



St Andrew's Malvern

*Partnering with God in the flourishing of our communities*

## **Trustees Annual Report 2021**

### **Annual Report of the Parochial Church Council**

**For the year 1<sup>st</sup> January to 31<sup>st</sup> December 2021**



Registered Charity Number: 1128973

Contact PCC Secretary: c/o St Andrew's Church, Churchdown Road, Malvern WR14 3JX

## 1. Introduction

*'The **Parochial Church Council** or PCC, is the executive body of a Church of England parish. It is constituted as a body corporate by the Church Representation Rules set out in Schedule 3 to the Synodical Government Measure 1969, and consists of the clergy and churchwardens of the parish, together with a number of representatives of the laity principally elected by the annual parochial church meeting of the parish. Its powers and duties are defined by certain Acts of Parliament and other legislation, principally the Parochial Church Councils (Powers) Measure 1956. It has the responsibility of co-operating with the incumbent (rector, vicar or priest) or priest in charge in promoting the mission of the Church in its parish.*

*Formally, the PCC is responsible for the financial affairs of the Church and the care and maintenance of the church fabric and its contents. These latter responsibilities are executed primarily by the churchwardens. It also has a voice in the forms of Service used by the church and may make representations to the bishop on matters affecting the welfare of the parish.'*

The Church Representation Rules (2020) detail local church governance arrangements and provide the framework under which PCCs and parishes operate to best serve ministry and mission in their contexts.

St Andrew's Church is situated in Poolbrook, Malvern. It is part of the Diocese of Worcester within the Church of England. In September 2014 St Andrew's became part of the Chase Team Ministry which includes St Mary's Pickersleigh and All Saints Malvern Wells & Wyche. The three parishes each have their own Parochial Church Council. The Chase Team has a Team Rector and a Team Vicar (with responsibility for St Mary's in Pickersleigh), and in 2018 a Curate joined the team. The Rector, Team Vicar and Curate are remunerated through the Diocese of Worcester.

## 2. Aims and Purposes

St Andrew's Parochial Church Council (PCC) has the responsibility of cooperating with the Team Rector, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the St Andrew's Church Centre complex.

In Autumn 2017 the PCCs of St Andrew's and All Saints agreed a new joint mission statement to describe our core purpose:

- **Encountering Jesus** in Worship, Prayer, Word and Spirit.
- **Growing whole-life, life-long disciples.**
- **Seeing lives transformed and communities flourish** as we demonstrate and proclaim God's Kingdom.

This is all under pinned by the strapline '*Partnering with God in the flourishing of our communities*'.

### 3. Objectives and activities

The PCC believes that St Andrew's provides clear benefit to the public including by:

- providing resources and facilities for public worship, pastoral care and spiritual development for both those living in the Parish and beyond.
- promoting the Christian religion and Christian values for the benefit of individuals and society as a whole.
- making the facilities of the Church Centre available to the wider community (rather like a village hall).

The local community directly benefits from a whole range of activities, services and events that St Andrew's provides. These include toddler groups, youth groups, Holiday@Home activities, bereavement support, debt support, the Octagon Coffee Shop and provision of the occasional offices (funerals, weddings, baptisms). The St Andrew's Church Centre is a fantastic community facility available for public hire at reasonable rates.

### 4. Achievements and Performance

2021 was another challenging and different year due to the Covid-19 Pandemic and many of our normal activities had to be curtailed in keeping with Government and Church of England guidelines. However, we continued to run services throughout the year, either 'in-person' or online or both, and, in addition to our established mechanisms, found new ways of ministering, and serving our communities. Despite the pandemic we have seen our congregations grow significantly over the last year which represents more than a 100% increase in worshipping community since 2015.

	2015	2016	2017	2018	2019	2020	2021
Total Worshipping Community	160	201	244	261	263	297	326
0-17s Worshipping Community	43	55	63	69	66	71	84

Our 2021 Annual Review (prepared jointly with our sister church All Saints) for the Annual Parochial Church Meetings (available at St Andrew's Church or from our web site [www.standrewsandallsaints.org/resources/annual-reviews/](http://www.standrewsandallsaints.org/resources/annual-reviews/)), gives a more detailed summary of many of our activities and achievements over the last year.

Some of the key features include:

- We have transitioned to a new service structure across St Andrew's & All Saints which provides five different services each week, with the addition of a monthly Messy Church and 'Waiting Room.' This allows a variety of different needs to be met and a greater choice of service style for congregation members. The St Andrew's 10:30am service is also recorded and available online for those watching from home.

- An in-person and an online Alpha course which had guests from across Malvern exploring faith.
- Regular children and young people's ministry including toddler groups, children and youth groups on a Sunday, youth mentoring and an Autumn Youth Alpha Course to support them pastorally and in their discipleship.
- Pastoral and spiritual support for members of the congregations and members of the community through the pandemic, including support of the Bereavement Team.
- Working with the Octagon Community Centre to run a community pantry and 'Thursday project' working with vulnerable families in our parish.
- Supporting further clients in debt through the Malvern Christians Against Poverty (CAP) Centre, which extended its ministry to Ledbury in 2021.
- Supporting the work of our mission partners, both locally, nationally and internationally (including Bible Society, CMS, Bible Society, UNOH, Josiah Ventures, Open Doors), donating over £19,000 to these organizations.
- Serving our community through occasional offices: funerals, weddings and baptisms.
- Supporting local people in financial difficulty through the Blessings Fund.

