

Registered Charity Number 1128971



**St. Andrew's Church
Hatters Lane, High Wycombe, Bucks, HP13 7NJ**

**Annual Report
and
Financial Statements
of the
Parochial Church Council**

For the year ended 31 December 2020

Incumbent:

Rev Simon Dust

Bank:

Co-Operative Bank
P O Box 250
Skelmersdale
WN8 6WT

Examiner:

Stewardship
1 Lamb's Passage
London
EC1Y 8AB

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF HIGH WYCOMBE ST ANDREW**

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for the year ended 31 December 2020**

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The trustees present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of 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 2015).

St Andrew's Parochial Church Council (PCC) has responsibility with the Team Vicar, the Revd Simon Dust for promoting the whole mission of the church within and beyond the parish of St Andrew's, part of the Team Ministry of High Wycombe.

The PCC is also responsible for the church complex and former vicarage, sited at the junction of Windrush Drive and Hatters Lane.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The PCC is committed to enabling all people to worship at the church and to become part of the worshipping community at St Andrew's. The PCC maintains an overview of worship throughout the parish and makes suggestions on how services can involve the many groups that live within the parish. The services and worship put faith into practice through prayer and scripture, music and teaching.

St Andrew's aim is to serve and better our local community. As can be seen in our Charitable Work description, we are engaging with hundreds of local families on a weekly basis, and supporting large numbers of our elderly population through the lunch club, visiting and holding services at 8 local Sheltered Accommodation Residences and Care Homes.

During 2020, the Pandemic has severely curtailed much of our mission and ministry as it has for the whole church across the country. We were able to set up an online presence to continue with our services through live streaming. This has enabled the church to both continue to support the existing church members, but also has meant that we have connected with a much wider group of people who might otherwise never have visited St Andrew's church for any of our services.

As well as this we have seen considerable community support working in partnership with other local and national initiatives coming alongside the vulnerable and isolated households.

Significant plans for the future

St Andrew's church's vision of a Resource Church in High Wycombe is to look at planting new churches as well as encourage and equip churches in the wider area to develop new missional opportunities. In partnership with the Oxford Diocese, we will appoint two Pioneer Curates over the next 6 years. The Pioneer Curates will work in conjunction with both St Andrew's and St Mary & St George's (SMG) to gather all the learning from SMG's experience, and train teams for future church plants. The vision is that the Pioneer Curate will be supported by an Associate Minister and Operations Manager to help with the set up and implementation of these new church plants.

The vision to be a Resource Church in High Wycombe has taken significant steps forward over the year. In July 2020, it was confirmed that we would receive major funding from the Church Commissioners in partnership with the Oxford Diocese. We appointed a new Associate Minister, Ant Dixon in January 2021 who was licensed in April 2021. We have also appointed a Pioneer Curate, Simon Russell, who will be joining us in July 2021 following his ordination.

Significant plans for the future cont'd

Interns will provide crucial help in children and youth ministry, worship and school's work. Working closely with the Wycombe Deanery and Oxford Diocese we will identify where Church Planting might take place. The alignment and support of the Wycombe Deanery has been, and will continue to be, critical – both financially and spiritually. The Wycombe Deanery Plan has as one of its priorities for 2020-25 - 'Resourcing new congregations (with a special focus on St Andrew's High Wycombe as a resource church). This focus is within a wider strategy to promote Missional growth using stronger churches to support weaker ones. This has been very well demonstrated by the Diocesan and Deanery support for the SMG Plant, planted in March 2019 with a team of 35 people under the leadership of a Pioneer Minister, Jonny Dade, with significant financial resources, support and prayer.

As part of this vision to be a Resource Church, we also have significant building development plans called the Nexus Project that will enable the church to further serve our local community, town and other churches. We have now received planning permission for this project and about 20% of the total costs have been raised to date. However, in light of the Covid Pandemic, we are currently reviewing the Nexus Project to see if the vision and scope of the original plans are still aligned with our vision and current financial situation.

Public benefit

When planning activities for the year, the vicar and the PCC consider the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. Emphasis is given to enable ordinary people to live out their faith as part of the parish community.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

In addition to the strategic activities listed above, we have sought to continue to support many groups and individuals across our community, despite the many lockdowns we have experienced. We have partnered with other community groups to support vulnerable and isolated people and provided food.

During the first lockdown we were part of the Wycombe Emergency Response Partnership made up of organisations from across the town helping to ensure people got the help they needed during the first lockdown. We also worked with Wycombe Mutual Aid to ensure our community knew where to get the practical help ie get shopping & prescriptions for those who needed it. St Andrew's also phoned all our Senior Lunch Club guests (40 approx.), Christmas Day Lunch guests from the previous year and all the Family Support Group families to ensure that they all knew where to get help and were coping with the changing circumstances. Within the church community we set up a network of people willing to give help and told people to contact the church office if they needed to get help. We also arranged for pastoral phone calls to everyone on our database to check up on them. Our 'Give Help' team were able to get shopping & prescriptions for those who needed help due to shielding, self isolating or illness. We have distributed meals to those needing them too. St Andrew's also helped people from our parish who phoned us for help or we referred people on to other agencies as seemed appropriate.

Charitable activities cont'd

Lunch Club guests also received two phone calls a week during the first lockdown & an encouraging gift bag during the first lock down.

Family Support Group (FSG) families were contacted weekly and received laptops & tablets during the first lockdown if they had children in key stage 2 and above and had no devices for their children to do their school work on. We have also been able to give supermarket vouchers to help families buy food and other essentials when families have been struggling usually through a change in circumstances. We were also able to help families with children who receive free school meals by giving them supermarket vouchers to help over the October half term.

