestricted	10	8,908	-	-	8,908	5,316
Restricted	10	-	75,233	-	75,233	12,502
Endowment	10	-	-	295,885	295,885	312,224
		8,908	75,233	295,885	380,026	330,042

Approved by the Parochial Church Council on 6 April 2021 and signed on its behalf by:




Dr Kuhan Satkunanayagam (Rector) and Kim Taylor (Treasurer)

The notes on pages 10 to 21 form part of these Financial Statements.
The comparative figures for 2019 are analysed in columnar form in the Balance Sheet for that year included in Note 12 to these Financial Statements

**Notes to the Financial Statements for the
year ended 31 December 2020**

1. ACCOUNTING POLICIES

(1) Basis of preparation

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCC's, and with the Regulations' "true and fair view" provisions; they are also prepared under FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102)).

The PCC has formed a judgement, at the time of approving these financial statements, that there is a reasonable expectation that the PCC has adequate resources to continue in operational existence for the foreseeable future. For this reason the PCC continues to adopt the going concern basis in preparing its financial statements. However, this judgement must be seen against the background of the Coronavirus pandemic, the development and ultimate resolution of which, at the time of approving these financial statements, are unknown. Unknown, and unknowable, future developments in this crisis might therefore have financial impacts on the PCC which cannot be anticipated at this time.

(2) Incoming Resources

Recognition of income and endowments

These are included in the Statement of Financial Activities (SOFA) when:

- The PCC becomes legally entitled to the use of the resources;
- The inflow of the economic benefit becomes probable; and
- The monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are included in the SOFA when any pre-conditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift Aid and other tax claims

Gift aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Investment income

This is included in the accounts when receivable.

Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

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

Parochial Church Council of St. Mary's, Long Ditton

**Notes to the Financial Statements for the
year ended 31 December 2020 (continued)**

(3) Expenditure and Liabilities

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Grants payable without performance conditions

These are recognised in the accounts when a commitment has been made externally and there are no pre-conditions still to be met for entitlement to the grant which remain within the control of the PCC.

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

(4) Assets

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011, such assets are not capitalised in the financial statements.

Moveable church furnishings

In principle these would be capitalised at cost and depreciated over their useful economic life if there were any such items, which currently there are not. If insufficient cost information were available the item would not be capitalised, but all such items are in any event included in the inventory of the Church.

Tangible fixed assets for use by the Church

These are capitalised at cost if they have an economic life of more than one year and cost at least £1,000. Depreciation is calculated so as to write off the capitalised cost of fixed assets less their currently anticipated residual value over their estimated useful lives, as follows:

- Land: not depreciated;
- Buildings: 50 years;
- Fixtures and fittings: 20 years;
- Plant and machinery: 3 years.

Investments

Investments quoted on a recognised stock exchange, or whose value derives from them, are valued at market value at the year end.

Short term deposits

These include cash held on deposit either with the CCLA Church of England Funds or at bank.

Parochial Church Council of St. Mary's, Long Ditton

**Notes to the Financial Statements for the
year ended 31 December 2020 (continued)**

(5) Funds

Unrestricted Funds

These funds represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC. These funds could include amounts designated by the PCC for fixed assets for its own use or for spending on a future project, though there are at this time no funds of this type. Any such funds would not be included in the calculation of the PCC's "free reserves" given in the Trustees' Report.

Restricted Funds

These funds are income funds that must be expended on restricted purposes; details of the funds held and the restricted purposes for which they were given are shown in the notes to these financial statements.

Endowment Funds

These are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend the capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Details of the respective restrictions are shown in the notes to these financial statements.