## 5. Future Plans

2022 will be a year of significant transition as the church seeks to continue to re-build after the pandemic and also adjust to significant changes on the staff team. The curate leaves in April 2022, and we have not been able to appoint a new Youth Minister since our previous Youth Minister finished his agreed 3 years in August 2021. With the significant increase in worshipping community size, the church now needs to transition to a 'larger churches' leadership structure to enable it to be 'healthy and sustainable' and recruiting and embedding this will be the key focus for 2022.

The key areas for the coming year will therefore be:

- Recruiting a new Youth Minister, Operations Manager and Associate Minister and raising the required finances to support these roles.
- Continuing to embed the new service patterns, creating 'congregational leadership teams' to support this.
- To seek to explore setting up a new 'worshipping community' at the Octagon to reach those in our community for whom current services are not a good fit.
- Continuing to grow leadership teams in all areas of church life, especially in children and youth ministries.
- Continued support and focus on 'frontline mission' and equipping people to be disciples in their Monday to Saturday lives.

## 6. Financial Review

Total income from all sources for the year was £237,323 compared to £239,127 in 2020 (a 0.8% decrease).

Expenditure was contained in the year to £229,235 (compared to £218,787 in 2020, representing a 4.8% increase). During the year we had periods of closure of our church



and church centre and a significant part of our activity moved online and into other forms as summarised elsewhere in this report. Despite this, costs continued to be incurred in many areas.

The net effect of these results produced a £7,823 increase in net resources over the year to £144,704 (£136,881 at 31 December 2020). Of this:

£1,780 (2020 - £2,045) is permanently endowed,

£30,855 (2020 - £26,271) is restricted in nature and

£10,909 (2020 - £11,089) is designated by the Church for specific purposes.

This leaves £101,160 (2020 - £97,476) as unrestricted funds which, after due allowance for tangible fixed assets, gives £87,832 (2020 - £82,053) as freely available reserves for use in the charitable activities of the Church.

## **7. Reserves and investment policy**

It is the policy of the Church that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to at least three month's running costs (approximately £60,000). The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Church's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Funds balances held in excess of short-term needs are invested with the CBF Church of England Deposit Fund. The endowment investment is held in a CBF Investment (Income) Fund. The church has no loans against these funds.

The trustees have assessed the major risks to which the Church is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

## **8. Structure, governance and management**

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. Annually, and well in advance of the Annual Parochial Church Council meeting, all members on the electoral roll of St Andrew's are invited to be nominated to sit or re-sit on the PCC for a 3-year period. If too many members are nominated, a simple vote is conducted at the Annual Parochial Church Council meeting.

The PCC locally manages St Andrew's Church building, the St Andrew's Church Centre and the grounds on behalf of the Diocese of Worcester. This includes short and long term maintenance and enhancement of the assets.

The administrative costs and clergy expenses for St Andrew's & All Saints are shared equally between the two PCCs. The clergy stipends are met by the Church Commissioners.

St Andrew's employs a part time cleaner and, jointly with All Saints, employs:

- A Youth Ministry Leader. (This was filled until August 2021 when the role holder completed their agreed 3-year term and, following advertisements, no one was appointed to the role. From September to the year end the role was partly filled by an intern and is now being re-advertised.)
- A part time Children and Families Ministry Leader.
- Two part time Office Administrators.

The PCC typically meets approximately seven times per year. Between meetings, the day to day business of the PCC is undertaken by a Standing Committee consisting of Chair, Vice-Chair, Churchwardens, Deputy Churchwarden, Parish Safeguarding Officer and Treasurer. Any decisions taken by the Standing Committee are summarised at the subsequent PCC Meeting.

When appointed, new PCC members are provided with a basic introduction to their role, typically including how the PCC operates, the basics of being a Charity Trustee and a Church financial introduction/overview. During the COVID-19 pandemic, much of this has been provided remotely, but probably not as effectively as previously when it was possible to meet face to face. We will aim to return to face to face induction and training as soon as practical.

The PCC responds positively and implements all appropriate legislation linked with health and safety and disability. Examples include:

- A Health & Safety Policy is in place, supported by an appropriate set of responsibilities, rules and risk assessments. This includes a fire risk assessment and appropriate test procedures, e.g. fire alarms, emergency lighting, gas and electrics.
- The new build provides level access to virtually all areas and provides fully compliant disabled facilities.

## **9. Safeguarding**

The PCC has fully complied with its duty to have 'due regard' to the House of Bishops' Safeguarding Policy and Practice Guidance.

During 2021, 35 members of the churches have completed DBS checks and 35 members have completed safeguarding training at various levels. The Parish Safeguarding Officer has implemented use of the Diocesan safeguarding dashboard. This tool enables us to ensure that we continue to be compliant with current safeguarding requirements.

A few safeguarding concerns have arisen during the year, which have been addressed promptly by the Rector and the Parish Safeguarding Officer. Support and advice have been sought from the Diocese when necessary.

## 10. Administrative Information

### Full Name:

The Parochial Church Council of the Ecclesiastical Parish of St Andrew Malvern.

### Charity Registration Number: 1128973.

The Church is an unincorporated charity constituted as detailed earlier in this report.

### Address

St. Andrew's Church, Churchdown Road, Malvern, WR14 3JX

### Secretary - currently vacant.

Being covered by one of the Church Administrators - Mrs Sarah Yeadon, c/o St. Andrew's Church, Churchdown Road, Malvern, WR14 3JX.