At Christmas Lunch Club guests received a Christmas gift bag and Family Support Group families received gifts and food parcels. Our amazing Christmas Day Lunch team were able to organise cooking and delivering 150 takeaway Christmas Lunches. Guests from the previous year were contacted along with Wycombe Homeless Connection and Wycombe Mind to see who needed a Christmas lunch delivered that could be microwaved or heated in the oven. On Christmas Day morning volunteers delivered Christmas Lunch gift bags with a card & a gift to 150 people in the community.

Within the life of the church, we ran over 35 small groups, mostly through Zoom online, to continue to encourage and help people through this difficult time of isolation and social disconnection. We have invested further in technical equipment that allows us to improve our live stream capabilities and be a resource to other churches.

Investment performance

Bank interest totalling £169 was received in the year.

Church Electoral Roll / Average Sunday Attendance

At the APCM held on 11th Oct 2020, 169 names appeared on the Electoral Roll (an increase of 7 on 2019). An average of 202 people (146 adults, 56 children / young people) worshipped at St Andrew's on Sundays in October 2019 (a decrease of 56 on 2018). This does not include weekday attendances.

Volunteers

We have a large number of volunteers at St Andrew's who serve at different times throughout the week, in many different ways. At our services on a Sunday morning we have people who help serve coffee, welcome people, assist with groups for kids and young people, play in the worship band, operate the tech equipment, and pray for people. During the week we have several groups that take place at the church including a Family Support Group, a Lunch Club for the elderly, and a toddler and babies group called Starlight. We have people who support these groups with cooking, child care, lifts etc. We also have people who volunteer on an ad-hoc basis as a need arises. People assist with gardening, decorating, cooking meals, admin and giving lifts to appointments/hospital etc.

FINANCIAL REVIEW

Financial position

This year total income fell by £272k compared to 2019. The primary reason for this large decrease was giving towards the Nexus church building project of £53k in 2020, a decrease on 2019 of £273k, all of which is reflected within restricted funds. Elsewhere within restricted funds as there was no Gift Day, giving for this fell £14k year on year. However this was replaced by an additional £15k given to the pastoral fund, mainly to support those struggling during the pandemic. Unrestricted regular giving towards the day to day running of the church fell by £20k to £245k as a result the phased reduction in giving from individuals who moved to the church plant at St Marys and St Georges and the impact of the pandemic on individuals within the congregation. Additionally offering plate giving and fees for weddings and funerals also fell by £13k as a result of the pandemic. These falls were offset by additional grants received of £28k (mainly government furlough grants) plus additional one off donations of £8k. Despite a number of significant changes, many brought about by the pandemic, the total unrestricted income remained similar to 2019 levels. Within expenditure, there was a £17k increase in grants and donations made, mainly reflecting the paying out of the Gift Day monies received at the end of 2019. Costs associated with the day to day running of the church (people related costs, premises, events & services all fell either directly as a result of the pandemic causing closure of the buildings and reduced operations, or as we sought to keep costs tight during the pandemic. Overall expenditure fell by £27k compared to 2019 with most of this fall being within the general unrestricted day to day running costs. Maintaining unrestricted total income close 2019 levels and reducing unrestricted costs by £23k, meant that we were able to turn a £16k deficit in 2019 into a £6k surplus in 2020. This, together with a surplus on the restricted funds of £34k, lead to an overall surplus of £40k.

Principal funding sources

Voluntary income from our church members and adherents continue to be our principal source of funding income.

In addition, we received grants and legacies totalling £51k in the year, for the following purposes:

ODBF & New Wine for Church Plant	£5,750
Coronavirus fund for extra costs and families in need	£2,500
Government Furlough scheme	£29,542
Family Support Group salary	£10,000
Pastoral salary	£2,500
Family Support Group, Christmas Day Lunch & Wednesday Lunch Club	£765

Reserves policy

As a result of the pandemic it became clear to the PCC that the previous unrestricted reserves policy was not truly adequate to deal with the sort of uncertainty we have all seen this year. Additionally as a Resource Church, St Andrew's will need to build up additional reserves to be able to support future church plants in whatever form they take. The PCC has therefore reviewed its policy and concluded that it would be more appropriate to aim to hold in unrestricted income reserves the equivalent of six months running costs to maintain the smooth running of the church and to ensure it is able to fully meet its commitments. The appropriate level is currently considered to be £150k. As at 31 December 2020, unrestricted reserves of £98k were held. The PCC will therefore aim to build reserves up over a period of time where this is possible, recognising that at this current time this may be difficult. The reserves policy is reviewed annually by the PCC.

Going concern

St. Andrew's Church has significant development plans for 2021 for which additional funds are being raised. Although the current economic conditions are particularly difficult for charities there are no indications that St. Andrew's Church will not continue in operational existence for at least one year from the date of approval of the accounts. Therefore on the basis of the current financial position and cash flow projections for 12 months from the date these accounts are signed, the going concern basis appears to be appropriate.

Covid 19

In March 2020 St Andrew's took steps (in line with government advice) to help contain the outbreak of COVID-19. This included the temporary suspension of all physical gatherings and we have had to curtail, or change, how we operate; we have been able to continue some of our activities using online media, such as a Sunday service, small groups and coffee meetings. Some volunteers have helped with the production of the online services, calling members to make sure they are coping and helping those who are isolating by doing their shopping. Financially the impact of the closure of the buildings has resulted in a fall in income from rent, fees for weddings and funerals, and cessation of cash offerings. Additionally, we have seen some impact on individual giving as people are impacted by job insecurity. In mitigation of this, running costs of the church buildings and activities in them have fallen, and a number of church staff have been put on furlough and some have reduced hours to help with the church costs. Additionally, a number of church members have increased their giving either through one off donations or increased regular giving. The trustees have prepared updated forecasts which are regularly reviewed and show the charity maintaining a broadly balanced financial position for the coming year. The trustees are regularly monitoring the position and will continue to take necessary actions to maintain a sound financial footing.