**Notes to the Financial Statements for the
year ended 31 December 2020 (continued)**

2. INCOME AND ENDOWMENTS

	Unrestricted Funds <u>2020</u> £	Restricted Funds <u>2020</u> £	Endowment Funds <u>2020</u> £	Total <u>2020</u> £	Total <u>2019</u> £
(a) Voluntary Income					
Planned giving:					
Gift aid donations	55,178	-	-	55,178	67,186
Tax recoverable	13,747	-	-	13,747	16,239
Other	136	-	-	136	-
	<u>69,061</u>	<u>-</u>	<u>-</u>	<u>69,061</u>	<u>83,425</u>
 Collections	 2,685	 -	 -	 2,685	 9,308
Legacies	1,000	58,000	-	59,000	-
Donations	6,462	1,105	-	7,567	10,159
Grants	-	881	-	881	1,265
	<u>10,147</u>	<u>59,986</u>	<u>-</u>	<u>70,133</u>	<u>20,732</u>
	<u>79,208</u>	<u>59,986</u>	<u>-</u>	<u>139,194</u>	<u>104,157</u>
 (b) Activities for generating funds					
Parish magazine advertising	2,986	-	-	2,986	8,322
Other funds raised	1,066	-	-	1,066	2,435
Fairs and Bazaars	-	-	-	-	674
Quiz, Concerts and Lunches	-	-	-	-	2,141
	<u>4,052</u>	<u>-</u>	<u>-</u>	<u>4,052</u>	<u>13,572</u>
 (c) Income from investments					
Dividends from CCLA Investment Funds	1	250	-	251	242
	<u>1</u>	<u>250</u>	<u>-</u>	<u>251</u>	<u>242</u>
 (d) Income from Church activities					
Wedding fees	539	-	-	539	775
Funeral fees	1,316	-	-	1,316	2,068
Garden of Rest memorials	3,933	-	-	3,933	3,523
Income from church hall lettings	5,734	-	-	5,734	15,011
	<u>11,522</u>	<u>-</u>	<u>-</u>	<u>11,522</u>	<u>21,377</u>
 <u>TOTAL INCOME</u>	 <u>94,783</u>	 <u>60,236</u>	 <u>-</u>	 <u>155,019</u>	 <u>139,348</u>

Parochial Church Council of St. Mary's, Long Ditton

**Notes to the Financial Statements for the
year ended 31 December 2020 (continued)**

3. EXPENDITURE

	Notes	Unrestricted Funds <u>2020</u> £	Restricted Funds <u>2020</u> £	Endowment Funds <u>2020</u> £	Total <u>2020</u> £	Total <u>2019</u> £
Diocesan parish share						
Diocesan parish share		45,600	-	-	45,600	74,000
Grants						
Parish schools		-	-	-	-	1,000
Other giving		-	-	-	-	885
		-	-	-	-	1,885
Church Activities						
Printing the Parish Magazine		5,057	-	-	5,057	7,752
Memorial tablet costs		691	-	-	691	889
Parish Training and Mission		1,637	1,152	-	2,789	2,114
Organists, choir and music	4	8,065	1,061	-	9,126	11,102
		15,450	2,213	-	17,663	21,857
Maintenance of Church and Churchyard						
General Maintenance		3,197	711	-	3,908	4,638
Graveyard Maintenance		-	3,493	-	3,493	509
		3,197	4,204	-	7,401	5,147
Community Hall						
Hall maintenance		1,886	-	-	1,886	1,705
Hall running costs		1,777	-	-	1,777	3,985
Depreciation		-	-	8,000	8,000	8,000
		3,663	-	8,000	11,663	13,690
Running costs and overheads						
Rector's expenses		112	-	-	112	947
Locums		642	-	-	642	570
Parish telephones	5	913	-	-	913	857
Salaries	4	8,280	-	-	8,280	9,005
Stationery, postage and printing		604	-	-	604	510
Photocopier		783	-	-	783	859
Gas, water and electricity	5	6,719	-	-	6,719	9,063
Insurance		4,327	-	-	4,327	4,231
Sacristy expense		461	-	-	461	701
		22,841	-	-	22,841	26,743
<u>TOTAL EXPENDITURE</u>		90,751	6,417	8,000	105,168	143,322

Parochial Church Council of St. Mary's, Long Ditton

**Notes to the Financial Statements for the
year ended 31 December 2020 (continued)**

4. STAFF COSTS

	<u>2020</u>	<u>2019</u>
	<u>£</u>	<u>£</u>
Salaries (within organists, choir and music)	7,583	7,000
Salaries (within running costs and overheads)	8,280	9,005
Social Security costs	-	-
Other pension costs	-	-
	<u>15,863</u>	<u>16,005</u>
 Average number of employees in the year	 <u>2</u>	 <u>2</u>

5. RELATED PARTIES

The following items of expense were paid by the PCC during the year which may contain an element of private benefit to the Rector and his family:

	<u>2020</u>	<u>2019</u>
	<u>£</u>	<u>£</u>
Rectory water expense	896	1,289
Rectory telephone expense	595	494
	<u>1,491</u>	<u>1,783</u>

In addition a small but immaterial proportion of the expenses paid to the Rector during the year may have related to his function as chairman of the PCC.