### Leadership

Incumbent:	Revd Dave Bruce
Team Vicar:	Revd Lynne Sparkes
Team Curate:	Revd Peter Myres

Associate Ministers:	Revd David Ritchie Revd Helen Wilkinson
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Youth Ministry Leader:	Vacant and currently advertised Michael (Eddy) Edwards had the role for 3 years to August 2021
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Children and Families Ministry Leader: Helen Attree

Wardens:	Nick Fane Lis Whybrow
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Readers:	Derham Cook Judith Keene Heather Williamson
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Representatives on Deanery Synod:	Jane Mortimore Carole Nicholls
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### Trustees (PCC Members)

The trustees (PCC Members) who served during the year were:

- Dave Bruce (Chair)
- Derek Barnes (Vice Chair)
- Nick Fane (Churchwarden)
- Lis Whybrow (Churchwarden)
- Andy Lymer (Treasurer)
- Derham Cook
- Val Fane
- Alan Holmes

Virginia Jones  
Anna Laidler  
Chris Mesley  
Jane Mortimore  
Peter Myres (from 20<sup>th</sup> May 2021)  
Carole Nicholls (from 18<sup>th</sup> April 2021)  
Simon Noble  
Jennifer Oakley  
Judy Oliver (to 18<sup>th</sup> April 2021)  
Ellie Quinlan  
Colin Robbins  
Alice Wills (resigned 2<sup>nd</sup> October 2021)  
Heather Williamson  
Helen Wilkinson (from 20<sup>th</sup> May 2021)

## 11. Declaration:

The Trustees (PCC) declare that they have approved this annual report at their meeting on the 17<sup>th</sup> March 2022. Signed on behalf of the PCC:



Revd D C Bruce MA  
**Chair**



Dr D H Barnes  
**Deputy Chair**

ST ANDREW'S CHURCH, MALVERN  
Charity Registration No. 1128973

ANNUAL FINANCIAL STATEMENTS  
FOR THE YEAR ENDING 31 DECEMBER 2021

CONTENTS

Page

**ST ANDREW'S CHURCH, MALVERN**  
**ANNUAL FINANCIAL STATEMENTS FOR THE**  
**YEAR ENDED 31 DECEMBER 2021**

3-5

Statement of Financial Position

4

Balance Sheet

3-13

Notes to the Financial Statements

# ST ANDREW'S CHURCH, MALVERN

Charity Registration No. 1128973

## ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 DECEMBER 2021

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### CONTENTS

	Page
Independent examiner's report	1
Statement of financial activities	2 - 3
Balance sheet	4
Notes to the financial statements	5 - 18

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# ST ANDREW'S CHURCH, MALVERN

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF ST ANDREW'S CHURCH, MALVERN

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I report to the trustees on my examination of the financial statements of St Andrew's Church, Malvern (the Church) for the year ended 31 December 2021.

#### Responsibilities and basis of report

As the trustees of the Church you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Church's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the Church as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.



Elizabeth Needham ACA CTA (VAT)  
Kendall Wadley LLP

Granta Lodge  
71 Graham Road  
Malvern  
Worcestershire  
WR14 2JS

Dated: 17 March 2022

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# ST ANDREW'S CHURCH, MALVERN

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2021

### Current financial year

		Unrestricted funds general	Unrestricted funds designated	Restricted funds	Endowment funds	Total	Total
	Notes	2021 £	2021 £	2021 £	2021 £	2021 £	2020 £
<b>Income and endowments from:</b>							
Donations and legacies	3	18,289	-	13,968	-	32,257	18,990
Church activities	4	12,496	5,369	886	-	18,751	37,320
Voluntary income	5	153,085	4,112	17,392	-	174,589	168,848
Investments	6	90	-	-	-	90	44
Other incoming resources	7	9,136	-	2,500	-	11,636	13,925
<b>Total income</b>		<b>193,096</b>	<b>9,481</b>	<b>34,746</b>	<b>-</b>	<b>237,323</b>	<b>239,127</b>
<b>Expenditure on:</b>							
Charitable activities	8	192,112	6,961	30,162	-	229,235	218,787
Net gains/(losses) on investments	12	-	-	-	(265)	(265)	591
<b>Net incoming/(outgoing) resources before transfers</b>		<b>984</b>	<b>2,520</b>	<b>4,584</b>	<b>(265)</b>	<b>7,823</b>	<b>20,931</b>
Gross transfers between funds	13	2,700	(2,700)	-	-	-	-
<b>Net movement in funds</b>		<b>3,684</b>	<b>(180)</b>	<b>4,584</b>	<b>(265)</b>	<b>7,823</b>	<b>20,931</b>
Fund balances at 1 January 2021		97,476	11,089	26,271	2,045	136,881	115,950
<b>Fund balances at 31 December 2021</b>		<b>101,160</b>	<b>10,909</b>	<b>30,855</b>	<b>1,780</b>	<b>144,704</b>	<b>136,881</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# ST ANDREW'S CHURCH, MALVERN

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Prior financial year

		Unrestricted funds general	Unrestricted funds designated	Restricted funds	Endowment funds	Total
		2020	2020	2020	2020	2020
	Notes	£	£	£	£	£
<b><u>Income and endowments from:</u></b>						
Donations and legacies	3	12,398	-	6,592	-	18,990
Church activities	4	14,537	22,783	-	-	37,320
Voluntary income	5	156,853	419	11,576	-	168,848
Investments	6	44	-	-	-	44
Other incoming resources	7	8,925	-	5,000	-	13,925
<b>Total income</b>		<b>192,757</b>	<b>23,202</b>	<b>23,168</b>	<b>-</b>	<b>239,127</b>
<b><u>Expenditure on:</u></b>						
Charitable activities	8	174,478	16,458	27,851	-	218,787
Net gains/(losses) on investments	12	-	-	-	591	591
<b>Net incoming/(outgoing) resources before transfers</b>		<b>18,279</b>	<b>6,744</b>	<b>(4,683)</b>	<b>591</b>	<b>20,931</b>
<b>Net movement in funds</b>		<b>18,279</b>	<b>6,744</b>	<b>(4,683)</b>	<b>591</b>	<b>20,931</b>
Fund balances at 1 January 2020		79,197	4,345	30,954	1,454	115,950
<b>Fund balances at 31 December 2020</b>		<b>97,476</b>	<b>11,089</b>	<b>26,271</b>	<b>2,045</b>	<b>136,881</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# ST ANDREW'S CHURCH, MALVERN