Funds in deficit

There are currently no funds in deficit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is a registered charity, number 1128971

The PCC is governed under the PCC Powers Measure (1956) as amended and the Church Representation Rules.

Organisational structure

Members of the PCC are either ex-officio or elected at the Annual Parochial Church Meeting (APCM).

Organisational structure (cont'd)

At the APCM held on 11th Oct 2020, Miss A Nichols, Mr S Jones, Miss S Williams and Mrs D Clark were elected as PCC members and Mr C Vernon and Mr R Gravina were reappointed as Deanery Synod members. Each new member of the PCC receives a publication 'A Guide to St Andrew's PCC' outlining how the PCC works and their individual role and responsibilities as a trustee.

Decision making

The PCC met bi-monthly during the year.

The church leadership structure is overseen by 'domains' (e.g. worship, pastoral, mission) with each domain leader appointed by the PCC. We meet annually for a 'Day Away' for long term review and planning together with the Leadership Team.

Key management remuneration

No members of the key management received remuneration of £60,000 or above in the year. The church wardens meet annually to review our staff remuneration. These calculations are based on a number of factors including reference to the National Living Wage and benchmarking for a number of our staff linked to national rates for Youth and Community workers at point 14 of the National Scale. The Leadership Team salaries total £7,112 per month, £85,348 per year.

Statement of Parochial Church Council Responsibilities

Under the Charities Act 2011, the PCC is required to prepare a statement of accounts for each accounting year which gives a true and fair view of the state of affairs of the church.

We are required to:

1. Select suitable accounting policies and apply them consistently
2. Make judgements and estimates that are reasonable and prudent
3. State whether the policies adopted are in accordance with the Church Accounting Regulations and with applicable accounting standards
4. Prepare the financial statements on a going concern basis.

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the church and to ensure that such accounts comply with applicable accounting standards and with the Statements of Recommended Practice and the Regulations made under Section 130 of the Charities Act 2011. We also have a responsibility to safeguard the assets of the church and to take reasonable steps for the prevention of fraud and other irregularities.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (which sets out the PCC's obligations to safeguard children and vulnerable adults).

The last Quinquennial was done in October 2019 and there were no significant jobs that needed to be done.

Connected Charities:

St Mary's and St George's (SMG).

SMG is a separate church, but the Pioneer Minister is employed by St Andrew's Church for a three year period. St Andrew's receives income from other parties to pay towards the work and ministry of SMG. These are reported in the restricted Church Plant reserve fund.

Hillside Resourcing Trust

Hillside Resourcing is a Charitable Incorporated Organisation (registered number 1174676) which is a subsidiary undertaking of the PCC. Hillside Resourcing Trust is a charity set up to support the work of St. Andrews Church, Hatters Lane, High Wycombe and the community it seeks to serve. Each year St Andrew's gives money to Hillside Resourcing Trust and in return has a long term vision to provide housing for staff at St Andrew's Church.

Reference and Administrative Details

Registered Charity number 1128971

Principal address Hatters Lane
High Wycombe
HP13 7NJ

Trustees

Rev S Dust	Vicar	
Mrs M da Rocha	Warden	
Mr D Chapman	Warden	
Mr R Gravina	Deanery Synod member	appointed 11/10/20
Mr C Vernon	Deanery Synod member	appointed 11/10/20
Mrs M Sykes	Elected member	
Miss A Nichols	Elected member	appointed 11/10/20
Mrs D Clark	Elected member	appointed 11/10/20
Mr K Sarsfield	Elected member	
Mr B Gosney	Elected member	
Mr D Holland	Elected member	
Mrs M Lyon	Elected member	
Mr G Manzin	Elected member	
Mr S Jones	Treasurer & member	appointed member 11/10/20
Mr A Christie	Honorary Treasurer	resigned 31/3/20
Miss S Williams	PCC Secretary & member	appointed member 11/10/20

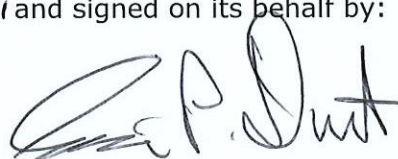
Independent examiner
Jacob Farley ACA
Stewardship
1 Lamb's Passage
London
EC1Y 8AB

Approved by order of the board of trustees on *27 May 2021* and signed on its behalf by:



Simon Jones

Mr S Jones - Treasurer



Simon P Dust

Rev S Dust - Vicar

I report to the charity trustees on my examination of the accounts of the Charity for the year ended 31 December 2020 on pages 9 to 21 following, which have been prepared on the basis of the accounting policies set out on pages 12 to 13.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