No other payments or expenses were paid to any other PCC member, persons closely connected to them or related parties.

Parochial Church Council of St. Mary's, Long Ditton

**Notes to the Financial Statements for the
year ended 31 December 2020 (continued)**

6. FIXED ASSETS

(a) Tangible - Freehold Land and Buildings

	Endowment Funds
	£
Cost	
At 1 January 2020	399,885
Additions	-
At 31 December 2020	<u>399,885</u>
Depreciation	
At 1 January 2020	96,000
Charge for the year	8,000
At 31 December 2020	<u>104,000</u>
Net Book Value	
At 31 December 2020	<u><u>295,885</u></u>
At 31 December 2019	<u><u>303,885</u></u>

The tangible fixed assets comprise the Community Hall situated alongside the Church. This comprises the entirety of the Jubilee Project Fund/D&K Memorial Fund.

(b) Investments

	Restricted Funds 2020 £	Endowment Funds 2020 £	Total 2020 £
Market value at 1 January 2020	-	8,339	8,339
Transfer between funds	8,339	(8,339)	-
Net gains	573	-	573
Market value at 31 December 2020	<u>8,912</u>	<u>-</u>	<u>8,912</u>

All the investments of the PCC are held in the CCLA Church of England Investment Fund. During the year, in accordance with a resolution of the PCC, the capital of the Finch Trust was re-designated so that it could be spent on urgent maintenance projects within the graveyard and its graves.

Parochial Church Council of St. Mary's, Long Ditton

**Notes to the Financial Statements for the
year ended 31 December 2020 (continued)**

(b) Investments (continued)

The allocation between funds is as follows:

<u>Name of Fund</u>	<u>Market value at 1 January</u>	<u>Revaluation gain</u>	<u>Transfer between funds</u>	<u>Market value at 31 December</u>
	<u>£</u>	<u>£</u>		<u>£</u>
Graveyard Investment Fund	8,339	-	(8,339)	-
Graveyard Maintenance Fund	-	573	8,339	8,912
	8,339	573	-	8,912

7. DEBTORS AND PREPAYMENTS

	<u>Unrestricted Funds 2020 £</u>	<u>Unrestricted Funds 2019 £</u>
Income tax recoverable	3,000	1,200
Other debtors	-	529
Prepayments	164	164
	<u>3,164</u>	<u>1,893</u>

Parochial Church Council of St. Mary's, Long Ditton

**Notes to the Financial Statements for the
year ended 31 December 2020 (continued)**

8. CREDITORS – AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Funds 2020 £	Unrestricted Funds 2019 £
Accruals for utilities	1,947	1,622
Parish Share	-	4,000
Other creditors and accruals	1,498	1,132
Agency collections awaiting remittance	475	876
	3,920	7,630

The Parish Share requested for 2020, adjusted for COVID-19 credits, was £75,180, but the PCC was able to pay only £45,600 of this, a shortfall of £29,580. In addition there was a similar shortfall of £8,299 in respect of 2019, making a total of £37,879. Since the PCC does not have the financial capacity to pay this total shortfall in the foreseeable future the shortfall has not been recognised as a creditor.

9. PURPOSES OF RESTRICTED AND ENDOWMENT FUNDS

<u>Name of Fund</u>	<u>Purpose</u>
<i>(a) Restricted Funds</i>	
Cassocks Fund	Provision of robes for choir
Fabric Maintenance Fund	Maintenance of church fabric
Ouseley Music Trust Fund	Provision of choral and organ scholarships
Music and Choir Fund	Support of choir activities
Capital Works Fund	Repair and enhancement of church
Garden of Rest Fund	Maintenance and enhancement of the Garden of Rest
Organ Fund	Maintenance and repair of organ
Babes & Tots Fund	Support of Babes and Tots group
Graveyard Maintenance Fund	Maintenance of fabric, graves and churchyard
<i>(b) Endowment Funds</i>	
Jubilee Project Fund/D&K Memorial Fund	Building of new church hall