## BALANCE SHEET

AS AT 31 DECEMBER 2021

	Notes	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	14	13,328	15,423
Investments	15	1,780	2,045
		<u>15,108</u>	<u>17,468</u>
<b>Current assets</b>			
Debtors	17	2,968	5,119
Cash at bank and in hand		130,239	116,651
		<u>133,207</u>	<u>121,770</u>
<b>Creditors: amounts falling due within one year</b>	18	(3,611)	(2,357)
Net current assets		<u>129,596</u>	<u>119,413</u>
<b>Total assets less current liabilities</b>		<u>144,704</u>	<u>136,881</u>
<b>Capital funds</b>			
Endowment funds		1,780	2,045
<b>Income funds</b>			
General restricted funds		<u>30,855</u>	<u>26,271</u>
	19	30,855	26,271
<b>Unrestricted funds</b>			
Designated funds	20	10,909	11,089
General unrestricted funds		<u>101,160</u>	<u>97,476</u>
	21	<u>112,069</u>	<u>108,565</u>
		<u>144,704</u>	<u>136,881</u>

The financial statements were approved by the Trustees on 17 March 2022

Rev D C Bruce MA  
Chair



Dr D H Barnes  
Deputy Chair



# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

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### 1 Accounting policies

#### Charity information

St Andrew's Church, Malvern is an unincorporated charity and its office is Churchdown Road, Malvern, WR14 3JX.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the Charities Act 2011 and "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)", having regard to the Church Representation Rules (last updated 2020). The Church is a Public Benefit Entity as defined by FRS 102.

The Church has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Church. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the Church has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Church.

#### 1.4 Income

Income is recognised when the Church is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 1 Accounting policies

(Continued)

Cash donations are recognised on receipt. Other donations are recognised once the Church has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Church has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Equipment used within the church premises (including the Church Centre and the Chase Team Office) is depreciated on a straight line basis over four years. Individual items of equipment with a purchase price of £1,500 or less are written off when the asset is acquired.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

Consecrated and benefice property is not included in the accounts by virtue of s96(2)(a) of the Charities Act 1993.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and, therefore, such assets are not valued in the financial statements.

#### 1.6 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

#### 1.7 Impairment of fixed assets

At each reporting end date, the Church reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).



# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

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#### 1 Accounting policies

(Continued)

##### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, and other short-term liquid investments with original maturities of three months or less.

##### 1.9 Financial instruments

The Church has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Church's balance sheet when the Church becomes party to the contractual provisions of the instrument.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the Church's contractual obligations expire or are discharged or cancelled.

##### 1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Church is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

##### 1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 2 Critical accounting estimates and judgements

In the application of the Church's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 3 Donations and legacies

	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds general 2020 £	Restricted funds 2020 £	Total 2020 £
Legacies receivable	-	10,000	10,000	-	-	-
Grant income	18,289	3,968	22,257	12,398	6,592	18,990
	<u>18,289</u>	<u>13,968</u>	<u>32,257</u>	<u>12,398</u>	<u>6,592</u>	<u>18,990</u>
<b>Grants receivable for core activities</b>						
DEFRA Grant	-	3,968	3,968	-	6,592	6,592
Covid-19 support	17,669	-	17,669	10,000	-	10,000
Job Retention Scheme	620	-	620	2,398	-	2,398
	<u>18,289</u>	<u>3,968</u>	<u>22,257</u>	<u>12,398</u>	<u>6,592</u>	<u>18,990</u>

### 4 Church activities

	Church activities 2021 £	Church activities 2020 £
Activities	3,435	1,954
Weddings and funerals	4,880	3,154
Capital projects	216	216
Blessings fund	4,557	22,421
Church hall	5,663	9,575
	<u>18,751</u>	<u>37,320</u>
<b>Analysis by fund</b>		
Unrestricted funds - general	12,496	14,537
Unrestricted funds - designated	5,369	22,783
Restricted funds	886	-
	<u>18,751</u>	<u>37,320</u>

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

5	Voluntary income	Unrestricted funds		Unrestricted funds designated		Restricted funds		Total		Unrestricted funds general		Unrestricted funds designated		Restricted funds		Total	
		2021	£	2021	£	2021	£	2021	£	2020	£	2020	£	2020	£	2020	£
	Planned offerings	119,647		-		8,908		128,555		124,707		-		-		124,707	
	Other offerings	2,477		-		770		3,247		3,531		-		-		3,531	
	Donations	2,805		4,112		5,500		12,417		1,974		419		8,956		11,349	
	Gift aid	28,156		-		2,214		30,370		26,641		-		2,620		29,261	
	Voluntary income	153,085		4,112		17,392		174,589		156,853		419		11,576		168,848	