2021

Jacob Farley ACA
Institute of Chartered Accountants in England and Wales

Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

	Note:	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds (restated) 2019 £
INCOME AND ENDOWMENTS	2				
From Generated Funds:					
Voluntary Income		286,987	111,703	398,690	646,771
Activities for Generating Funds		17,876	286	18,162	17,365
Investment Income		169	0	169	297
		305,032	111,989	417,021	664,433
From Charitable Activities:					
Events		1,336	4,167	5,503	17,415
Fees		1,623	0	1,623	6,308
Groups		0	6,321	6,321	12,925
		2,959	10,488	13,447	36,648
Other Income		10	5	15	1,469
Total Income		308,001	122,482	430,483	702,550
EXPENDITURE ON	3				
Raising Funds		104	0	104	1,306
Charitable Activities:					
Grants & Donations	5	48,033	58,474	106,507	90,115
People	6	140,830	5,904	146,734	157,403
Premises		31,421	13,139	44,560	57,817
Services & Activities		6,008	150	6,158	11,328
Events		1,687	10,822	12,509	28,495
Parish Share and Administration		69,619	0	69,619	67,996
Governance Costs		4,276	0	4,276	2,845
		301,874	88,489	390,363	415,999
Total Expenditure		301,978	88,489	390,467	417,305
NET INCOME/(EXPENDITURE)		6,023	33,993	40,016	285,245
Transfers between funds		101	(101)	0	0
Fund Balances brought forward at 1 January		168,690	341,180	509,870	224,625
Fund Balances carried forward at 31 December		174,814	375,072	549,886	509,870

The notes on pages 12-21 form an integral part of these accounts.

St. Andrew's Church - High Wycombe
Balance Sheet
For the Year Ended 31st December 2020

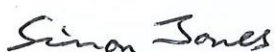
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	Note:	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds (restated) £
Fixed Assets					
Tangible assets	7	76,050	-	76,050	77,025
Current Assets					
Debtors and prepayments	8	12,342	-	12,342	45,824
Cash at bank and in hand		94,501	375,072	469,573	410,828
		106,843	375,072	481,915	456,652
Current Liabilities					
Liabilities falling due within one year	9	8,079	-	8,079	23,807
Net current assets		98,764	375,072	473,836	432,845
NET ASSETS		174,814	375,072	549,886	509,870

The funds of the Charity:

Restricted income funds	12	375,072	341,180
Unrestricted income funds		98,764	91,665
Unrestricted property fund	7, 11	76,050	77,025
TOTAL CHARITY FUNDS		549,886	509,870

The accounts were approved by the Parochial Church Council and signed on its behalf on *27 May 2021*
by:


Simon Jones

Mr S Jones - Treasurer

Simon P Dust

Rev S Dust - Vicar

The notes on pages 12-21 form an integral part of these accounts.

	Note	2020 £	2019 £
Cash flows from operating activities:			
Net cash provided by (used in) operating activities	a	<u>58,576</u>	<u>210,317</u>
Cash flows from investing activities:			
Interest		<u>169</u>	<u>297</u>
Net cash provided by/(used in) investing activities		<u>169</u>	<u>297</u>
Change in cash and equivalents in the reporting period		<u>58,745</u>	<u>210,614</u>
Cash and equivalents at the beginning of the year	b	<u>410,828</u>	<u>200,214</u>
Cash and cash equivalents at the end of the year	b	<u>469,573</u>	<u>410,828</u>

NOTES TO THE CASH FLOW STATEMENT

Note a: Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2020 £	2019 £
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	40,016	285,245
Adjustments for:		
Depreciation	975	975
Dividends, interest and rents from investments	(169)	(297)
(Increase)/decrease in debtors	33,482	(26,480)
Increase/(decrease) in creditors	(15,728)	(49,126)
Net cash provided by (used in) operating activities	<u>58,576</u>	<u>210,317</u>

Note b: Analysis of cash and cash equivalents

	2020 £	2019 £
Cash at bank with immediate access	<u>469,573</u>	<u>410,828</u>
Total cash and cash equivalents	<u>469,573</u>	<u>410,828</u>

1 STATUTORY INFORMATION

The Parochial Church Council of St. Andrew's Church High Wycombe is a charity registered with the Charity Commission in England & Wales. The charity's registered number and principal address can be found on the Charity Information page.

Accounting Policies

These financial statements are prepared on a going concern basis, under the historical cost convention. The financial statements include all activities for which the PCC is legally responsible; the activities of informal gatherings of church members and groups that owe their main affiliation to another body and are excluded.

These financial statements have been prepared in accordance with The Church Accounting Regulations 2006, the 'Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)' ('the Charities SORP'), with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ('FRS 102') and with the Charities Act 2011. The charity meets the definition of a public benefit entity as set out in FRS 102.

The Charities (Accounts and Reports) Regulations 2008 (the '2008 Regulations') requires charities to prepare their accounts in accordance with 'Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005' but this accounting standard has since been withdrawn and has been replaced by the Charities SORP mentioned in the preceding paragraph. The charity has prepared these financial statements in accordance with the new Charities SORP; this departure from the 2008 Regulations is believed to be necessary for these financial statements to give a 'true and fair view'.

The previous year's results and balance sheet have been restated to reflect the inclusion of depreciation on the freehold building. Details are given in notes 7 and 11.

Going Concern

The PCC have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The PCC have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the PCC have considered the charity's forecasts and projections and the possible implications should projected income and/or expenditure vary unexpectedly. The PCC have concluded that there is a reasonable expectation that the charity has adequate resources to continue to operate for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements. In making this assessment the trustees have considered the impact of Covid-19 and have concluded that its impact on net income will not be material.

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Restricted funds are those funds that must be spent on restricted purposes and details of the funds held are shown in note 12.

Income

Voluntary income and capital sources

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

Planned giving is recognised when received.

Voluntary income and capital sources cont'd

Tax recoverable on Gift Aid donations is recognised when the donation is recognised.

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

Funds raised by fete, garden party and similar events are accounted for gross.

Sales of books and magazines from the church bookstall are accounted for gross.

The charity relies on volunteers to carry out many of its activities. However, in accordance with SORP, the value has not been included in these financial statements as they cannot be reliably measured.

Investment Income

Interest entitlements are accounted for as they accrue.