**Notes to the Financial Statements for the
year ended 31 December 2020 (continued)**

10. SUMMARY OF FUND MOVEMENTS

The movements in funds during the year were as follows:

	Balance at 1 January 2020	Income	Expenditure	Transfers between Funds and Investment Gains	Balance at 31 December 2020
	£	£	£	£	£
Restricted Funds					
Cassocks Fund	1,053	-	-	-	1,053
Fabric Maintenance Fund	-	58,563	(1,185)	-	57,378
Ouseley Music Trust Fund	3,370	-	-	-	3,370
Music and Choir Fund	346	-	(30)	-	316
Capital Works Fund	1,023	-	-	-	1,023
Garden of Rest Fund	2,392	100	(197)	-	2,295
Organ Fund	1,293	-	(1,031)	-	262
Babes & Tots Fund	569	442	(463)	-	548
Graveyard Maintenance Fund	2,456	1,131	(3,511)	8,912	8,988
	12,502	60,236	(6,417)	8,912	75,233
Endowment Funds					
Graveyard Investment Fund	8,339	-	-	(8,339)	-
Jubilee Project Fund/D&K Memorial Fund	303,885	-	(8,000)	-	295,885
	312,224	-	(8,000)	(8,339)	295,885
General Fund	5,316	94,783	(91,191)	-	8,908
TOTAL	330,042	155,019	(105,608)	573	380,026

Parochial Church Council of St. Mary's, Long Ditton

**Notes to the Financial Statements for the
year ended 31 December 2020 (continued)**

11. STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2019

	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Endowment Funds 2019 £	Total 2019 £
<u>Income and Endowments</u>				
Voluntary income	98,427	5,730	-	104,157
Activities for generating funds	12,469	1,103	-	13,572
Income from investments	-	242	-	242
Church activities	21,377	-	-	21,377
<u>Total Income</u>	132,273	7,075	-	139,348
<u>Expenditure</u>				
Church activities	(128,541)	(6,781)	(8,000)	(143,322)
Raising funds	(247)	(2,129)	-	(2,376)
<u>Total Expenditure</u>	(128,788)	(8,910)	(8,000)	(145,698)
<u>Net Expenditure before Investment Gains</u>	3,485	(1,835)	(8,000)	(6,350)
Net gains on investments	-	-	1,314	1,314
<u>Net Expenditure</u>	3,485	(1,835)	(6,686)	(5,036)
<u>Net Movement in Funds</u>	3,485	(1,835)	(6,686)	(5,036)
Total Funds brought forward at 1 January	1,831	14,337	318,910	335,078
Total Funds carried forward at 31 December	5,316	12,502	312,224	330,042

Notes to the Financial Statements for the
year ended 31 December 2020 (continued)

12. BALANCE SHEET AS AT 31 DECEMBER 2019

Notes	Unrestricted Funds <u>2019</u> <u>£</u>	Restricted Funds <u>2019</u> <u>£</u>	Endowment Funds <u>2019</u> <u>£</u>	Total <u>2019</u> <u>£</u>
Fixed Assets				
Tangible assets	-	-	303,885	303,885
Investments	-	-	8,339	8,339
	-	-	312,224	312,224
Current Assets				
Debtors and prepayments	1,893	-	-	1,893
Cash at bank and in hand	11,053	12,502	-	23,555
	12,946	12,502	-	25,448
Liabilities				
Creditors: amounts falling due within one year	(7,630)	-	-	(7,630)
Net current assets	5,316	12,502	-	17,818
Total assets less current liabilities	5,316	12,502	312,224	330,042
Total Net Assets	5,316	12,502	312,224	330,042
Parish Funds:				
Unrestricted	5,316	-	-	5,316
Restricted	-	12,502	-	12,502
Endowment	-	-	312,224	312,224
	5,316	12,502	312,224	330,042

Independent Examiner's Report to the Trustees of Long Ditton Parochial Church Council

I report on the accounts of the church for the year ended 31st December, 2020, which are set out on pages 8 to 21.

Respective responsibilities of the Trustees and the Independent Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 ("the 2011 Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act), and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the church and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



(Signed)

**MA,FCA, CHARTERED FCSI
39, STATION ROAD,
THAMES DITTON, KT7 0PA
DATE: 6 April 2021**