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 6 Investments

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £
Interest receivable	90	44

### 7 Other incoming resources

	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds general 2020 £	Restricted funds 2020 £	Total 2020 £
WDBF support for Youth Minister	-	2,500	2,500	-	5,000	5,000
All Saints expenses share and other income	9,136	-	9,136	8,925	-	8,925
	<u>9,136</u>	<u>2,500</u>	<u>11,636</u>	<u>8,925</u>	<u>5,000</u>	<u>13,925</u>

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 8 Charitable activities

	Church activities 2021	Church activities 2020
	£	£
Staff costs	62,599	65,557
Depreciation and impairment	7,491	7,351
Parish share	81,600	81,600
Church 'away' giving	15,622	9,850
Clergy expenses and service costs	4,198	2,569
Weddings and funerals (WDBF)	2,876	3,173
Office costs	4,800	6,166
Youth and childrens work	3,170	2,661
Mission and community	19,901	28,792
Buildings running and maintenance costs	8,878	7,432
Miscellaneous	1,930	2,466
Gift to St Mary's Church	15,000	-
	<u>228,065</u>	<u>217,617</u>
Share of support costs (see note 9)	480	480
Share of governance costs (see note 9)	690	690
	<u>229,235</u>	<u>218,787</u>
<b>Analysis by fund</b>		
Unrestricted funds - general	192,112	174,478
Unrestricted funds - designated	6,961	16,458
Restricted funds	30,162	27,851
	<u>229,235</u>	<u>218,787</u>

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 9 Support costs

	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Accountancy	480	-	480	480	-	480
Independent examination fees	-	690	690	-	690	690
	480	690	1,170	480	690	1,170
Analysed between						
Charitable activities	480	690	1,170	480	690	1,170

### 10 Trustees

Payments to PCC Members: None (excludes reimbursement for expenses). The expenses paid to clergy may include a small immaterial proportion which related to their function as a PCC member

### 11 Employees

#### Number of employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Average number of employees	7	6
Full time equivalents number of employees	4	3

#### Employment costs

	2021 £	2020 £
Wages and salaries	62,201	64,945
Other pension costs	398	612
	62,599	65,557

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



# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 12 Net gains/(losses) on investments

	Endowment funds	Endowment funds
	2021	2020
	£	£
Revaluation of investments	(265)	591

### 13 Transfers

The transfer between fund represents the release of funds raised to purchase equipment following acquisition of the same.

### 14 Tangible fixed assets

	Hall Equipment	Church Equipment	Total
	£	£	£
<b>Cost</b>			
At 1 January 2021	20,336	9,050	29,386
Additions	-	5,396	5,396
At 31 December 2021	20,336	14,446	34,782
<b>Depreciation and impairment</b>			
At 1 January 2021	7,550	6,413	13,963
Depreciation charged in the year	5,085	2,406	7,491
At 31 December 2021	12,635	8,819	21,454
<b>Carrying amount</b>			
At 31 December 2021	7,701	5,627	13,328
At 31 December 2020	12,786	2,637	15,423

### 15 Fixed asset investments

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 15 Fixed asset investments

(Continued)

	Listed investments £
<b>Cost or valuation</b>	
At 1 January 2021	2,045
Valuation changes	(265)
At 31 December 2021	1,780
<b>Carrying amount</b>	
At 31 December 2021	1,780
At 31 December 2020	2,045

### 16 Financial instruments

2021 2020  
£ £

#### Carrying amount of financial assets

instruments measured at fair value through profit or loss

1,780 2,045

### 17 Debtors

2021 2020  
£ £

#### Amounts falling due within one year:

Trade debtors

2,968 5,119

### 18 Creditors: amounts falling due within one year

2021 2020  
£ £

Other taxation and social security

552 737

Trade creditors

1,496 331

Accruals and deferred income

1,563 1,289

3,611 2,357

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### 19 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations specific purposes:

	Movement in funds				
	Balance at 1 January 2021	Incoming resources	Resources expended	Transfers	Balance at 31 December 2021
	£	£	£	£	£
CAP Malvern	23,671	32,246	(27,066)		28,851
Youth Minister	-	2,500	(2,500)	-	-
Youth Evangelism	2,600	-	(596)	-	2,004
	<u>26,271</u>	<u>34,746</u>	<u>(30,162)</u>	<u>-</u>	<u>30,855</u>
	Balance at 1 January 2020	Incoming resources	Resources expended	Transfers	Balance at 1 January 2021
	£	£	£	£	£
CAP Malvern	28,354	18,168	(22,851)	-	23,671
Youth Minister	-	5,000	(5,000)	-	-
Youth Evangelism	2,600	-	-	-	2,600
	<u>30,954</u>	<u>23,168</u>	<u>(27,851)</u>	<u>-</u>	<u>26,271</u>

The restricted funds are derived from income received and expended to run the projects shown above.

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### 20 Unrestricted funds - designated

These are unrestricted funds which are material to the Church's activities made up as follows:

	Movement in funds				
	Balance at 1 January 2021	Incoming resources	Resources expended	Transfers	Balance at 31 December 2021
	£	£	£	£	£
Octagon					
Cafe	3,031	514	(1,496)	-	2,049
Defibrillator	120	60	(79)	-	101
Little					
Treasures	448	82	-	-	530
Capital Fund					
Projects	156	156	-	-	312
Blessings					
Fund	6,707	4,557	(3,347)	-	7,917
Special					
Collections	627	4,112	(2,039)	(2,700)	-
	<u>11,089</u>	<u>9,481</u>	<u>(6,961)</u>	<u>(2,700)</u>	<u>10,909</u>
	Balance at 1 January 2020	Incoming resources	Resources expended	Transfers	Balance at 1 January 2021
	£	£	£	£	£
Octagon					
Cafe	3,031	-	-	-	3,031
Defibrillator	60	60	-	-	120
Little					
Treasures	439	146	(137)	-	448
Ladies					
Ministry	199	-	-	(199)	-
Capital Fund					
Projects	-	156	-	-	156
Blessings					
Fund	408	22,421	(16,321)	199	6,707
Special					
Collections	208	419	-	-	627
	<u>4,345</u>	<u>23,202</u>	<u>(16,458)</u>	<u>-</u>	<u>11,089</u>

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

## 21 Analysis of net assets between funds

-17-

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### 22 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).