Other Income

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

Expenditure

Grants

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

Parish Share

The diocesan parish share is accounted for when due. Any parish share unpaid at 31 December is provided for in these financial statements as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

Fixed assets

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

All expenditure incurred in the year on consecrated or beneficed buildings and individual items under £3,000 is written off. Items over £3,000 are capitalised.

The freehold building is being depreciated over its expected useful life of 50 years.

Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Pensions costs and other post-retirement benefits

The PCC operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the PCC. The annual contributions payable are charged to the statement of financial activities.

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
2 INCOME AND ENDOWMENTS FROM				
Voluntary Income				
Planned Giving				
Gift Aided	131,876	41,223	173,099	384,628
Non Gift Aided	80,620	14,837	95,457	105,651
Gift Aid Received	32,915	10,230	43,145	97,708
Total · Planned Giving	245,411	66,290	311,701	587,987
One Off Donations				
Gift Aided	1,436	3,260	4,696	500
Non Gift Aided	6,630	20,331	26,961	16,879
Gift Aid Received	2,010	428	2,438	0
Total · One Off Donations	10,076	24,019	34,095	17,379
Gift Day				
Gift Aided	0	0	0	5,540
Non Gift Aided	0	0	0	2,475
Gift Aid Received	0	0	0	0
Total · Gift Day	0	0	0	8,015
Cash Offerings				
Cash at Services	1,838	0	1,838	10,088
Total · Cash Offerings	1,838	0	1,838	10,088
Grants received				
Grants received	29,662	21,394	51,056	23,302
Total · Grants received	29,662	21,394	51,056	23,302
Legacies				
Legacies	0	0	0	0
Total · Legacies	0	0	0	0
Total Voluntary Income	286,987	111,703	398,690	646,771
Activities for Generating Funds				
Office Services	19	286	305	48
Lettings	17,576	0	17,576	15,933
Bookstall	281	0	281	1,384
Total Activities for Generating Funds	17,876	286	18,162	17,365
Income from Investment				
Interest	169	0	169	297
Total Income from Investment	169	0	169	297
Charitable Activities				
Events				
Residential	531	30	561	1,990
Non Residential	805	4,137	4,942	15,425
Total · Events	1,336	4,167	5,503	17,415
Fees	1,623	0	1,623	6,308
Groups	0	6,321	6,321	12,925
Total From Charitable Activities	2,959	10,488	13,447	36,648
Other Incoming Resources	10	5	15	1,469
Total Income	308,001	122,482	430,483	702,550

3 EXPENDITURE

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Fundraising trading costs				
Bookstall costs of goods sold	104	0	104	1,306
Total • Fundraising trading costs	104	0	104	1,306
Grants and donations				
Mission - Long Term				
Planned	37,203	33,762	70,965	68,464
Total • Mission - Long Term	37,203	33,762	70,965	68,464
Mission - Short Term				
Planned	0	0	0	3,955
One Off	0	1,624	1,624	1,605
Gift Day	0	15,737	15,737	0
Total • Mission - Short Term	0	17,361	17,361	5,560
Christian Agencies				
One off	16	3,698	3,714	5,163
Total • Christian Agencies	16	3,698	3,714	5,163
Secular				
One off	0	0	0	0
B2a43 • Gift Day	0	0	0	0
Total • Secular	0	0	0	0
Parish				
Church Family One Off	10,814	3,653	14,467	10,928
Total • Parish	10,814	3,653	14,467	10,928
Total • Grants and donations	48,033	58,474	106,507	90,115
People				
Salaries	120,815	5,734	126,549	128,027
Employers NI	3,703	0	3,703	4,728
Pension	6,099	0	6,099	5,578
Expenses	1,551	0	1,551	4,407
Training	8,525	0	8,525	13,391
Staff Gifts	137	170	307	1,272
Total • People	140,830	5,904	146,734	157,403
Premises				
Major Equipment	2,453	0	2,453	2,225
Utilities	6,576	0	6,576	5,811
Insurance	3,249	0	3,249	3,309
Telephone / Internet	3,587	0	3,587	2,803
Maintenance	1,137	0	1,137	5,918
Equipment Rental	619	0	619	755
Property Rental	13,800	0	13,800	13,800
Building Projects	0	13,139	13,139	23,196
Total • Premises	31,421	13,139	44,560	57,817

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Services & Activities				
Licences	1,197	0	1,197	1,051
Hospitality	253	0	253	1,169
Publicity	548	0	548	1,304
Fees	2,216	0	2,216	3,110
Materials & Requisites	1,794	150	1,944	4,694
Total • Services	6,008	150	6,158	11,328
Events				
Residential	408	0	408	1,747
Non Residential	1,279	10,822	12,101	26,748
Total • Events	1,687	10,822	12,509	28,495
Parish Share & Admin				
Bank Charges	0	0	0	0
Parish Share	68,274	0	68,274	65,608
Stationery & Postage	370	0	370	1,413
Depreciation	975	0	975	975
Total • Parish Share & Admin	69,619	0	69,619	67,996
Governance Costs				
Independent Examiners Fee	2,980	0	2,980	1,500
PCC Costs	1,021	0	1,021	1,160
Legal & Financial	275	0	275	185
Total • Governance Costs	4,276	0	4,276	2,845
Total Expenditure	301,978	88,489	390,467	417,305

4 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES (RESTATED)