ST ANDREW'S CHURCH, MALVERN  
Charity Registration No. 1128973

ANNUAL FINANCIAL STATEMENTS  
FOR THE YEAR ENDING 31 DECEMBER 2021

CONTENTS

Page

**ST ANDREW'S CHURCH, MALVERN**  
**ANNUAL FINANCIAL STATEMENTS FOR THE**  
**YEAR ENDED 31 DECEMBER 2021**

3-5

Statement of Financial Position

4

Balance Sheet

3-13

Notes to the Financial Statements

# ST ANDREW'S CHURCH, MALVERN

Charity Registration No. 1128973

## ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 DECEMBER 2021

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### CONTENTS

	Page
Independent examiner's report	1
Statement of financial activities	2 - 3
Balance sheet	4
Notes to the financial statements	5 - 18

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# ST ANDREW'S CHURCH, MALVERN

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF ST ANDREW'S CHURCH, MALVERN

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I report to the trustees on my examination of the financial statements of St Andrew's Church, Malvern (the Church) for the year ended 31 December 2021.

#### Responsibilities and basis of report

As the trustees of the Church you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Church's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the Church as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.



Elizabeth Needham ACA CTA (VAT)  
Kendall Wadley LLP

Granta Lodge  
71 Graham Road  
Malvern  
Worcestershire  
WR14 2JS

Dated: 17 March 2022

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# ST ANDREW'S CHURCH, MALVERN

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2021

### Current financial year

		Unrestricted funds general	Unrestricted funds designated	Restricted funds	Endowment funds	Total	Total
	Notes	2021 £	2021 £	2021 £	2021 £	2021 £	2020 £
<b>Income and endowments from:</b>							
Donations and legacies	3	18,289	-	13,968	-	32,257	18,990
Church activities	4	12,496	5,369	886	-	18,751	37,320
Voluntary income	5	153,085	4,112	17,392	-	174,589	168,848
Investments	6	90	-	-	-	90	44
Other incoming resources	7	9,136	-	2,500	-	11,636	13,925
<b>Total income</b>		<b>193,096</b>	<b>9,481</b>	<b>34,746</b>	<b>-</b>	<b>237,323</b>	<b>239,127</b>
<b>Expenditure on:</b>							
Charitable activities	8	192,112	6,961	30,162	-	229,235	218,787
Net gains/(losses) on investments	12	-	-	-	(265)	(265)	591
<b>Net incoming/(outgoing) resources before transfers</b>		<b>984</b>	<b>2,520</b>	<b>4,584</b>	<b>(265)</b>	<b>7,823</b>	<b>20,931</b>
Gross transfers between funds	13	2,700	(2,700)	-	-	-	-
<b>Net movement in funds</b>		<b>3,684</b>	<b>(180)</b>	<b>4,584</b>	<b>(265)</b>	<b>7,823</b>	<b>20,931</b>
Fund balances at 1 January 2021		97,476	11,089	26,271	2,045	136,881	115,950
<b>Fund balances at 31 December 2021</b>		<b>101,160</b>	<b>10,909</b>	<b>30,855</b>	<b>1,780</b>	<b>144,704</b>	<b>136,881</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# ST ANDREW'S CHURCH, MALVERN

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

Prior financial year

		Unrestricted funds general 2020 £	Unrestricted funds designated 2020 £	Restricted funds 2020 £	Endowment funds 2020 £	Total 2020 £
	Notes					
<b><u>Income and endowments from:</u></b>						
Donations and legacies	3	12,398	-	6,592	-	18,990
Church activities	4	14,537	22,783	-	-	37,320
Voluntary income	5	156,853	419	11,576	-	168,848
Investments	6	44	-	-	-	44
Other incoming resources	7	8,925	-	5,000	-	13,925
<b>Total income</b>		<b>192,757</b>	<b>23,202</b>	<b>23,168</b>	<b>-</b>	<b>239,127</b>
<b><u>Expenditure on:</u></b>						
Charitable activities	8	174,478	16,458	27,851	-	218,787
Net gains/(losses) on investments	12	-	-	-	591	591
<b>Net incoming/(outgoing) resources before transfers</b>		<b>18,279</b>	<b>6,744</b>	<b>(4,683)</b>	<b>591</b>	<b>20,931</b>
<b>Net movement in funds</b>		<b>18,279</b>	<b>6,744</b>	<b>(4,683)</b>	<b>591</b>	<b>20,931</b>
Fund balances at 1 January 2020		79,197	4,345	30,954	1,454	115,950
<b>Fund balances at 31 December 2020</b>		<b>97,476</b>	<b>11,089</b>	<b>26,271</b>	<b>2,045</b>	<b>136,881</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# ST ANDREW'S CHURCH, MALVERN