	2019 Unrestricted funds £	2019 Restricted funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM			
Voluntary income	280,244	366,527	646,771
Activities for Generating Funds	17,365	0	17,365
Investment Income	297	0	297
Events	4,900	12,515	17,415
Fees	6,138	170	6,308
Groups	0	12,925	12,925
Other income	29	1,440	1,469
Total	308,973	393,577	702,550
EXPENDITURE ON			
Raising funds	1,306	0	1,306
Grants & Donations	49,346	40,769	90,115
People	148,902	8,501	157,403
Premises	34,307	23,510	57,817
Services & Activities	11,415	(87)	11,328
Events	9,236	19,259	28,495
Parish Share & Administration	67,996	0	67,996
Governance Costs	2,845	0	2,845
Total	325,353	91,952	417,305
NET INCOME/(EXPENDITURE)	(16,380)	301,625	285,245
Transfers between funds	(58)	58	0
Fund Balances brought forward at 1 January	185,128	39,497	224,625
Fund Balances carried forward at 31 December	168,690	341,180	509,870

5 GRANTS & DONATIONS

	Institutions £	Individuals £	2020 £	Instit 2019 £	Indiv 2019 £
Missionary support	0	7,700	7,700	3,000	13,908
Wycliffe	19,790	0	19,790	20,260	0
CMS	9,738	0	9,738	9,500	0
Relief of poverty	0	609	609	70	473
Educational grants	0	0	0	0	0
Housing	10,200	0	10,200	10,200	0
	39,728	8,309	48,037	43,030	14,381

Institutions receiving greater than £1,000: £3,000 to Lighthouse High Wycombe 2019 not in 2020
£10,200 to Hillside Resourcing Trust in 2019 & 2020

6 STAFF COSTS

	2020 £	2019 £
Wages & Salaries	126,549	128,027
Employer's NI	3,703	4,728
Pension Costs	6,099	5,578
	136,351	138,333
Administrative and management staff	8	9

The charity has 6.0 full time equivalent employed staff. Its activities are generally carried out by volunteers. No staff received salaries at a rate of more than £60,000 per annum. Remuneration and employee benefits payable to key management personnel employed by the PCC amounted to £102,787 in 2020 and £98,209 in 2019 .

7 FIXED ASSETS

Freehold Property

Cost	£
At 31st December 2019 and 2020	<u>97,500</u>
Depreciation	
At 31st December 2019	20,475
Charge in year	975
At 31st December 2020	<u>21,450</u>
Net Book Value	
At 31st December 2020	<u>76,050</u>
At 31st December 2019	<u>77,025</u>

The property is St Andrew's House (the old vicarage next door to the church) held under a trust deed with the Diocese. A prior year adjustment has been made to include depreciation as shown in note 11.

8 DEBTORS

	2020	2019
	£	£
Prepayments	1,969	3,938
Debtors	3,575	4,110
Gift Aid receivable	6,798	37,776
	<u>12,342</u>	<u>45,824</u>

9 LIABILITIES FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Creditors	3,306	19,855
Accruals	4,773	3,952
	<u>8,079</u>	<u>23,807</u>

Operating Lease Commitments

The charity has an operating lease for its photocopier. The minimum amount payable (until the next break clause and ignoring the potential effect of future rent reviews) in respect of this lease is as follows:

	2020	2019
	£	£
Payments falling due:		
Within one year	715	755
Between one and five years	2,622	378
	<u>3,337</u>	<u>1,133</u>

10 RELATED PARTY DISCLOSURES

Included in Wages & Salaries is £15,833 (2019: £15,484) paid to Mrs Debbie Dust, wife of the PCC Chair in her capacity as Community Outreach Worker, as permitted by the governing document.

Also in Wages & Salaries is £5,043, paid in 2019, to Heather Graham in her capacity as Pastoral worker before she left on 12/5/19, she was a PCC member.

Included in Grants are payments to PCC members in their capacity as mission partners as follows:

		2020	2019
		£	£
Mr R Gravina	Deanery Synod	10,270	2,840
Mr M Jones	Resigned 28/4/19	0	2,000
Total		<u>10,270</u>	<u>4,840</u>

Donations from Trustees and family members for 2020 were £48,172 (2019 £66,856)

Fees payable to Stewardship amounted to £240 in addition to independent examination fee of £2,040.

Rev Dust, a trustee, had customary clergy accommodation provided by the PCC.

Rev Dade, a trustee had accommodation provided by the PCC costing £4,000 for 2020.

Hillside Resourcing (HR) is a Charitable Incorporated Organisation (registered number 1174676) which is a subsidiary undertaking of the PCC, as the PCC controls the appointment of the trustees of HR and the PCC benefits from the provision of residential accommodation by HR.

10 RELATED PARTY DISCLOSURES con'd

	2020	2019
	£	£
Grant paid to Hillside Resourcing Trust	10,200	10,200
Rent paid to Hillside Resourcing Trust	13,800	13,800
	<u>24,000</u>	<u>24,000</u>

11 PRIOR YEAR ADJUSTMENT

In the previous year the charity included a freehold property for the first time. It has now been noted that the building component of this property should have been subject to depreciation. This has now been corrected. The comparatives presented in these accounts have been re-stated as follows:

Reconciliation of reserves	£
Previously reported property reserve at 31 December 2019	97,500
Accumulated depreciation	<u>(20,475)</u>
Re-stated property reserve at 31 December 2019	<u>77,025</u>
Reconciliation of results	£
Previously reported surplus for year to 31 December 2019	286,220
Depreciation	<u>(975)</u>
Re-stated surplus for year to 31 December 2019	<u>285,245</u>

St. Andrew's Church - High Wycombe
Notes to the Accounts
For the Year Ended 31st December 2020

12	FUNDS												
Restricted Funds													
	Admin & Premises	Nexus Project	Community	Gift Day	Mission	Church Plant	Pastoral	Worship	Disc & Training	Youth & Children	Total		
INCOME													
	0	52,831	13,840	738	6,798	21,495	15,901	0	0	100	111,703		
	0	0	286	0	0	0	0	0	0	0	286		
	0	5	10,201	0	0	0	60	0	0	227	10,493		
	0	52,836	24,327	738	6,798	21,495	15,961	0	0	327	122,482		
EXPENDITURE													
	0	0	715	15,737	6,404	33,042	2,577	0	0	0	58,475		
	0	0	5,368	0	0	0	416	0	0	121	5,905		
	0	13,138	0	0	0	0	0	0	0	150	13,288		
	0	0	10,089	0	0	0	60	0	0	672	10,821		
	0	13,138	16,172	15,737	6,404	33,042	3,053	0	0	943	88,489		
NET INCOME(EXPENDITURE)													
	0	39,698	8,155	(14,999)	394	(11,547)	12,908	0	0	(616)	33,993		
	0	0	(101)	0	0	0	0	0	0	0	(101)		
	208	288,295	12,595	14,999	1,669	17,417	1,117	1,610	298	2,972	341,180		
	208	327,993	20,649	0	2,063	5,870	14,025	1,610	298	2,356	375,072		

The assets and liabilities represented by the various funds are as follows:

	Fixed assets	Bank & cash balances	Other net assets	Total
	£	£	£	£
Restricted funds	-	375,072	-	375,072
Unrestricted funds	76,050	94,501	4,263	174,814
	76,050	469,573	4,263	549,887

Restricted funds are for the following purposes:

Admin & Premises	Property related issues
Nexus Project	Church extension
Community	Christmas Day Lunch, Family Support Group, Starlight, Local Missions Fund, Supporting Families and Wednesday Lunch Club
Mission	Mission trips, the Garcia's, the Secchia's, the Santana's and Potter's village.
Church plant	St Mary & St George's church plant in Sands.
Pastoral	Care fund (inc. money given for Families in need during Covid), legal aid and student aid.
Youth & Children	Grant for Cinema project
Worship	For new sound equipment
Gift Day	Money sent out to projects.
Disc & Training	Training & discipleship
Youth & Children	Youth weekend away

St. Andrew's Church - High Wycombe
Notes to the Accounts
For the Year Ended 31st December 2020

FUNDS information for 2019												
12 continued	Admin & Premises	Nexus Project	Clergy Expenses	Community	Gift Day	Mission	Church Plant	Pastoral	Worship	Disc & Training	Youth & Children	Total
Restricted Funds												
INCOME												
Voluntary Income	0	320,324	0	5,134	14,496	6,362	17,753	695	213	50	1,500	366,527
Charitable Activities	0	5,256	0	18,674	0	1,569	0	0	0	100	11	25,610
Grants and Other Income	0	0	0	0	0	0	1,440	0	0	0	0	1,440
Total Income Resources	0	325,580	0	23,808	14,496	7,931	19,193	695	213	150	1,511	393,577
EXPENDITURE												
Grants & Donations	0	(5,000)	0	0	0	8,073	37,696	0	0	0	0	40,769
People	0	0	0	5,000	0	0	12	695	0	0	2,794	8,501
Premises	0	22,860	0	0	0	0	0	0	0	0	650	23,510
Services	0	55	0	0	0	0	0	0	8	0	(150)	(87)
Events	0	2	0	19,002	0	0	200	0	0	55	0	19,259
Total Resources Expended	0	17,917	0	24,002	0	8,073	37,908	695	8	55	3,294	91,952
NET INCOME(EXPENDITURE)												
	0	307,663	0	(194)	14,496	(142)	(18,715)	0	205	95	(1,783)	301,625
Gross Transfers	0	0	0	0	0	0	0	0	0	0	58	58
Fund Balances at 1 January	208	(19,368)	0	12,789	503	1,811	36,132	1,117	1,405	203	4,697	39,497
Fund Balances at 31 December	208	288,295	0	12,595	14,999	1,669	17,417	1,117	1,610	298	2,972	341,180

The assets and liabilities represented by the various funds as at 31 December 2019 were as follows:

	Fixed assets	Bank & cash balances	Other net assets	Total
	£	£	£	£
Restricted funds	0	356,494	(15,314)	341,180
Unrestricted funds	77,025	54,334	37,331	168,690
	77,025	410,828	22,017	509,870

Restricted funds are for the following purposes:

Admin & Premises	Property related issues
Nexus Project	Church extension
Community	Christmas Day Lunch, Family Support Group, Starlight, Local Missions Fund, Supporting Families and Wednesday Lunch Club
Mission	Mission trips, the Garcia's, the Secchia's, the Santana's and Potter's village.
Church plant	St Mary & St George's church plant in Sands.
Pastoral	Care fund, legal aid and student aid.
Youth & Children	Grant for Cinema project
Worship	For new sound equipment
Gift Day	Money raised for projects abroad and at home
Disc & Training	Training & discipleship



St. Andrew's Church

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Bucks

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01494 529668

Vicar: Rev. Simon Dust

office@standrewshw.co.uk

Stewardship
1 Lamb's Passage
London
EC1Y 8AB

Dear Sirs

Re. PCC of St Andrew's Church, High Wycombe ('The Charity')

CONFIRMATION OF REPRESENTATIONS – INDEPENDENT EXAMINATION

We confirm to the best of our knowledge and belief, and having made appropriate enquiries of other trustees and officials of the charity, the following representations given to you in connection with your examination of the charity's financial statements for the year ended 31 December 2020.

1. General

We acknowledge as trustees our responsibility under the Charities Act 2011 for preparing financial statements which give a true and fair view and for making accurate representations to you, as set out in the terms of the engagement letter.