## BALANCE SHEET

AS AT 31 DECEMBER 2021

	Notes	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	14	13,328	15,423
Investments	15	1,780	2,045
		<u>15,108</u>	<u>17,468</u>
<b>Current assets</b>			
Debtors	17	2,968	5,119
Cash at bank and in hand		130,239	116,651
		<u>133,207</u>	<u>121,770</u>
<b>Creditors: amounts falling due within one year</b>	18	(3,611)	(2,357)
Net current assets		<u>129,596</u>	<u>119,413</u>
<b>Total assets less current liabilities</b>		<u>144,704</u>	<u>136,881</u>
<b>Capital funds</b>			
Endowment funds		1,780	2,045
<b>Income funds</b>			
General restricted funds		<u>30,855</u>	<u>26,271</u>
	19	30,855	26,271
<b>Unrestricted funds</b>			
Designated funds	20	10,909	11,089
General unrestricted funds		<u>101,160</u>	<u>97,476</u>
	21	<u>112,069</u>	<u>108,565</u>
		<u>144,704</u>	<u>136,881</u>

The financial statements were approved by the Trustees on 17 March 2022

Rev D C Bruce MA  
Chair



Dr D H Barnes  
Deputy Chair



# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

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### 1 Accounting policies

#### Charity information

St Andrew's Church, Malvern is an unincorporated charity and its office is Churchdown Road, Malvern, WR14 3JX.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the Charities Act 2011 and "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)", having regard to the Church Representation Rules (last updated 2020). The Church is a Public Benefit Entity as defined by FRS 102.

The Church has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Church. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the Church has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Church.

#### 1.4 Income

Income is recognised when the Church is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 1 Accounting policies

(Continued)

Cash donations are recognised on receipt. Other donations are recognised once the Church has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Church has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Equipment used within the church premises (including the Church Centre and the Chase Team Office) is depreciated on a straight line basis over four years. Individual items of equipment with a purchase price of £1,500 or less are written off when the asset is acquired.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

Consecrated and benefice property is not included in the accounts by virtue of s96(2)(a) of the Charities Act 1993.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and, therefore, such assets are not valued in the financial statements.

#### 1.6 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

#### 1.7 Impairment of fixed assets

At each reporting end date, the Church reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).



# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### 1 Accounting policies

(Continued)

##### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, and other short-term liquid investments with original maturities of three months or less.

##### 1.9 Financial instruments

The Church has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Church's balance sheet when the Church becomes party to the contractual provisions of the instrument.

##### *Basic financial assets*

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost. Financial assets classified as receivable within one year are not amortised.

##### *Basic financial liabilities*

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

##### *Derecognition of financial liabilities*

Financial liabilities are derecognised when the Church's contractual obligations expire or are discharged or cancelled.

##### 1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Church is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

##### 1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 2 Critical accounting estimates and judgements

In the application of the Church's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 3 Donations and legacies

	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds general 2020 £	Restricted funds 2020 £	Total 2020 £
Legacies receivable	-	10,000	10,000	-	-	-
Grant income	18,289	3,968	22,257	12,398	6,592	18,990
	<u>18,289</u>	<u>13,968</u>	<u>32,257</u>	<u>12,398</u>	<u>6,592</u>	<u>18,990</u>
<b>Grants receivable for core activities</b>						
DEFRA Grant	-	3,968	3,968	-	6,592	6,592
Covid-19 support	17,669	-	17,669	10,000	-	10,000
Job Retention Scheme	620	-	620	2,398	-	2,398
	<u>18,289</u>	<u>3,968</u>	<u>22,257</u>	<u>12,398</u>	<u>6,592</u>	<u>18,990</u>

### 4 Church activities

	Church activities 2021 £	Church activities 2020 £
Activities	3,435	1,954
Weddings and funerals	4,880	3,154
Capital projects	216	216
Blessings fund	4,557	22,421
Church hall	5,663	9,575
	<u>18,751</u>	<u>37,320</u>
<b>Analysis by fund</b>		
Unrestricted funds - general	12,496	14,537
Unrestricted funds - designated	5,369	22,783
Restricted funds	886	-
	<u>18,751</u>	<u>37,320</u>

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

5	Voluntary income	Unrestricted funds		Unrestricted funds designated		Restricted funds		Total		Unrestricted funds general		Unrestricted funds designated		Restricted funds		Total	
		2021	£	2021	£	2021	£	2021	£	2020	£	2020	£	2020	£	2020	£
	Planned offerings	119,647		-		8,908		128,555		124,707		-		-		124,707	
	Other offerings	2,477		-		770		3,247		3,531		-		-		3,531	
	Donations	2,805		4,112		5,500		12,417		1,974		419		8,956		11,349	
	Gift aid	28,156		-		2,214		30,370		26,641		-		2,620		29,261	
	Voluntary income	153,085		4,112		17,392		174,589		156,853		419		11,576		168,848	

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 6 Investments

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £
Interest receivable	90	44

### 7 Other incoming resources

	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds general 2020 £	Restricted funds 2020 £	Total 2020 £
WDBF support for Youth Minister	-	2,500	2,500	-	5,000	5,000
All Saints expenses share and other income	9,136	-	9,136	8,925	-	8,925
	<u>9,136</u>	<u>2,500</u>	<u>11,636</u>	<u>8,925</u>	<u>5,000</u>	<u>13,925</u>

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 8 Charitable activities

	Church activities 2021 £	Church activities 2020 £
Staff costs	62,599	65,557
Depreciation and impairment	7,491	7,351
Parish share	81,600	81,600
Church 'away' giving	15,622	9,850
Clergy expenses and service costs	4,198	2,569
Weddings and funerals (WDBF)	2,876	3,173
Office costs	4,800	6,166
Youth and childrens work	3,170	2,661
Mission and community	19,901	28,792
Buildings running and maintenance costs	8,878	7,432
Miscellaneous	1,930	2,466
Gift to St Mary's Church	15,000	-
	<u>228,065</u>	<u>217,617</u>
Share of support costs (see note 9)	480	480
Share of governance costs (see note 9)	690	690
	<u>229,235</u>	<u>218,787</u>
<b>Analysis by fund</b>		
Unrestricted funds - general	192,112	174,478
Unrestricted funds - designated	6,961	16,458
Restricted funds	30,162	27,851
	<u>229,235</u>	<u>218,787</u>

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 9 Support costs

	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Accountancy	480	-	480	480	-	480
Independent examination fees	-	690	690	-	690	690
	480	690	1,170	480	690	1,170
Analysed between Charitable activities	480	690	1,170	480	690	1,170

### 10 Trustees

Payments to PCC Members: None (excludes reimbursement for expenses). The expenses paid to clergy may include a small immaterial proportion which related to their function as a PCC member

### 11 Employees

#### Number of employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Average number of employees	7	6
Full time equivalents number of employees	4	3

#### Employment costs

	2021 £	2020 £
Wages and salaries	62,201	64,945
Other pension costs	398	612
	62,599	65,557

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

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 12 Net gains/(losses) on investments

	Endowment funds	Endowment funds
	2021	2020
	£	£
Revaluation of investments	(265)	591

### 13 Transfers

The transfer between fund represents the release of funds raised to purchase equipment following acquisition of the same.

### 14 Tangible fixed assets

	Hall Equipment	Church Equipment	Total
	£	£	£
<b>Cost</b>			
At 1 January 2021	20,336	9,050	29,386
Additions	-	5,396	5,396
At 31 December 2021	20,336	14,446	34,782
<b>Depreciation and impairment</b>			
At 1 January 2021	7,550	6,413	13,963
Depreciation charged in the year	5,085	2,406	7,491
At 31 December 2021	12,635	8,819	21,454
<b>Carrying amount</b>			
At 31 December 2021	7,701	5,627	13,328
At 31 December 2020	12,786	2,637	15,423

### 15 Fixed asset investments

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 15 Fixed asset investments

(Continued)

	Listed investments £
<b>Cost or valuation</b>	
At 1 January 2021	2,045
Valuation changes	(265)
At 31 December 2021	1,780
<b>Carrying amount</b>	
At 31 December 2021	1,780
At 31 December 2020	2,045

### 16 Financial instruments

2021 2020  
£ £

#### Carrying amount of financial assets

instruments measured at fair value through profit or loss

1,780 2,045

### 17 Debtors

2021 2020  
£ £

#### Amounts falling due within one year:

Trade debtors

2,968 5,119

### 18 Creditors: amounts falling due within one year

2021 2020  
£ £

Other taxation and social security

552 737

Trade creditors

1,496 331

Accruals and deferred income

1,563 1,289

3,611 2,357



# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### 19 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations specific purposes:

	Movement in funds				
	Balance at 1 January 2021	Incoming resources	Resources expended	Transfers	Balance at 31 December 2021
	£	£	£	£	£
CAP Malvern	23,671	32,246	(27,066)		28,851
Youth Minister	-	2,500	(2,500)	-	-
Youth Evangelism	2,600	-	(596)	-	2,004
	<u>26,271</u>	<u>34,746</u>	<u>(30,162)</u>	<u>-</u>	<u>30,855</u>
	Balance at 1 January 2020	Incoming resources	Resources expended	Transfers	Balance at 1 January 2021
	£	£	£	£	£
CAP Malvern	28,354	18,168	(22,851)	-	23,671
Youth Minister	-	5,000	(5,000)	-	-
Youth Evangelism	2,600	-	-	-	2,600
	<u>30,954</u>	<u>23,168</u>	<u>(27,851)</u>	<u>-</u>	<u>26,271</u>

The restricted funds are derived from income received and expended to run the projects shown above.

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### 20 Unrestricted funds - designated

These are unrestricted funds which are material to the Church's activities made up as follows:

	Movement in funds				
	Balance at 1 January 2021	Incoming resources	Resources expended	Transfers	Balance at 31 December 2021
	£	£	£	£	£
Octagon					
Cafe	3,031	514	(1,496)	-	2,049
Defibrillator	120	60	(79)	-	101
Little					
Treasures	448	82	-	-	530
Capital Fund					
Projects	156	156	-	-	312
Blessings					
Fund	6,707	4,557	(3,347)	-	7,917
Special					
Collections	627	4,112	(2,039)	(2,700)	-
	<u>11,089</u>	<u>9,481</u>	<u>(6,961)</u>	<u>(2,700)</u>	<u>10,909</u>
	Balance at 1 January 2020	Incoming resources	Resources expended	Transfers	Balance at 1 January 2021
	£	£	£	£	£
Octagon					
Cafe	3,031	-	-	-	3,031
Defibrillator	60	60	-	-	120
Little					
Treasures	439	146	(137)	-	448
Ladies					
Ministry	199	-	-	(199)	-
Capital Fund					
Projects	-	156	-	-	156
Blessings					
Fund	408	22,421	(16,321)	199	6,707
Special					
Collections	208	419	-	-	627
	<u>4,345</u>	<u>23,202</u>	<u>(16,458)</u>	<u>-</u>	<u>11,089</u>

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

## 21 Analysis of net assets between funds

-17-

# ST ANDREW'S CHURCH, MALVERN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### 22 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).