All the accounting records, including for each branch/subgroup of the charity, have been made available to you for the purpose of your examination and all the transactions undertaken by the charity have been properly reflected and recorded in the accounting records. All cash received during the year has been clearly accounted for, and has either been banked or spent as recorded in the expenditure records, bar the year-end cash balance of £180.48.

All other records and related information, including minutes of trustees', members' and management meetings, have been supplied to you. The trustees have discussed and properly decided upon all matters, which require their approval.

We understand that you have undertaken an independent examination, rather than an audit, and that consequently no 'true and fair' opinion has been provided by you on the financial statements. The charity is not required to have an audit, according to either the terms of the governing document, or any stipulation made by a donor or another party.

2. Financial statements

We have reviewed the financial statements which have been prepared, and are satisfied that any amendments suggested by you, which have been made to the financial statements and the trustees' report, are accurate and appropriate.

3. Assets and liabilities

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All assets included in the balance sheet were in existence and owned by the charity at the balance sheet date and free from any mortgage or charge, (except as disclosed within the notes to the financial statements). The balance sheet includes all tangible assets (property, vehicles, and equipment); investments; and debts due to the charity and by the charity to others.

The details of all bank accounts owned by the charity have been provided to you, whether managed by the main finance team or by others, and there are no groups or activities legally part of the charity which are not included.

All assets sold or scrapped have been duly eliminated and the proceeds accounted for. Permanent diminution in the value of assets has been reflected in its carrying value in the financial statements.

Other than the grant obligations included in creditors in the financial statements, at the balance sheet date there were no material commitments for grants to be paid for the purchase of property/equipment or long-term contracts for goods/services. There was no commitment to the payment of rent beyond 31 December 2020 other than in respect of the property lease from Hillside Resourcing, which can be terminated with three months' notice.

The arrangements for regular payments to Oxford Diocese towards the salary of the church planter do not comprise a constructive obligation of the PCC, but are more akin to a parish share contribution towards the salary costs, and therefore are not required to be included in creditors in the financial statements.

All known liabilities of the charity are included in the financial statements. In particular:

- a. No amounts received from donors were received as loans rather than gifts.
- b. There are no known liabilities to PAYE/NIC arising from the staff arrangements.
- c. The pension arrangements for the staff are based on 'defined contribution' schemes and there are no commitments, legal or moral, which may require significant additional contributions.

4. Grants and donations

All grants, donations and other income, the receipt of which is subject to specific terms and conditions, have been noted in the financial statements as restricted income.

The expenditure which met those restrictions is as recorded in the restricted funds Note 12 in the accounts leaving unused balances of restricted funds of £ 375,072 at the year-end.

The charity has complied with all aspects of agreements and donor restrictions that would have a material effect on the financial statements in the event of non-compliance. In particular:

- there has been no use of gifts made for specific purposes other than as specified by the donor.
- all conditions of the donors for use of the funds had been met by 31 December 2020.

5. Going concern

We believe that the charity's financial statements should be prepared on a going concern basis on the grounds that current and future sources of funding or support will be adequate for the charity's need and with sufficient confidence such that there is no requirement to detail material uncertainties in this respect

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in the accounts. In making this assessment we have considered the impact of Covid-19 and have taken into account the financial impacts in making our going concern assessment.

We have assessed the future funding needs, the budgets for the 2020 and projections for 2021 and have no reason to believe that the income levels shown will not be met. The expenditure levels shown in the budgets are prepared prudently and there is flexibility in core costs to enable temporary fluctuations in funding to be catered for.

In the light of those budget expectations, and considering the current level of reserves, the charity will have sufficient reserves to be able to continue operations for at least the next 12 months from the date of this letter.

6. Laws and regulations

We are not aware of any irregularities, including fraud, involving management or employees of the charity; nor are we aware of any breaches or possible breaches of statute, regulations, contracts, agreements or the charity's governing documents which might prejudice the charity's going concern status or that might result in the charity suffering significant penalties or other loss. No allegations of such irregularities, including fraud, or such breaches have come to our notice.

7. Transactions with related parties

Other than set out in the financial statements, the charity has not had, or entered into, at any time during the year material transactions with other charities over which influence is exerted by trustees/senior staff or other companies'/businesses' related parties (other than as indicated in the financial statements) whether or not the outcome has been to influence the presentation of transactions.

Any remuneration, salary or payment for services, gift or other payment made to any trustee, family member or business of a trustee, has been fully and accurately disclosed in the financial statements; along with the name of the individual trustee(s) concerned, the relevant amount(s), and the legal authority for making such. We confirm that we believe the governing document legally supports these payments. Expenses paid to trustees are as disclosed in the financial statements and do not include any "profit" element.

8. Post balance sheet events

Except as disclosed in the financial statements, no events or transactions have occurred since the year end, or are pending, which could have a material effect on the financial statements or which are of such significance in relation to the charity's affairs that they should be mentioned in the financial statements in order to avoid giving a misleading view of the charity's financial position.

9. Commitments, contingencies and liabilities

We do not know of any substantial liabilities, contingent liabilities or capital commitments, of a material amount. There is no litigation in progress or pending.

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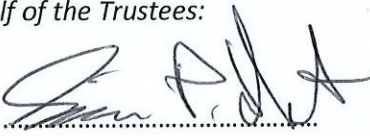
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We confirm that the above representations are made on the basis of enquiries of management, volunteers and staff with relevant knowledge and experience (and, where appropriate, of inspection of supporting documentation) sufficient to satisfy ourselves that we can properly make each of the above representations to you.

Yours faithfully

On behalf of the Trustees:

(signed) 

Trustee (print name) SIMON DUST

(signed) 

Trustee (print name) SIMON JONES

Date of approval of accounts 27 May 2021

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